

Instructor Training Advisory Group Meeting

October 20, 2020

Call-In Meeting

Jessica Bullock called the meeting to order. She welcomed everyone who was able to attend the call-in meeting.

Members Present:

Patricia Brown, Central Piedmont Community College

Kathleen Johnson, Bridgeton Police Department

Greg Minton, Wilkes Community College

Andrea Hyson, Vance Granville Community College

Amy Snider-Wells, Central Carolina Community College

Jeff Robinson, Wake Technical Community College

Stacy Buff, McDowell Technical Community College

Members Absent:

Wayne Coats, Pitt Community College

Ricky Watson, N.C. Central University Campus Police

Jessica Yarborough, N.C. Department of Public Safety

Guests:

Trevor Allen, N.C. Justice Academy

Stacy Holloman, N.C. Justice Academy

Micky Biggs, N.C. Community College System

Tracy McPherson, Commissioner and N.C. Community College System

Staff Present:

Jessica Bullock, N.C. Justice Academy

Tony Losada, N.C. Justice Academy

Jarrett McGowan, N.C. Justice Academy

Becky Peterson, N.C. Justice Academy

Old Business/ Approval of Minutes:

Members received the July 2020 meeting minutes in advance via email. Greg motioned to approve the minutes as printed. Seconded by Pat Brown. Everyone agreed.

New Business:

Next meeting date: February 17, 2021 at 10am.

Our first IT Refresher Training course was held October 14 at McDowell Tech. We had 29 in attendance; everyone did a great job social distancing. The next IT Refresher Training is scheduled on Nov. 5 at Wake Tech with Jessica, Tony & Jeff teaching; this date is filled to capacity. We have added a date in Elizabeth City, which can hold up to 300 people with COVID spacing on March 24.

We sent out the TTT dates & locations to the IT Advisory Group. If you teach any of these dates, you can also sign-up as a student so you receive credit for the training. We have three dates that we need additional teachers: February 18, March 16 and March 24. Jessica received positive feedback from the attendees from the October 14 course. They appreciated this refresher course and the efforts of teaching near their location.

The rule that was printed in the registry when the registry was sent out by the commission – Jessica made suggestions to the rule. The plan is to pull that rule and resubmit the corrected and updated rule. IT will not be impacted by this rule being pulled. The new IT will roll out as planned January 1. We are taking every step to plan so the rollout will run smoothly. A PowerPoint and a booklet has been provided to help with this new roll out. CJ Standards is keeping track of everyone who attends the IT Refresher Training course.

The lesson plans for the IT program has been updated along this journey as changes were made. As changes were made, the most updated copy was emailed to all IT Advisory Group members. Legal reviews were completed on every single block. The new program will roll out January 1. The information will be loaded to the Instructor login page the first week of December. The new manuals should be ready in the bookstore in early December.

Tracy stated that they are recommending changing the recommended hours to 90 in their combined course library to the state minimum. They will update the course description to reflect the 90 hours change.

Dee Parton has resigned from the IT Advisory Group. We will miss her. If you know of a good person to take Dee's place so we can have someone represent the western part of the state, please let Jessica know.

Other Business:

Report from Michelle Schilling/ Training & Standards – no report.

No report from Autumn Hanna for Sheriff's Standards Division – no report.

No, report from Legal Counsel – Jarrett no report.

No report from the NC Justice Academy.

Jessica thanked everyone for his or her dedication and hard work.

Motion to adjourn the meeting was made by Kathleen Johnson. Seconded by Stacy Buff. No objections. The meeting adjourned.

Respectfully submitted on November 19, 2020,

By Becky Peterson

North Carolina Justice Academy