



# NORTH CAROLINA LAW ENFORCEMENT WOMEN'S ASSOCIATION

*Agenda*  
*March 9, 2018*

- I. Call to Order: Meeting was called to order by President Marianne Bond.

The NCLEWA Business Meeting – Durham Police Department, 505 W. Chapel Hill St., Durham, NC 27703 and Mecklenburg Courthouse, 832 E. 4<sup>th</sup> St. Ste 4000, Charlotte, NC 28202.

- II. Invocation: Marisa Davis led the beginning of our meeting with a prayer.

- III. Roll Call

|                              |                   |         |
|------------------------------|-------------------|---------|
| President                    | Marianne Bond     | PRESENT |
| Vice President               | Marsha Williams   | PRESENT |
| Treasurer                    | Brie Butler       | PRESENT |
| Secretary                    | Tara Stanton      | PRESENT |
| Sgt. at Arms/Parliamentarian | Diane Smock       | PRESENT |
| Chaplain                     | Marissa Davis     | PRESENT |
| Historian/Publicity          | Debi Smith        | EXCUSED |
| 3 Year Board of Directors    | Derri Stormer     | EXCUSED |
|                              | Tamesha Woolard   | EXCUSED |
|                              | Debi Smith        | EXCUSED |
| 2 Year Board of Directors    | Henrietta Sanders | PRESENT |
|                              | Jessica Camera    | EXCUSED |
|                              | Jessica West      | PRESENT |

Additional members in attendance:

Khandi Harper, Aujiena Hicks, Kayla Blevins, Alicia McKinney, Zaneta Simpson



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## IV. Order of Business

### a. Reading of Minutes:

The minutes from the 12/01/17 meeting were emailed to all members and posted online. A motion was made by Marisa Davis to accept the minutes from the meeting and this motion was second by Brie Butler.

b. Chaplains Report: Marisa Davis reported that several cards were mailed out on behalf of the association. Thoughts and prayers were especially helpful for the Vice President and her agency during their difficult time this past quarter. Marianne Bond asked for prayers for her mother, scheduled to have surgery on Thursday to have her hip replaced.

### c. Treasurers Report

- i. Current balance: \$15,962.94 in checking and \$7,052.96 in savings. There is \$20,001.23 in the scholarship account.
- ii. Major expenditures and revenue for this quarter: Brie will be emailing the 2017 income/expenses sheet out to the Board later today. The expenditures for this quarter consisted of the checks for the Forgotten Residents (\$40.00 x4) and the scholarship check. Annual income for the year was \$37,057.01 and expenses were \$9,857.34.

A motion was made by Marianne Bond to move \$10,000 from the checking account into the savings account so that we can earn interest on this. This was second by Brie Butler.

A motion was made by Tara Stanton to accept the report and second by Henrietta Saunders.

## V. Committee Reports:

- a. Training and Standards: Committee Updates. The last meeting was February 16, 2018
  - i. Executive Committee
    1. Standards Division Report
      - a. Working on the System Plan which will go in effect January 2019-Marianne will send an update when she gets one.



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- b. SMI/General Instructor administrator – Jason McIntyre who is retired from Chapel Hill PD
- c. Giglio Issues
  - i. Officer with giglio issues was a discussion at the Conferences of District Attorneys. They are working on a way to remove these officers from the profession. They are looking at potentially developing a rule to have a letter included with these officer's files.
- d. NC Criminal Justice Fellows Program – a bill was drafted so that high school students can get financial aid towards an Associates Degree.
- e. General instructors – there was an issue with the email notification system reminding instructors to complete the online renewal of their certification. This did not involve any general instructors who are with an agency, but those outside of an agency. There are still 169 who did not complete the online portion

## 2. NCJA Report

- a. Personnel
  - i. Training and Sex Crimes and Drug Investigation instructor positions will be reposted
  - ii. Strategic Plan – moving forward and part of the plan includes a one year training cycle so agencies will have more advanced notice of classes

## b. Standing Committee Reports

- i. Education and Training Committee
  - 1. POPAT – public hearing will be scheduled to allow a medical waiver for those injured and cannot complete the POPAT. These applicants will have to complete the POPAT within 120 calendar days of the original state exam.
  - 2. Those instructors who have not completed the online portion will lose their certification if it is not completed during the extension period.
- ii. Planning and Standards Committee



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1. Rulemaking hearings are published online
2. Correspondence and distance highschool diplomas will be allowed as long as it is not from an institution that has little or no course work.
3. Moving a few courses to different sections on the state exam. Controlled substances will be under the legal section and preparing and testifying in court will be moved to the communication block.
4. Revision to weapon qualification passed. An officer must requalify, day and night, if they are issued a new weapon. This must occur within 15 days.

## VI. Update Sponsorship

- a. \$1000 was received from LexisNexis. Marianne is drafting a thank you letter to the CEO.
- b. Brie is working on the sponsorship page to provide recognition on three levels: This is still being worked on. Brie and Marianne will be meeting on Monday and will look to put this information on the website within 30 days. They will draft a proposal of the sponsorship levels and send it to the Board to approve.
  - i. Top sponsors
    1. Specialized Training \$6,000 maximum
    2. Annual Banquet \$5,000 maximum
  - ii. Mid-Level sponsors
    1. Association Awards at least \$1000 maximum
    2. Booklets & Supplies at least \$1000 maximum
    3. Charity Softball at least \$1000 maximum  
(Lexis Nexis will fall in the category and will need to be recognized).
  - iii. Base-level
    1. General Funding – name your amount

## VII. Unfinished Business

- a. Conference details – NCJA –West Campus, September 3-7, 2018
  - i. Announcement date: This will be set for April 1, 2018 and looking to start taking registrations in June and July.



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- ii. Limited class sizes and 50 maximum (this is a maximum number allowed but it doesn't include the Board, so it is actually less than this) so please remind anyone that is interested to register early.
  
- b. Conference Schedule
  - i. Monday (Holiday)
    - 1. Check-in 1000-1200
    - 2. Business Meeting 1300-1430  
(New Board members will be voted in at this meeting).
  - ii. Tuesday
    - 1. Leadership Seminar 0800-1630  
(A survey will go out prior to this to take for this class. It will be approximately 120 questions and is a strength finder).
  - iii. Wednesday
    - 1. Courtroom Testimony 0800-1200
      - a. Kim Overton or colleague
  - iv. Thursday
    - 1. Rotating classes 0800-1600
      - a. Firearms
      - b. Simulator
      - c. Defensive Tactics
    - 2. Banquet – Lake Lure Inn 1800-2100
      - a. Roosevelt Hall estimated 70 in attendance
      - b. Scholarship (4-\$500 scholarships awarded)
        - i. Presenting two at the conference and two prior to the conference (the two prior we would need a photo and quick presentation done).
          - 1. Wake Technical CC with Chief Deck-Brown (Bond will reach out to this group)
            - a. Need to schedule a date –(executive board should attend)  
Group advised that the last week in August would be the best to do this.  
At least 2 members of the board should be present, if Chief Brown does not go to the conference.
          - 2. Durham Technical CC with Chief Davis (Bond will reach out to this group)
            - a. Need to schedule



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Group advised that the last week in August would be the best to do this. At least 2 members of the board should be present

3. Fayetteville Technical CC with Chief Hawkins (Brie Butler will reach out to Chief Hawkins)

- a. Need to schedule

Group advised that the last week in August would be the best to do this. At least 2 members of the board should be present

4. Conference CC with Chief Andrews (She is coming to the banquet)  
Marsha Williams will reach out the Blue Ridge Community College in regards to scheduling this event during the banquet.

c. Menu

- i. Mixed green salad
- ii. Baked chicken with white wine cream sauce
- iii. Grilled sirloin
- iv. Roasted potatoes and green beans
- v. Assorted cakes and pies

d. Guest Speaker

- i. Robin Pendergraft

- e. Programs- Marianne will reach out to Latisha Allen since she normally gets the programs done for us.

c. Donation items needed

- i. Water
- ii. Snacks
- iii. Soda

We need items that won't make a mess in the classrooms. Jessica West will be contacting Carolina Snacks for a donation and will be getting a donation letter from Brie Butler. Brie will make the letter available on the website if you are logged in so that you can obtain this and solicit donations. Khandi Harper and Zaneta Simpson will also assist with securing food and drink donations.



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- d. Cafeteria – will be open for breakfast. We are not sure about lunch at this time. We will need to gauge interest on this one ahead of time.
- e. Cookout – Group consensus is this is an option for Tuesday night and that we need to get a quote on this for hamburgers, hotdogs and the fixings for the group. We paid around \$500.00 the last time.
- f. Pens/Cups – Marianne will be reaching back out and re-ordering pens for the conference. Tamesha or Kim were looking into this before but there are no updates so the pens are an easy pick and everyone seems to like them. Marianne would like everyone to brainstorm items for the next meeting on what we want (cups, etc.) possibly for the online store on the website.
- g. Polos- The polos didn't seem to sell well last year so Marianne will have Debi reach out and get samples of materials for hoodies with the logo on them since we already paid a set up fee at one vendor. She will have these for the next meeting to review.

## VIII. New Business

- a. Vote in new members: 3 (Gina Hawkins, Sandra Butcher, Chief CJ Davis)  
A motion was made by Khandi Harper and second by Aujiena Hicks to accept the new members into the association.
- b. Forgotten residents update: Checks were mailed out and cashed.
- c. Next meeting: June 29, 2018 at 10:00-11:30 @ Durham PD.

## IX. Any other items to discuss

- a. Charity Softball: Debi needs to know if anyone is interested in playing on the team. The tournament is a 1 day event in Concord on April 21. Please text her, 919-455-5353 or email her your interest rather quickly ([debra.smith@durhamnc.gov](mailto:debra.smith@durhamnc.gov) or [deborah.smith@durhamnc.gov](mailto:deborah.smith@durhamnc.gov)). They need people for the team so please consider.

Brie Butler made a motion to sponsor the team entry (\$400.00) for this tournament. It was second by Jessica West. The funds raised go towards the Special Olympics.



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- b. Door Prizes/Raffle: We need to reach out and try to solicit donations for raffles or door prizes (depending on what items are donated). At the next meeting if we don't have big ticket items we will determine if the Association will purchase the raffle items. Jessica West, Khandi Harper, and Zaneta Simpson will work on these. Marianne will talk with Kelly Oaks to see if she can assist as well since she is on that side of the state. Tara Stanton will reach out to Tamesha Woolard and see if she can gather some raffle items as well.
- X. Motion to Adjourn
- A motion was by Henrietta Saunders and second by Brie Butler to adjourn the meeting.