



Roy Cooper, Governor

Todd Ishee, Secretary

MEMORANDUM

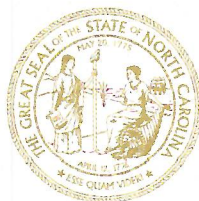
TO: Joint Legislative Oversight Committee on Justice and Public Safety
FROM: Todd E. Ishee, Secretary
RE: Report on Prison Personnel Matters
DATE: January 22, 2024

Pursuant to G.S. 143B-1457.2, The Department shall report the following information to the Joint Legislative Oversight Committee on Justice and Public Safety by February 1 of each year:

- (1) The number of Department employees charged with the commission of a criminal offense committed in a State prison and during the employee's work hours.
(2) The number of employees disciplined, demoted, or separated from service due to personal misconduct.
(3) The hiring and screening process, including any required credentials or skills, criminal background checks, and personality assessments.

MAILING ADDRESS: 5201 Mail Service Center Raleigh, NC 27699-5201

OFFICE LOCATION: 214 W. Jones St Raleigh, NC 27603



An Equal Opportunity Employer

FROM THE OFFICE OF: Todd Ishee Secretary Telephone: 919-733-2126

http://dac.nc.gov

(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.

During the period of January 1, 2023, to December 31, 2023, fifty-nine (59) employees were logged. None of the citations/arrests were reported to have been committed in a state Institution and 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, 2023.

Figure 1

Employee Unacceptable Personal Conduct

January 1, 2023 - December 31, 2023

Category of Discipline	Number of Staff Disciplines
Written Warning	519
Suspension	80
Demotion	11
Dismissal	34
Grand Total:	644

(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.

See Attachment A that provides the Correctional Officer Hiring Process Flowchart.

Attachment A

Correctional Officer Hiring Process Flowchart

