



# North Carolina Department of Public Safety

## Juvenile Justice and Delinquency Prevention

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Roy Cooper, Governor  
Eddie M. Buffaloe, Jr., Secretary

William L. Lassiter, Chief Deputy Secretary  
Cindy Porterfield, Director, Juvenile Community Programs

### Memorandum

**To:** Kim Castano, Aspire Executive Directive

**From:** Regina L. Arrowood, Community Programs Area Manager

**Date:** November 13, 2024

**Re:** Catawba! Kids at Work Program Critical Standard Violation Inquiry

This memorandum serves to respond to the Critical Incident Report submitted on October 18, 2024, whereby this Area Manager deemed that further inquiry be needed to determine if the program violated a critical standard as outlined in the Juvenile Crime Prevention Councils and Community Program Section-Funded Programs Minimum Standards Policy. Based upon the subsequent inquiry and findings as presented in the final Critical Standard Violation Inquiry Report (CSVIR) submitted on November 1, 2024, this Area Manager finds that there is evidence to substantiate a violation of a Critical Program Standard, specifically, Critical Program Standard 5.3 D. Safety Concerns.

To immediately address safety and supervision deficits found in violation of JCPC Policy Section 5.3 D. which states "Programs shall ensure that safety measures, which include appropriate supervision standards, trained staff and the provision of safety equipment, are in place for all program-sponsored functions", this Area Manager agrees with the recommendations as submitted in the CSVIR.

In addition to the recommendations outlined in the CSVIR, the agency should submit a Plan of Correction to the Division of Juvenile Justice and Delinquency Prevention Community Programs within ten (10) business days.

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