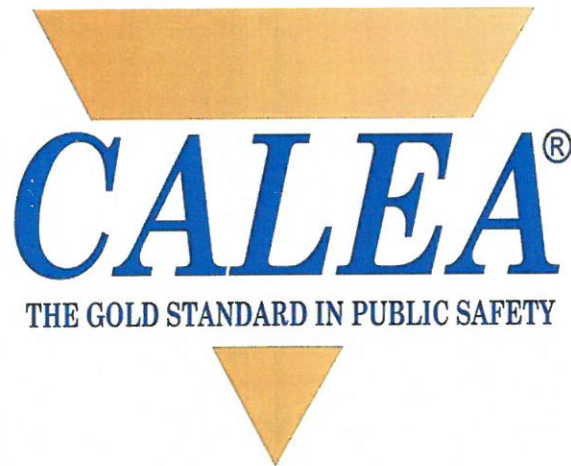


**COMMISSION ON ACCREDITATION  
FOR LAW ENFORCEMENT  
AGENCIES INC.**



**CANDIDATE AGENCY  
FINAL REVIEW GUIDE**

**COMMITTEE "A"**

Laura Saunders  
Regional Program Manager  
Mid-Atlantic Region

Orlando, FL  
March 2020



# LAW ENFORCEMENT ACCREDITATION

## North Carolina State Univ. Police Department

### Agency

North Carolina State Univ. Police  
Department  
2610 Wolf Village  
Raleigh, NC 27606

### Chief Executive Officer

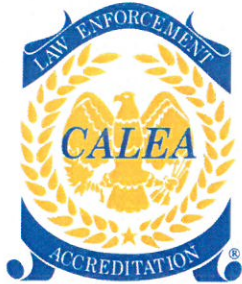
Chief of Police  
Thomas C. Younce, Interim

### Methodology Overview

CALEA serves as the premier credentialing association for public safety agencies and provides accreditation services for law enforcement organizations, public safety communication centers, public safety training academies, and campus security agencies. The standards are promulgated by a board of 21 commissioners, representing a full spectrum of public safety leadership. The assessment process includes extensive self-assessment, annual remote web-based assessments, and quadrennial site-based assessments. Additionally candidate agencies are presented to the Commission for final consideration and credentialing.

CALEA Accreditation is a voluntary process and participating public safety agencies, by involvement, have demonstrated a commitment to professionalism. The program is intended to enhance organization service capacities and effectiveness, serve as a tool for policy decisions and management, promote transparency and community trust, and establish a platform for continuous review.

CALEA Accreditation is the Gold Standard for Public Safety Agencies and represents a commitment to excellence.



### **Law Enforcement Accreditation**

CALEA standards reflect the current thinking and experience of Law Enforcement practitioners and researchers. Major Law Enforcement associations, leading educational and training institutions, governmental agencies, as well as Law Enforcement executives internationally, acknowledge CALEA's Standards for Law Enforcement Agencies© and its Accreditation Programs as benchmarks for professional law enforcement agencies.

#### **CALEA's Founding Organizations:**

- **International Association of Chiefs of Police (IACP)**
- **Police Executive ResearchForum (PERF)**
- **National Sheriffs Association (NSA)**
- **National Organization of Black Law Enforcement Executives (NOBLE)**

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## EXECUTIVE SUMMARY

### *Overview:*

The North Carolina State Univ. Police Department is currently commanded by Thomas C. Younce, Interim. The agency participated in a remote assessment(s), as well as site-based assessment activities as components of the accreditation process. The executive summary serves as a synopsis of key findings, with greater details found in the body of the report.

### *Compliance Service Review:*

CALEA Compliance Services Member(s) N/A remotely reviewed 80 standards for the agency on 3/18/2017 using Law Enforcement Manual 5.23. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function. If standard issues are found they are listed below.

CALEA Compliance Services Member(s) Virgil Hubbard remotely reviewed 79 standards for the agency on 4/26/2018 using Law Enforcement Manual 5.23. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function. If standard issues are found they are listed below.

CALEA Compliance Services Member(s) Jay Murphy remotely reviewed 93 standards for the agency on 3/11/2019 using Law Enforcement Manual 5.23. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function. If standard issues are found they are listed below.

CALEA Compliance Services Member(s) Nora Ackerley remotely reviewed 187 standards for the agency on 9/4/2019 using Law Enforcement Manual 5.23. These standards included specific time-sensitive issues, as well as all standards applicable to the agency by size and function. If standard issues are found they are listed below.

- 15.1.1 – Activities of Planning and Research – Was changed to compliance during the onsite - PSW
- 15.1.2 – Organizational Placement/Planning and Research – Was changed to compliance during the onsite. - PSW

### *Site-Based Assessment Review:*

From 10/9/2019 to 10/12/2019, Paul Willingham / Kevin Hall visited the agency following a consultation with the chief executive officer regarding critical issues impacting the organization since the last assessment. These issues were identified as:

- Clery Compliance - The agency's Clery Compliance Manager recently left agency. Currently, Major Ian Kendrick is filling in until a new Clery Compliance Manager is hired.
- Evidence - Evidence packaging procedures have changed state-wide which means more individual items are entered into evidence rather than bunched together in one submission. The NCSU Police Evidence Room received 528 evidentiary items in 2018 and 401 so far in 2019.
- Threat Management - There is a large threat management case load that continues to increase.
- Special Events - The agency has over 250 events a year including large events such as football games (over 60,000 people). As the agency is located in the state capital, they also have numerous dignitary visits. Agency personnel work long hours to keep up with these events.
- Title IX Compliance - NCSU has a large student body of 35,000 students, with 10,000 living in Campus housing. This creates a large Title IX load.
- Wellness Program - Chief Younce asked the assessment team to review the Department's Wellness program to see if it is still relevant.

## Compliance.

- Selection And Promotions - Like most agencies in the country, NCSU is struggling to find and keep quality employees. One of the issues is pay disparity after four years. While their incoming pay is competitive, the pay structure does not remain competitive with local agencies after four years. The agency finds that this is when they tend to lose officers. The agency also has not grown in FTEs while the campus community has grown, and arguably the expectations of the police department (particularly in the area of threat assessment).

The agency has quality leadership in place and is currently searching for a police chief. The next chief will be an important hire. The agency has had only two chiefs in the last two decades. Development of the agency's young talent into leaders will be a priority.

During the Site-Based Assessment Review, the assessment team conducted 29 interviews regarding the topical areas previously defined. The interviews were with agency members and members of the community. The approach not only further confirmed standards adherence, but also considered effectiveness measures, process management and intended outcomes.

## AGENCY HISTORY

The North Carolina State University Police Department began as a small security guard operation. In 1978, the Security Division's primary function was to make certain that buildings were locked at night. The Security Division performed few law enforcement functions. The officers did not possess a professional law enforcement or security background and worked for the Security Division on a part-time basis. Many of the officers had other full-time jobs. Historically the NC State Security Division had been seen by students, staff, and faculty as a necessary support service on campus, but having limited effectiveness and having less than a positive image.

In 1978, a national search was conducted and a new director was hired. He was charged by the university administration with creating a professional campus law enforcement agency capable of performing all law enforcement and security functions on campus.

By 1980, the new director had begun to transform the security division to a public safety department. The agency established a mission statement and established new hiring standards that mirrored state mandated standards for municipal police agencies. Patrol officer uniforms and vehicles were changed to reflect a more positive image. The patrol division was restructured to improve response and the agency switched from two man to one man patrol cars.

The agency established its first investigative unit to investigate serious crime on campus. However, because of state legislation the public safety department was still considered to be a private police force.

In 1988, state law changed and with the approval of the University's Board of Trustees the agency came under the jurisdiction of the North Carolina Training and Standards Commission and was recognized as a municipal police department.

In the spring of 2001, the department officially changed its name from Public Safety to Campus Police to reflect its real mission on campus.

In March of 2003, the NC State University Police Department became the 2nd university police department in North Carolina to become accredited.

The department has an authorized strength of 58 sworn police officers and 17 civilians and is organized into two Divisions, Field Operations and Support Services, each headed by a Major. Within the Field Operations Division, there are patrol and investigative functions. Lieutenants are responsible for the management of the District, and are supported in the field by Sergeants, who are responsible for the day-to-day supervision of the patrol units. Patrol officers work permanent 12-hour shifts. A Lieutenant heads the investigative division, and the unit has three full time investigators.

The Support Services Division is responsible for Communications, Career Development, Training, Evidence, Vehicle Maintenance, and coordination of a contract security service that is responsible for the locking of doors.

Reporting to the Office of Chief of Police are the business manager, media relations officer, and the Professional Standards Division.



## AGENCY STRUCTURE AND FUNCTION

The North Carolina State University Police Department is a full-service University Law Enforcement Agency commanded by the Chief of Police Jack W. Moorman. The agency is organized into two (2) functional divisions, Field Operations led by Major David Kelly, Support Services led by Major Ian Kendrick. Included in the day to day operations are Internal Affairs led by Lieutenant William Davis and Professional Standards led by Ms. Belinda Pounds. Internal Affairs and Professional Standards functions report directly to the Chief of Police.

The agency has a complement of:

Field Operations Division (The following two functions Report Directly to the Major of Field Operations):

1. (The following functions Report Directly to the Patrol Major)

A Squad led by Lt. Randy Dolliver

B Squad led by Lt. Jeremy Allen

C Squad led by Lt. William Peebles

D Squad led by Lt. Tim Hammonds

2. Investigations Property and Evidence led by Sergeant Chris Hopkins

Support Services Division (The following three (3) functions Report Directly to the Major of Support Services)

1. Operations, Crime Prevention, Recruitment, Training/Career Development led by Lieutenant Jeff Williams (The following functions Report Directly to Lt. Jeff Williams)

Crime Prevention Mounted Unit, led by Sergeant Brian Wiggs

Recruitment Career Development led by Sergeant Steve Barham

Traffic Enforcement, Mounted Patrol and K-9 led by Sergeant John DiGregorio

2. Emergency Communications IT led by ECC/IT Director Mr. Thomas Vigilante (The following functions Report Directly to Mr. Vigilante)

Emergency Communication Supervisor led by Ms. Kimberly Davis

IT Records function led by Officer Sarah Carol

3. Clery Compliance Officer Crime Analysis led by Major Ian Kendrick.

Internal Affairs Vehicle Maintenance led by Lieutenant Williams Davis (The following function Reports Directly to Lieutenant Williams Davis):

Vehicle Maintenance – Keith Smith

Office of Professional Standards led by Ms. Belinda Pounds (The following function Reports Directly to Ms. Pounds):

Administrative Assistant - Christine Baltimore



## AGENCY SUCCESSES

The NC State University Police Department places a huge emphasis on the safety and security of spectators at NC State University home football games. Over the years, the Police Department has worked very diligently to stay consistent with best practices in stadium security. In 2019, we were successful in obtaining an initial order of 20 magnetometers. These magnetometers have been implemented for the 2019 football season. Although this is not sufficient to ensure that every spectator goes through a magnetometer, it is the first step in a multi-year plan that is designed to obtain enough magnetometers to cover the entire stadium. There are also other security uses for the magnetometers. These magnetometers can be used for other sporting events at Reynolds Coliseum and also will be available for any campaign visits associated with the 2020 Presidential elections. There have also been additional security cameras installed at the Football Stadium for the 2019 season, and there has been an upgrade to a new Genetech camera system that provides for better quality.

The NC State University Police Department has also been very successful in filling vacant police officer positions. The NC State Police Department has a much lower percentage of vacancies than the majority of the other police departments in the UNC System.

## CHIEF EXECUTIVE OFFICER PROFILE

### *Thomas C. Younce, Interim*

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Chief Younce retired from the North Carolina State University Police Department after serving as the chief for over eleven years and has been asked to serve as the agency's interim while the university conducts a national search for a new chief.

Chief Younce has over forty-five years of law enforcement and has served as an assessor and team leader with CALEA. Since his retirement Chief Younce has served as an interim at four other university police departments in North Carolina, of which three were CALEA accredited. In addition, he serves as an associate with DStafford and Associates and is a license private investigator.

Chief Younce is past President of the North Carolina Association of Chiefs of Police. He holds a BS degree in education from Auburn University and an MA from George Washington University.

## COMMUNITY PROFILE

North Carolina State University was founded as a land-grant college on March 7, 1887 and named the "North Carolina College of Agriculture and Mechanic Arts". The University experienced several name changes over the years including "North Carolina State College of Agriculture and Engineering" and the "University of North Carolina at Raleigh". In 1965 after frustration and protest from students and alumni who were dissatisfied with the change in name, the University was renamed as "North Carolina State University".

Today, North Carolina State University excels in science, technology, engineering, math, design, the humanities, social sciences, textiles and veterinary medicine. The University is centrally located within the city limits of the state's capitol, Raleigh, North Carolina. The

campus consists of approximately 27,000 acres of land with approximately 94

miles of roadway. In 1987, seven hundred (700) additional acres of land were developed and named Centennial Campus. Today, Centennial Campus includes both private and public government agencies, a public middle school, student housing, private town homes, a hotel and conference center, and privately maintained apartments.

NC State University is the largest of sixteen Universities within the University of North Carolina System with a diverse population of approximately 9,000 faculty and staff, 34,000 students and operates with an annual budget of approximately \$1 billion dollars. Major high-tech employers in the area include IBM, Cisco Systems, SAS Institute, Biogen Idec and GlaxoSmithKline. North Carolina State University is governed by a Board of Trustees consisting of thirteen members who are responsible for the establishment of all policies for the University. The University operates under the leadership of Mr. Randy Woodson who serves as the Chancellor of NC State University.

<https://www.ncsu.edu/about/>

Population Demographics: White Non-Hispanic 29,890 70% Black Non-Hispanic 3,180 7.5% Hispanic-Latino Any Race 1,789 4.2% and Other 7,502 17.7 % Note: Population Data as of 2015 (Most Recent Available)

Mean income and education level for the community: 54,447 / Bachelor's Degree



## FUTURE ISSUES FOR AGENCY

One future issue that the NC State University Police Department continues to face is the impact of the State of NC budget and the inability to remain competitive in pay structure due to the limitations of being a state agency. As of September, 2019, the State of North Carolina has still not adopted its 2019-2020 budget. This means that no police personnel can get any pay raises until the budget is approved. Even officers who advance through the next step in career development (first class officer, senior officer, master officer) are unable to acquire the associated pay raise with their advancement due to restrictions on raises implemented by the University. These restrictions on pay raises outside of the police department's control makes it difficult to remain competitive and have a negative impact on morale and retention.

There are also challenges related to filling key positions. Chief Moorman retires on October 1, 2019 and former Chief Tom Younce will return as an interim chief, while the search process for a permanent chief gets underway. The Clery Compliance Officer position is also vacant and the Records Technician position is vacant. Our Clery Compliance Officer recently left for a career advancement opportunity at another university and our Records Technician retired. This means that the ECC Director, the Support Services Major and other personnel are having to cover these additional duties of key positions.

There is also the challenge of keeping staffing levels appropriate for the growth of campus. NC State University has a number of private enterprises on its Centennial Campus. This includes a golf course, a hotel and conference center, privately owned condos, a luxury apartment complex and numerous businesses. As Centennial Campus continues to grow and expand and includes even more non-traditional campus enterprises, it is important to ensure that staffing levels and resources of the police department are sufficient to deal with this increased demand for services.

## YEAR 1 REMOTE WEB-BASED ASSESSMENT

Compliance Services Member: N/A

On 3/18/2017, the Year 1 Remote Web-based Assessment of North Carolina State Univ. Police Department was conducted. The review was conducted remotely and included 80 standards from the CALEA® Standards for Law Enforcement Manual. The following standards were reviewed and the findings are denoted:

Standards	Findings
1 Law Enforcement Role and Authority	
1.1.1 Oath of Office (LE1)	Compliance Verified
1.1.2 Code of Ethics* (LE1)	Compliance Verified
1.2.4 Search and Seizure (LE1)	Compliance Verified
1.2.9 Bias Based Profiling* (LE1)	Compliance Verified
1.3.2 Use of Deadly Force (LE1)	Compliance Verified
1.3.3 Warning Shots (LE1)	Compliance Verified
1.3.6 Reporting Uses of Force* (LE1)	Compliance Verified
1.3.7 Reviewing Reports of 1.3.6* (LE1)	Compliance Verified
1.3.11 Annual/Biennial Proficiency Training* (LE1)	Compliance Verified
1.3.13 Analyze Reports from 1.3.6* (LE1)	Compliance Verified
2 Agency Jurisdiction and Mutual Aid	
2.1.1 Geographical Boundaries	Compliance Verified
2.1.4 Requesting Assistance: Federal LE/National Guard	Compliance Verified
11 Organization and Administration	
11.1.1 Description of Organization (LE1)	Compliance Verified
11.1.2 Organizational Chart	Compliance Verified
11.2.1 Employee Accountability	Compliance Verified
11.2.2 Direct Command Component	Compliance Verified
11.3.2 Supervisory Accountability	Compliance Verified
12 Direction	
12.1.1 CEO Authority and Responsibility	Compliance Verified
12.1.3 Obey Lawful Orders (LE1)	Compliance Verified
15 Planning and Research Goals and Objectives and Crime Analysis	
15.2.1 Annual Updating/Goals and Objectives* (LE1)	Compliance Verified



<b>Standards</b>	<b>Findings</b>
16.1.2 Workload Assessments*	<b>Compliance Verified</b>
16.2.1 Annual Review*	<b>Compliance Verified</b>
16.2.2 Announce Openings	<b>Compliance Verified</b>
16.3.1 Program Description (LE1)	<b>Compliance Verified</b>
17 Fiscal Management and Agency Property	
17.2.2 Functional Recommendations to Budget*	<b>Compliance Verified</b>
17.4.1 Accounting System*	<b>Compliance Verified</b>
21 Classification and Delineation of Duties and Responsibilities	
21.2.2 Job Description Maintenance and Availability (LE1)	<b>Compliance Verified</b>
22 Compensation Benefits and Conditions of Work	
22.2.4 Victim Witness Services/Line of Duty Death (LE1)	<b>Compliance Verified</b>
22.2.5 Clothing and Equipment	<b>Compliance Verified</b>
22.3.1 Physical Examinations	<b>Compliance Verified</b>
22.3.2 General Health and Physical Fitness (LE1)	<b>Compliance Verified</b>
25 Grievance Procedures	
25.1.3 Annual Analysis*	<b>Compliance Verified</b>
26 Disciplinary Procedures	
26.1.2 Employee Awards	<b>Compliance Verified</b>
26.1.3 Sexual Harassment (LE1)	<b>Compliance Verified</b>
26.1.5 Role and Authority of Supervisors	<b>Compliance Verified</b>
26.1.6 Appeal Procedures (LE1)	<b>Compliance Verified</b>
31 Recruitment	
31.1.1 Agency Participation	<b>Compliance Verified</b>
31.2.2 Annual Analysis* (LE1)	<b>Compliance Verified</b>
31.3.2 Posting Locations	<b>Compliance Verified</b>
31.3.4 Application Rejection	<b>Compliance Verified</b>
32 Selection	
32.1.5 Notification of Ineligibility	<b>Compliance Verified</b>
32.1.6 Records	<b>Compliance Verified</b>
32.1.7 Selection Material Security	<b>Compliance Verified</b>
32.2.6 Use of Results	<b>Compliance Verified</b>

Standards	Findings
<b>33 Training and Career Development</b>	
33.1.5 Remedial Training (LE1)	<b>Compliance Verified</b>
33.1.6 Employee Training Record Maintenance (LE1)	<b>Compliance Verified</b>
33.5.1 Annual Retraining Program* (LE1)	<b>Compliance Verified</b>
<b>35 Performance Evaluation</b>	
35.1.2 Annual Evaluation* (LE1)	<b>Compliance Verified</b>
35.1.3 Quarterly Evaluation of Probationary Employees*	<b>Compliance Verified</b>
35.1.9 Personnel Early Warning System* (LE1)	<b>Compliance Verified</b>
<b>41 Patrol</b>	
41.2.1 Responding Procedures (LE1)	<b>Compliance Verified</b>
41.2.2 Pursuit of Motor Vehicles* (LE1)	<b>Compliance Verified</b>
41.2.3 Roadblocks and Forcible Stopping* (LE1)	<b>Compliance Verified</b>
41.2.4 Notification Procedures (LE1)	<b>Compliance Verified</b>
41.2.7 Mental Illness* (LE1)	<b>Compliance Verified</b>
41.3.8 In-Car Audio/Video (LE1)	<b>Compliance Verified</b>
<b>42 Criminal Investigation</b>	
42.1.6 Criminal Intelligence* (LE1)	<b>Compliance Verified</b>
<b>43 Vice Drugs and Organized Crime</b>	
43.1.2 Records Storage and Security	<b>Compliance Verified</b>
<b>45 Crime Prevention and Community Involvement</b>	
45.1.1 Activities*	<b>Compliance Verified</b>
45.2.2 Quarterly Progress Report*	<b>Compliance Verified</b>
45.2.4 Citizens Survey*	<b>Compliance Verified</b>
<b>46 Critical Incidents Special Operations and Homeland Security</b>	
46.1.3 Command Function* (LE1)	<b>Compliance Verified</b>
46.1.8 Equipment Inspection*	<b>Compliance Verified</b>
46.1.9 Annual Training* (LE1)	<b>Compliance Verified</b>
46.1.10 Active Threats* (LE1)	<b>Compliance Verified</b>
<b>52 Internal Affairs</b>	
52.1.5 Annual Summaries; Public Availability*	<b>Compliance Verified</b>
<b>55 Victim/Witness Assistance</b>	

Standards	Findings
70 Detainee Transportation	
70.1.7 Procedures Escape* (LE1)	<b>Compliance Verified</b>
81 Communications	
81.2.7 Victim/Witness Requests for Information	<b>Compliance Verified</b>
81.3.2 Alternate Power Source* (LE1)	<b>Compliance Verified</b>
82 Central Records	
82.1.6 Computer File Backup and Storage* (LE1)	<b>Compliance Verified</b>
83 Collection and Preservation of Evidence	
83.1.1 24 Hour Availability (LE1)	<b>Compliance Verified</b>
83.2.2 Photography and Video Tapes	<b>Compliance Verified</b>
84 Property and Evidence Control	
84.1.2 Storage and Security (LE1)	<b>Compliance Verified</b>
84.1.6 Inspections and Reports* (LE1)	<b>Compliance Verified</b>
91 Campus Law Enforcement	
91.1.1 Risk Assessment and Analysis* (LE1)	<b>Compliance Verified</b>
91.1.8 Security Camera Responsibilities* (LE1)	<b>Compliance Verified</b>
91.1.9 Emergency Only Phones and Devices* (LE1)	<b>Compliance Verified</b>
91.4.1 Position Responsible for Clery Act* (LE1)	<b>Compliance Verified</b>

**Response from Agency Regarding Findings:**

CEO Feedback not provided.



## YEAR 2 REMOTE WEB-BASED ASSESSMENT

Compliance Services Member: Virgil Hubbard

On 4/26/2018, the Year 2 Remote Web-based Assessment of North Carolina State Univ. Police Department was conducted. The review was conducted remotely and included 79 standards from the CALEA® Standards for Law Enforcement Manual. The following standards were reviewed and the findings are denoted:

Standards	Findings
<b>1 Law Enforcement Role and Authority</b>	
1.1.2 Code of Ethics* (LE1)	<b>Compliance Verified</b>
1.2.7 Use of Discretion	<b>Compliance Verified</b>
1.3.1 Use of Reasonable Force (LE1)	<b>Compliance Verified</b>
1.3.4 Use of Authorized Less Lethal Weapons (LE1)	<b>Compliance Verified</b>
1.3.7 Reviewing Reports of 1.3.6* (LE1)	<b>Compliance Verified</b>
1.3.8 Removal from Line of Duty Assignment Use of Force (LE1)	<b>Compliance Verified</b>
1.3.13 Analyze Reports from 1.3.6* (LE1)	<b>Compliance Verified</b>
<b>11 Organization and Administration</b>	
11.4.3 Accreditation Maintenance	<b>Compliance Verified</b>
11.4.5 Notify CEO of Incident with Liability (LE1)	<b>Compliance Verified</b>
<b>12 Direction</b>	
12.2.1 The Written Directive System (LE1)	<b>Compliance Verified</b>
<b>15 Planning and Research Goals and Objectives and Crime Analysis</b>	
15.2.1 Annual Updating/Goals and Objectives* (LE1)	<b>Compliance Verified</b>
15.2.2 System for Evaluation/Goals and Objectives	<b>Compliance Verified</b>
<b>16 Allocation and Distribution of Personnel and Personnel Alternatives</b>	
16.2.1 Annual Review*	<b>Compliance Verified</b>
16.3.5 In-Service Training (LE1)	<b>Compliance Verified</b>
16.3.6 Use of Force Training & Firearms Proficiency (LE1)	<b>Compliance Verified</b>
<b>17 Fiscal Management and Agency Property</b>	
17.2.2 Functional Recommendations to Budget*	<b>Compliance Verified</b>
17.4.1 Accounting System*	<b>Compliance Verified</b>
17.4.3 Independent Audit	<b>Compliance Verified</b>
17.5.3 Operational Readiness (LE1)	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
22.2.2 Benefits Program (LE1)	<b>Compliance Verified</b>
22.3.3 Fitness and Wellness Program	<b>Compliance Verified</b>
22.3.4 Off-Duty Employment	<b>Compliance Verified</b>
25 Grievance Procedures	
25.1.1 Grievance Procedures (LE1)	<b>Compliance Verified</b>
25.1.3 Annual Analysis*	<b>Compliance Verified</b>
26 Disciplinary Procedures	
26.1.4 Disciplinary System (LE1)	<b>Compliance Verified</b>
26.1.7 Dismissal Procedures	<b>Compliance Verified</b>
31 Recruitment	
31.2.1 Recruitment Plan (LE1)	<b>Compliance Verified</b>
31.2.2 Annual Analysis* (LE1)	<b>Compliance Verified</b>
31.3.3 Maintaining Applicant Contact	<b>Compliance Verified</b>
32 Selection	
32.1.1 Selection Process Described (LE1)	<b>Compliance Verified</b>
32.2.1 Background Investigations (LE1)	<b>Compliance Verified</b>
32.2.2 Training	<b>Compliance Verified</b>
32.2.8 Emotional Stability/Psychological Fitness Examinations (LE1)	<b>Compliance Verified</b>
33 Training and Career Development	
33.1.1 Training Committee	<b>Compliance Verified</b>
33.2.3 Outside Academy Role	<b>Compliance Verified</b>
33.2.4 Outside Academy Agency Specific Training	<b>Compliance Verified</b>
33.4.1 Entry Level Training Required (LE1)	<b>Compliance Verified</b>
33.5.1 Annual Retraining Program* (LE1)	<b>Compliance Verified</b>
33.8.4 Educational Incentives	<b>Compliance Verified</b>
34 Promotion	
34.1.1 Agency Role	<b>Compliance Verified</b>
35 Performance Evaluation	
35.1.2 Annual Evaluation* (LE1)	<b>Compliance Verified</b>
35.1.6 Unsatisfactory Performance	<b>Compliance Verified</b>
35.1.9 Personnel Early Warning System* (LE1)	<b>Compliance Verified</b>



Standards	Findings
41.1.4 Agency Animals (LE1)	Compliance Verified
41.2.2 Pursuit of Motor Vehicles* (LE1)	Compliance Verified
41.2.5 Missing Persons (LE1)	Compliance Verified
41.2.7 Mental Illness* (LE1)	Compliance Verified
41.3.5 Protective Vests (LE1)	Compliance Verified
42 Criminal Investigation	
42.1.6 Criminal Intelligence* (LE1)	Compliance Verified
42.2.2 Follow-Up Investigations Steps	Compliance Verified
42.2.10 Interview Rooms (LE1)	Compliance Verified
43 Vice Drugs and Organized Crime	
43.1.3 Confidential Funds	Compliance Verified
44 Juvenile Operations	
44.1.1 Juvenile Operations Policy (LE1)	Compliance Verified
45 Crime Prevention and Community Involvement	
45.1.1 Activities*	Compliance Verified
45.2.5 Survey Summary to CEO	Compliance Verified
46 Critical Incidents Special Operations and Homeland Security	
46.1.2 All Hazard Plan (LE1)	Compliance Verified
46.1.4 Operations Function (LE1)	Compliance Verified
46.1.8 Equipment Inspection*	Compliance Verified
46.1.9 Annual Training* (LE1)	Compliance Verified
46.3.3 Providing Awareness Information	Compliance Verified
52 Internal Affairs	
52.2.2 CEO Notification	Compliance Verified
52.2.8 Conclusion of Fact	Compliance Verified
55 Victim/Witness Assistance	
55.1.2 Analysis Need/Services*	Compliance Verified
55.2.6 Next-of-Kin Notification (LE1)	Compliance Verified
61 Traffic	
61.1.3 Violator Procedures (LE1)	Compliance Verified
61.1.11 DUI Procedures (LE1)	Compliance Verified

Standards	Findings
70.1.1 Pre-Transport Prisoner Searches (LE1)	Compliance Verified
70.4.1 Vehicle Safety Barriers	Compliance Verified
81 Communications	
81.2.8 Recording and Playback (LE1)	Compliance Verified
81.3.2 Alternate Power Source* (LE1)	Compliance Verified
82 Central Records	
82.1.2 Juvenile Records (LE1)	Compliance Verified
82.1.6 Computer File Backup and Storage* (LE1)	Compliance Verified
84 Property and Evidence Control	
84.1.3 Temporary Security (LE1)	Compliance Verified
84.1.6 Inspections and Reports* (LE1)	Compliance Verified
91 Campus Law Enforcement	
91.1.3 Campus Background Investigation (LE1)	Compliance Verified
91.1.5 Emergency Notification System (LE1)	Compliance Verified
91.1.8 Security Camera Responsibilities* (LE1)	Compliance Verified
91.1.9 Emergency Only Phones and Devices* (LE1)	Compliance Verified
91.4.1 Position Responsible for Clery Act* (LE1)	Compliance Verified

**Response from Agency Regarding Findings:**

CEO Feedback not provided.

## YEAR 3 REMOTE WEB-BASED ASSESSMENT

Compliance Services Member: Jay Murphy

On 3/11/2019, the Year 3 Remote Web-based Assessment of North Carolina State Univ. Police Department was conducted. The review was conducted remotely and included 93 standards from the CALEA® Standards for Law Enforcement Manual. The following standards were reviewed and the findings are denoted:

Standards	Findings
1 Law Enforcement Role and Authority	
1.1.3 Agency's Role in Criminal Justice Diversion Program	<b>Compliance Verified</b>
1.1.4 Consular Notification	<b>Compliance Verified</b>
1.2.1 Legal Authority Defined (LE1)	<b>Compliance Verified</b>
1.2.2 Legal Authority to Carry/Use Weapons	<b>Compliance Verified</b>
1.2.3 Compliance with Constitutional Requirements (LE1)	<b>Compliance Verified</b>
1.2.5 Arrest with/without Warrant (LE1)	<b>Compliance Verified</b>
1.2.6 Alternatives to Arrest	<b>Compliance Verified</b>
1.2.8 Strip/Body Cavity Search (LE1)	<b>Compliance Verified</b>
1.2.9 Bias Based Profiling* (LE1)	<b>Compliance Verified</b>
1.3.5 Rendering Aid After Use of Weapons (LE1)	<b>Compliance Verified</b>
1.3.6 Reporting Uses of Force* (LE1)	<b>Compliance Verified</b>
1.3.9 Authorization: Weapons and Ammunition (LE1)	<b>Compliance Verified</b>
1.3.10 Demonstrating Proficiency with Weapons (LE1)	<b>Compliance Verified</b>
1.3.11 Annual/Biennial Proficiency Training* (LE1)	<b>Compliance Verified</b>
2 Agency Jurisdiction and Mutual Aid	
2.1.3 Written Agreements for Mutual Aid	<b>Compliance Verified</b>
11 Organization and Administration	
11.3.1 Responsibility/Authority (LE1)	<b>Compliance Verified</b>
11.4.1 Administrative Reporting Program	<b>Compliance Verified</b>
11.4.2 Accountability for Agency Forms	<b>Compliance Verified</b>
12 Direction	
12.1.2 Command Protocol (LE1)	<b>Compliance Verified</b>
12.1.4 Functional Communication/Cooperation	<b>Compliance Verified</b>
12.2.2 Dissemination and Storage (LE1)	<b>Compliance Verified</b>



<b>Standards</b>	<b>Findings</b>
15.1.1 Activities of Planning and Research	Agency Elected 20%
15.1.2 Organizational Placement/Planning and Research	Agency Elected 20%
15.3.1 Establish Procedures	Compliance Verified
16 Allocation and Distribution of Personnel and Personnel Alternatives	
16.1.1 Position Management System	Compliance Verified
16.2.3 Temporary/Rotating Assignments	Compliance Verified
16.3.6 Use of Force Training & Firearms Proficiency (LE1)	Compliance Verified
16.4.1 Program Description	Not Applicable by Function
16.4.2 Training (LE1)	Not Applicable by Function
16.4.3 Uniforms	Not Applicable by Function
17 Fiscal Management and Agency Property	
17.1.1 CEO Authority and Responsibility	Compliance Verified
17.2.1 Budget Process and Responsibility Described	Compliance Verified
17.5.4 Electronic Data Storage	Compliance Verified
21 Classification and Delineation of Duties and Responsibilities	
21.1.1 Task Analysis	Agency Elected 20%
21.2.1 Classification Plan	Compliance Verified
22 Compensation Benefits and Conditions of Work	
22.2.3 Personnel Support Services Program	Agency Elected 20%
22.2.6 Employee Assistance Program	Compliance Verified
24 Collective Bargaining	
24.1.1 Agency Role	Not Applicable by Function
24.1.2 Ratification Responsibilities	Not Applicable by Function
25 Grievance Procedures	
25.1.2 Coordination/Control of Records	Compliance Verified
26 Disciplinary Procedures	
26.1.8 Records	Compliance Verified
31 Recruitment	
31.1.2 Assignment/Recruitment	Compliance Verified
31.2.3 Equal Employment Opportunity Plan	Compliance Verified
31.3.1 Job Announcements	Compliance Verified

<b>Standards</b>	<b>Findings</b>
35.1.1 Performance Evaluation System (LE1)	<b>Compliance Verified</b>
35.1.4 Evaluation Criteria	<b>Compliance Verified</b>
35.1.9 Personnel Early Warning System* (LE1)	<b>Compliance Verified</b>
41 Patrol	
41.2.2 Pursuit of Motor Vehicles* (LE1)	<b>Compliance Verified</b>
41.2.6 Missing Children (LE1)	<b>Compliance Verified</b>
41.3.7 Mobile Data Access	<b>Compliance Verified</b>
42 Criminal Investigation	
42.1.2 Case-Screening System	<b>Compliance Verified</b>
42.2.6 Polygraph Examinations	<b>Compliance Verified</b>
42.2.7 Informants (LE1)	<b>Compliance Verified</b>
42.2.11 Line-ups	<b>Compliance Verified</b>
43 Vice Drugs and Organized Crime	
43.1.1 Complaint Management (LE1)	<b>Compliance Verified</b>
43.1.4 Equipment Authorization and Control	<b>Compliance Verified</b>
43.1.5 Covert Operations (LE1)	<b>Compliance Verified</b>
44 Juvenile Operations	
44.1.2 Policy Input Others	<b>Compliance Verified</b>
44.2.2 Procedures for Custody (LE1)	<b>Compliance Verified</b>
45 Crime Prevention and Community Involvement	
45.1.2 Organizing Prevention Groups	<b>Compliance Verified</b>
45.1.3 Prevention Input	<b>Compliance Verified</b>
46 Critical Incidents Special Operations and Homeland Security	
46.1.1 Planning Responsibility (LE1)	<b>Compliance Verified</b>
46.1.5 Planning Function (LE1)	<b>Compliance Verified</b>
46.1.9 Annual Training* (LE1)	<b>Compliance Verified</b>
46.1.10 Active Threats* (LE1)	<b>Compliance Verified</b>
46.2.6 VIP Security Plan	<b>Compliance Verified</b>
46.2.7 Special Events Plan (LE1)	<b>Compliance Verified</b>
52 Internal Affairs	
52.1.1 Complaint Investigation (LE1)	<b>Compliance Verified</b>



<b>Standards</b>	<b>Findings</b>
54 Public Information	
54.1.2 Policy Input	<b>Compliance Verified</b>
55 Victim/Witness Assistance	
55.2.1 Initial Assistance	<b>Compliance Verified</b>
55.2.2 Assistance Threats	<b>Compliance Verified</b>
61 Traffic	
61.1.2 Uniform Enforcement Procedures (LE1)	<b>Compliance Verified</b>
61.1.6 Enforcement Practices	<b>Compliance Verified</b>
61.3.4 Adult School Crossing Guards*	<b>Not Applicable by Function</b>
70 Detainee Transportation	
70.1.2 Searching Transport Vehicles (LE1)	<b>Compliance Verified</b>
70.1.3 Procedures Transporting by Vehicle	<b>Compliance Verified</b>
70.1.7 Procedures Escape* (LE1)	<b>Compliance Verified</b>
74 Legal Process	
74.1.3 Warrant/Wanted Person Procedures	<b>Compliance Verified</b>
74.3.1 Procedure Criminal Process	<b>Compliance Verified</b>
81 Communications	
81.2.1 24 Hour Toll-Free Service (LE1)	<b>Compliance Verified</b>
81.2.9 Local/State/Federal CJI Systems	<b>Compliance Verified</b>
81.2.12 Misdirected Emergency Calls (LE1)	<b>Compliance Verified</b>
81.3.4 Mobile/Portable Radios	<b>Compliance Verified</b>
82 Central Records	
82.1.1 Privacy and Security (LE1)	<b>Compliance Verified</b>
82.1.4 UCR/NIBRS	<b>Compliance Verified</b>
82.1.7 Computerized Security Protocol	<b>Compliance Verified</b>
84 Property and Evidence Control	
84.1.4 Security of Controlled Substances Weapons for Training (LE1)	<b>Compliance Verified</b>
91 Campus Law Enforcement	
91.1.4 Campus Security Escort Service (LE1)	<b>Compliance Verified</b>
91.1.7 Behavioral Threat Assessment (LE1)	<b>Compliance Verified</b>
91.1.10 Administrative Investigation Procedures (LE1)	<b>Compliance Verified</b>

Standards	Findings
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91.3.1 Agency Role and Responsibilities (LE1)

Compliance Verified

*Response from Agency Regarding Findings:*

CEO Feedback not provided.

## YEAR 4 REMOTE WEB-BASED ASSESSMENT

Compliance Services Member: Nora Ackerley

On 9/4/2019, the Year 4 Remote Web-based Assessment of North Carolina State Univ. Police Department was conducted. The review was conducted remotely and included 187 standards from the CALEA® Standards for Law Enforcement Manual. The following standards were reviewed and the findings are denoted:

Standards	Findings
<b>1 Law Enforcement Role and Authority</b>	
1.2.9 Bias Based Profiling* (LE1)	<b>Compliance Verified</b>
1.3.12 Issuing Written Directives (LE1)	<b>Compliance Verified</b>
1.3.13 Analyze Reports from 1.3.6* (LE1)	<b>Compliance Verified</b>
<b>3 Contractual Agreements for Law Enforcement Services</b>	
3.1.1 Written Agreement for Services Provided (LE1)	<b>Not Applicable by Function</b>
3.1.2 Employee Rights	<b>Not Applicable by Function</b>
<b>11 Organization and Administration</b>	
11.4.4 Computer Software Policy	<b>Compliance Verified</b>
<b>15 Planning and Research Goals and Objectives and Crime Analysis</b>	
15.1.1 Activities of Planning and Research <b>Notes:</b> Was changed to compliance during the onsite - PSW	<b>Compliance Verified</b>
15.1.2 Organizational Placement/Planning and Research <b>Notes:</b> Was changed to compliance during the onsite. - PSW	<b>Compliance Verified</b>
15.1.3 Multiyear Plan	<b>Compliance Verified</b>
15.2.1 Annual Updating/Goals and Objectives* (LE1)	<b>Compliance Verified</b>
<b>16 Allocation and Distribution of Personnel and Personnel Alternatives</b>	
16.2.1 Annual Review*	<b>Compliance Verified</b>
16.3.1 Program Description (LE1)	<b>Compliance Verified</b>
16.3.2 Selection Criteria (LE1)	<b>Compliance Verified</b>
16.3.3 Entry Level Training (LE1)	<b>Compliance Verified</b>
16.3.7 Bonding/Liability Protection	<b>Compliance Verified</b>
16.3.8 Performance Evaluations	<b>Compliance Verified</b>
<b>17 Fiscal Management and Agency Property</b>	
17.3.1 Requisition and Purchasing Procedures	<b>Compliance Verified</b>
17.4.2 Cash Fund/Accounts Maintenance* (LE1)	<b>Not Applicable by Function</b>

<b>Standards</b>	<b>Findings</b>
17.5.2 Issue/Reissue Procedures	<b>Compliance Verified</b>
22 Compensation Benefits and Conditions of Work	
22.1.1 Salary Program	<b>Compliance Verified</b>
22.2.8 Military Deployment and Reintegration (LE1)	<b>Compliance Verified</b>
22.3.5 Extra-Duty Employment (LE1)	<b>Not Applicable by Function</b>
25 Grievance Procedures	
25.1.3 Annual Analysis*	<b>Compliance Verified</b>
26 Disciplinary Procedures	
26.1.1 Code of Conduct and Appearance (LE1)	<b>Compliance Verified</b>
31 Recruitment	
31.2.2 Annual Analysis* (LE1)	<b>Compliance Verified</b>
32 Selection	
32.1.3 Uniform Administration	<b>Compliance Verified</b>
32.1.4 Candidate Information	<b>Compliance Verified</b>
33 Training and Career Development	
33.1.2 Attendance Requirements	<b>Compliance Verified</b>
33.1.4 Lesson Plan Requirements (LE1)	<b>Compliance Verified</b>
33.2.1 Academy Administration and Operation	<b>Not Applicable by Function</b>
33.2.2 Academy Facilities	<b>Not Applicable by Function</b>
33.3.1 Instructor Training	<b>Not Applicable by Function</b>
33.5.1 Annual Retraining Program* (LE1)	<b>Compliance Verified</b>
33.5.3 Accreditation Training (LE1)	<b>Compliance Verified</b>
33.5.4 Accreditation Manager Training	<b>Compliance Verified</b>
33.6.1 Specialized Training	<b>Compliance Verified</b>
33.6.2 Tactical Team Training Program (LE1)	<b>Not Applicable by Function</b>
33.7.2 Civilian Pre-Service and In-Service Training	<b>Compliance Verified</b>
33.8.2 Skill Development Training Upon Promotion (LE1)	<b>Compliance Verified</b>
34 Promotion	
34.1.2 Authority and Responsibility	<b>Compliance Verified</b>
34.1.3 Promotional Process Described (LE1)	<b>Compliance Verified</b>
34.1.5 Promotional Announcement	<b>Compliance Verified</b>



<b>Standards</b>	<b>Findings</b>
<b>35 Performance Evaluation</b>	
35.1.7 Employee Counseling (LE1)	<b>Compliance Verified</b>
<b>41 Patrol</b>	
41.1.1 Shift/Beat Assignment	<b>Compliance Verified</b>
41.1.3 Special-Purpose Vehicles	<b>Compliance Verified</b>
41.2.3 Roadblocks and Forcible Stopping* (LE1)	<b>Compliance Verified</b>
41.3.2 Equipment Specification/Replenishment (LE1)	<b>Compliance Verified</b>
41.3.9 License Plate Recognition Systems	<b>Not Applicable by Function</b>
<b>42 Criminal Investigation</b>	
42.1.3 Case File Management (LE1)	<b>Compliance Verified</b>
42.2.1 Preliminary Investigations Steps (LE1)	<b>Compliance Verified</b>
42.2.2 Follow-Up Investigations Steps	<b>Compliance Verified</b>
42.2.9 Cold Cases	<b>Compliance Verified</b>
<b>44 Juvenile Operations</b>	
44.1.3 Annual Program Review*	<b>Agency Elected 20%</b>
44.2.4 School Liaison Program	<b>Not Applicable by Function</b>
44.2.5 Community Recreation Programs	<b>Not Applicable by Function</b>
<b>46 Critical Incidents Special Operations and Homeland Security</b>	
46.2.2 Tactical Team Selection	<b>Not Applicable by Function</b>
46.2.3 Tactical Team Equipment	<b>Not Applicable by Function</b>
46.2.4 Hostage Negotiator Selection	<b>Not Applicable by Function</b>
46.2.5 Search and Rescue	<b>Not Applicable by Function</b>
46.2.8 Event Deconfliction	<b>Not Applicable by Function</b>
46.3.1 Liaison with other Organizations (LE1)	<b>Compliance Verified</b>
46.3.2 Terrorism Related Intelligence	<b>Compliance Verified</b>
46.3.4 Hazmat Awareness (LE1)	<b>Compliance Verified</b>
<b>52 Internal Affairs</b>	
52.1.2 Records Maintenance and Security (LE1)	<b>Compliance Verified</b>
52.1.4 Complaint Registering Procedures	<b>Compliance Verified</b>
52.2.3 Investigation Time Limits (LE1)	<b>Compliance Verified</b>
52.2.4 Informing Complainant	<b>Compliance Verified</b>

<b>Standards</b>	<b>Findings</b>
52.2.7 Relieved from Duty	<b>Compliance Verified</b>
<b>53 Inspectional Services</b>	
53.1.1 Procedures	<b>Compliance Verified</b>
53.2.1 Procedures*	<b>Compliance Verified</b>
<b>54 Public Information</b>	
54.1.1 Activities	<b>Compliance Verified</b>
54.1.3 News Media Access (LE1)	<b>Compliance Verified</b>
<b>55 Victim/Witness Assistance</b>	
55.2.3 Assistance Preliminary Investigation	<b>Compliance Verified</b>
55.2.4 Assistance Follow-Up Investigation	<b>Compliance Verified</b>
<b>61 Traffic</b>	
61.1.1 Selective Enforcement Activities	<b>Compliance Verified</b>
61.1.4 Informing The Violator (LE1)	<b>Compliance Verified</b>
61.1.10 Alcohol Enforcement Program	<b>Compliance Verified</b>
61.2.1 Reporting and Investigation	<b>Compliance Verified</b>
61.2.3 Collision Scene Duties	<b>Compliance Verified</b>
<b>70 Detainee Transportation</b>	
70.1.4 Interruption of Transport	<b>Compliance Verified</b>
70.1.6 Procedures Transport Destination (LE1)	<b>Compliance Verified</b>
70.1.8 Notify Court of Security Hazard (LE1)	<b>Compliance Verified</b>
70.2.1 Prisoner Restraint Requirement (LE1)	<b>Compliance Verified</b>
70.3.2 Hospital Security and Control	<b>Compliance Verified</b>
<b>71 Processing and Temporary Detention</b>	
71.1.1 Designate Rooms or Areas (LE1)	<b>Not Applicable by Function</b>
71.2.1 Training of Personnel* (LE1)	<b>Not Applicable by Function</b>
71.3.1 Procedures (LE1)	<b>Not Applicable by Function</b>
71.3.2 Immovable Objects	<b>Not Applicable by Function</b>
71.3.3 Security (LE1)	<b>Not Applicable by Function</b>
71.4.1 Physical Conditions (LE1)	<b>Not Applicable by Function</b>
71.4.2 Fire Prevention/Suppression (LE1)	<b>Not Applicable by Function</b>
71.4.3 Inspections* (LE1)	<b>Not Applicable by Function</b>

Standards	Findings
72 Holding Facility	
72.1.1 Training User Personnel* (LE1)	Not Applicable by Function
72.1.2 Access Nonessential Persons	Not Applicable by Function
72.1.3 Records Security	Not Applicable by Function
72.2.1 Minimum Conditions	Not Applicable by Function
72.3.1 Fire Heat Smoke Detection System Inspections*	Not Applicable by Function
72.3.2 Posted Evacuation Plan	Not Applicable by Function
72.3.3 Weekly Sanitation Inspection*	Not Applicable by Function
72.4.1 Securing Firearms (LE1)	Not Applicable by Function
72.4.2 Entering Occupied Cells	Not Applicable by Function
72.4.3 Key Control	Not Applicable by Function
72.4.4 Facility Door Security	Not Applicable by Function
72.4.5 Security Checks	Not Applicable by Function
72.4.6 Security Inspections*	Not Applicable by Function
72.4.7 Tool and Culinary Equipment	Not Applicable by Function
72.4.8 Alerting Control Point	Not Applicable by Function
72.4.9 Panic Alarms	Not Applicable by Function
72.4.10 Procedures Escape	Not Applicable by Function
72.4.11 Report Threats to Facility*	Not Applicable by Function
72.5.1 Detainee Searches	Not Applicable by Function
72.5.2 Intake Forms	Not Applicable by Function
72.5.3 Sight and Sound Separation (LE1)	Not Applicable by Function
72.5.4 Segregation	Not Applicable by Function
72.5.5 Procedure Outside Detainees	Not Applicable by Function
72.5.6 Procedure Exceeding Capacity	Not Applicable by Function
72.5.7 Identification Released Detainees	Not Applicable by Function
72.6.1 Procedure Medical Assistance	Not Applicable by Function
72.6.2 First Aid Kit*	Not Applicable by Function
72.6.3 Receiving-Screening Information	Not Applicable by Function
72.6.4 Posted Access to Medical Service	Not Applicable by Function
72.6.5 Dispensing Pharmaceuticals	Not Applicable by Function

<b>Standards</b>	<b>Findings</b>
72.8.1 24-Hour Supervision	<b>Not Applicable by Function</b>
72.8.2 Audio/Visual Surveillance	<b>Not Applicable by Function</b>
72.8.3 Supervision Opposite Sex	<b>Not Applicable by Function</b>
72.8.4 Receiving Mail/Packages	<b>Not Applicable by Function</b>
72.8.5 Visiting	<b>Not Applicable by Function</b>
<b>73 Court Security</b>	
73.1.1 Role Authority Policies (LE1)	<b>Not Applicable by Function</b>
73.2.1 Facilities Equipment Security Survey*	<b>Not Applicable by Function</b>
73.3.1 Weapon Lockboxes (LE1)	<b>Not Applicable by Function</b>
73.3.2 Use of Restraints	<b>Not Applicable by Function</b>
73.4.1 Identification Availability Operational Readiness	<b>Not Applicable by Function</b>
73.4.2 External Communications (LE1)	<b>Not Applicable by Function</b>
73.4.3 Duress Alarms	<b>Not Applicable by Function</b>
73.5.1 Training*	<b>Not Applicable by Function</b>
73.5.2 Detainee Searches	<b>Not Applicable by Function</b>
73.5.3 Detainee Property Security	<b>Not Applicable by Function</b>
73.5.4 Segregation	<b>Not Applicable by Function</b>
73.5.5 Procedure for Medical Assistance	<b>Not Applicable by Function</b>
73.5.6 First Aid Kit*	<b>Not Applicable by Function</b>
73.5.7 Access of Nonessential Persons	<b>Not Applicable by Function</b>
73.5.8 Minimum Conditions	<b>Not Applicable by Function</b>
73.5.9 Fire Alarm System*	<b>Not Applicable by Function</b>
73.5.10 Evacuation Plan	<b>Not Applicable by Function</b>
73.5.11 Sanitation Inspection*	<b>Not Applicable by Function</b>
73.5.12 Securing Firearms (LE1)	<b>Not Applicable by Function</b>
73.5.13 Entering Occupied Cells	<b>Not Applicable by Function</b>
73.5.14 Key Control	<b>Not Applicable by Function</b>
73.5.15 Facility Door Security	<b>Not Applicable by Function</b>
73.5.16 Security Checks	<b>Not Applicable by Function</b>
73.5.17 Security Inspections*	<b>Not Applicable by Function</b>
73.5.18 Designated Control Point (LE1)	<b>Not Applicable by Function</b>



<b>Standards</b>	<b>Findings</b>
73.5.20 Escape Procedures	<b>Not Applicable by Function</b>
73.5.21 Report of Threats to Facility*	<b>Not Applicable by Function</b>
73.5.22 Posted Access to Medical Service	<b>Not Applicable by Function</b>
73.5.23 Audio/Visual Surveillance	<b>Not Applicable by Function</b>
73.5.24 Supervision of Opposite Sex	<b>Not Applicable by Function</b>
<b>74 Legal Process</b>	
74.1.1 Information Recording (LE1)	<b>Compliance Verified</b>
74.2.1 Procedure Civil Service	<b>Not Applicable by Function</b>
74.3.2 Arrest Warrants Require Sworn Service	<b>Compliance Verified</b>
<b>81 Communications</b>	
81.1.1 Agreements Shared/Regional Facility	<b>Not Applicable by Function</b>
81.1.2 Operations Meet FCC Requirements	<b>Compliance Verified</b>
81.2.10 Alternative Methods of Communication	<b>Not Applicable by Function</b>
81.2.13 Private Security Alarms	<b>Not Applicable by Function</b>
81.2.14 First Aid Over Phone (LE1)	<b>Not Applicable by Function</b>
<b>82 Central Records</b>	
82.2.1 Field Reporting System (LE1)	<b>Compliance Verified</b>
82.2.2 Reporting Requirements (LE1)	<b>Compliance Verified</b>
82.2.3 Case Numbering System (LE1)	<b>Compliance Verified</b>
82.2.4 Report Distribution	<b>Compliance Verified</b>
82.2.5 Reports by Phone Mail or Internet	<b>Compliance Verified</b>
82.3.1 Master Name Index	<b>Compliance Verified</b>
82.3.4 Traffic Citation Maintenance (LE1)	<b>Compliance Verified</b>
<b>83 Collection and Preservation of Evidence</b>	
83.2.1 Guidelines and Procedures (LE1)	<b>Compliance Verified</b>
83.2.5 Procedures Seizure of Computer Equipment	<b>Compliance Verified</b>
83.2.7 DNA Evidence Collection	<b>Compliance Verified</b>
83.3.2 Evidence Laboratory Submission (LE1)	<b>Compliance Verified</b>
<b>84 Property and Evidence Control</b>	
84.1.1 Evidence/Property Control System (LE1)	<b>Compliance Verified</b>
84.1.6 Inspections and Reports* (LE1)	<b>Compliance Verified</b>

Standards	Findings
91 Campus Law Enforcement	
91.2.1 Agency Role and Responsibilities (LE1)	<b>Not Applicable by Function</b>
91.2.2 Personnel Assigned to Medical Centers	<b>Not Applicable by Function</b>

**Response from Agency Regarding Findings:**

CEO Feedback not provided.

## SITE-BASED ASSESSMENT

2/25/2020

### *Planning and Methodology:*

Over the past year, the agency's long-time accreditation manager took another position outside of the university. In addition, the NCSU Police Chief retired a month before the scheduled onsite. NCSU did a good job finding replacements. They hired an experienced CALEA Accreditation Manager from North Carolina Central, Belinda Pounds. They also turned to Tom Younce to serve as interim chief until the completion of a national search. Chief Younce had retired from NC State and is very fluent in accreditation. He is renowned statewide as someone that can handle the duties of interim chief and has done so for several university police departments in the past year.

Prior to the onsite, the agency asked the assessment team to review Clery Compliance, Evidence, Promotion Process, Special Events, Threat Management and Title IX. Upon our arrival onsite, Chief Younce asked that we also review the department's wellness program.

Ms. Pounds set up meetings with key stakeholders in each area. She set a robust, but manageable agenda that included 22 interviews, including 13 with outside department stakeholders. In addition, the NC State football team was playing a prime-time Thursday night football games televised by ESPN. Ms. Pounds secured the assessment team access to view agency Incident Command operations during this major event that drew 60,000 people to campus.

The agenda also included time for a telephone call in session and a public hearing, as well as ride alongs with agency personnel.

### *Clery Compliance*

NC State University Police Department is in charge of Clery Compliance for the institution. They take this job seriously and are compliant with the Department of Education Clery manual and CALEA standards in this matter. The agency is diligent about requesting crime statistics for students involved in University traveling, including travel abroad. The agency supplies all statistics necessary to the University Office of General Counsel, who then completes the University's Annual Security Report.

The agency has properly trained University staff members to be Campus Security Authorities and has created a reporting system to support this requirement. The University uses Maxient to report and share information with necessary parties throughout the university. The NCSU Police works closely with the Raleigh Police Department to assure that they are promptly alerted to off campus Clery activity.

Timely Warnings are completed through email, text, social media, desktop notices, messaging boards and through a University designed smart phone app. They use RAVE Mobility as their primary Timely Warning engine. They have a process in place that allows them to get most timely warnings out within 30 minutes, but no later than an hour. There are command personnel on constant call (called Staff Officers) that field personnel can contact regarding Clery events. The University smart phone app is particularly interesting in that it allows guests, contractors, vendors, parents or any other interested parties to download the app and then receive emergency messaging related to campus safety.

For emergency messaging, the agency has no red tape. The dispatch center is authorized to immediately release certain canned messages and the external siren system if an immediate threat is detected on campus.



### Suggestions

This function is done well. With a school this size and the amount of work needed to maintain this position, hiring a good Compliance Officer is a must. The agency may also consider discussing the transition of this function from Police to Compliance and or General Counsel as absent the emergency messaging, they are best suited for what is a University duty, not just a police duty. As the University and reporting grows, this function may need additional personnel to successfully manage the workload.

### Evidence

Evidence management is handled by the Investigations Team. One person on the team is the primary evidence custodian, Detective McNeill. Normally, Detective McNeill works an investigative case load and manages the evidence room. Recently, she went on light duty for an injury and this has shifted her focus to managing evidence only. This unfortunate injury had fortunate consequences for the agency. Due to her increased focus, the agency has been able to clear 20% of its defunct evidence inventory through court ordered destruction. What was once an overcrowded evidence room is now neat, orderly and has room for more property. The amount of evidence this agency receives makes the task a full-time job.

The agency provides pass through lockers for temporary evidence storage. The evidence room is monitored with a burglar alarm and evidence custodians can only enter with a properly coded access card. Only three custodians have this access. There is one override key that is possessed by the lead custodian.

Inside the evidence room, there are tools for packaging and processing evidence. There is a special vault for drugs, weapons and money/jewelry. There are also secure refrigerators for biological evidence. The evidence room was designed specifically for this purpose when the building was constructed. The ceiling is solid, which prohibits anyone from jumping over the wall into the area. Evidence custodians have access to an electronic evidence managing system. They also keep a hard copy back up.

### Standards Issues:

None

### Suggestions

NCSU evidence process is very strong. Based on the progress made by the detective during her light duty, I would recommend devoting an FTE to evidence control and crime scene processing. Also, while access to the room is limited, it may be useful to place a camera inside the evidence room to monitor processes.

UPBE COOPERATION

### Threat Management

The agency has been involved in 347 threat management situations this fall semester alone. Many of these events are relatively minor, but all must be reviewed. In addition, the agency actively participates in Behavioral Assessment Teams for students and employees, as well as the Sexual Assault Response Team, and another group called CARE, which handles mental health. Of the four officers assigned to Investigations, two almost exclusively handle threat mitigation cases. These detectives work hand in hand with NC State resources such as Student Life, Housing, Equity and Inclusion, Student Discipline, and Title IX to address these issues. They also work with outside agencies to address threat issues off campus.

All NC State University Police Officers are Crisis Intervention (CIT) certified.

### Standards Issues:

None



increased attention. A Police Department Threat Mitigation Team that is separate from Investigations may be a good idea to consider as the workload will not likely get lighter.

Process of more  
Adaptation - Affk-1  
Separate

### Special Events

Requests for use of University space are reviewed by the Sergeant in charge of Special Events to conduct an objective assessment of the event to determine if police resources are needed. The Sergeant must coordinate with event organizers and staff as well as University personnel to ensure the liability concerns of the University are addressed, while empowering student groups to take part in the planning process of their group events.

The agency works well with other state and local agencies. The assessors witnessed a prime-time Thursday night football game with a packed stadium. NCSU Police coordinated the event that included help from Raleigh Police Department, North Carolina State Police, several Sheriff's Office and state Fire Marshalls. The agency uses a variety of methods for security and crowd control to include mounted officers and vast amount of cameras. They have a mobile command post on site and have developed a relationship with local judges so that a magistrate is on site to adjudicate arrests in the stadium. A new twist this year is the University sells beer in the stadium (it was previously dry), which adds to the increase of intoxicated incidents. One of the most impressive aspects of the security plan is that prior to opening the gates, all officers drill on stadium evacuation. This has been useful over the years as the stadium is open air and several sudden weather events have forced evacuation of the large crowd.

### Standards Issues:

None

### Suggestions

NCSU does an exceptional job of planning and executing campus events. Their progressive interaction with University space managers and student life is a vital component to their success. This is certainly an agency strength.

### Title IX Compliance

The NCSU Police Department works hand in hand with the Office of Institutional Equity and Diversity and the Office of General Counsel in handling Title IX cases. Cases generated from police reports are referred to the aforementioned entities for administrative reviews; however, the relationship between these entities and the police department is strong and they are cooperative in assuring that any administrative investigation does not impact a criminal investigation.

The NCSU Police Department provides all necessary assistance to administrative Title IX investigations. Title IX personnel were complimentary on the agency's responsiveness to quick reporting and information support.

### Standards Issues:

None

### Suggestions

There are no suggestions from the assessment team on this function.

### Wellness Program

While the state of North Carolina requires all incoming police officers to pass the state Police Officer Physical Abilities Test (POPAT), there is no such requirement for continued fitness throughout an officer's career. Nearly 15 years ago, recognizing that officer fitness was a problem, Chief Younce instituted a mandatory requirement that all NC State University Police Officers must pass the POPAT twice a year. This process is now engrained in the culture of the agency and the agency's officers are among the fittest I have seen. The agency has good policy on this process. It makes allowances for FMLA, pregnancy, injuries and even minor illnesses so that officers can delay the test until they

**Standards Issues:**

None

**Suggestions**

None. This is a good program that is worth emulating.

**Planning and Research**

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The agency already had directives in place covering Planning and Research. They provided proofs showing their implemented directives.

**Standards Issues:**

None

**Suggestions**

None

**Selection and Promotions**

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The Agency uses a Recruitment Committee, comprised of sworn and non-sworn personal, reflecting underrepresented demographics. Recruiters make personal visits to academy classes to discuss the benefits of agency employment. Connections are also maintained with known community groups and organizations, including those of underrepresented populations, in an effort to identify and recruit interested parties from those populaces. Interview questions are developed by Developmental Associates LLC, an independent contractor tasked with developing questions that will properly assess the knowledge, skills, and abilities of candidates relative to the position being sought. The Chief of Police is personally involved in the hiring process and conducts a final interview of favorably marked candidates.

NCSU has a progressive upward mobility system that encourages police officers to prepare for promotion and rewards them with increased titles within their ranks (Senior Police Officer, Master Police Officer). All promotion candidates must complete an assessment center administered by Developmental Associates LLC, an independent assessment contractor. Results supplied by Developmental Associates LLC are reviewed and discussed by Command Staff, and final promotional decisions are made by the Chief of Police based upon those deliberations.

**Standards Issues:**

None

**Suggestions**

The agency is diligent about making their promotion process fair. To keep its home-grown talent, it is recommended that within budget constraints, develop a pay plan that stays competitive beyond the four years of employment mark. While leadership can be hired from other agencies, losing your home-grown talent impacts the culture of an agency and the connection the agency has with its community.

*Under SCSA*

**Summary:**

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**Number of Interviews Conducted:** 29  
**Assessors' Names:** Paul Willingham / Kevin Hall  
**Site-Based Assessment Start Date:** 10/09/2019  
**Site-Based Assessment End Date:** 10/12/2019

<b>Mandatory (M) Compliance</b>	286
<b>Other-Than-Mandatory (O) Compliance</b>	82

<b>Waiver</b>	0
<b>(O) Elect 20%</b>	5
<b>Not Applicable</b>	110
<b>Total:</b>	483

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**Percentage of applicable other-than-mandatory standards:** 94 %



## COMMUNITY FEEDBACK AND REVIEW

### *Public Information Session*

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A public hearing was held on Friday, October 11, 2019 at 3:00PM at the Joyner Visitor's Center. It is a centrally located meeting space with open parking designed for first time visitors to the campus. Five people spoke at the hearing.

Ken Roth is a defense contractor who helps manage the defense contracts engaged by University. He has routine engagements with police staff, and he finds them to be positive team players. The Department of Defense has several labs on campus with different rules and alarm systems for each with the NCSU PD serving as the initial first responder. Over his six years working with the NC State Police Department he has always seen phenomenal responses. Visitors, such as a senior senator from NC visit, bring own security, and all interactions with PD are positive. He said they have also been quite helpful in planning dignitary visits touring these sensitive sites.

Chip Hawley is the Chief of NC State Capitol Police Department. Has been associated with University since 1983 in multiple roles when he worked for the county sheriff's office. He still provides assistance to NC State Police and enjoys a professional relationship with them. He stated that the NCSU PD is a competent, professional agency. The Capitol Police are currently seeking accreditation are using NC State Police as a resource. He fully supports their reaccreditation.

Chris Collins runs NCSU Campus Visitor Programs serving 35-40 thousand perspective students and their families. He noted that the NC State Police Department's visibility is key to their success in making people feel safe. Perspective parents routinely comment on the police department's services as a positive for the University. He stated that anytime he has reached out to NCSU Police for various trainings, such as active threat/shooter training, he gets positive results. The Police Department's support to staff and students is integral to operation of the University.

Justin Richardson is the Director of Undergraduate Admission. He was also a student. Speaking as a former student and now an employee, he always felt safe on campus. He noted the Police Department's quick response and positive attitude to requests for service. He also noted the Police Department's strong emergency communications for students and parents.

Kayli Richter is an Admissions Counselor and Graduate Student. She also completed her undergraduate degree at NC State. She stated all experiences with Police Department have been positive. Admissions staff is always informed of safety resources. She stated that the Police Departments has reached out and requested to participate in admission activities. She particularly noted that she was a frequent user of the nighttime safety escort service provided by the department. She felt the officers were always courteous and professional.

### *Telephone Contacts*

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A telephone session was held on Friday, October 11, 2019 from 11:00AM - 1:00PM. Eight individuals called. The following individuals gave general support for NC State University Police Department's reaccreditation:

- Megan Styron (Greenville City Police)
- Billy Boyd (UNC Hospital Police)
- John Barnwell (East Carolina University Police Chief)
- Tom Johnson (East Carolina University Police Accreditation Manager and former NC State Accreditation Manager)
- Ricky Buchanan (NC Department of Motor Vehicles)

These individuals noted that the agency is a great accreditation partner. They are willing to assist other agencies in the



In addition to these callers, Michael Delinger (the North Carolina State Police Accreditation Manager) stated that NC State University Police is a major player in the North Carolina Police Accreditation Coalition. They have led the way for two decades and are a model agency for the state.

Curtis Hayes (East Carolina University Police Assistant Accreditation Manager) stated that Belinda Pounds and Lt. Bill Davis are the reason NC State is a flagship agency in North Carolina accreditation. They are open to helping any agency looking to improve. He also noted that he was very appreciative of NC State allowing eight of their officers to work one of the recent football games to better learn the NC State game day security plan and to see how NC State was dealing with the new North Carolina occurrence of allowing beer and wine inside the stadium.

Al White (Chief of Meredith College Police) stated that NC State has helped him for years sharing expertise and resources. He is very appreciative of their willingness to help small colleges.

### ***Correspondence***

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The team received no correspondence.

### ***Media Interest***

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As of this writing, there has been no media interest related to the NC State University Police Onsite.

### ***Public Information Material***

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In preparation for the onsite, the agency sent out a press release on October 3, 2019 announcing the coming onsite and detailing the date, time and phone number/location of the call-in session and public hearing. The phone in session was scheduled for Friday, October 11, 2019 between 11:00 AM and 1:00 PM. A dedicated phone line was set up for this purpose. A public hearing was scheduled for Friday, October 11, 2019, at 3:00 PM. The session was conducted in the Joyner Visitor Center of the North Carolina State University Police Department, which is the community room located off the police department's lobby. The press release was distributed to radio, television and print media as follows:

- WRAL News
- TWC News
- WTVD News
- WNCN News
- Univision Raleigh
- AP Raleigh
- Raleigh News and Observer

In addition, to the press release, a public notice was sent on October 3, 2019 to the North Carolina Law Enforcement Accreditation Network and posted in the NCSU Police Headquarters Lobby.

### ***Community Outreach Contacts***

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The assessors interviewed a total of 28 individuals in the course of the assessment. 22 were pre-arranged by Ms. Pounds at my request, three were assessor ride alongs, and 3 were impromptu interviews with constituents the assessment team met during the course of the onsite.

Set up meetings included:

- Chief Younce (PD Police Chief)
- Kristinia Webber (PD Business Manager)

- Barry Olson (Student Life / Greek Life)
- Sergeant Stephen Barham (PD Recruiter)
- Kristen Will (Human Resources)
- David Ranier (Associate Vice Chancellor of Public Safety, Chief's Supervisor)
- Brian Johnson and Laura Hill (Fire Protection)
- Detective Kaylla McNeill (Evidence)
- Tom Vigilante (Emergency Communication)
- Janice Sitzes (Staff Senator)
- Sergeant Brian Briggs (PD Special Events)
- Sergeant Eva Howard (PD Threat Assessment)
- Kim Davis (Emergency Communications)
- David Elrod (Title IX Coordinator)
- Allison Newhart (General Counsel)
- Thank Austin (Transportation)
- Dan O'Brien (Employee Relations)
- Major Ian Kendrick (PD Assistant Chief, Clery)
- Justine Hollingshead (Student Affairs)
- Jessica White (Student Life, Discipline)

Impromptu Meetings Included:

- Emma Carter (Student Government President)
- Adina Stock (Athletic Department Event Coordinator)
- Shawn Troxler (Assistant General Counsel, Annual Security Report)

Ride Alongs were conducted with:

- Lieutenant Bill Davis
- Officer Roy Michaelson
- Officer Joshua Franks

One consistent theme rang true throughout all our interviews and contacts - that the NCSU Police Department is responsive and available. They actively interact with the community and are open to discuss any issues, especially issues related to their performance and public perception. They accept criticism well and use it as fuel to improve. An example provided of their proactiveness was a recent issue in the summer where a rumor spread that the agency was rounding up undocumented people Campus wide for ICE. This came about because of an ICE raid at a Campus construction site that did not involve the agency. The agency took to campus-wide town halls and meetings with constituents to dispel the rumor.

Interviewees also cited that the agency proactively works to position itself as a community resource that is part of the community, not separate from it. They noted the agency's culture of friendliness, out of their way assistance, and education.

Assessor interaction with agency personnel further enhanced this public perception as true. We found the leadership to be professional, community-centric and supportive of their staff. We found the officers to have buy in with their community and the agency's mission and goals. Whether we were conducting planned interviews or spot discussions, the assessors were impressed with the agency's standing in the community.