

DRIVERS TRAINING ADVISORY COMMITTEE
MEMBERSHIP AND ATTENDANCE POLICY

PURPOSE

The purpose of this policy is to outline the membership and attendance requirements for the Drivers Training Advisory Committee.

DEFINITIONS

Drivers Training Advisory Committee: A standing committee established to continually evaluate the curriculum, delivery and student performance evaluation criteria contained within the BLET and Drivers Instructor Training programs. This advisory committee will be chaired by the designated Specialized Drivers Instructor Training School Director for the North Carolina Justice Academy and composed of no less than eight and no more than twelve committee members.

Eligible Committee Member: A person eligible to serve on the Driver's Training Advisory Committee. The person must be of good moral character and meet one of the following criteria: (1) be employed in a full time position with a state or local law enforcement, criminal justice, or community college agency, and (2) have responsibilities in the area of development and/or delivery of drivers training, or (3) have responsibilities in the area of repair or mechanical work on law enforcement motor vehicles, or (4) be currently certified as a Specialized Drivers Instructor within the State of North Carolina.

POLICY AND PROCEDURE

It shall be the policy of the Drivers Training Advisory Committee that a minimum of eight and a maximum of twelve members serve on the committee. At such time a vacancy occurs, the Chairperson of the Drivers Training Advisory Committee, in consultation with the other members, will recommend several individuals for membership to the Director of the North Carolina Justice Academy. Members will hold staggered terms and may be recommended to serve consecutive terms. Each member's term will extend for three (3) years from time of appointment.

Each member of the Drivers Training Advisory Committee, or their proxy, is encouraged and expected to attend all meetings which will be held on a bi-annual basis, unless additional meetings are necessary. The committee chairperson will formulate a meeting schedule and distribute the schedule to committee members. The distribution of this schedule will take place, at a minimum, once a year. The meeting schedule will list the date, time, and location of each committee meeting so committee members can mark the meeting dates on their calendar, well in advance of each meeting.

A committee member will be removed from the Drivers Training Advisory Committee for any of the following reasons: (1) absent from two consecutive regularly scheduled Drivers Advisory Committee meetings (excluding rescheduled or special called meetings), or (2) has been found to have knowingly and willfully violated any provision or requirement of rules established by the Criminal Justice Education and Training Standards Commission or the Sheriffs' Training and Standards Commission.