



*State of North Carolina
Department of Public Safety
Prisons*

Chapter: A
Section: .1200
Title: **Mutual Respect and
Collaboration**
Issue Date: 02/11/22
Supersedes: 06/11/19

POLICY AND PROCEDURE

.1201 PURPOSE

The purpose of this policy is to promote a culture of mutual respect and better collaboration between all staff within NCDPS-Prisons.

.1202 POLICY

- (a) All correctional facilities within Department of Public Safety, Prisons must be dedicated to custody, care, and correction, therefore all sections within a prison must work together as mutually inclusive entities. All sections are integral parts of the operation of a Prisons facility and all must work together to achieve the common goal of safety and security. A culture of mutual respect, cooperation, and collaboration between all sections is expected.
- (b) The culture of custody and security is paramount in correctional settings. All staff must collaborate closely with custody staff if they are to safely engage in day to day operations, including, but not limited to, treatment, programs, and Correction Enterprises plant operations, while not threatening security or interfering with security operations. It is inevitable that priorities will differ to some extent, however, working through and resolving conflicting priorities is a critical ingredient in productive collaboration among all entities within a facility.
- (c) Each section should strive to understand the different objectives of the other sections within the facility and work together to ensure the overall mission, goals, and objectives are met.

.1203 MEETINGS

- (a) A multidisciplinary meeting involving all sections, including Custody, Medical, and Mental Health staff is required weekly in person or by conference call to discuss significant cases or issues at all Prisons facilities. The Warden may require additional staff in these meetings at their discretion.
- (b) Wardens must ensure that Managers at all levels are included in any meetings that affect their mission and operation. Wardens should also attend section meetings within their facility to share information as needed.
- (c) Custody shift narratives should be shared with Managers of facility sections and regular briefings and debriefings should take place between custody and other facility staff as necessary.

- (d) Region meetings should include pertinent staff to facilitate sharing of information. Region Nurse Managers, Behavioral Health Staff, Correction Enterprises, Facility Services, Food and Nutrition staff, and other staff as deemed necessary by the Region Director should be included in these meetings. The Region Director/designee should be available to attend Region meetings for Nurse Managers, Correction Enterprises, etc. to share information.

- (e) All formal meetings must have a written agenda and minutes from the meeting should be documented within two weeks after the meeting. A copy of the agenda and the minutes should be retained at the facility and/or region office for a period of five (5) years.



Commissioner of Prisons

February 11, 2022

Date

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