

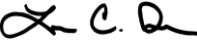


Josh Stein
Governor

Leslie Cooley Dismukes
Secretary

MEMORANDUM

TO: Tracey Lee
Deputy Secretary, Division of Community Supervision

FROM: Leslie Cooley Dismukes 
Secretary, North Carolina Department of Adult Correction

DATE: March 6, 2025

SUBJECT: Authorizing the Disclosure of Division of Community Supervision Records to Certain Requesting Agencies and their Staff

The purpose of this memorandum is to authorize the Division of Community Supervision (“DCS”) to release offender records to requesting law enforcement agencies, prosecutorial bodies, courts, and North Carolina regulatory boards and commissions.

N.C. Gen. Stat. § 15-207 establishes that certain records contained within an offender’s case file are protected from disclosure by a qualified privilege. Specifically, the law provides:

All information and data obtained in the discharge of official duty by any probation officer shall be privileged information, shall not be receivable as evidence in any court, and shall not be disclosed directly or indirectly to any other than the judge or to others entitled under this Article to receive reports, unless and until otherwise ordered by a judge of the court or the Secretary of Adult Correction.

In light of this provision, the Department of Adult Correction has historically required a court order, a consent protective order approved by a court, or an individualized release executed by the Secretary before granting a request for records contained within an offender’s case file.

Moving forward, the Department will no longer require an individualized release prior to granting a request for records contained within the file of any offender actively under the Department’s supervision. This memorandum shall constitute my standing authorization of the release of such records upon receipt of a request from the following agencies or their staff:

MAILING ADDRESS:
5201 Maile Service Center
Raleigh, NC 27699-5201



FROM THE OFFICE OF:
Leslie Cooley Dismukes
Secretary
<http://dac.nc.gov>

- State, Federal, County, Municipal, and Tribal Law Enforcement Agencies
- State and Federal Courts
- State and Federal Prosecutorial Agencies
- North Carolina Regulatory Boards and Commissions

Please note that this authorization does not extend to the release of the following kinds of records:

- Recording containing offender medical or mental health information
- Records concerning offender substance use disorders or the diagnosis thereof (not including drug screen results)
- Educational records
- Records in the files of an offender who is no longer under active supervision

Should you receive a request for records in these categories, the request should not be granted absent a court order or individualized authorization from the Secretary.

cc: Cliff Nichols, Deputy General Counsel
Orlando L. Rodriguez, General Counsel
Brande Harris, Chief Deputy Secretary, Operations, Department of Adult Correction
Brian Gates, Director of Program Services, DCS
Karey Treadway, Director of Field Operations, DCS
Public Disclosure File