

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

**MINUTES OF QUARTERLY BOARD MEETING
Double Tree Suites by Hilton, Downers Grove, Illinois
June 2, 2016 – 9:00 A.M.**

I. ROLL CALL AND ESTABLISHMENT OF QUORUM

The June 2, 2016 quarterly meeting of the Illinois Law Enforcement Training and Standards Board was held in Downers Grove, Illinois, and was called to order at 9:04 a.m. by Chairman Valerie Salmons. The public meeting announcement was read by Ellen Petty.

Committee Members present:

Village Manager Valerie Salmons, Chairman
Sheriff Pat Hartshorn, Vice Chairman
Retired Chief John Schlaf
Tim Becker
Mayor Timothy Nugent
Mayor Laurel Lunt Prussing
Sheriff Richard Watson
City Manager Tim Gleason
Paul Williams
Chief Jan Noble
Cameron Eugenis for Attorney General Lisa Madigan
Keith Calloway for Superintendent Eddie Johnson
Tom Fleming for Sheriff Thomas Dart
Dorothy Brown
Director Michael Schlosser
Chris Campbell for Director Leo Schmitz

Committee Members absent:

Darryl Stroud
Sean Cox

Staff present:

Brent Fischer, Executive Director
Eric Pingolt, Deputy Director
John Keigher, Legal Counsel
Ellen Petty, Personal Assistant to Executive Director
Denise Matthew, Grant Accountant

Jennifer Wooldridge, Manager of Operations & Special Projects
Laura Baker, Administrative Assistant
Cora Beem, Manager of Mandated Training
Pat Hahn, Manager of In-Service Training
Lennora Burnom, Program Manager & Curriculum Liaison
Scott Schaefer, Field Representative
Lee Ryker, Field Representative
Kevin Baxter, Field Representative
Dan Sluga, Chief Information Technology Manager

Others present:

Deb Alms, Director of Mobile Team Unit #2
Penny Abbott, Mobile Team Unit #9
Tod Dowdy, Director of Mobile Team Unit #9
Jeff Fritz, ILETSB Executive Institute
Susan Nichols, Director of ILETSB Executive Institute
David Hayes, Director of Mobile Team Unit #14
Robert Siron, Director of Mobile Team Unit #8
Len Mendoza, Director of Mobile Team Unity #4
Kevin Koontz, Mobile Team Unit #12
Mark Edwards, Director of Mobile Team Unit #12
Terri Newbill, Director of Mobile Team Unit #13
Beth Pinter, Director of Mobile Team Unit #5
Michael Missey, St. Clair County
Doug Fargher, Director of Mobile Team Unit #1
Joe Schweihs, Mobile Team Unit #3
Phil Brankin, Director of Mobile Team Unit #3
Tom Reasoner, Mobile Team Unit #3
Chuck Ghiloni, Mobile Team Unit #3
Mary Pocus, Mobile Team Unit #3
Melinda Ray, Mobile Team Unit #3
Michael Schoenfeld, Mobile Team Unit #3
Terri Hancock, Mobile Team Unit #3
Michele Bou-Sliman, Mobile Team Unit #3
Shelley Johnson, Mobile Team Unit #3
Andy Nelson, Mobile Team Unit #3
April Morris, Mobile Team Unit #3
Chris Eaton, COPsync
Nick Rabenan, COPsync
James Kruger, Oakbrook P.D. & IL Association of Chiefs of Police
Pamela Church, Western Springs P.D. & IL Association of Chiefs of Police & Mobile Team Unit #3
Michael Casey, Suburban Law Enforcement Academy
Van Muschler, Southwest Illinois College Police Academy
Jason Stamps, Center for Public Safety & Justice

Jeffrey Chapman, Chicago Police Department Training Division
Mike Norrington, Director of Mobile Team Unit #15
Bob Crouch, Director of Mobile Team Unit #10
Kenton Manning, Mobile Team Unit #10/IROCC Program Coordinator
Mike Oyer, Director of Mobile Team Unit #7
Vicki Munson, Mobile Team Unit #4
Richard Fonck, Director of Mobile Team Unit #16

II. PLEDGE OF ALLEGIANCE

Executive Director Brent Fischer led the group in the Pledge of Allegiance. Chairman Valerie Salmons called for a moment of silence to recognize fallen Illinois officers.

III. ROLL CALL – ESTABLISHMENT OF QUORUM

Roll call was taken by Ellen Petty, and a quorum was established.

IV. ILETSB DISTINGUISHED SERVICE AWARDS

(Presented by Chairman Valerie Salmons and Executive Director Fischer)

PHILIP A. BRANKIN

ELLEN L. PETTY

V. INTRODUCTION OF GUESTS AND VISITORS

VI. APPROVAL OF MINUTES

- A. Curriculum and School Standards Advisory Committee Meeting (Tab B)
(March 2, 2016)
- B. Joint Meeting of the Executive Committee and Finance and Legislative Committee
(Tab C)
(March 2, 2016)
- C. Regular Quarterly Board Meeting (Tab D)
(March 3, 2016)

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

VII. REPORT OF STANDING AND ADVISORY COMMITTEES

- A. Meeting of Curriculum and School Standards Advisory Committee, June 1, 2016 (Tab E)
(Paul Williams, Committee Chair)

Illinois State Police Asset Seizure and Forfeiture class on the agenda was requested to be removed by Illinois State Police staff.

Executive Institute Course 2016 Corrections Fall Forum was recommended for approval.

Motion was made by Becker, seconded by Nugent, and carried by all members present to approve this course.

Under Unfinished Business, the Board wants to take this opportunity to clarify the policy change enacted back in 2013 in December, that required all courses of any length to be delivered and certified at the Mobile Team level. After that went into effect, some Mobile Teams were uncertain as to the statewide effect of the certification of a particular course. Therefore, the Board wishes to clarify if a course is certified by one Mobile Team Unit, it can be put on as a certified course at any other Mobile Team, if they wish. However, each Mobile Team Coordinator remains responsible for vetting and attesting to the quality of each course held in their Mobile Team region, and should not solely rely on another Mobile Team's vetting process.

Motion was made by Prussing, seconded by Noble, and carried by all members present to approve the policy clarification on In-Service Course Submissions for Certification.

Under New Business, the March-May 2016 In-Service Training courses through the Mobile Team Units were approved to be recommended for approval by the Board. (Tab E)

Motion was made by Nugent, seconded by Prussing, and carried by all members present to approve the In-Service Training courses through the Mobile Team Units from March 2016-May 2016.

Under New Business, the March-May 2016 Lead Homicide Investigators 32-hours Continuing Education courses were approved to be recommended for approval by the Board. (Tab E)

Motion was made by Noble, seconded by Prussing, and carried by all members present to approve the Lead Homicide Investigators 32-hours Continuing Education courses from March 2016-May 2016.

- B. Joint Meeting of Executive Committee and Finance and Legislative Committee,
June 1, 2016 (Verbal Report)
(Salmons/Hartshorn, Committee Chairs)

All of these items were addressed throughout the main Board meeting, so there was no separate report or motions on this committee.

VIII. EXECUTIVE MATTERS

- A. Financial Items
 - 1. Fiscal Information (FY16 Through May 13, 2016) (Tab F)
 - a. TACCSF Receipts

- b. TACCSF Balance
- c. Projected Academy Enrollments

This report was read to the Board by Denise Matthew, mainly covering the Surcharge Fund Revenues 2010 through present day, as well as the ending balance for each Fiscal Year during that same time. Also covered was projected Academy enrollment figures and reimbursements for FY16. FY16 allocations for funding Board programs were also given, for Basic Law Enforcement Training, Basic Corrections Training, MTUs/ASSIST Program, Executive Institute, Direct Contracts, Grants, and Administration.

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

2. FY17 Introduced Budget - Handout (Memo from John Krein, dated May 31, 2016)

Since the Board rarely has an approved budget by the June meeting, and often not by the September meeting, it is recommended that the Board approve half of the FY17 funding for the following items in the amounts set forth:

Mobile Training Units	\$2,500,000.00
Executive Institute	\$ 500,000.00
Chicago Police Department In-Service	\$ 200,000.00
Crisis Intervention Training	\$ 200,000.00
Illinois Computer Crime Institute	\$ 122,500.00
<u>Professional Associations</u>	<u>\$ 50,000.00</u>
TOTAL	\$3,572,500.00

Additional funds may be awarded at future Board meetings.

Motion was made by Watson, seconded by Noble, and carried by all members present to approve this first half of the FY17 budget for first and second quarter funding.

B. Staff and Personnel Issues

Director Fischer thanked Denise for giving the Fiscal Report and advised the Board that John Krein had been out of the office due to his father's poor health, and he had just received word that John's father had passed away the previous evening. He stated that the thoughts and prayers and sympathies of the Board members and staff were with John and his family during this time.

Eric Pingolt was brought on as Deputy Director in mid-March, after a deep career in law enforcement, at first on the local level, and then most of his career with the Secret Service, and the past couple of years as MTU 9's Director.

Ellen Petty was brought on as Director Fischer's Personal Secretary in mid-May who was previously the Director of MTU 10.

Executive Director Fischer recognized MTU 10's new Director, Bob Crouch and MTU 9's new Director, Tod Dowdy.

Director Fischer reports that since coming aboard, he and Deputy Director Pingolt have met with Board staff and found them to be a tremendous help in making improvements and steps forward in the Board's service to law enforcement and he wants to recognize and appreciate them for their many years of combined service and what they do.

- C. Law Enforcement/Corrections/Court Security Waiver Disposition Quarterly Report (Tab G)

Motion was made by Hartshorn, seconded by Becker, and carried by all members present to approve the report under Tab G.

- D. Legislative and Litigation Update (Verbal Report by John Keigher)

The General Assembly met this past Tuesday and adjourned without passing a budget, but they have passed a number of pieces of new legislation.

Regarding specific Board mandates:

- HB 4462 – The Board is required to conduct or approve a course on recognizing the signs of an allergic reaction and how to use an epi pen in response.
- HB 5781 - Board must create rules and minimum standards for officers who can now be authorized by their agency to dispose of unused medication while investigating a death.
- HB 5538 - Requires the Board to work with community organizations to develop training programs for recruits and veteran officers specifically addressing the psychological issues of domestic violence.
- SB 3096 - Requires the Board to develop a short training program for all officers addressing revised methods of questioning and responding to sexual assault victims. It also requires the Board to develop a 2-day program to train sexual assault investigators. We worked closely with the AG's office to revise certain provisions of this bill and are optimistic that this legislation will result in the award of federal grant funding.

Also of note:

HB 5910 – Removes the FBI from the Board. While we are sad to see an initial member go, we understand that this move comes after liability issues arose from similar participation in a different state.

Finally:

HB 3176 – Reduces the fees contributed to the Surcharge Fund when truck owners receive an overweight ticket. The Truckers Association has been fighting the increases of the body Cam bill for a year now. We want to thank those who have already joined us in opposition and will likely be asking others to stand with us in the near future.

As to pending litigation:

Henrichs v. Board: Our motion to dismiss is still pending. Response and reply briefs were filed in May and we expect a ruling from Judge Zagel in mid-June.

Fields v. Dart: This is an age discrimination case brought by an individual seeking a law enforcement certificate after serving 20 years as a correctional officer in Cook County. Again, the Attorney General's office has filed a motion to dismiss on several technical grounds and we will keep the Board updated as to its developments.

IX. PROGRAM PROGRESS REPORTS & CONCEPTS

- A. Illinois Law Enforcement Executive Institute (Susie Nichols) (Tab H & Verbal Report)
 - 1. Curricular Activities
 - 2. Web-Based Learning and Social Media
 - 3. Publications
 - 4. Special Projects and Programs
 - 5. Technical Assistance, Research and Grants
 - 6. Calendar

Susie Nichols reports that Executive Institute is holding Use of Force Executive Summit, in response to the President's Task Force on 21st Century Policing Report and Implementation Guide, and based upon related research initiatives, to be held the end of June in Naperville. Thanks to Director Fischer and Deputy Director Pingolt for their support and assistance with this and other Executive Institute programs.

- B. A Statewide System of In-Service Training (ASSIST) Program (Pat Hahn) (Tab I)
 - 1. Progress Report FY16
- C. Specialized Training Programs (Jill Weber) (Tab J)
 - 1. IDOT FY16 Report
 - 2. Traffic Crash Reconstruction
- D. Part-Time Training Program (Jan Allen) (Tab K)
 - 1. Progress Report
- E. Federal Homeland Security Grant (Susan Nichols) (Tab L)
 - 1. Funding
 - 2. Illinois Terrorism Task Force Meetings

3. ITTF Training Committee
4. Western Illinois University ITTF Projects

Motion was made by Watson, seconded by Schlaf, and carried by all members present to approve these reports under Tabs H-L.

X. UNFINISHED BUSINESS

A. Report on Commission on Police Professionalism

John Keigher reports that since our last Board meeting, the Commission has had one additional meeting to discuss issues of credentialing and respond to follow up questions from the legislators. However, the Board has had several discussions with the law enforcement stakeholders, the recognized experts, and the legislative leaders to discuss the Commission's next steps. The Board understands that they want to continue meeting over the summer and will maintain a dialogue with the legislators to ensure that we stay at the forefront of any revisions to our Act. The Commission has met four times, so far.

B. BLE - 560 Hour Curriculum Update

Director Fischer gave a verbal report indicating there are some things that could change with the BLE, due to a number of new training mandates being reviewed to ensure the Curriculum is complete. He has met with the Academy Directors in May and again yesterday. Information on the Curriculum development is being shared with them and the Board is working to keep the project moving forward to finalize the Curriculum and present it for approval.

C. PTI Update

Director Fischer gave an update on the PTI project. After diligent work by the Committee, and long hours, most especially John Keigher and John Schlaf, terms and an agreement were not able to be reached between the Howard Buffett Foundation and the University. That deadline to reach an agreement has now passed. More information will follow later in the meeting.

D. Direct Training Contracts

Director Fischer wants to keep the Board informed that he will be in negotiations with the Academies that receive direct tuition payments before their current agreements are up at the end of June. In light of the PTI situation, he is still working on these, and a report will be made on these agreements at a later date.

XI. NEW BUSINESS

A. Howard Buffett Foundation - Handout

After words of praise from Chairman Salmons for the dedication, time and effort put into this project by the PTI Committee over the past few months, Chairman of that committee, John Schlaf, gave a verbal report on the developments with this project. Chief Jan Noble, Sheriff Pat Hartshorn, Mayor Laurel Prussing, and City Manager Tim Gleason also served on the committee.

After the committee was unable to mediate an agreement between the University of Illinois and the Howard G. Buffett Foundation by the May 1st deadline, they were invited to attend another meeting with HGB Foundation representatives in Decatur. At that meeting, Mr. Buffett challenged those present, which included Schlaf, Fischer, Pingolt & Keigher, to develop a new proposal, either different, or similar to the previous proposal, whatever they could come up with, that would encourage training for Illinois Law Enforcement in the future, with a proposal deadline of June 1st. The committee's initial plan was for an Advanced Training Center where mandated training, MTU courses, and Coroners' training would be conducted. Then, due to the need for sustainability, the idea evolved to include executive level, specialized training and basic law enforcement training. The idea was shared with Buffett Foundation in late May, and they were very receptive to the idea. The committee met again on June 1st, resulting in a motion with a recommendation for the full Board.

Director Fischer discussed the sustainability considerations for the proposed Advanced Training Center and the use of partners such as Richland Community College with their 2+2 program in conjunction with Western Illinois University, the Coroner's Association, the Executive Institute, and WIU's Criminal Justice Pre-Service program. Buffett agreed to extend the Just 1st deadline until just after the Quarterly Board meeting so that the Board could discuss and vote on the matter.

Jan Noble complimented and thanked John Schlaf for his work as Chairman of this committee. Chairman Salmon stated that she thinks, in concept, this is a wonderful opportunity and perfect timing especially for recruits over at PTI and it makes a lot of sense.

John Schlaf moved to adopt the recommendation from the Committee: "The PTI Project Committee recommends that the Illinois Law Enforcement Training & Standards Board direct the Board's Executive Director to enter into an agreement with the Howard G. Buffett Foundation to fund, construct, and then deed to the Board, a multi-purpose law enforcement training center, in Macon County Illinois, to accommodate specialized, executive level and basic law enforcement and criminal justice courses." The motion was seconded by Prussing.

Fleming & Eugenis posed questions regarding budget details and sustainability and long-term funding. There were questions from a few members asking for clarification on what the motion includes and authorizes the Director to do, as well as the reason for the Foundation's deadlines.

The motion was re-read by Schlaf as requested, for clarification.

Prussing expressed frustration with the necessity of the deadlines, but gave her approval of the plan and moving forward with the project.

There were more questions from Fleming on details and parameters of the budget for the plan. Chairman explained, and Schlaf clarified that a mock budget has been developed using the current PTI budget and anticipated expenses for the new facility and reviewed by the committee, which comforted them with the sustainability question.

Fleming requested that motion be re-worded not to require Board members to vote on a budget that has not been finalized. Schlaf clarified that this motion does not include the facility budget or the budgets for the courses that will be held there in the future. Those items will be voted on later down the road.

Watson sought to end the discussion and moved the previous question. This was Seconded by Hartshorn. Chairman Salmons took a voice vote and the motion passed. Chairman Salmons then asked Schlaf to re-read the original motion and then proceeded to take a voice vote of members present:

Valerie Salmons	Yes
Pat Hartshorn	Yes
John Schlaf	Yes
Tim Becker	Yes
Timothy Nugent	Yes
Laurel Prussing	Yes
Richard Watson	Yes
Tim Gleason	Yes
Paul Williams	Yes
Jan Noble	Yes
Dorothy Brown	Yes
Michael Schlosser	Abstain

B. Coroners

Director Fischer reported that Coroner's have been approved with the creation of their new Board. ILETSB has committed to working with them to certify their upcoming training and work together on future training, which will include local law enforcement.

C. Biennial Compliance Audit (June 2014-June 30, 2016)

Director Fischer reported on ongoing audit meetings and continuation of diligently providing all requested and required documentation and working through this audit.

D. CIT International Conference (Chicago, April 25-27, 2016)

Jennifer Wooldridge gave a verbal report on the CIT International Conference, where she became a Certified CIT Coordinator. Director Fischer complimented Jennifer's work with CIT and the other Board staff who all helped and worked long hours with the conference.

E. Website

Director Fischer reported that when he came aboard, he asked Dan Sluga about making some changes and updates to the Board's website. Dan Sluga reported on the current website and the work that has been done by Jon Elder and himself on the new website and gave a demonstration of the new mobile-friendly site to the Board and the audience. Sluga shared the link to the beta version of the site to be reviewed at a later time and asked Board members to provide the office with feedback and updated photos for the website, if they would like.

XII. PUBLIC INPUT

Dorothy Brown handed out a copy to the Board, of a letter she had prepared and addressed to Director Fischer, regarding procedural implicit bias and the importance of related training. Asking that it be looked at by him and Board staff and make recommendations in the fall, volunteering to work on a Task Force if needed. Director Fischer stated that he would be happy to look into it and keep in touch with her on any findings. There was discussion between some Board members noting that there is actually already training on this subject being conducted through the Academies and MTUs around the state, both in classroom style and scenario-based use of force training, and that such training is actually a part of some of the newer training mandates legislated by the General Assembly.

XIII. ANNOUNCEMENTS

Curriculum and School Standards Advisory Committee Meeting
Springfield, Illinois
September 21, 2016

Quarterly Board Meeting
Springfield, Illinois
September 22, 2016

XIV. ADJOURNMENT

Motion was made by Nugent, seconded by Becker, and carried by all members present to adjourn the meeting at 10:41 a.m.