



North Carolina State Highway Patrol

REPORTS ON LAW ENFORCEMENT
ACCREDITATION SERVICES

SECTION 19.4. House Bill 200

Accreditation Unit

Table of Contents

LEGISLATIVE MANDATE: REPORTS ON LAW ENFORCEMENT ACCREDITATION SERVICES	3
ACCREDITATION SERVICES.....	4
COMMISSION ON ACCREDITATION FOR LAW ENFORCEMENT AGENCIES.....	5
WHAT IS ACCREDITATION	6
GOALS OF CALEA.....	7
SCOPE OF THE STANDARDS	8
BENEFITS OF ACCREDITATION	9
ACCREDITATION PROCESS	13
ACCREDITATION PROCESS: APPLICATION PHASE I	13
SELF-ASSESSMENT PHASE II.....	13
ON-SITE PHASE III.....	13
COMMISSION REVIEW AND DECISION PHASE IV.....	14
MAINTAINING COMPLIANCE AND REACCREDITATION PHASE V.....	14
NORTH CAROLINA LAW ENFORCEMENT ACCREDITATION NETWORK.....	16
AGENCIES ACCREDITED AGENCIES IN NORTH CAROLINA.....	16
CALEA ACCREDITATION FEES	19
PERSONNEL ITEMIZATION	20
OTHER COST ASSOCIATED	21
CALEA ACCREDITATION WITH EXCELLENCE AWARD CRITERIA AND APPLICATION	APPENDIX I
NCSHP MARCH 2012 ON-SITE PRESS RELEASE	APPENDIX II
NCSHP MARCH 2012 ON-SITE CALEA ASSESSORS	APPENDIX III
NCSHP APRIL 2009 ASSESSMENT REPORT	APPENDIX IV

REPORTS ON LAW ENFORCEMENT ACCREDITATION SERVICES

SECTION 19.4. The State Highway Patrol, Alcohol Law Enforcement Division, State Capitol Police, and State Bureau of Investigation shall report by March 1, 2012, to the Joint Legislative Corrections, Crime Control, and Juvenile Justice Oversight Committee, to the Chairs of the House and Senate Appropriations Subcommittees on Justice and Public Safety, and to the Fiscal Research Division on any national associations that provide accreditation services for those law enforcement agencies, including, but not limited to, the Commission on Accreditation for Law Enforcement Agencies. The report shall include an itemization of the personnel and other costs associated with the service, a summary of the accreditation process, and a summary of the benefits gained from the services.

ACCREDITATION SERVICES

Accreditation services helps to inspire public confidence in our agency, as well as assures that our department is up-to-date on police initiatives and administrative practices that meet a standard that is internationally recognized among Law Enforcement agencies. Among the areas of particular importance addressed are the delivery of services to our citizens and the emphasis on inter-agency cooperation. Accreditation initiatives provide an external review process that is a means of checks and balances confirming the successful implementation of best practices.

An accreditation program provides public safety agencies an opportunity to voluntarily demonstrate that they meet an established set of professional standards which:

- Require an agency to develop a comprehensive, well thought out, uniform set of written directives. This is one of the most successful methods for reaching administrative and operational goals, while also providing direction to personnel.
- Provide the necessary reports and analyses a CEO needs to make fact-based, informed management decisions.
- Require a preparedness program be put in place—so an agency is ready to address natural or man-made critical incidents.
- A means for developing or improving upon an agency's relationship with the community.
- Strengthen an agency's accountability, both within the agency and the community, through a continuum of standards that clearly define authority, performance, and responsibilities.
- Can limit an agency's liability and risk exposure because it demonstrates that internationally recognized standards for law enforcement have been met, as verified by a team of independent outside CALEA-trained assessors.
- Facilitates an agency's pursuit of professional excellence.

SHP Reaccredited Status

The Highway Patrol was initially accredited in 2000 and was successfully reaccredited in 2003, 2006 2009 and is seeking its fifth reaccreditation in March of 2012.

Commission on Accreditation for Law Enforcement Agencies

The Commission on Accreditation for Law Enforcement Agencies, Inc., (CALEA®) is a credentialing authority (accreditation), based in the United States, whose primary mission is to accredited public safety agencies, namely law enforcement agencies, training academies, communications centers, and campus public safety agencies. The Commission was created in 1979 as an independent accrediting authority by the four major law enforcement membership associations:

- [International Association of Chiefs of Police](#) (IACP)
- [National Organization of Black Law Enforcement Executives](#) (NOBLE)
- [National Sheriffs' Association](#) (NSA)
- [Police Executive Research Forum](#) (PERF)

The CALEA Accreditation Process is a proven modern management model; once implemented, it presents the Chief Executive Officer (CEO), on a continuing basis, with a blueprint that promotes the efficient use of resources and improves service delivery—regardless of the size, geographic location, or functional responsibilities of the agency.

ORGANIZATION OF CALEA

CALEA operates as an independent, nonprofit (501c3) corporation, and maintains a professional staff managed by an Executive Director. The staff conducts all administrative and operational duties as directed by the Commission.

The 21 member Commission is composed of 11 law enforcement professionals and 10 representatives of the public and private sectors. Commissioners serve three-year, staggered terms. The Commission meets three times a year to accredit and reaccredit agencies and provide guidance for Commission operations.

The Commission's staff manages the accreditation process from application through accreditation and later reaccreditation. Under the leadership of an Executive Director, the staff provides guidance to agencies in the accreditation system; conducts training for accreditation managers, chief executives, and assessors; serves as a liaison between law enforcement agencies and the Commission; and handles business operations, including contracts, finances, publications, and marketing

What is Accreditation?

Accreditation is a concept unique to the United States. It involves a voluntary, self-motivated approach by which organizations seek to achieve, objectively verify, and maintain high quality in their operations through periodic evaluations conducted by an independent, non-governmental body that has established standards for its "clientele." Simply put, "to accredit" means to recognize or vouch for an agency or institution as conforming to a body of standards related to a specific discipline or profession-in this instance, law enforcement.

CALEA represents the best in law enforcement in North America. Eighteen percent of full-time police officers in the United States are members of agencies officially in the CALEA process. Ten percent of cities in the United States that report to the FBI Uniform Crime Report are CALEA agencies. After a yearlong study, the November 1996 issue of Good Housekeeping magazine listed the eight best suburban police departments in the United States, and all were accredited by CALEA.

Purpose and Authority of the Commission

- The primary purpose of the Commission is to improve law enforcement service by creating a national body of standards developed by law enforcement professionals.
- It recognizes professional achievements by establishing and administering an accreditation process through which a law enforcement agency can demonstrate that it meets those standards.
- CALEA derives its general authority from the four major law enforcement membership associations whose members represent approximately 80% of the law enforcement profession in the United States.

The Law Enforcement Accreditation Program was the first credentialing program established by CALEA after its founding. It was originally developed to address what was seen as a need to enhance law enforcement as a profession and to improve law enforcement service delivery. That mission continues today through a tiered law enforcement accreditation program. Participating agencies may enroll in either CALEA Law Enforcement Accreditation or CALEA Advanced Law Enforcement Accreditation, without regard to agency size. Agencies may apply for and be awarded CALEA Accreditation with Excellence by the Commission as an indication of superlative performance.

The program has become the primary method for an agency to voluntarily demonstrate their commitment to excellence in law enforcement. The standards upon which the Law Enforcement Accreditation Program is based 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 Program as benchmarks for today's law enforcement agency.

- CALEA Accreditation requires an agency to develop a comprehensive, well thought out, uniform set of written directives. This is one of the most successful methods for reaching administrative and operational goals, while also providing direction to personnel.
- CALEA Accreditation standards provide the necessary reports and analyses a CEO needs to make fact-based, informed management decisions.
- CALEA Accreditation requires a preparedness program be put in place—so an agency is ready to address natural or man-made unusual occurrences.
- CALEA Accreditation is a means for developing or improving upon an agency's relationship with the community.
- CALEA Accreditation strengthens an agency's accountability, both within the agency and the community, through a continuum of standards that clearly define authority, performance, and responsibilities.
- Being CALEA Accredited can limit an agency's liability and risk exposure because it demonstrates that internationally recognized standards for law enforcement have been met, as verified by a team of independent outside CALEA-trained assessors.
- CALEA Accreditation facilitates an agency's pursuit of professional excellence.
- The assessors review written materials, interview individuals and visit Highway Patrol offices throughout the state, as well as other facilities where compliance can be observed.
- As part of the on-site assessment, agency employees and members of the public are invited to offer comments directly to the assessment team during the on-site process.
- Reaccreditation occurs at the end of the three years, following another successful on-site assessment and hearing before the Commission.

Goals of CALEA

The goals of CALEA are: (1) strengthen crime prevention and control capabilities: (2) formalize essential management procedures: (3) establish fair and non-discriminatory personnel practices: (4) improve service delivery: (5) solidify interagency cooperation and coordination: and (6) boost citizen and staff confidence in the agency.

Scope of the Standards

The current standards address nine major law enforcement subjects:

- Roles, responsibilities and relationships with other agencies.
- Organization, management and administration.
- Personnel structure
- Personnel Process
- Law enforcement operations
- Operations support
- Traffic operations.
- Detainee and court related services.
- Auxiliary and technical services.

The fifth edition of the CALEA manual contains 479 standards related to these areas. However, it will not be necessary for the North Carolina State Highway Patrol to rewrite every policy and procedure to meet CALEA's standards. Many of our policies and procedures currently meet or exceed the standards and a few standards will not be applicable due to the services that we provide.

The North Carolina State Highway Patrol's goal is to demonstrate compliance with the standards established by CALEA and in most instances exceed the standards. All aspects of the Patrol's existing operations and management practices will be reviewed to correct any deficiencies and to refine and contemporize procedures where needed. These policies and practices will be developed and reviewed with concerted input from field personnel, both civilian and uniform, prior to their implementation to ensure that the needs of the entire organization are met.

In summary, the standards simply tell the North Carolina State Highway Patrol what they are expected to do; how we do it will still be based on sound fundamentals of law enforcement and the needs of the citizens of North Carolina.

BENEFITS OF ACCREDITATION

Accreditation requires a comprehensive review of every aspect of an agency's organization. From management to supervision, field operations to support services, every part of the Highway Patrol will be scrutinized by independent law enforcement professionals to determine if the Highway Patrol meets the standard. Accreditation means that the policies and procedures of the Highway Patrol are in compliance with stringent standards that are nationally and internationally recognized and accepted by a large and diverse group of law enforcement agencies.

It is difficult to attach a dollar value to the benefits of the accreditation process. But, for the Highway Patrol, its members and the public it serves, the recognized benefits are numerous and tangible.

To the **North Carolina Highway Patrol** accreditation will:

- Enhance the reputation of the Highway Patrol and help attract the most qualified applicants
- Increase morale by giving members a renewed sense of confidence in the Highway Patrol's effectiveness and in the fairness of its internal systems
- Provide an up-to-date policy and procedures manual that is reviewed biannually
- Ensure the operational readiness of the Highway Patrol in response to the varied unusual occurrences in our state
- Provide a check and balance system to ensure the agency is producing the time sensitive reports that review significant public policy issues such as biased based reporting, grievance analysis, use of force reports reviews, post chase reviews, internal affairs complaints.

To the **members** of the **North Carolina Highway Patrol** accreditation will:

- Ensure that the Highway Patrol trains its personnel with the latest techniques available to provide for the ultimate in officer safety
- Provide members of the Highway Patrol with modern, professional standards and procedures to ensure consistent performance in areas of performance management, recruitment, selection processes, promotional processes and all other personnel areas.
- Instill a higher level of morale in knowing that their agency has been recognized as one of the best

- Provide an avenue for input from all ranks, uniform and civilian, to provide ideas, develop programs and help mold the Highway Patrol to meet the challenges in the 21st Century

From the perspective of the public and citizens of our state accreditation will:

- Demonstrate that the **Highway Patrol** is able to meet professionally recognized standards for excellence in law enforcement and management, thereby increasing our accountability to the public and reducing liability to our state
- Ensure that the Highway Patrol uses a consistent and unbiased approach to applying effective and responsive policies
- Provide a viable means for all segments of our state to create a common understanding with the Highway Patrol about the actual challenges, complexities and dangers of providing law enforcement services effectively

While the benefits of accreditation are many and varied, this does not mean they are automatic and guaranteed. What the **North Carolina Highway Patrol** gains from accreditation will only be limited by its members energy, initiative, enthusiasm, imagination and opportunity. Once accreditation is achieved, it must be cultivated and maintained.

CALEA Flagship Agency Program

The **North Carolina State Highway Patrol** is proud to have been selected as a Flagship agency in 2006 and 2009. The CALEA Flagship Agency Program was designed to acknowledge CALEA Accredited public safety agencies that have demonstrated success in the accreditation process. The program also served to provide other agencies seeking accreditation with examples of “best practices” on how to address compliance, policy development, file maintenance, and other issues relating to the accreditation process.

Prior to each conference, CALEA staff will select flagship agencies based primarily on their past awards, current assessment and overall professional standing in the public safety community.

A Flagship Agency must have met the following minimum criteria:

- Must have a minimum of two previous consecutive accreditation awards.
- Must not have conditions or noncompliance issues on most recent past award.
- Must not have noncompliance issues, or be recommended for conditions on current assessment.

- Current Assessment Report must have limited file maintenance and applied discretion issues.
- Current Assessment Report must not have issues involving life, safety, and security standards.
- Must not currently be affected by issues that detract from the tenets or goals of accreditation and/or the Flagship Program.

Accreditation for Excellence Award 2012 March 19th On-Site

At the outset of 2011, the Commission announced the establishment of a new award for agencies enrolled in CALEA Accreditation programming. The intent of this award is to provide agencies an opportunity to be further recognized for the effective use of accreditation as a model for enhanced public safety service delivery. The new award, entitled Accreditation with Excellence, is open to all agencies enrolled in any accreditation program at any level.

The North Carolina State Highway Patrol has submitted an application for this award for the upcoming March on-site. The application is included in the appendix of this report.

The criteria for the Accreditation with Excellence Award are:

- Demonstrated excellence in the development and implementation of contemporary policy and procedure.
- Demonstrated excellence in the ability to use the CALEA Accreditation process as a tool for continuous organizational improvement.
- Demonstrated excellence in the collection, review and analysis of organizational data for the purpose of public safety service improvement.
- Demonstrated advocacy for CALEA Accreditation as a strategy for enhancing the professional standing of public safety.
- Demonstrated excellence in addressing the intent of CALEA standards, beyond compliance.
- Demonstrated organizational culture supportive of CALEA Accreditation.
- Accreditation assessment demonstrating standards compliance and accreditation process success.

- Additionally, the following technical criteria must be met by the agency for consideration:
 - Must have a minimum of two previous consecutive accreditation awards.
 - Must not have conditions or noncompliance issues on most recent past award.
 - Must not have noncompliance issues, or be recommended for conditions on current assessment.
 - Current Assessment Report must have limited file maintenance and applied discretion issues.
 - Current Assessment Report must not have issues involving life, safety, and security standards.
 - Must not currently be affected by issues that detract from the tenets or goals of accreditation.

This award will be determined by the Commission and will be presented during the CALEA Awards Banquet. To be considered, candidate agencies must complete an application that can be found below. The application must be submitted to the respective agency's assigned program manager three months prior to the agency's assessment. The assessment team will then use the information included in the application as a resource when conducting the accreditation assessment and report on relative issues for consideration by the Commission.

The Commission will review the application along with the assessment report and render a decision concerning agencies to be awarded. Agency representatives will be advised of the Review Committee's recommendation to the full Commission regarding the award following the Review Committee presentations. Awarded agencies will be announced during the CALEA Awards Banquet.

The Accreditation with Excellence Award attaches to the agency's Accreditation Award for a period of three years. Agencies must reapply for the award each time they are assessed for reaccreditation. For more information go to Clients Forms and Document Section of CALEA.org or contact your assigned program manager.

The Accreditation Process

It generally takes two to three years for an agency to become accredited. The North Carolina Highway Patrol is currently in phase two of the five phase process.

APPLICATION PHASE I

The North Carolina Highway Patrol applied for accreditation with the Commission on 23 April 1998. The Commission reviewed the application and approved the Highway Patrol for further consideration in the process.

SELF-ASSESSMENT PHASE II

Once an agency is enrolled in one of CALEA's programs, it enters self-assessment. Depending on the program, an agency has either 36 or 24 months from the date a CALEA representative signs the Accreditation Agreement to complete self-assessment and schedule an on-site assessment. The agency proceeds with self-assessment by complying with applicable standards, developing proofs of compliance, and preparing for the on-site assessment.

The Commission provided the Highway Patrol with an Agency Profile Questionnaire (APQ). The APQ is designed to elicit useful information about the Highway Patrol for the Commission staff. This information is required for two immediate purposes: (1) to confirm eligibility and (2) to assist in determining which standards are "applicable" to the Highway Patrol based on our size, responsibilities, and functions performed. The APQ was received by the Commission on 12 June 1998.

The Commission staff will review the APQ and make a final confirmation on the eligibility of the Highway Patrol. Upon confirmation, the Highway Patrol will begin an in-depth and intense self-assessment of our agency.

ON-SITE PHASE III

Upon completion of the self-assessment phase and with the approval of the Commission, the Highway Patrol prepared for the "On-Site Assessment." This assessment was conducted by an independent, Commission trained, group of assessors. The "on-site assessment," similar to an audit, included a thorough examination of the compliance documentation, interviews with members, and a public call in session to gain input from citizens of our state. The on-site assessment compares "what you say you are doing" against "what you can prove you are doing." This insures that the Highway Patrol is in compliance with the standards and dispels any appearance of a "rubber stamp" process.

The **North Carolina State Highway Patrol** is scheduled for a reaccreditation on-site review on Monday, March 19th-22nd 2012. The on-site assessment team consists of Captain Timothy Baysinger of the Missouri State Highway Patrol and Ms. Kathy Mahl of the Ohio Department of

Public Safety. The assessors were mailed 479 standards to review off site and will participate in a public call in Monday, March 19th 2012 at 1:00 p.m. until 5:00 p.m.

CALEA Assessors

CALEA Assessors are contractual employees who follow the policies and procedures of the Commission. CALEA Assessors must have the ability to evaluate public safety management policies, procedures, practices, and activities. It is important for an assessor to have a firm understanding of modern public safety personnel, administrative, legal, and operational concepts and be able to interact, at a peer level, with the assessed agency CEO and command staff.

While on assignment, CALEA Assessors must exemplify the highest levels of professionalism at all times and foster a non-adversarial climate. The CALEA Philosophy concerning assessments is "accountability with reasonable assistance." As the "eyes and ears" of the Commission, assessors must maintain objectivity and report on the agency's ability to comply with the requisite number of applicable standards.

For every accreditation on-site assessment, one assessor is designated as the team leader. Team leaders must hold a senior level executive or management position in their agency. Team leaders are selected from the assessor pool based on their performance, the recommendations of their past team leaders and assessed agencies, and a CALEA Staff review. Team leader certification requires additional CALEA training, as well as maintaining an active assessor certificate. Re-certification is required every three years for assessor and team leader.

COMMISSION REVIEW AND DECISION PHASE IV

At each CALEA conference held three times a year, the Commission's Review Committees conduct hearings, which are open for public attendance, regarding the agency's compliance to applicable standards. Designated agency representatives are invited to participate in this review. If satisfied the agency has met all compliance requirements, the Commission awards accreditation for a three year period and is able to display the CALEA program's Mark of Excellence. The **North Carolina State Highway Patrol** is scheduled to appear before the Commission at the July 2012 Conference for review of our agency report from the March 2012 On-site review.

MAINTAINING COMPLIANCE AND REACCREDITATION PHASE V

Once accredited, the **Highway Patrol** cannot allow the accountability and quality of service to decline. To remain accredited, the Highway Patrol must be reassessed every three years to ensure continued compliance with all of the standards. By maintaining compliance and preparing for reaccreditation the Highway Patrol is in a continuous cycle of reviewing the quality of service it provides.

The decision to seek accreditation from the Commission on Accreditation for Law Enforcement Agencies is more than a mere pursuit of a certificate to hang on the wall. This decision represents the commitment of the North Carolina Highway Patrol's managers, supervisors, civilian and uniform members to constantly improve not only the quality of the service provided to the public but to provide the service in a manner that is recognized as having met the standard for professional excellence in law enforcement.

North Carolina Law Enforcement Accreditation Network

The North Carolina Law Enforcement Accreditation Network: Promoting Law Enforcement Professionalism through International Accreditation

Mission: The Mission of the North Carolina Law Enforcement Accreditation Network (NCLEAN) is to provide a resource for other North Carolina Law Enforcement Agencies who are interested in being accredited by the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA). NCLEAN provides training and other resources to member agencies to help meet the demands of law enforcement accreditation.

Membership is open to all North Carolina law enforcement agencies interested in the process of attaining or maintaining accredited status. Membership shall be granted upon receipt of a completed membership application and the payment of annual dues.

NCLEAN History

The North Carolina Law Enforcement Accreditation Network (NCLEAN) was formed in 1989 through the combined efforts of several law enforcement agencies in North Carolina who were internationally accredited or in the process of becoming accredited. These departments met and agreed upon the need for a state network to assist each other in the accreditation process.

NCLEAN recognizes and supports the concept of accreditation for law enforcement agencies as administered by the Commission on Accreditation for Law Enforcement Agencies, Inc. located in Gainesville, Virginia, as a means to enhance the quality of law enforcement services.

The Purpose of NCLEAN is to serve as a non-profit organization providing a network for member agencies that will encourage communication, mutual cooperation, support and the sharing of resources throughout the state.

State networking associations coexist with the broadly designed process of accreditation to build a research base for the development of written policies and procedures and to create an opportunity to transfer the knowledge gained to other agencies.

AGENCIES ACCREDITED AGENCIES IN NORTH CAROLINA

Agency Name	Location	Staff Size
Apex Police Department	Apex, NC	70
Ayden Police Department	Ayden, NC	23
Clinton Police Department	Clinton, NC	35
Kernersville Police Department	Kernersville, NC	88
Marion Police Department	Marion, NC	29
Mount Holly Police Department	Mount Holly, NC	38
Pine Knoll Shores Public Safety Police Division	Pine Knoll Shores, NC	7

Agency Name	Location	Staff Size
Smithfield Police Department	Smithfield, NC	48
Harnett County Sheriff's Office	Lillington, NC	123
Hoke County Sheriff's Office	Raeford, NC	77
Lee County Sheriff's Office	Sanford, NC	60
Gaston County Police Department	Gastonia, NC	228
Winston-Salem State University Campus Police	Winston-Salem, NC	39
Albemarle Police Department	Albemarle, NC	55
Asheville Police Department	Asheville, NC	253
Burlington Police Department	Burlington, NC	163
Cary Police Department	Cary, NC	206
Charlotte-Mecklenburg Police Department	Charlotte, NC	2254
Clayton Police Department	Clayton, NC	47
Conover Police Department	Conover, NC	26
Cornelius Police Department	Cornelius, NC	70
Davidson Police Department	Davidson, NC	19
Durham Police Department	Durham, NC	632
Fayetteville Police Department	Fayetteville, NC	561
Garner Police Department	Garner, NC	67
Graham Police Department	Graham, NC	38
Greensboro Police Department	Greensboro, NC	785
Greenville Police Department	Greenville, NC	213
Henderson Police Department	Henderson, NC	63
Huntersville Police Department	Huntersville, NC	91
Jacksonville Police Department	Jacksonville, NC	140
Kannapolis Police Department	Kannapolis, NC	103
Monroe Police Department	Monroe, NC	106
Morehead City Police Department	Morehead City, NC	52
Morrisville Police Department	Morrisville, NC	36
New Bern Police Department	New Bern, NC	145
Raleigh Police Department	Raleigh, NC	882
Salisbury Police Department	Salisbury, NC	100
Shelby Police Department	Shelby, NC	90
Southern Pines Police Department	Southern Pines, NC	44
Wilkesboro Police Department	Wilkesboro, NC	21
Wilmington Police Department	Wilmington, NC	319
Wilson Police Department	Wilson, NC	133
Winston-Salem Police Department	Winston-Salem, NC	706
Beaufort County Sheriff's Office	Washington, NC	62
Cumberland County Sheriff's Office	Fayetteville, NC	410
Durham County Sheriff's Office	Durham, NC	223
Forsyth County Sheriff's Office	Winston-Salem, NC	332

Agency Type: State Highway Patrol : 1		
Agency Name	Location	Staff Size
North Carolina State Highway Patrol	Raleigh, NC	2262
Agency Type: State Department of Law Enforcement : 3		
Agency Name	Location	Staff Size
North Carolina Alcohol Law Enforcement	Raleigh, NC	128
North Carolina DMV License and Theft Bureau	Raleigh, NC	441
North Carolina State Bureau of Investigation	Raleigh, NC	537
Agency Type: University/College Law Enforcement Agency : 5		
Agency Name	Location	Staff Size
East Carolina Univ. Police Department	Greenville, NC	69
North Carolina A & T State University Police Department	Greensboro, NC	72
North Carolina Central University Police Department	Durham, NC	58
North Carolina State Univ. Police Department	Raleigh, NC	69
Univ. of North Carolina at Chapel Hill Department of Public Safety	Chapel Hill, NC	208
Agency Type: Other Agency Verified by the Commission : 1		
Agency Name	Location	Staff Size
Raleigh/Wake City-County Bureau of Identification	Raleigh, NC	64
Agency Type: Special Law Enforcement : 1		
Agency Name	Location	Staff Size
Pitt County Memorial Hospital Police Department	Greenville, NC	58

CALEA Accreditation Fees

Initial Accreditation fees are the same for both the Law Enforcement Accreditation and Advanced Law Enforcement Accreditation Programs.

There are three payment options available: (1) lump sum/single payment; (2) two installments; or (3) three installments.

After an agency receives its initial accreditation award, it enters into a Continuation Agreement and begins paying annual continuation fees, which include the estimated charge for its next on-site assessment. The following depicts the current Annual Continuation Fees:

Number of Authorized Full-Time Employees*	Annual Continuation Fees (includes estimated on-site charge)
1 – 24	\$3,470
25 – 199	\$4,065
200 – 999	\$5,000
1,000 – up**	\$5,765

The Commission on Accreditation for Law Enforcement Agencies submits annual installment invoices to the North Carolina State Highway Patrol. The annual fee consists of the annual continuation and partial installment of the on-site fee which occurs once every three years. Example 2010 Annual fee was \$3,896.00 + On-site install fee (for the 2012 on-site) \$1,719.00 total \$5,615.00

- SHP 2011 Annual Fees: \$5,615.00
- SHP 2010 Annual Fees: \$5,615.00
- SHP 2009 Annual Fees: \$5,613.00
- SHP 2008 Annual Fees: \$6,230.00
- SHP 2007 Annual Fees: \$6,230.00
- SHP 2006 Annual Fees: \$6,230.00

Personnel Itemization Request

The North Carolina State Highway currently has two full time positions who manage the accreditation process which ensures i) all policies and written directives continue to meet current and new standards; ii) collect compliance documentation statewide from the more than 170 locations across the state; and iii) track time sensitive reports mandated by policy and CALEA standards.

- Accreditation Specialist: \$64,431 – The specialist is responsible to ensure the agency is compliant with the 479 CALEA standards. The Accreditation Specialist ensures the Patrol's high liability issues including internal affairs, use of force, post chase reviews, biased based documentation, and the personnel early warning system reviews and reporting are conducted as required. This position performs complex administrative work directing compliance activities and maintaining professional standards in the North Carolina State Highway Patrol. The person in this position is charged with organizing all on-site review activities, and represents the agency during a commission review with the Commander. Coordinates extensively with command staff to continually evaluate administrative systems with respect to quality, efficiency, and performance in the management of all time sensitive reporting relating to the compliance to policy and CALEA standards. Attends with the Director of Accreditation, CALEA meetings and local accreditation network functions as a representative of the Highway Patrol. Performs related work as required.
- Civilian Accreditation Manager: \$56,345 – This position works with the Accreditation Specialist and works on half the chapters to collect proofs of documentation and ensure compliance to the CALEA standards. Work includes the responsibility for assisting with the development of writing, updating, and maintaining departmental policies for compliance with national and state professional law enforcement standards. Coordinates teams from different agency components to achieve plans for action, policy and standard recommendations, and other activities ensuring compliance with applicable accreditation standards.

Other Associated Costs

Software	\$100.00
NCLEAN Annual Dues	\$50.00
Mock On-site Cost	\$65.00
Training CALEA Conference (Optional)	\$3,000.00

NCSHP has not attended in the last year.

The North Carolina State Highway currently utilizes a CACE-L/TAME software program is a required software component of the accreditation process which helps track documentation. The software is updated annually at \$100.00.

NCLEAN Annual dues are \$50.00 per calendar year for each member agency. Membership fees are due January 31 of each calendar year. Membership applications received after July 1 will be prorated to one-half of the annual dues.

Training: The agency has the option of allowing members of the Accreditation Unit attend a CALEA Conferences annually. Attendance at the national CALEA conference is not mandated but encouraged at least once during the agencies three year cycle. The conference provides workshops to all attendees on the accreditation process and various public safety topics which gives the agency insight to how other agencies through the nation are addressing significant current issues Consular Notification and Access, Joint Terrorism Task Force Operations and Mass Destruction Response, Regional Information Sharing Systems, and Successful Deployment and Use of Community Action Groups for Crime Prevention. Cost of attendance is determined by Conference location, hotel cost, and flight cost.