

**ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD  
600 SOUTH SECOND STREET, SUITE 300, SPRINGFIELD IL 62704**

MINUTES OF QUARTERLY BOARD MEETING  
SPRINGFIELD, ILLINOIS  
SEPTEMBER 3, 2009 - 9:00 A.M.

I. The meeting was held at the Crowne Plaza in Springfield, Illinois and was called to order by Chairman Davlin. Wooldridge read the opening statement.

Board Members present:

Timothy J. Davlin, Chairman  
Brent A. Fischer, Vice Chairman  
Bennett W. Dickmann  
G. Nick Graff  
Robert J. Hogan  
David E. Livesay  
Valerie L. Salmons  
John H. Schlaf  
Ted J. Street  
H. Richard Watson  
Dwight W. Welch  
Lisa Madigan, represented by Kevin O'Connell  
Jody P. Weis, represented by Howard Lodding  
Thomas Dart, represented by Marie Rangel  
Judy Erwin, represented by Nicole Krneta Rogers  
Krystal L. Fitzpatrick  
Jonathon E. Monken, represented by Brendan Heffner  
Michael Randle

Board Members Absent:

Karen E. Spangenberg

Staff Members present:

Kevin T. McClain, Executive Director  
Jennifer Wooldridge, Manager of Operations  
Jan Allen, Program Manager  
Laura Baker, Administrative Assistant

Lennora Burnom, Criminal Justice Specialist  
Betty Houston, Executive I  
John Krein, Fiscal Officer  
Scott Schaefer, Police Training Specialist  
Dan Sluga, EDP Manager  
Jill Weber, Program Manager

Others present:

Deborah L. Alms, Director, Mobile Team Unit #2  
Janet Bland, Director, Mobile Team Unit #9  
Philip A. Brankin, Director, Mobile Team Unit #3  
Mark Bridges, Springfield Police Department  
Bob Brislan, Wickland-Zulawski  
Leonard Deynzer, Director, Mobile Team Unit #7  
Richard Fonck, Mobile Team Unit #16  
Jeffrey Fritz, Illinois Law Enforcement Executive Institute  
Larry Gilbert, Southwestern Illinois College Police Academy  
James Kempinski, Suburban Law Enforcement Academy  
Joyce King, Mobile Team Unit #6  
William Lawler, Suburban Law Enforcement Academy  
Daniel Maloney, Suburban Law Enforcement Academy  
Matt Martyn, University of Illinois  
Sterling Morrell, Director, Mobile Team Unit #11  
Terri Newbill, Mobile Team Unit #13  
Susan Nichols, Program Manager, Illinois Law Enforcement Executive Institute  
Ellen Petty, Director, Mobile Team Unit #10  
Beth Pinter, Director, Mobile Team Unit #5  
Roger Richards, Director, Mobile Team Unit #14  
Vladimir Sergevnin, Illinois Law Enforcement Executive Institute  
Jim Simmons, Fraternal Order of Police, IDOC Lodge #263  
Eric Smith, Sherman Police Department  
Julie Smith, Mobile Team Unit #2  
Denny Stewart, Director, Mobile Team Unit #13

## **II. PLEDGE OF ALLEGIANCE**

Davlin led the Pledge of Allegiance

## **III. ROLL CALL - ESTABLISHMENT OF QUORUM**

Roll call was taken and quorum was established.

#### **IV. INTRODUCTION OF GUESTS AND VISITORS**

Davlin welcomed Director Monken from Illinois State Police and Director Michael Randle from Illinois Department of Corrections. Chief Deputy Jack Campbell from Sangamon County Sheriff's Office welcomed everyone to Springfield.

#### **V. DISTINGUISHED SERVICE AWARD**

Davlin announced that Carmelita Wagner, Director of the Cook County Sheriff's Police Training Institute recently retired and also announced the departure and resignation of Daniel Nelson who was Chief Legal Counsel of the Illinois Law Enforcement Training and Standards Board.

Davlin presented the Board's distinguished service awards to: Kim Cochran for her service in representing the Illinois State Police Academy on the Board, and Larry Gilbert, retired Director of the Southwestern Illinois College Police Academy in recognition of service to the Board.

#### **VI. APPROVAL OF MINUTES**

- A. Curriculum and School Standards Advisory Committee Meeting  
(June 3, 2009)
- B. Joint Meeting of Executive Committee and Finance and  
Legislative Committee  
(June 3, 2009)  
(Meeting Cancelled)
- C. Executive Committee Meeting  
(June 3, 2009)
- D. Regular Quarterly Board Meeting  
(June 4, 2009)
- E. Executive Committee Meeting  
(June 17, 2009)
- F. Special Board Meeting  
(July 9, 2009)

**Motion was made by Watson, seconded by Graff and carried by all members present to approve the minutes of the above meetings.**

## VII. REPORT OF STANDING AND ADVISORY COMMITTEES

- A. Meeting of Curriculum and School Standards Advisory Committee  
Of September 2, 2009

Watson reported that the committee met and recommended approval of the following courses for Board certificate and reimbursement\* where noted.

**A. Suburban Law Enforcement Academy (SLEA)**

Glen Ellyn, Illinois

1. Management and Leadership Development Program \*  
Hours: 200  
Tuition: \$1,875.00  
Course Dates: To Be Announced

**B. Northern Illinois Advisory Board - MTU #2**

Rockford, Illinois

1. Field Training Officer  
Hours: 32  
Tuition: \$0.00  
Course Dates: To Be Announced

**C. Chicago Police Academy (CPD)**

Chicago, Illinois

1. S.W.A.T. Medic Assault and Rescue Technician (S.M.A.R.T.)  
Hours: 56  
Tuition: \$0.00  
Course Dates: To Be Announced

**D. LETAC - Mobile Team Unit #10**

Springfield, Illinois

1. CQB Safety Officer  
Hours: 40  
Tuition: \$930.00 - Commuter  
Course Dates: To Be Announced

2. Patrol Rifle Instructor  
Hours: 24  
Tuition: \$250.00 - Commuter  
Course Dates: To Be Announced
  
3. Technical Patrol Rifle  
Hours: 24  
Tuition: \$250.00 - Commuter  
Course Dates: To Be Announced

**Motion was made by Hogan, seconded by Graff and carried by all members present to approve the courses as listed for certificate and reimbursement\*with course evaluations to be forwarded to the Board office.**

- B. Meeting of Joint Executive Committee and Finance and Legislative Committee of September 2, 2009

Davlin advised that this motion will be made later in the meeting.

## **VIII. EXECUTIVE MATTERS**

- A. Financial Matters  
FY09
  1. Fiscal Report  
(Through August 6, 2009)
    - A. Receipts into TACCSF
    - B. TACCSF Balance

Krein called attention to revenues into the Surcharge Fund for the last 4 or 5 fiscal years under Tab 8. Last fiscal year receipts were \$20.6 million, a \$600,000 decrease from the year before. The budgetary balance was measured as of Monday, August 31, 2009, and there was a slight increase. It was above \$4 million, which puts the Board in a decent cash position for dealing with FY10 multi appropriations and fund sweeps. Attention was directed to handout labeled "Fiscal Year 2009 Resources and Training Level". Basic Law Enforcement and Basic Corrections were fairly significant decreases from the last Board meeting. This is attributed to the economy; enrollments were down everywhere. Page 3 of the report shows training reimbursements. The number of officers trained was the lowest we have seen since the late 80's. As indicated, it is just the economy nationwide, it's not a reflection on any of the academies.

2. FY10 Budget
  - A. Fund Sweeps

Krein reported that the Board's FY10 budget was enacted at the introduced level. There is an approximate 3% across the board reduction in all the Board's funds. The effect is on the Traffic and Criminal Conviction Surcharge Fund, that's a 5% reduction in the Grant appropriation. In a meeting of Chief Financial Officers called by the Governor's Office of Management and Budget. At this point they are asking for a 2% reserve and at that point they indicated it was agency wide, not fund wide, and with lower training levels in some of the other funds and some of the vacancies and the difficulties in getting those filled, we should be able to meet the 2% reserve without reserving any of the Traffic and Criminal Conviction Surcharge Funds grant appropriations. We should be able to expend the entire appropriation. The implementation bill for the budget swept the Surcharge Fund of about \$5.4 million. This will not negatively impact operations.

**Motion was made by Fischer, seconded by Graff and carried by all members present to approve the report and place it on file.**

- B. Auditor General's Agency Compliance Audit FY07-08

McClain reported that on August 5, 2009 he appeared in Chicago before the Audit Commission on the findings against the Board. The Board has accepted almost all of the findings and as we go forward he will attempt to rectify these findings. A copy of the findings was presented to Board Members for their information.

- C. Approval of Contracts/Grants - FY10
      1. Mobile Team Units
      2. Executive Institute/Media Resource Center
      3. Coroner/Death Investigation Courses
      4. Chicago Police Department In-Service
      5. Crisis Intervention Training
      6. Illinois Computer Crime Institute

Krein called attention to a memorandum to Director McClain dated August 31, 2009 outlining funding for the direct training contracts for FY10. It was added that the Mobile Team Unit amount may change in December because MTU retirement/insurance rates are set on a calendar fiscal year. We will work with the Mobile Team Units and any changes in that total will be reflected and reported at the December Board Meeting. Staff is recommending approval of the direct training contracts for FY10 as listed totaling \$6,047,700.

**Motion was made by Fischer, seconded by Graff and carried by all members present to approved the direct training contracts as listed for FY10 totaling \$6,047,700.**

- D. Staff and Personnel Issues
  - 1. Retirements
    - A. Chevyoune Haig-Wood, Manager of Training
    - B. Charles R McDonald, Field Training Specialist
  - 2. Vacancies
    - A. Criminal Justice Specialist II
    - B. Executive I
    - C. Office Associate
    - D. Police Training Specialist - Madison County
    - E. Police Training Specialist - Sangamon County
    - F. Private Secretary II
    - G. Public Service Administrator

McClain reported that Chevyoune Haig-Wood has retired from the Board. Davlin also reported that Charles McDonald retired from the Board. He called attention to the report made by Director McClain at the Executive and Finance and Legislative Committee Meeting, that the Board will continue to work with the Governor's Office to try to get the funding and approval so some of the vacancies can get filled.

- E. Legal Issues
  - 1. Hyzy vs. ILETSB
  - 2. Moore vs. Trent Et. Al.

McClain reported on Hyzy vs. ILETSB . This was a case that was brought by an individual that was denied a waiver. The Attorney General represented the Board on this case and the court held that the Board's use of discretion in reaching its decision is non reviewable because the Police Training Board does not provide an objective standard in which the trial court could judge the Board's decision. A motion for supervisory order was denied by the Illinois Supreme Court. The Attorney General's Office advised this case will be closed soon.

In the case of Moore vs. the Board, this is a class action suit brought in federal court of the northern district of Illinois regarding the retired Cook County Correctional Officers who alleged they were wrongfully denied certification to carry concealed weapons under the Illinois Retired Officers Conceal Carry program. This case is in the early stages and if this case is not early on dismissed there is a likelihood it will go for years. The Attorney General's Office is working on it and we will work with the Attorney General's Office to satisfy their requirements.

- F. Law Enforcement/Corrections/Court Security  
Waiver Disposition Quarterly Report

**Motion was made by Graff, seconded by Watson, and carried by all members present to approve the report and place it on file.**

- G. Legislation
  - 1. 96<sup>th</sup> Session Legislative Agenda
    - A. Veto Session
    - B. PA 96-230: Probation Officers
    - C. PA 96-269: Community College Security Officers

McClain reported on PA 96-269: Community College Security Officers. This particular law, effective now, indicates that all Community College law enforcement officers shall carry a firearm while on duty. Any non law enforcement security officer employed by a college or security department with patrolling duties shall also complete the 20 hour Basic Security Officer training as provided by the Department of Professional Regulation, Association of College and Law Enforcement Officers or campus security officer courses which is similar to what might be approved by the Board. They also shall be allowed to join Mobile Team Units and shall complete 8 hours of continuing training every year. The training is to be determined by the Community College Board.

Street reported on PA 96-230: Probation Officers. He advised that this was a Fraternal Order of Police legislative initiative that addressed an officer safety matter on behalf of the Department of Correction's parole officers and parole supervisors. In this initiative the ability for these officers to carry off duty was sought. Being a public safety issue in particular, there has been instances of these officers who otherwise are plain clothes, drive unmarked squad cars issued by the Department of Corrections with the U plate. They have locked boxes in the state vehicle or they can have locked boxes in their personal residences. He advised there have been occasions where parole officers ending their tour of duty have drove to their residence, exited the squad car to enter their personal residence and there were drive by shootings. There have been incidences of officers while in the company of their family members at public restaurants, public malls, being approached by parolees with threats of bodily harm. The General Assembly saw the wisdom in these officers being allowed to carry conceal. It was emphasized yesterday about the qualifying number of hours that these officers should be subject to in order to be properly certified by the Illinois Law Enforcement Training and Standards Board. There was a comment by the Director that there was a discussion of lesser standard than 40 hours. It is my understanding that the 40 Hour Mandatory Firearms Training is what is currently occurring in their own agency within the Department of Corrections for them to be able to carry while on duty, so we think the same qualifying hours should carry over for off duty as well. This act is effective the day it was signed, August 11, 2009.

## **IX. PROGRAM PROGRESS REPORTS**

- A. Illinois Law Enforcement Executive Institute  
(Susan C. Nichols)
  - 1. Grants and Special Projects
  - 2. Illinois Law Enforcement Executive Institute Program
  - 3. Illinois Law Enforcement Media Resource Center
  
- B. A Statewide System of In-Service Training (ASSIST) program  
(Jennifer Wooldridge)
  - 1. Final Progress Report FY09
  
- C. Coroner/Death Investigation Training
  
- D. Specialized Training Programs  
(Jill Weber)
  - 1. IDOT FY09 Final Report
  - 2. Traffic Crash Reconstruction
  - 3. FY09 IEMA
  
- E. Part-Time Training Program  
(Jan G. Allen)
  - 1. Progress Report
  
- F. Federal Homeland Security Grant  
(Susan Nichols)
  - 1. Progress Report
  - 2. Illinois Terrorism Task Force

**Motion was made by Graff, seconded by Salmons and carried by all members present to approve the reports and place them on file.**

## **X. UNFINISHED BUSINESS**

- A. Proposed Relocation of Board Office

McClain advised that there was no lease yet between Central Management Services and the landlord for some new space on the west side of Springfield for relocation of the Board. The lease agreement would be month to month at our present location and we will be checking with Central Management Services on the status of the lease. Right now it is status quo.

B. Governor's Award of Excellence in Law Enforcement Training

No discussion

C. Police Training Institute Update

Fitzpatrick reported that the contract for housing of recruits at PTI was secured through competitive bid. It required that the number of apartments anticipated needed be identified at least 13 months in advance. Last year in concert with Director Jurkanin she was advised that PTI should be prepared to train 400 officers during FY10. That would mean 50 officers in each class. That contract was secured and it is \$432,000 for this year. That contract was paid for through tuition stream, which is a variable income, but PTI has a fixed cost. This problem has developed over the past two years. Last year PTI had a \$300,000 deficit which they were able to recover with renewable renovations. Fitzpatrick comes before the Board and asks for assistance in meeting these unfunded costs which are being met through tuition. The University anticipates reducing their subsidy to the Police Training Institute. The University did give the Police Training Institute the same amount of money this year that they gave last year. While that doesn't cover salary, it does show good faith effort in wanting to keep PTI viable. Fitzpatrick asks for assistance from this Board.

Davlin advised that there was discussion yesterday regarding this matter and it should be noted before making recommendation that the hardest thing is to predict 13 months in advance how many people are going to be coming to PTI. No one would believe where we are in our economic times now and it is hard to believe we are at 1983 levels of training in a number of different areas. So we are hoping for a number of different reasons this can change. There's also other things that are in place, including a new competitive bidding that is going out for the next year. So what we are looking for now is some kind of crutch to get us through this crisis at PTI.

Fitzpatrick advised that they are taking several steps to address the deficit at PTI. In the past year and this year about \$377,000 has been cut in expenses which include staff positions. They are reviewing how they contract for housing, perhaps a different provider, which would allow them to choose the number of apartments twice a year instead of 13 month in advance. There have been substantial cuts to PTI's budget just in housing already.

**Motion was made by Street, seconded by Fischer and carried by all members present that the University of Illinois, Police Training Institute, provide to Sikich , our accounting firm, on a quarterly basis, an accounting of monies collected for housing of recruits versus the actual cost of housing recruits based on the current housing contract. The Illinois Law Enforcement Training and Standards Board will then determine the appropriate payment.**

**XI. NEW BUSINESS**

None

**XII. PUBLIC INPUT**

None

**XIII. FYI**

**XIV. ANNOUNCEMENTS**

Illinois Emergency Management Agency 2009 Annual State Conference  
Springfield, Illinois  
September 8-10, 2009

Law Enforcement Administrative Professional (LEAP) Conference  
Peoria, Illinois  
September 10-11, 2009

Introduction to Court Security  
Peoria, Illinois  
September 21-25, 2009

Crisis in America: Leading Through Tough Economic Times (*Executive Institute*)  
O'Fallon, Illinois  
September 28-29, 2009

Cybercrime: Social Networking & Identity Theft (*Executive Institute*)  
Oakbrook Terrace, Illinois  
October 21-22, 2009

Enduring, Surviving and Thriving as a Law Enforcement Executive  
(*Executive Institute*)  
Springfield, Illinois  
October 26-30, 2009

Curriculum and School Standards Advisory Committee Meeting  
Chicago, Illinois  
December 9, 2009

Quarterly Board Meeting  
Chicago, Illinois  
December 10, 2009

**EXECUTIVE SESSION**

**Motion was made by Davlin, seconded by Salmons and carried by all members present to recess the regular meeting and go into Executive Session at 9:45a.m. to discuss personnel matters.**

**Motion was made by Street, seconded by Graff and carried by all members present to go back into open session at 9:55a.m.**

**RETURN TO OPEN SESSION AT 9:55 A.M.**

**Motion was made by Hogan, seconded by Graff and carried by all members present to adjourn the meeting at 9:56a.m.**

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Kevin T. McClain  
Secretary to the Board