

North Carolina Probation and Parole Association
Executive Board Meeting Minutes

January 12, 2018

I. Call to order

President Jessica Boggs-Spellman called to order the board meeting of the NCPPA at 11:15am on January 12, 2018 at 2020 Yonkers Road, Raleigh, N.C. All present were welcomed.

II. Roll call

The following members were present: Jessica Boggs-Spellman, Emily Jones, John Lanier, Dwynetta Foster, LaCresa Morgan, William Chisholm, Carol Henry, Shena Jones-Rollins, Emily Ellis and Tiffany Vaughan.

III. Secretary's Report

Minutes were read and a motion to approve the minutes was made by Josh Lanier, seconded by Carol Henry.

IV. Treasurer's Report

President Jessica Boggs-Spellman distributed the financial report. Ms. Spellman reminded all divisions to submit their bank statements to Treasurer Latashia Williams by February 5, 2018 for preparation of 2017 tax return. William Chisholm made a motion to accept the treasurer's report, seconded by Emily Jones.

V. Membership Totals

Division 1-70

Division 2-80

Division 3-63

Division 4-58

Total NCPPA membership=271

VI. Old Business

- a. Discussion was held in regards to the NCPPA scholarship award amount. In 2017, Division Two Administrator-Brian Gates son was the recipient however the scholarship check has not been presented due to no record of the amount that should be awarded. After discussion, the board agreed upon awarding the 2017 NCPPA scholarship recipient \$250.00. Emily Jones made a motion, seconded by Dwyetta Foster. If the scholarship account does not have sufficient funds, money will be transferred from the general account.

- b. Jessica Boggs-Spellman discussed a co-sponsored event with the North Carolina Correctional Association and North Carolina Troopers Association. At this time, another event would be planned for collaborating with the other associations. However, a one day event was discussed to celebrate North Carolina Probation/Parole week which is honored the week of July 16, 2018. The event would take place at the North Carolina Zoo in Asheboro for members and their families on July 21, 2018. The admission rate would be discounted. There was much discussion about what the NCPPA would pay in regards to lunch. Ms. Spellman distributed a lunch menu with prices from the zoo's catering services. Other members suggested inquiring if the grills out in the parking area could be utilized to provide lunch. Approval for the event will be discussed at the next NCPPA Executive Board meeting in February.

VII. New business

- a. Basic Probation/Parole Officer Graduation list for 2018 was circulated and members signed up to be present at the each graduation (see attached). During graduations members are asked to speak to the graduating class (if the President is unable to attend) and serve light refreshments. Refreshments include cake or cupcakes, punch, water. Discussion was held about a more efficient way to serve the beverages instead of using the punch bowl. Co-chair for Division 4, Emily Ellis will donate 2 beverage dispensers and a utensil caddy.
- b. The Association five standing committees sign-up sheet was also circulated (see attached). President Spellman discussed each committee and how members would serve on each. She also asked for the Executive Board to submit photos of themselves to be uploaded on the NCPPA website.
- c. Discussion was held about the website and looking for a webmaster to modernize the current site. The current webmaster submitted a fee of \$1250 to make the changes requested by the association to modernize. John Lanier offered his expertise to assist the association at a lower fee. The domain was discussed and due to uncertainty about ownership of the domain the matter was tabled until the next meeting.
- d. Shena Jones-Rollins will not serve on the newsletter committee as previously noted during last month's meeting. A representative from Divisions 3 and 4 is needed to serve on the committee. Contact will be made with division chairs and names will be submitted.
- e. Discussion was held on how to increase memberships across the state. Members suggested attending staff meetings, district days, etc. Also, for monthly meetings send meeting email to all JDM's for distribution to their staff which includes members and non-members.

VIII. Issues and Resolutions

- a. A PO submitted an idea for officers to have electronic tablets for field work to conduct OMC's but also to have offenders sign paperwork electronically to eliminate the usage of paper. It was shared that Winston Salem (Forsyth County) is currently in a pilot program testing the "Field Box". The Field Box consists of a Surface Pro. Tablet. President Spellman submitted the idea to John Hegger who is the Lead Field Specialist.
- b. New policy for the prisons has been adopted that includes Cellsense which is a detection system that identifies items containing ferrous metals through the use of ferromagnetic detection. The policy adopted with the new technology prohibits staff or visitors from entering the facility with any type metal on their person. This has posed an issue for DCC officers, specifically females who have visited the prison for work related reasons and could not execute their job duties due to the detection of metal in their undergarments. President Spellman informed she would be speaking with DCC and DAC Leadership to determine if this policy could be modified for DCC. Suggestions made by the Executive Board to resolve this issue- escort PO's who visit the prison facilities, state issued undergarments.

IX. 2018 Training Institute

This year TI is hosted by Division One. William Chisholm reported the 2018 Training Institute tentative date will be October 24, 2018 – October 26, 2018 at the Hilton Garden Inn in Kitty Hawk, NC. No contract has been submitted to the board however the hotel is working on it. Some of the items that have been discussed with the hotel include- all NCPPA TI attendees will lodge on the 2nd floor of the hotel, the Pier House will be used for Wednesday and Thursday night entertainment, the band will have to end at 11am due to hotel quiet hours. More information forthcoming.

X. Division Reports

Division One reported the next meeting will be February 16, 2018, meeting location TBA. The division is working with Division Two on the 2018 Spring Workshop.

Division Two reported the next meeting will be held on January 19, 2018 at 11am. The division is working on the Spring Workshop which will be March 15-16 at the Hilton in Kitty Hawk. The division is still selling tumblers.

Division Three reported their last meeting was January 11, 2018. They are working on the Spring Workshop. Several topics have been suggested such as SRG identifiers, Situational Awareness. The division is in the planning stages of a food drive to donate to the local food

bank. Looking at awarding the area with the most food raised. Next meeting is scheduled for February 8, 2018 in Asheboro.

Division Four reported their next meeting will be January 19, 2018. They are in the planning stages of the Spring Workshop to include a golf tournament. Topics they are considering include-survival in 3 seconds, gang, sovereign citizens, motorcycle gangs, identifying drugs.

With no further business,

President Jessica Boggs-Spellman adjourned the meeting at 1:37pm.

Minutes submitted by: Tiffany Vaughan, Secretary