



NORTH CAROLINA LAW ENFORCEMENT WOMEN'S ASSOCIATION

Agenda
July 13, 2018

- I. Call to Order: Meeting was called to order by President Marianne Bond at 10:03 a.m.

The NCLEWA Business Meeting – Durham Police Department, 505 W. Chapel Hill St., Durham, NC 27703

- II. Invocation: This was delivered by Marsha Williams.

- 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	Excused
Historian/Publicity	Debi Smith	Present
3 Year Board of Directors	Derri Stormer	Excused
	Tamesha Woolard	Excused
	Debi Smith	Present
2 Year Board of Directors	Henrietta Sanders	Excused
	Jessica Camera	Present
	Jessica West	Present

Additional members in attendance:
Sharika Hagens, Latisha Allen, Sydell Lewis



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IV. Order of Business

a. Reading of Minutes:

The minutes from the 03/09/18 meeting were emailed to all members and posted online. A motion was made by Jessica West to accept the minutes from the meeting and this motion was second by Debi Smith.

b. Chaplains Report: Cards have been mailed out to fallen officers (Driver from Rocky Mount and Bullard with the NCSHP) on behalf of the association.

c. Treasurers Report:

- i. Current balance: \$4,568.72 in checking and \$17,078.96 in savings. There is \$20,002.57 in the scholarship account.
- ii. Major expenditures and revenue for this quarter: There was the website renewal (\$750.00 and a \$22.00 internal fee) and Special Olympics donation for the softball tournament (\$400.00).

A motion was made by Tara Stanton to accept the report and second by Jessica West.

V. Committee Reports:

a. Training and Standards: Committee Updates. The last meeting was May 18, 2018.

i. Executive Committee

1. Standards Division Report

a. Giglio Issues

- i. Decision was made to send letters to the Criminal Justice Standards Division

b. General instructors – 482 who have not renewed their certification. They have until May 31st to complete this. It was reported that 396 instructors have lost their certifications as of this meeting date.

2. NCJA Report

a. New classes

- i. Advanced SRO Survival
- ii. Basic Narcotics Inv



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- iii. Forensic Analysis for Patrol
- iv. Critical Incident Stress Mgt
- v. Civil Process for Law Enforcement
- vi. NCJA Basic Patrol Rifle

b. Standing Committee Reports

i. Education and Training Committee

1. Long gun low light qualifications

a. Shotgun Day

- i. Distance: to be determined by agency based on ammunition carried.
- ii. Position: standing & kneeling
- iii. Minimum rounds: 10

b. Shotgun Night

- i. Distance: to be determined by agency based on ammunition carried.
- ii. Positions: standing & kneeling
- iii. Light Conditions: variable from total darkness to all available light

Note: Handheld or gun mounted lights may be used during this course of fire

c. Rifle/Carbine – Day (does not include sniper rifles)

- i. Distance: 7 yards to 50 yards (minimum distance can be extended)
- ii. Positions: standing & kneeling
- iii. Minimum rounds: 30
 - 1. Approximately 25% fired from 15 yards
 - 2. Approximately 25% fired from 25 yards
 - 3. Approximately 25% fired from 50 yards
 - 4. Approximately 25% tbd by agency
- iv. Light Conditions: variable from total darkness to all available light

Note: Handheld or gun mounted lights may be used during this course of fire

d. Combat Day & Night Required



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VII. Unfinished Business

- a. Conference details – NCJA –West Campus, September 3-7, 2018
 - i. Cafeteria update-Breakfast and lunch will be available Tuesday through Thursday. Breakfast will be available on Friday as well from the cafeteria.
 - ii. Annoucement went out to NCLEWA
 - iii. Will release state wide on July 16th , members should register immediately
 - iv. Members will also have to register with the NCJA- You must still go onto the NCJA portal to register and get a room. There was some discussion of issues with trying to locate the course on the portal and Marianne was going to reach out to NCJA to address. (If you went to the A-Z search and type in “Women’s” some have found it that way).
 1. <https://ncja-portal.acadisonline.com/acadisviewer/login.aspx>
 2. Once they enter the portal, they should select the Conference from course listing
 3. Be sure to enter all information and especially - Housing request Yes or No.
 4. Limited class sizes and 50 maximum (this is a maximum number allowed but it doesn't include the Board, so it is acutally 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



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- b. Simulator
- c. Defensive Tactics
- 2. Banquet – Lake Lure Inn 1800-2100
 - a. Roosevelt Hall estimated 70 in attendance (15 tickets should be available for sale, bring a check or credit card, Brie can provide an invoice. We will see if more are available the closer to the conference date).
 - b. Scholarship (4-\$500 scholarships awarded) - Updates
 - 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) – waiting on
 - a. Need to schedule a date –(executive board should attend)
 - b. Recipient Auric McClean 919-592-5303, WTCC representative Jan Slaughter, RPD PIO Laura 919-523-2254 – working on scheduling
 - 2. Durham Technical CC with Chief Davis (Bond will reach out to this group)
 - a. Need to schedule
- 3. Fayetteville Technical CC with Chief Hawkins (Brie Butler will reach out to Chief Hawkins)
 - a. Contact is Linda Novak and Jeffrey Zack
- 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. Marsha will get the bio on the receipt for the conference (Joreca Dinell).



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Update -

c. Programs- Latisha will coordinate

c. Update Needed - 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.

- Jessica Camera will have an answer soon as to her donation requests.
- Khandi Harper has a \$100 gift card from Walmart and the Asheville Outlets have provided bags.. She will also be finding out about gift cards from Sams Club (the gift cards will be used for supplies for the conference).
- Tamesha Woolard is also waiting to hear back about some donations as well.

d. Woman of the Year

- i. Pre-order of plaques: We are working on ordering something similar to what has been used before.
- ii. Update on nominations: Still need contacts for Supervisors and need people to respond. Anyone can nominate a member who is eligible.

e. Cafeteria – will be open for breakfast and lunch Tues, Wed, Thurs and only breakfast Friday.

f. Cookout – Group consensus is this is an option for Tuesday night and that we need to get a quote on this for hamburgers, hotdogs, chicken and the fixings for the group. We paid around \$500.00 the last time. We will need to get a headcount approximately one week before. Members will be needed to set up tables (we grabbed ones from the classroom last time) and set up outside.



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- g. Pens/Cups – Pens are in.
 - i. Update from on cups from Tamesha or Kim?. It was determined that it was too late to order these so this will not be ordered.
- h. 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.
 - i. Hoodie samples are in – cost would be \$25 for S, M, Lg, XL and \$27 for XXL
 - The group voted and everyone liked the hoodie samples that were brought to the meeting. A motion was made to order hoodies in lieu of the t-shirts this year by Jessica West and it was seconded by Debi Smith. The group voted for the blue canvas hoodie for this year. There is a bigger cost for the hoodie verses the t-shirt.

VIII. New Business

- a. Vote in new members: A motion was made by Debi Smith to approve the below list of new members into the organization and was seconded by Tara Stanton.
Candace Spragins, Amy Dillon, Cassandra Ferraro, Karen Jones, Tameka Talford, Tiffany Williams, Celeste Youngblood, and Randi Wooten.
- b. Forgotten residents update: No more updates.
- c. Update on Charity Softball: Tournament went really well. Durham SWAT won again. Debi Smith relayed that the event organizer is not sure if she will head this again and she reached out to her about taking over. If NCLEWA decides to get involved and organize this and host it it will be held in Durham next year. There was discussion about partnering with PAL for some additional help with the organization and Parks and Recreation assistance.
- d. Update needed - Door Prizes/Raffle: We need to reach out and try to solicit donations for raffles or door prizes. Marianne has a grill package that was donated and we can decide based upon other items that are donated if we want to hold onto these for our bigger conferences, the softball tournament, or if the smaller items that are donated should just be adding to the raffle at this year's conference.



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Marianne made a motion to not purchase additional items for a raffle this year since we are so close to the conference and getting items and tickets sold might be an issue. This was seconded by Latisha Allen.

e. Banking

- i. Now accepts credit card payments so a third party (PayPal) is no longer needed, including reoccurring payments. We did have some issues with PayPal and the bank communicating so it was time consuming for the Treasurer. There was also a transaction fee when we used PayPal (2.9% plus \$.30 per transaction because we couldn't get set up as a charity).
- ii. BB&T now has a card reader to accept in-person credit card payments.
- iii. New E-Card feature: Website will allow you to email and print membership cards which would free up time from Brie making membership cards. Right now Brie has to go in and do all of this by hand. It would save us money on printing and shipping when we send out cards in the future. If we use the website, all information now gets transferred within 48 hours and the cards would then be available. It also allows recurring billing to automatically renew and to create an online store without using a wigit or 3rd party. Brie recommended that we go to this and that we would not loose time and money in the future by printing all the cards we have been. There was discussion about what to do this year or next year with the cards and we decided to still print cards this year. There will need to be discussion in the future about what to do with the machine that was purchased for these cards (raffle, sell, etc.). Marianne wants to confirm what the association paid for the machine before we just stop using it.

- Brie Butler made a motion for us to switch from using PayPal to the BB&T website and Marianne Bond seconded this motion.
- Brie Butler also made a motion for us to switch to the Ecard for 2019 and it was seconded by Jessica West.

f. Next meeting: September 3, 2018 @ 1300

IX. Motion to Adjourn

A motion was by Brie Butler and second by Debi Smith to adjorn the meeting.