

**ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD  
4500 SOUTH 6<sup>TH</sup> STREET ROAD, ROOM 173  
SPRINGFIELD, ILLINOIS 62703-6617**

**MINUTES OF QUARTERLY BOARD MEETING  
SPRINGFIELD, ILLINOIS  
MARCH 3, 2011**

I. The March 3, 2011 Quarterly Board Meeting of the Illinois Law Enforcement Training and Standards Board was held at the Crowne Plaza Hotel in Springfield, Illinois. The meeting was called to order at 9:05 a.m. by Chairman Brent Fischer. The opening statement was read by Deputy Director Larry N. Smith.

Board Members present:

Brent A. Fischer, Chairman  
H. Richard Watson, Vice Chairman  
Rolando Villafuerte  
Valerie L. Salmons  
John H. Schlaf  
Dwight W. Welch  
Mearl Justus  
Artis Yancey  
Lisa Madigan, represented by Kevin O'Connell  
Terry Hillard, represented by Howard Lodding  
Thomas Dart, represented by Scott Kurtovich  
G. W. Reid, represented by Nicole Krneta Rodgers  
Barbara O'Connor  
Patrick Keen  
Gladyse Taylor

Board Members absent:

Ted Street  
Stuart McArthur

Staff Members present:

Kevin T. McClain, Executive Director  
Larry N. Smith, Deputy Director  
Jennifer Wooldridge, Manager of Operations  
Cora Beem, Manager of Mandated Training  
Jan Allen, Program Manager  
Laura Baker, Administrative Assistant  
Lennora Burnom, Criminal Justice Specialist I  
Daniel Hancock, Intern  
Betty Houston, Executive I  
John M. Krein, Fiscal Officer  
Scott Schaefer, Police Training Specialist  
Daniel Sluga, Chief Information Officer

Others present:

Deborah L. Alms, Director, Mobile Team Unit #2  
Dana Biernbaum, Western Illinois University  
Janet Bland, Director, Mobile Team Unit #9  
Philip A. Brankin, Director, Mobile Team Unit #3  
Bob Brislan, Wicklander-Zulawski  
Leonard Deynzer, Director, Mobile Team Unit #7  
Mark F. Edwards, Director, Mobile Team Unit #12  
Greg Elliott, Mobile Team Unit #5  
Krystal Fitzpatrick  
Vernon Foli, Chatham Police Department  
Richard Fonck, Director, Mobile Team Unit #8  
Randy E. Frese, Illinois Association of Court Clerks  
Jeffrey Fritz, ILETSB, Executive Institute  
Kenneth German, Director, Mobile Team Unit #6  
Nick Graff, Morton Police Department  
Kenneth Herbert, St. Clair County Corrections Academy  
Robert Hogan  
Joyce King, Mobile Team Unit #6  
Mark J. Kotte, Director, Mobile Team Unit #8  
Mark Krug, Mobile Team Unit #12  
William Lawler, Suburban Law Enforcement Academy  
David E. Livesay, Union County Sheriff  
Rebecca Long, Illinois State Police Academy  
Daniel Maloney, Suburban Law Enforcement Academy  
Kenton Manning, Mobile Team Unit #10, IROCC  
Leonard Mendoza, Director, Mobile Team Unit #IV  
John Mondelli, DuPage County Sheriff's Office  
Tim Moore, Thomson Reuters (West)  
Sterling Morrell, Director, Mobile Team Unit #11  
Van Muschler, Southwestern Illinois Police Academy  
Terri Newbill, Mobile Team Unit #13  
Susan Nichols, ILETSB, Executive Institute  
Michael Norrington, Director, Mobile Team Unit #15  
Ellen Petty, Director, Mobile Team Unit #10  
Beth Pinter, Director, Mobile Team Unit #5  
Mike Schlosser, Police Training Institute, University of Illinois  
Catherine Somers, Police Training Institute, University of Illinois  
Charlie Stein, Mobile Team Unit #16  
William Strayer, Sangamon County Sheriff's Department  
Tim Swanson, Illinois Chiefs of Police Association  
Fabio Vellega, DuPage County Sheriff's Office  
William L. Walls, Jr., Director, Mobile Team Unit #1

## **II. PLEDGE OF ALLEGIANCE**

Chairman Fischer led the Pledge of Allegiance

### III. ROLL CALL – ESTABLISHMENT OF QUORUM

Roll call was taken and a quorum was established.

### IV. DISTINGUISHED SERVICE/LEADERSHIP AWARD

DAVID LIVESAY  
KRYSTAL FITZPATRICK  
NICK GRAFF  
ROBERT HOGAN

Chairman Fischer and Director McClain presented Distinguished Service/Leadership Awards to the above listed people for their service on the Board.

### V. INTRODUCTION OF NEW BOARD MEMBERS

MEARL J. JUSTUS  
G. W. REID

Chairman Fischer presented new Board Members with a Board pocket badge. Chairman Fischer also welcomed new Board Members Director Taylor and Director Keen to the meeting.

### VI. INTRODUCTION OF GUESTS AND VISITORS

### VII. APPROVAL OF MINUTES

- A. Curriculum and School Standards Advisory Committee Meeting  
(December 8, 2010)
- B. Joint Meeting of Executive Committee and Finance and Legislative Committee  
(December 8, 2010)
- C. Executive Committee Meeting  
(December 8, 2010)
- D. Regular Quarterly Board Meeting  
(December 9, 2010)

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

### VIII. REPORT OF STANDING AND ADVISORY COMMITTEES

- A. Meeting of Curriculum and School Standards Advisory Committee  
March 2, 2011  
(Watson, Committee Chair)
- B. Joint Meetings of Executive Committee and Finance and Legislative Committee  
March 2, 2011  
(Fischer, Street, Committee Chairs)

Chair Watson reported on the Meeting of the Curriculum and School Standards Committee held March 2, 2011 and advised that the Committee recommended approval of all courses under Tab F and also on the handout of the course "Critical Element Skills and Strategies of Leadership". He advised also that the CIT course curriculum (40 Hours) was enhanced to include training on dealing with returning veterans. This was also recommended by the Committee for approval by the full Board.

**Motion was made by Welch, seconded by O'Connell and carried by all members present to approve the courses under Tab F, along with the Critical Element Skills and CIT Curriculum.**

## **IX. EXECUTIVE MATTERS**

- A. Financial Matters FY11
  - 1. Fiscal Report  
(Through February 28, 2011)
    - a. Summary of FY11 Budget
    - b. FY11 Training
    - c. Receipts into TACCSF
    - d. TACCSF Balance

John Krein called attention to the handout entitled Report for Quarterly Board Meeting. The first page is the table of contents. The next page contains the FY11 Budget Resources. This chart lays out the Board resources such as Basic Law Enforcement, Basic Corrections, MTU Program, Executive Institute, Direct Contracts, Non Basic, Corrections to Law Enforcement, Available (for other uses-lapsed), Grants and Administration. Each item indicates the amount allocated and the percentage of the Board's total resources. Krein referred to Page 3 of the report which contains projected academy based training reimbursements for FY11. Krein then referred to Page 5, Surcharge Fund Revenues. He explained that the chart indicated monthly revenue for FY07 through FY11 and also the monthly average for each fiscal year. Krein then reported on the Surcharge Fund Balance. He reported that there was a slight decrease in revenues. The balance in the surcharge fund appears to be sufficient to fully reimburse mandated and non-mandated training.

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

- 2. FY 2011 MTU Pay Raise Recommendation

John Krein reported that traditionally the Board awards pay raises to the MTUs in the amount of what the employees of the Board received under collective bargaining agreement with the entire State. Therefore the staff recommends a 1.67% increase, which would be \$54,000, \$45,000 would be Board funds and \$9,000 would be local cash match and that this raise would be retroactive to the beginning of the fiscal year, July 1, 2010. This increase was recommended for approval by the Joint Meeting of the Executive Committee and Finance and Legislative Committee.

**Motion was made by Watson, seconded by Schlaf and carried by all members present to approve the FY2011 MTU Pay Raise effective July 1, 2010.**

B. Staff and Personnel Issues

None

C. Law Enforcement/Corrections/Court Security Waiver Disposition Quarterly Report

**Motion was made by Kurtovich, seconded by Salmons and carried by all members present to approve the actions of the Executive Director on the waiver requests as presented.**

D. Legislation and Legal Updates

1. 97<sup>th</sup> General Assembly

- a. HB 98 and SB 1639 – Correctional Officer Conceal Carry
- b. HB 1078 and HB 1195 – Police Canine Board
- c. HB 1515 and SB 1221 – Public Safety Divers Plate
- d. HB 1949 – Police Training Board Members
- e. SB 1685 – Police Training Act/Board Members
- f. SB 2163 – Police Training/Licensing

2. Litigation

- a. Moore vs. Trent et al

Director McClain gave a brief description and status of the above bills that are pending which are of interest to the Board. He indicated the position the Board is taking on each of the above bills.

Director McClain also advised the Board that the litigation of Moore vs. Trent et al was dismissed and the case is over.

**X. PROGRAM PROGRESS REPORTS & CONCEPTS**

A. Illinois Law Enforcement Executive Institute

1. Grants and Special Projects
2. Illinois Law Enforcement Media Resource Center
3. Illinois Law Enforcement Executive Institute Programs

B. A Statewide System of In-Service Training (ASSIST) Program  
(Jennifer Wooldridge)

1. Progress Report FY11

C. County Officials Training Program  
(Lennora Burnom)

1. Corrections Academy Progress Report for FY11
2. Sheriffs' Training Mandate
3. Chief Deputy Jail Administrator Training
4. Executive Assistant Training
5. Circuit Clerks' Training Update
6. ILACP 2011 Training Conferences
7. Coroner's Mandatory Training

D. Coroner/Death Investigation Training

- E. Specialized Training Programs  
(Jill Weber)
  - 1. IDOT FY11 Report
  - 2. Traffic Crash Reconstruction
  - 3. FY10/FY11 IEMA
  
- F. Part-Time Training Program  
(Jan Allen)
  - 1. Progress Report
  
- G. Federal Homeland Security Grant  
(Susan Nichols)
  - 1. Progress Report
  - 2. Illinois Terrorism Task Force

**Motion was made by Watson, seconded by Welch and carried by all members present to accept the reports and place them on file.**

**XI. UNFINISHED BUSINESS**

- A. Update on the Analysis of Supplemental Training and Resources via the Internet for Public Safety Programs Sponsored by the Board  
Tim Moore, Westlaw

Director McClain reported on the Analysis of Supplemental Training and Resources via the Internet for Public Safety Program. He advised that he would like to get Board's approval to enter into a contract to offer a pilot program through MTU #3 and MTU #14 in the amount of approximately \$10,000.00. Chairman Fischer advised that it was recommended for approval by the Joint Meeting of the Executive and Finance and Legislative Committee.

**Motion was made by Salmons, seconded by Watson and carried by all members present to approve a pilot program through Mobile Team Units #3 and #14.**

- B. Mandated Annual Ethics Training

Jennifer Wooldridge reported that Board's staff would be starting their online ethics training in April, 2011.

- C. Police Training Institute Update

Director McClain provided the Board with a letter received from the University of Illinois indicating they are extending the closing of PTI from December 2011 to June, 2012. He advised that there was some legislation filed that would provide additional funding (\$25 on every traffic offense) for the University of Illinois for PTI. The Board is opposing the legislation. Director McClain also referred to a letter from the Southwestern Illinois College in which they indicate interest in preparing a proposal identifying the opportunities and resources available in expanding their law enforcement training program. He mentioned that any academy interested should submit a proposal. Director McClain advised that it might be time to move some of the courses, such as firearms training and transition

course, be moved to other academies since PTI will be closing in 2012. Chief Schlaf mentioned his concern that the Board has an obligation to go on record as to the position on the legislation as written and to go on record as opposing House Bill 3381 as currently drafted.

**Motion was made by Schlaf, seconded by Watson and approved by 14-1 vote of all members present to go on record as opposing House Bill 3381 as currently drafted.**

D. Camera Grant Update

Jennifer Wooldridge reported that the Board has been appropriated \$100,000 for FY 11, which is roughly enough to fund 16 cameras per year. Since FY2008 the Board has awarded 48 cameras statewide. No applications may be received after January 1, 2011. The Board staff will go through new applications to make Board determinations based on the material listed in the rules. Chief Schlaf asked what the balance was in the Camera Grant Fund. Krein advised the current fund balance is approximately eight to nine hundred thousand dollars.

The Board took a ten minute recess so Western Illinois University could set up for their presentation. The Board recessed at 10:40 a.m. and re-adjourned at 10:50 a.m.

E. Western Illinois University

Susan Nichols introduced Dana Biernbaum, Assistant Vice President for Administrative Services, Western Illinois University, who gave a presentation on the proposal by Western Illinois University. The presentation covered information on their main campus in Macomb, their mission, core values, accreditation, academic resources, instructional facilities, housing and dining facilities, transportation and curriculum.

**XII. NEW BUSINESS**

- A. Implementation of Public Act 96-1111  
Training for Lead Investigators in Death and Homicide Investigations  
1. Staff Recommendations

Deputy Director Smith explained that PA 96-1111 mandates, by the end of this year, that the Training Board will issue certificates to those investigators wishing to be designated as a Lead Homicide Investigator within the State of Illinois. He reported on the actions of the Advisory Committee which recommended a 40 hour course curriculum which would have to be successfully completed by officers wishing to be a Lead Homicide Investigator. The certificate issued would require officers to receive 32 hours of continuing education to keep their certificate current by the end of four years from the date of issuance of the certificate. The Board was given a copy of the 40 Hour Basic Lead/Death Homicide Investigator course and the Advisory Committee recommendations.

**Motion was made by Justus, seconded by Schlaf and carried by all members present to adopt the recommendations of the Advisory Committee concerning the requirements for law enforcement officers to receive a certificate from the Board designating that officer as a lead homicide investigator.**

- B. Supplemental Funding
  - 1. Academy Infrastructure
  - 2. Crisis Intervention Team (CIT)

Director McClain reported that the Board would be accepting position papers on Academy infrastructure needs that would help reduce the overall cost of tuition to the Board and to the law enforcement community. At the June Board meeting we will request approval for additional funds to the academies for infrastructure.

Jennifer Wooldridge reported that there was a need to get out information to the Chiefs and Sheriffs concerning how the CIT program could work for them. It is the plan to provide information to each department concerning the CIT program.

- C. Court Security Officers/Conceal Carry

Director McClain reported that since the law was changed from 14 years to 10 years, we have to address the issue as to whether or not court security officers will be able to conceal carry under the federal program. The consensus, at the Joint Meeting of Executive Committee and Finance and Legislative Committee, was to ask the Attorney General's Office for an opinion on this issue.

### **XIII. PUBLIC INPUT**

### **XIV. ANNOUNCEMENTS**

Transformation to Leadership: Effective Police Supervision (*Executive Institute*)  
March 21-24, 2011

Women Leaders in Law Enforcement (*Executive Institute*)  
March 30-31, 2011

Empower Series – Mentoring (*Executive Institute*)  
April 5, 2011

Homeland Security Series: Cyber Recruitment and Crime (*Executive Institute*)  
April 26-27, 2011

Executive Summit Series: Evidence-based Policing (*Executive Institute*)

Enduring, Surviving, and Thriving as a Law Enforcement Executive (*Executive Institute*)  
May 16-20, 2011

A.L.A.R.M. Series: Use of Force (*Executive Institute*)  
May 24, 2011

Police Executive Role in the 21<sup>st</sup> Century (*Executive Institute*)  
March 7-10, 2011  
April 11-14, 2011

Curriculum and School Standards Advisory Committee Meeting  
Fairview Heights, Illinois  
June 1, 2011

Quarterly Board Meeting  
Fairview Heights, Illinois  
June 2, 2011

**XVI. ADJOURNMENT**

***Motion was made by Justus, seconded by Keen and carried by all members present to adjourn the meeting at 11:30 a.m.***