

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

**MINUTES OF QUARTERLY BOARD MEETING
FAIRVIEW HEIGHTS, ILLINOIS
JUNE 2, 2011**

I. The June 2, 2011 Quarterly Board Meeting of the Illinois Law Enforcement Training and Standards Board was held at the Four Points Sheraton in Fairview Heights, Illinois and was called to order at 9:00 a.m. by Chairman Brent A. Fischer. Roll call was taken and a quorum was established. The public meeting announcement was read by Deputy Director Larry N. Smith.

Board Members present:

Brent A. Fischer, Chairman
H. Richard Watson, Vice Chairman
John H. Schlaf
Ted Street
Dwight W. Welch
Mearl Justus
Laurel Lunt Prussing
Thomas W. Barwin
Lisa Madigan, represented by Tony Willner
Garry McCarthy, represented by Howard Lodding
Thomas Dart, represented by Scott Kurtovich
G. W. Reid, represented by Nicole Krneta Rodgers
Barbara O'Connor
Hiram Grau
Salvador Godinez, represented by Alan Pasley

Board Members absent:

Rolando Villafuerte
Valerie L. Salmons
Artis Yancey
Stuart McArthur

Staff Members present:

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

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
John Chojnacki, Illinois Criminal Justice Information Authority
Allyson Clark-Henson, Chicago Police Department
Leonard Deynzer, Director, Mobile Team Unit #7
Mark F. Edwards, Director, Mobile Team Unit #12
Regina Evans, Country Club Hills Police Department
Greg Elliott, Mobile Team Unit #5
Gerald W. Emshousen, Bunker Hill Police Department
William Fitzgerald, Mobile Team Unit #14
Richard Fonck, Director, Mobile Team Unit #16
Jeffrey Fritz, ILETSB Executive Institute
Kenneth German, Director, Mobile Team Unit #6
Kelly Griffith, University of Illinois, Police Training Institute
Gina Hays, SIU, Edwardsville Police Department
Matthew Hearn, Chicago Police Academy
Ken Herbert, St. Clair County Corrections Academy
John Jefferson, Mobile Team Unit #6
Jim Kempinski, Suburban Law Enforcement Academy
Mark J. Kotte, Director, Mobile Team Unit #8
Rebecca Long, Illinois State Police Academy
Kenton Manning, IROCC, Mobile Team Unit #10
Leonard Mendoza, Director, Mobile Team Unit #4
Michael Metzler, Police Training Institute
Sterling Morrell, Director, Mobile Team Unit #11
Vicki L. Munson, Mobile Team Unit #6
Van Muschler, Southwestern Illinois College 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
William Sax, Southwestern Illinois College Police Academy
Mike Schlosser, University of Illinois, Police Training Institute
Catherine Somers, Police Training Institute
Charlie Stein, Mobile Team Unit #16
Jim Stover, Shiloh Police Department
William L. Walls, Jr., Director, Mobile Team Unit #1
Scott Williams, Collinsville Police Department

II. PLEDGE OF ALLEGIANCE

Chairman Fischer led a moment of silence for fallen soldiers and then led the Pledge of Allegiance.

III. ROLL CALL – ESTABLISHMENT OF QUORUM

Roll call was taken and a quorum was established.

Sheriff Bob Hertz, Madison County, who is serving as President of the Illinois Sheriff's Association made a few remarks and welcomed the Board to the area. Also, Chief Scott Williams, Collinsville Police Department, on behalf of the Southern Illinois Chiefs Association, welcomed the Board.

IV. DISTINGUISHED SERVICE/LEADERSHIP AWARD DENNY STEWART

Denny Stewart was not present at Board Meeting, plaque will be presented at next MTU Advisory Board Meeting.

V. INTRODUCTION OF NEW BOARD MEMBERS THOMAS W. BARWIN SALVADOR GODINEZ HIRAM GRAU GARRY MCCARTHY LAUREL LUNT PRUSSING

Chairman Fischer welcomed new Board Members and presented them with the Board's name badge.

VI. INTRODUCTION OF GUESTS AND VISITORS

VII. APPROVAL OF MINUTES

- A. Curriculum and School Standards Advisory Committee Meeting
(March 2, 2011)
- B. Joint Meeting of Executive Committee and
Finance and Legislative Committee
(March 2, 2011)
- C. Regular Quarterly Board Meeting
(March 3, 2011)

Motion was made by Welch, seconded by Watson and carried by all members present to approve the minutes as listed.

VIII. REPORT OF STANDING AND ADVISORY COMMITTEES

- A. Meeting of Curriculum and School Standards Advisory Committee
June 1, 2011
(Watson, Committee Chair)

Chief Watson reported on the meeting of the Curriculum and School Standards Advisory Committee and indicated the committee recommends all courses under Tab E be approved by the full Board and also advised that the Death Homicide Investigators courses will all be changed to reflect the same name – Lead Homicide Investigator.

Motion was made by Watson, seconded by Street and carried by all members present to approve the courses under Tab E, the addendum and the name.

- B. Joint Meeting of Executive Committee and Finance and Legislative Committee, June 1, 2011
(Fischer, Street, Committee Chairs)

This will be discussed under executive matters.

IX. EXECUTIVE MATTERS

- A. Financial Matters FY11
 - 1. Fiscal Report
(Through May 31, 2011)
 - a. Summary of FY 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 which contains projected academy based training reimbursements for FY11. He then referred to Page 5, Surcharge Fund Revenues. He explained that the chart indicated monthly revenue for FY06 through FY11 and also the monthly average for each fiscal year. Krein then reported on the Surcharge Fund Balance. He advised the balance in the surcharge fund appears to be sufficient to fully reimburse mandated and non-mandated training.

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

- 2. Consideration of FY 2012 Funding Awards, 1st Quarter

John Krein referred to the Memorandum in the handout concerning first quarter payments for Fiscal Year 2012. He explained traditionally the Board approves full year funding for the mobile training units, the Executive Institute and various other items listed in the memorandum at the September Board meeting. At that point, the Board's budget has been enacted into law. Currently, we have a budget, but the Governor has not signed it yet. Historically, for that reason, the Board in the June Board meeting awards for these items listed one quarter of a year funding based on the previous year level. The amount needed for the first quarter payments is \$1,662,500.00. Also through this approval the Board is continuing in past practice where the Director is given authority to approve courses from the Death Investigation fund to implement Public Act 96-1111.

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

- B. Staff and Personnel Issues

None
- C. Law Enforcement/Corrections/Court Security Waiver
Disposition Quarterly Report

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

- D. Legislative Update

Director McClain reported on legislation that concerned the Board. He advised that the Correctional Officer Conceal Carry bill did not make it. The Public Safety Divers Plate, as of yesterday, had passed in the Senate but had not made it out of the House. He advised that he would be meeting with Senator Bivens during the off season on the Police Training/Licensing bill. He reported that the Police Canine Board bill did pass, but it was significantly changed with some input from the Board, which provides that all police animals used by state and local shall be trained by programs that meet minimum certification requirements set by the Board. The bill passed where the Board of Higher Education would not be on the Board anymore and would be replaced with the Clerk of Cook County. Also HB 1069 passed and that provides for us to give waivers for the Lead Homicide Investigators and HB 2167, our appropriations bill, also made it out of both chambers. Director McClain also advised the Board that several bills made it through the legislature that were fee bills and could affect the receipts into the Surcharge Fund. He will be following up on this over the summer to form a consortium so, as a unit, we can better voice our concerns and oppositions before the house and the senate if necessary.

X. PROGRAM PROGRESS REPORTS & CONCEPTS

- A. Illinois Law Enforcement Executive Institute
(Susan Nichols)
 - 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. Administrative Assistant Training
 - 4. Circuit Clerks' Training Update
 - 5. ILACP 2011 Training Conferences
 - 6. Coroner's Mandatory Training

- 7. Introduction to Court Security 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 Street, seconded by Watson and carried by all members present to accept the reports and place them on file.

XI. UNFINISHED BUSINESS

- A. Mandated Annual Ethics Training

Jennifer Wooldridge reported that Board staff completed their online training and advised that for new Board members a paper version was provided in their handout and ask that they read it, sign the acknowledgement and return the acknowledgement to the Board.

- B. Camera Grant Update

Jennifer Wooldridge referred to a memorandum in the handout which summarizes the criteria in the Administrative Rules for the selection of recipients of the Camera Grant. The recipients for FY11 are: Northern Area – Berwyn PD, DeKalb PD, Joliet PD, South Chicago Heights PD; Central Area – Fulton County, Henderson County, Tolono PD, Woodford County; Southern Area – Cairo PD, Madison County, Murphysboro and Saline County. Krein reported that the Grant funds the reimbursement for the purchase of a camera, which amounts to five or six thousand dollars depending upon installation cost.

- C. Police Training Institute Update

Director McClain advised that he drafted a letter which is in the handout packet for all Board Members to give an update on the status of downstate residential academy/research institute. He advised that there will be three presentations today – University of Illinois, Western Illinois University and Southwestern Illinois College. In response to the initial determination by the University of Illinois to shut down the Police Training Institute, it being the responsibility of the Board to ensure that there is basic training available throughout the State for all full time law enforcement and correction officers, we initiated a contact with Southwestern Illinois College and Western Illinois University to see if they would be willing to pick up the slack statewide in the event that PTI would no longer exist. He advised

that he contracted with an independent CPA firm to do a fiscal analysis so the Board has the fiscal data in making the decision as to how we go forward regarding basic training academy and research institute in central, southern Illinois or both. So by the next Board meeting the Board will have seen all the presentations and Board Members will have a CD of each institutions program. We will also have the complete fiscal analysis, which will be mailed to Board Members.

Mayor Prussing provided to Board Members a letter from the University of Illinois dated May 18, 2011, which was reviewed and discussed.

- D. Implementation of Public Act 96-1111
Training for Lead Investigators in Death and Homicide Investigations
 - 1. Staff Recommendations
 - 2. Executive Director Authority to Approve 40 Hour Courses

Director McClain reported the Board is charged with creating a curriculum for the Lead Homicide Investigator course, which has been done and the Board has approved it. The rules are being drafted by an outside legal firm. The Board has now received a number of proposals for certification of these courses from the City of Chicago, Mobile Team 3 and others. There may be more course requests to come in that meet criteria that has been established. Director McClain asked that the Board give him authority, through a motion, to approve courses that may come in. The actual requirement for the training/waiver process is January 1, 2012. Once the rules are drafted, and not until the rules are actually in final form, will waivers be granted. The waivers will be based on experience and education.

Motion was made by Watson, seconded by Street and carried by all members present to allow Director McClain to approve more classes that may come in to meet the need of the mandated Lead Investigators training.

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

Director McClain explained that with basic training being down and money available in Grants In Aid line item, we asked for issue papers from academies for essential long term infrastructure needs. We received \$677,000 worth of requests in from all the academies. Staff went through all requests and narrowed down the requests to around \$180,000. What we would like to do is to provide these grants to these academies. We feel by helping the academies we help keep the tuition cost down. Barbara O'Connor advised that basic training at PTI did not receive any money, the basic corrections did, which is great and a generous distribution, but PTI for basic law enforcement had submitted a request and were somewhat surprised that it wasn't funded. She advised they were curious as to why they did not get the funding for basic training. Director McClain advised they tried to be fair in the amounts and looked at the PTI request and did provide basically the same amount of monies to PTI through its correctional academies as everyone else. There is still the issue as to the future of PTI and also if the Board would enter into a partnership with PTI, Western or Southwestern Illinois College, that financial contribution by the Board would come at that point and time anyway.

Motion was made by Welch, seconded by Street and passed by a vote of 14 to 1, with Director O'Connor opposing, to provide the supplemental funding.

- F. Southwestern Illinois College Police Academy

Director Van Muschler thanked the Board for allowing him to make the presentation. His presentation included the current operations of the Academy and also the future of the Academy, which included short and long term plans. He provided each Board Member with a copy of the slide presentation and a CD for their information and use.

G. University of Illinois at Urbana/Champaign

Director O'Connor introduced Kelly Griffith and Mike Schlosser from the University of Illinois, Police Training Institute. They thanked the Board for allowing them to make the presentation on what the Police Training Institute has to offer Illinois law enforcement and what it has been offering law enforcement for a number of years. They also provided each Board Member with a copy of the presentation and a CD for their information and use.

Discussion followed this presentation concerning the future of the Police Training Institute and their vision for the future and the status of the Board where it is with the University of Illinois and their decision making.

H. Western Illinois University

Dana Biernbaum thanked the Board for the opportunity to present what Western Illinois University has to offer in law enforcement training. Dana Biernbaum acknowledged that they provided the presentation in the past, but in light of new Board Members they wanted the opportunity to again share their proposal and give the Board an opportunity to ask questions. She provided Board Members with a copy of the presentation and a CD for their information and use.

XII. NEW BUSINESS

None

XIII. PUBLIC INPUT

None

XIV. FYI

Director McClain advised the Board that Eileen Workman, one of the first employees with the Board starting in 1965 passed away on May 7, 2011.

XV. ANNOUNCEMENTS

Instructor Development (*Executive Institute*)

June 3, 2011 *Chicago Police Academy instructors only*

The Critical Elements, Skills and Strategies of Leadership (*Executive Institute*)

June 6-7, 2011 (Du Page County Sheriff Complex)

Winning! Law Enforcement and the Media (*Executive Institute*)

June 14, 2011 (Normal)

Investigating Use of Force Incidents (*Executive Institute*)
June 21, 2011 (TBA)

ILETSB Executive Institute Open House
June 24, 2011

Policing Models Executive Summit (*Executive Institute*)
June 28-29, 2011 (Oak Brook)

Police Resource Management (*Executive Institute*)
July 19-22, 2011 (Hoffman Estates)

Becoming a Mentor (*Executive Institute*)
August 23, 2011 (Illinois Association of Chiefs of Police Conference)

Mentor Train-the-Trainer (*Executive Institute*)
August 23, 2011 (Illinois Association of Chiefs of Police Conference)

Do You Want to be a Mentee? (*Executive Institute*)
August 24, 2011 (Illinois Association of Chiefs of Police Conference)

Curriculum and School Standards Advisory Committee Meeting
Chicago, Illinois
September 7, 2011

Quarterly Board Meeting
Chicago, Illinois
September 8, 2011

XVI. ADJOURNMENT

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