

# **NORTH CAROLINA HUMAN TRAFFICKING COMMISSION**

## **Meeting Minutes**

**December 7, 2018**

**NC Department of Justice**

**114 Edenton Street, Raleigh NC**

### **Commission Members Present:**

Libby Coles, JusticeMatters, Inc.  
Jennifer Haigwood, NC Department of Labor  
Jasmine McGhee, NC Department of Justice  
Pamela Cashwell, NC Department of Public Safety  
Suzanne Mauney Smith, Gaston County Police (by phone)  
William "Billy" West, Cumberland County District Attorney  
Caitlin Ryland, Legal Aid of North Carolina  
Monika Johnson-Hostler, NC Coalition against Sexual Assault  
William M. Nichols, Ret. Major NC Highway Patrol  
Judge Claire V. Hill, North Carolina Conference of Superior Court Judges  
Ryan S. Boyce, NC Administrative Office of the Courts  
Dianne Layden, Public at Large (by phone for 1 hour)

### **Commission Members Not Present:**

Judge Thomas Jarrell, NC Association of District Court Judges

### **Commission Staff Present:**

Christine S. Long, Executive Director

### **Members of the Public Present:**

Please see public sign-in sheet.

### **Call to Order at 10:26am:**

The Chair called the meeting to order and read the following State Government Ethics Act reminder:

- In accordance with the State Government Ethics Act, it is the duty of every North Carolina Human Trafficking Commission (HTC) member to avoid conflicts of interest. If any HTC member has any known conflict of interest in respect to any matter coming in front of the HTC they must identify the conflict and refrain from any participation in the particular matter involved.
- Chair Coles and Commissioner Johnson-Hostler identified conflicts of interest stated that they would recuse themselves from consideration of grant application 14. Commissioner Cashwell identified a conflict of interest and stated that she would recuse herself from consideration of grant application 11.

- Chair Coles reminded members of the State Board of Ethics' 2018 Ethics Holiday Newsletter that was sent from the Executive Director and of the approaching deadline for SEIs.

### **Welcome and Introductions:**

Chair Coles asked members of the Commission to introduce themselves. Chair Coles also announced and congratulated the Commission and stakeholders on Shared Hope International's (SHI's) recent announcement that North Carolina earned an A on SHI's Protected Innocence Challenge annual report card.

### **Approval of the Minutes: 10/4/18 meeting:**

- A motion to approve the minutes of the October 4, 2018 meeting was made, seconded, and passed with no amendments.

### **Staff Report:**

Christine S. Long reported on recent activities, training conducted, and training requested. Director Long communicated a plan to distribute materials for January's Human Trafficking Awareness Month via the HTC contact list and to obtain proclamations from the Governor and Chief Justice. Director Long informed the Commission of active grant modifications to the Commission's Governor's Crime Commission TTA grant and hopes for an award to be issued this month. Once awarded, the HTC may hire a full time, time limited Training Coordinator. Lastly, Director Long reported plans to hold the 3<sup>rd</sup> Symposium in Charlotte in February, pending venue contract.

### **Study Discussion: Report Recommendations:**

Christine Long reminded commissioners of the requirements for the report due to the NC General Assembly by February 1, 2019; pointed their attention to a new handout from the NC Sentencing and Policy Advisory Commission; and summarized conclusions from the last meeting. Commissioner Ryland made a statement on Legal Aid of NC's limitations to abstain from providing legislative recommendations and from participating in voting on such matters. Director Long reviewed the handout of a template summarizing SHI's recommendations to be used as a voting tool. Commissioner Ryland issued a handout from Legal Aid of NC Staff Attorney Tolu Adewale. Chair Coles led discussion on each recommendation within the template.

A motion to draft language for the report to address recommendations one and seven and to further investigate recommendations five, six, and eleven was made, seconded, and passed.

### **Study Update: Report Recommendations**

Commissioner Haigwood circulated a handout of a rough draft civil remedy and requested that commissioners send her feedback on the draft. Commissioner Haigwood communicated that the Legislative Committee is working with stakeholders to draft post-conviction relief language and circulate it to the commission for feedback in time to issue the full report on February 1, 2019.

## **Committee Reports and Action Items:**

### **Committee on Policy and Legislation:** Jennifer Haigwood

Committee Chair Haigwood stated the committee would be recommending reoccurring funding for the Commission as a portion of the report to be issued to the NC General Assembly on February 1<sup>st</sup>.

### **Committee on Public Health:**

Chair Coles communicated that this committee is currently on hold due to the resignation of the previous chair from the Commission. The Commission has been in communication with the Governor's office and awaits notice of an appointment to the seat.

### **Committee on Public Safety:** Marc Nichols

Committee Chair Nichols reported that the committee has not met again since September but is planning an event for early January with the U.S. Department of Homeland Security's Blue Campaign. The event will be a press event and roundtable discussion with more information to follow.

### **Ad Hoc Committee on Standards:** Monika Johnson-Hostler

Committee Chair Johnson-Hostler referenced the draft standards document and expressed the continued commitment to comments. Chair Coles led a discussion on next steps. Commissioners agreed to send feedback to Committee Chair Johnson-Hostler so that the Commission can vote on the document at the next meeting.

### **Ad Hoc Committee on Appropriations:**

Committee Chair Haigwood provided a summary of the grant application and scoring process. Ms. Haigwood introduced fifteen applications for discussion and vote, regarding whether to fund, and in what amount, via grants from the \$1,350,000 appropriated to the HTC by the NC General Assembly. Director Long referenced a summary document to be used as a tool for voting. Commissioners agreed to consider applications in order of highest to lowest score.

Motion to authorize budget modifications from each approved grantee to adjust the travel budget to align with allowable travel rates for state government, seconded and passed.

Chair Coles facilitated discussion of each application. Motions were made, seconded, and passed as follows. Chair Coles and Commissioner Johnson-Hostler recused from application 14. Commissioner Cashwell recused from application 11.

- *Applicants 2, 3, 7, 9, 11, and 12 were approved to be funded in the amount requested.*
- *Applicant 1 was approved to be funded in the amount requested, with the directive to submit a budget modification reducing administrative costs (rent and*

*electric) by \$13,131.00 to correct budget error and align budget with 10% administrative cost limit.*

- *Applicant 14 was approved to be funded in the amount requested, with the directive to submit a budget modification, if needed, after establishing state government employee salaries per state government salary requirements.*
- *Applicant 15 was approved to be funded in the amount of \$92,304.00, reducing the Personnel line item by \$13,000.00 to solely fund the AHT Program Developer position in this line item.*
- *Applicant 10 was approved to be funded in the amount of \$106,950.00, which includes \$31,000.00 funding requested in the application's budget and budget narrative but missing from the budget total.*
- *Applications 4, 5, 6, 8, and 13 were not approved for funding.*

After awards, an amount of \$344,704.00 is left to be allocated. The Appropriations Committee will meet to create recommendations for that amount and present a proposal during a Commission meeting to be scheduled for January and held via teleconference.

**Public Comment:**

Pam Strickland gave an invitation to NCCAHT events and made comments on behalf of Eastern NC Stop Human Trafficking. Ms. Strickland recommended more microphones at meetings so the public can hear all meeting discussion and also requested paper copies of all handouts at the meetings.

**NC HTC Chair Report:**

Chair Coles in respect of time did not report on any items.

**Wrap-Up and Next Steps:**

The next meeting will be held by phone in January to approve the final report to the General Assembly. Director Long will circulate a doodle poll to schedule the call, which will include public access to the call. Director Long referenced the proposed 2019 meeting schedule dates of 2/28/19, 4/25/19, 6/27/19, 8/29/18, 10/24/19 and 12/12/19.

**Adjournment**

At 1:05pm the meeting was adjourned by Chair Coles. The next in-person meeting will be on February 28, 2019 at a location to be determined.