



North Carolina Department of Public Safety

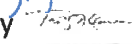
Prisons

Roy Cooper, Governor
Eddie M. Buffaloe, Jr., Secretary

Timothy D. Moose, Chief Deputy Secretary
Todd E. Ishee, Commissioner
Brandeshawn Harris, Assistant Commissioner

MEMORANDUM

TO: Joint Legislative Oversight Committee on Justice and Public Safety

FROM: Eddie M. Buffaloe, Jr., Secretary 
Timothy D. Moose, Chief Deputy Secretary 
Todd E. Ishee, Commissioner of Prisons 

RE: FY 2021 - 2022 Report on Prison Personnel Matters

DATE: February 22, 2022

SESSION LAW 2021-180

SECTION 19C.6. The Department of Public Safety, Division of Adult Correction and Juvenile Justice, shall report the following information to the Joint Legislative Oversight Committee on Justice and Public Safety by February 1, 2022, and by February 1, 2023:

- (1) The number of Division employees charged with the commission of a criminal offense committed in a State prison and during the employee's work hours. The information shall be provided by State facility and shall specify the offense charged and the outcome of the charge.
- (2) The number of employees disciplined, demoted, or separated from service due to personal misconduct. To the extent it does not disclose confidential personnel records, the information shall be organized by type of misconduct, nature of corrective action taken, and outcome of the corrective action.
- (3) The hiring and screening process, including any required credentials or skills, criminal background checks, and personality assessments. The information shall also include the process the Division uses to verify the information provided by an applicant.

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- (1) The number of Division employees charged with the commission of a criminal offense committed in a State prison and during the employee's work hours. The information shall be provided by State facility and shall specify the offense charged and the outcome of the charge.**

In 2020, the Department began tracking citations and arrests of employees. During the period of January 1, 2021 to December 31, 2021, no employees committed a criminal offense in a state prison during the employee's work hours.

- (2) The number of employees disciplined, demoted, or separated from service due to personal misconduct. To the extent it does not disclose confidential personnel records, the information shall be organized by type of misconduct, nature of corrective action taken, and outcome of the corrective action.**

Figure 1 below provides the total number of employee disciplinary actions for the period of January 1 – December 31, 2021.

Figure 1

Employee Unacceptable Personal Conduct January 1, 2021 - December 31, 2021	
Category of Discipline	Number of Staff
Written Warning	680
Suspension	116
Demotion	9
Dismissal	37
Grand Total	842

- (3) The hiring and screening process, including any required credentials or skills, criminal background checks, and personality assessments. The information shall also include the process the Division uses to verify the information provided by an applicant.**

The *Correctional Officer Hiring Process Flowchart* in Attachment A details the process for hiring a correctional officer.

Attachment A

Correctional Officer Hiring Process Flowchart

