

North Carolina Probation and Parole Association

Executive Board Meeting Minutes

April 6, 2018

I. Call to order

President Jessica Boggs Spellman called to order the executive board meeting of the NCPA at 11:20am on April 6, 2018 at 2020 Yonkers Road, Raleigh, N.C. All present were welcomed.

II. Roll call

The following members were present: Emily Jones, Eddie Wallace, Dwynetta Foster, Jessica Boggs-Spellman, William Chisholm, Carol Henry, Jessica Bullock, Emily Patton, Debbie Disco, John Lanier, Latashia Williams(by phone), Amber Ward, and LaCresa Morgan.

III. Secretary's Report

Minutes were read and a motion was made by Carol Henry to accept the minutes from last meeting, this motion was seconded by Dwynetta Foster. Motion passed.

IV. Treasurer's Report

A. Checking \$15,484.99

Share \$36.66

Disaster Relief \$644.67

Scholarship \$128.07

BB&T \$4,335.46

Savings \$1029.43

Motion was made by Debbie Disco to accept the Treasurers Report; motion was seconded by Eddie Wallace. Motion passed.

B. Treasurer Latashia Williams reviewed the Membership Report, which reports an increase in membership from 265 to 288. Memberships can be sent directly to Latashia Willaims.

C. Taxes have been filed for 2017.

D. Post Office Box has been paid for.

E. Insurance will be paid today at a rate of \$1.69 per person.

V. Old Business

A. Still working on the NCDPS Work Family event. Jessica Boggs Spellman spoke with President of NCCA in person about scheduling a round table meeting with the heads of each association.

B. Website should be updated soon. Dawn by Design has been given all information needed.

VI. New business

VII. Issues and Resolution

A. President Boggs Spellman put a letter in the Directors box detailing the following issues and resolutions:

- Probation/Parole Officers want a better option than the current DCC baseball hat provided for the winter months.

 - Having a DCC issued beanie was suggested with the approved NCDPS logo.

 - Many law enforcement agencies issue their staff beanies to wear in the field while working during the cold months.

 - NCPA would suggest that this would be approved for field wear only, not appropriate for court or office wear.

- Providing Temperature Strips to be used along with the drug screens.

 - These would assist in proving that a specimen is being defrauded when the offender is not otherwise caught.

 - Currently, we do not have these and have to rely on our own hands to feel the outside of the specimen cup, which is not an accurate or scientific method of determining that the urine was being defrauded.

 - The guidelines for confirmation from the third-party drug test at (Great Lake) Laboratory requires that an officer state a temperature of the urine specimen, we are unable to complete this as instructed due to not having any temperature strips.

- Provide training on Drug Test results so that officers are more confident when testifying in court. This would include information concerning false positives.

 - We suggest this is done through LMS.

 - The more educated we are on the subject the better prepared we can be before the court and the better we can represent our Agency.

- Officers are requesting penetrating wound first aid kits to be issued for them to use in the field and the office.

 - We recommend that at least one be placed in each office location and that each officer be issued a penetrating wound first aid kit for their state issued vehicles.

 - This is a dangerous job, and we want to make sure that there is nothing that we wish we could have done better.

-Allow Officers to work 4 shifts working 10 hours instead of working 8 hour shifts.

-We recommend the shifts could be from 7am-6pm, 7:30am-6:30pm, 8am-7pm, and 8:30am-7:30pm for your basic work day.

-For night shift we suggest 11am-10pm, 11:30am-10:30pm, 12pm-11pm, 12:30pm-11:30pm, and 1pm-12pm.

-Officers believe that this would add a great benefit of having a job that provides better scheduling for family life.

-This could be an added incentive for job seekers and add to the current employee's enjoyment.

-Officers have voiced concerns that upper management is not in touch with the Officers in the field.

-We suggest that yearly all administrative management complete a ride along and have discussions with Officers in the field about their job.

-This will help increase managements' awareness of what is it to be a Probation/Parole Officer today and boost Officer morale.

-This could connect management to improve professional development of employees.

-Officers are concerned about officer safety when entering the Prisons.

Probation/Parole Officers should not have to enter a Prison knowing that they are below National Standards.

-We suggest that the Case Managers walk the inmate out to the main lobby to be released and that Probation/Parole Officers not be asked to enter the inner sanctum of the prison.

-We ask that those officers with the Direct Release responsibly as well as the Institutional PPO's be issued a baton and trained on how/when to use it since they are required to enter the prison.

-Provide training on Emergency Response for all certified staff who could be asked to respond to a prison riot, fire, or other emergency situation.

-Provide Nitrile gloves to all officers, removing use of latex altogether.

-This would provide a safer environment for staff and offenders with allergies.

-If this is not possible, we request that offices where an employee latex allergy exists - to make those locations latex free.

-Have pay increases for those officers who have specialized caseloads or responsibilities such as Sex Offender Officer, Domestic Violence Officer, Institutional PPO, EHA Officer, SRG Officer, and Field Liaison Officer.

- B. Emily Patton agreed to speak with SEANC about PPO pay and speaking with Lobbyists.
- C. Other suggestions:
 - Being able to take State Cars to the gym at lunch
 - Pay increase for EHA CPPO
 - Laptops for PPO's to use in the field.

VIII. 2018 Training Institute

- A. Contract has been signed.
- B. Discussed NCISSAC expanding training from Division 1 and 2 Spring Workshop on the White Supremacist groups. Suggestions made to make an attempt to provide different training from that of the Spring Workshop. Kendra Davis has been booked for the opening ceremony as a motivational speaker. Discussed idea of having a speaker on Domestic Violence for the closing ceremony.
- C. Vendors are being contacted and secured. Carol Henry reports that she has not heard back from Yonkers road vendors.
- D. Registration form is ready to be sent out, William Chisholm to provide to Jessica Boggs Spellman to be sent out state wide.
- E. Decision was made to give the Director an extended time slot.

IX. Division Reports

Division One

- A. Next meeting will be April 12, 2018 at AJDM Office in Pitt County. \$1,000.00 in bank account. Still working on the Training Institute.

Division Two

A. Next meeting will be held on April 20, 2018 location to be determined. Spring Workshop was a success. Everyone loved that it was a 2-day event.

Division Three

- A. Next meeting is April 12, 2018 at Logan's in Greensboro. Spring Workshop is planned, just waiting for training approval.

Division Four

- A. Next meeting is April 20, 2018 in Burke County. Working on the Spring Workshop and bringing in Andy Terrell to do the training.

Lunch was provided by the association and catered by Chick-Fila.

President Jessica Boggs Spellman adjourned the meeting at 1:20pm.

Next meeting will be May 11, 2018 at 11am at the Directors Conference Room at 2020 Yonkers Road, Raleigh, NC.

Minutes submitted by: LaCresa Morgan, Vice President