



# The CCPS All-Points Bulletin

**Mission: To reduce crime, enhance public safety and assist victims throughout North Carolina.**

December 2010

## Message from the Secretary



During the Christmas season we hear a lot about the joy of giving. The annual State Employees Combined Campaign gave Crime Control and Public Safety employees the opportunity to do just that, and this year's results are terrific. Department employees' donations exceeded last year's total by more than \$10,000. That gives us reason to rejoice, not just for the good feelings from being generous, but for the good that your dollars will do.

CCPS was among a handful of state agencies that increased their donations and did so at a time when the need is exceedingly great. You did this despite the economic downturn that has affected so many. Thanks to all of

you who took the time to give to your designated charitable organizations.

Lt. C.J. Stephens with the State Highway Patrol led this year's combined campaign for the department, and he did an outstanding job organizing and guiding the team leaders so that each of you were prepared to give. We thank Lt. Stephens and the team leaders for all their hard work and effort.



Thanks again to each one of you who opened your hearts to this yearly request and helped strengthen our communities. Your donations truly do make a difference in the lives of others.

Happy holidays to you all.

*Reuben Young*





## The Secretary's Gold Circle Awards

### Emergency Management

**Corey Johnson**, radiological emergency preparedness planner, took on another role as resource unit leader, tasked with organizing and leading the Oil Spill Response Plan project. Johnson addressed more than an accidental release to include the possibility of an on-going release of undefined quantities. He was professional, determined, and enthusiastic. He gained the recognition of the governor, members of the General Assembly, county commissioners and town council members.



**David Skordinski** is the supervisor for Homeland Security Grant Management Unit. He worked with the state's attorneys to rewrite the memorandums of agreement for local government pass-through funding that was being returned to the state to spend on behalf of local governments. The MOA that Skordinski developed was readily accepted by the auditors and recipients.

### Alcohol Law Enforcement

Assistant Special Agent in Charge **Jason Locklear** and Special Agent **Christopher Poole** received both the CCPS Meritorious Service Award and the Secretary's Gold Circle Award for their undercover drug investigation at Triangle Billiards in High Point. After three months of tireless work, Locklear and Poole were able to secure enough evidence to arrest five suspects, including the owner and manager of Triangle Billiards and seize 1,342 grams of cocaine with a street value of \$94,000, three firearms, marijuana and \$2,000 in cash.





Assistant Special Agent in Charge **Robert Putnam** and Special Agent **Mark Lesassier** received the CCPS Meritorious Service Award and the Secretary's Gold Circle Award for two long-term drug investigations, one involving a tip on a van from Georgia entering the state with a large quantity of marijuana, and the other in Charlotte involving 7,000 pounds of marijuana. In the

first investigation, four suspects were arrested and 230 pounds of marijuana, three vehicles and \$7,000 in cash were seized. In the second, six people were arrested and in addition to the marijuana, five vehicles and \$300,000 were seized.



Special Agent **Michael Tobin** received the CCPS Meritorious Service Award and the Secretary's Gold Circle Award for his work dismantling numerous criminal street gangs and for his work with U.S. Immigration and Customs Enforcement as a task force member. Tobin put in an inordinate amount of time and effort into the task force while still performing his regular duties. During a recent gang conference in Durham, Tobin was given a Special Achievement Award for Operation Community Shield for his dedication and service in fighting gang violence. Tobin is the first ALE agent to be given this award.

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## ***New Department Controller, Marvin Mervin***

**Marvin L. Mervin** has been named controller for the Department of Crime Control and Public Safety.

Marvin comes to CCPS with many years of state government experience. Marvin was employed with the Administrative Office of the Courts where he served as accounting manager. He has also held fiscal leadership positions with the Department of Environment and Natural Resources and the Office of the State Auditor.



## ***Congratulations!***



*The following employees were promoted:*

Administration: **Benjamin (Blake) Taylor**  
State Highway Patrol: **Gary Bell, Paul Nelson, Mark Taylor, Morrissa Walter, Charles Watson and Scott Wellington**

*The following employees celebrate significant service milestones in their state careers:*

40 years

N.C. National Guard: **Byron Pittman**



## ***Comings and Goings***



*Welcome to our new employees:*

Administration: **Marvin Mervin**  
National Guard: **Stephen Bailey, Bobby Byerly, Leonard Capps, Barry Hanson, Peter Hazelton and Ronald Smith**  
Emergency Management: **Melissa Greene**  
Butner Public Safety: **Cecilia Duke, Ronnie McAdams and Sara Schroeder**  
State Capitol Police: **Don Holton and Bryan Stancil**  
State Highway Patrol: **Jody Patterson**

*Best wishes to our recent retirees:*

State Capitol Police: **George Starling**  
Butner Public Safety: **William Pendleton**  
State Highway Patrol: **Timmy Cardwell, Alex Greyard, Tony McNair, Jack Miller, Kevin Morgan and George Nance**



# Employee Spotlight



Wanda Barefoot is the payroll supervisor for the Department of Crime Control and Public Safety. Ever since she was a young girl, Barefoot has wanted to work in payroll after she saw her friend's mother working on the payroll she had brought home from her job. It's a job she now loves to do.

"When I first started, I thought it was a pie job," Barefoot said. Now, she says it can be stressful at times with the many functions and duties she and her two co-workers must fulfill.

"I like to help people, and it makes me feel good when other people say, 'call her, she can help,'" Barefoot said as she answers employees' questions about their pay, taxes, deductions and direct deposits.

If there are any payroll errors, short payments or overpayments, payroll works with the BEST Shared Servicing Center (Beacon) to resolve the problem.

"So many things can affect your pay now, the type of action, work time, leave time and work schedule," Barefoot said. "It's an automated system. We don't key payroll like we used to do."

Instead, Barefoot and her staff of two have numerous other responsibilities.

Payroll works with the human resource section to ensure employees are paid correctly and that actions are processed properly. As the funding approver for the agency, she makes sure the memorandum, transfer list, promotion list, and personnel clearance forms that payroll receives from all CCPS divisions matches the action for promotions, new hires, reinstatements and so forth that are processed.

She answers questions from the retirement system, child support and requests for law enforcement certification. She processes the Special Overtime Project hours to be paid that are mostly used by the Division of Alcohol Law Enforcement and for the State Highway Patrol. ALE uses the funding for their undercover operations helping the U.S. Marshall's office, the Drug Enforcement Administration task force, U.S. Immigration and Customs Enforcement, Joint Terrorism Task Force, Raleigh-Durham Area Safe Streets Task Force and the Raleigh-Durham Area Violent Crimes Fugitive task force. Money allocated to the State Highway Patrol is used for road checks, inspections and special

operations. When there is a state disaster and the National Guard is called to state active duty, Payroll is responsible for keying the state duty pay.

When state employees return from military service, Barefoot reinstates them and makes sure they get their credible service while they were away involuntarily.

For those who take leave of absence, the payroll staff verifies that the employee has time keyed according to the memorandum from the division. They prepare comp time and leave of absence reports and also key in agency specific deductions such as parking, life insurance and dental. They also key direct deposit and tax forms, and also verify employment and retirement forms.

“When it comes down to critical matters like making sure that we all get our paychecks, it’s good to know that we have someone as conscientious as Wanda in charge of our Payroll Section,” said assistant secretary Bennie Aiken. “Wanda takes her job seriously, and we can rely on her to make sure that her very important job gets done. I’m sure that at least once a month each one of us can be thankful for her efforts.”

A Johnston County native, Barefoot grew up in Benson. She attended South Johnston High School, earned her GED in 1987 and attended Johnston Community College early, taking accounting classes.

After several waitressing jobs while in high school, Barefoot joined her mother sewing at Terry Hill Manufacturers. When the company closed, she and her mom went to a bathing suit company in Apex.

Her next two jobs were working at local grocery stores where she learned their computer programs, loading price changes to cash registers. She also made signs, changed price tags on the shelves, ordered goods and set up displays.

In 1996, she took a temporary state job working for the Division of Motor Vehicles updating liens on vehicle titles. In 1997, she started working full time as a state employee in the payroll section for the Department of Transportation. In 2003, she took a job with the Department of Juvenile Justice as a payroll supervisor. She came to the Department of Crime Control and Public Safety in 2005, as a payroll supervisor.

As a single mother, she finds balancing work and home challenging. She has two children, Danielle, 14, who just started high school and Daniel, 9, who excels in math. Barefoot travels to ball games for both children. Danielle has played volleyball and softball. Daniel currently is playing basketball and has played baseball and soccer. They go to church on Wednesday nights, Sunday mornings and evenings.

“My time is mainly surrounded by my children, whatever they want to do,” Barefoot said. “We like to ride four-wheelers, listen to all kinds of music: beach, country, pop, rock and Christian. We go fishing, go to the movies, go out to eat, shopping, hang out with family and friends and cook out.”

Barefoot said she wasn't much of a reader until she noticed her daughter reading a book in the *Twilight* series. She read one and got hooked on the four thick books about vampires and romance, reading them all in two weeks.

"Then I started reading historical, contemporary and traditional romance novels." She reads books by Virginia Henley, Catherine Coulter, Patricia Rice, Christina Dodd and Nora Roberts.

"I am an easy-going, very determined, passionate kind of person. I can be silly and I can be serious. I can be outgoing but I can be shy if I don't know someone. It is easy to talk to people about payroll because it is something that I know about. And, I try to make sure I pray every day," Barefoot added. "I would like to say Merry Christmas and Happy New Year to everyone!"

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## ***SAVING FILES ON A NETWORK (SHARED) DRIVE***

**By Glenn Mack  
Chief Information Officer  
CCPS Information Technology Section**

### **All users:**

- It is important to save documents to a network drive such as (M: - shared drive) or (S: - personal drive) rather than on the local (C:) or (D:) hard drives on your computer. Only documents that are saved to a network drive are backed up each night.
- Please be aware that documents saved to My Desktop or My Documents, are actually saved to the (C:) drive unless My Documents has been changed to point to the (S:) drive, otherwise known as your personal drive on the network.
- Documents that you have saved to a network drive are safe if your computer crashes, and can be restored if accidentally deleted.



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