

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

**MINUTES OF QUARTERLY BOARD MEETING
CHICAGO, ILLINOIS
DECEMBER 12, 2013**

- I. The December 12, 2013 Quarterly Board Meeting of the Illinois Law Enforcement Training and Standards Board was held at the Westin Chicago in Chicago, Illinois and was called to order at 9:00 a.m. by Chairman Richard Watson. The public meeting announcement was read by Deputy Director Larry N. Smith.

Board Members present:

Richard Watson, Chairman
Valerie L. Salmons, Vice Chairman
John H. Schlaf
Ted J. Street
Dwight W. Welch
Laurel Lunt Prussing
Pat Hartshorn
Brent Fischer
Tim Gleason
Darryl Stroud
Lisa Madigan, represented by Kevin O'Connell
Garry McCarthy, represented by Keith Calloway
Thomas Dart
David A. Ford
Dorothy Brown
Mike Schlosser
Hiram Grau, represented by Pat Murphy
Salvador Godinez, represented by Jesse Montgomery

Board Members absent:

Rolando Villafuerte

Staff Members present:

Kevin T. McClain, Executive Director
Larry N. Smith, Deputy Director
Laura Baker, Administrative Assistant
Cora Beem, Manager of Mandated Training
Lennora Burnom, Criminal Justice Specialist I
Pat Hahn, Manager of In-Service Training
John Keigher, Chief Legal Counsel
John M. Krein, Fiscal Officer
Scott Schaefer, Police Training Specialist
Jill Weber, Program Manager
Anthony Raffety, Program Manager
Jenny Thornley, Private Secretary to the Executive Director

Others present:

Deborah L. Alms, Director, Mobile Team Unit #2
Philip A. Brankin, Director, Mobile Team Unit #3
Bob Brislan, Wicklander-Zulawski
Michael Casey, Suburban Law Enforcement Academy
David Christensen, Mobile Team Unit #6
Georgia Costello, President, Southwestern Illinois College
Jerry Costello, Congressman (Ret.) 12th District IL
Jerry Costello II, Sate of Illinois
Lori Costello, Private Citizen
Mark Edwards, Director, Mobile Team Unit #12
Greg Elliott, Mobile Team Unit #5
James Elliott, ILEAS
Bill Fitzgerald, Director, Mobile Team Unit #14
Richard Fonck, Director, Mobile Team Unit #16
Jeffrey Fritz, ILETSB Executive Institute
Ken German, Director, Mobile Team Unit #6
David Hayes, Mobile Team Unit #14
Ken Herbert, St Clair County Corrections Academy
Sherry Holzner, Police Training Institute
Mark Kotte, Mobile Team Unit #8
Laura Kunard, University of Illinois
Bruce Lipman, Chicago Police Academy
Howard Lockling, Retired Chicago Police Department
Bill Marshall, Private Citizen
Charlie McGrew, Mobile Team Unit #13
Leonard Mendoza, Director, Mobile Team Unit #4
Sterling Morrell, Mobile Team Unit #11
Vicki Munson, WIPTU – Mobile Team Unit #6
Van Muschler, Southwestern Illinois College Police Academy
Terri Newbill, Director, Mobile Team Unit #13
Michael Norrington, Director, Mobile Team Unit #15
Mike Oyer, Director, Mobile Team Unit #7
Ellen Petty, Director, Mobile Team Unit #10
Beth Pinter, Director, Mobile Team Unit #5
Randy Rajewski, Mokena Police Department/MTU #16
Dan Ranfovich, Mokena Police Department/MTU #16
Marie Rangel, Cook County Sheriff's Office/Training
Eric Shipman, West Chicago Police Department
Jason Stamps, University of Illinois
Bill Strayer, Sangamon County Sheriff's Department
Mike Thomson, Thomson Weir
William Walls, Director, Mobile Team Unit #1
Michael Weir, Thomson Weir
Angela Wiley, University of Illinois
Neil Williamson, Sheriff, Sangamon County

II. RECOGNITION OF FALLEN MILITARY & POLICE OFFICERS

III. PLEDGE OF ALLEGIANCE

Chairman Watson led the Pledge of Allegiance.

IV. ROLL CALL – ESTABLISHMENT OF QUORUM

Roll call was taken and a quorum was established.

V. INTRODUCTION OF NEW BOARD MEMBERS

*TIM GLEASON, CITY ADMINISTRATOR, WASHINGTON, IL
DARRYL STROUD, CHIEF, UNIVERSITY PARK POLICE DEPARTMENT*

VI. DISTINGUISHED SERVICE AWARDS

HOWARD LODDING, CHICAGO POLICE DEPARTMENT

VII. LEGISLATOR OF THE YEAR AWARD

JERRY F. COSTELLO, II

VIII. INTRODUCTION OF GUESTS AND VISITORS

Director McClain gave special recognition to Chief Randy Rajewski of the Mokena Police Department, Chairman of the Board for MTU 16, who had announced his retirement.

IX. APPROVAL OF MINUTES

- A. Curriculum and School Standards Advisory Committee Meeting
(September 4, 2013)
- B. Joint Meeting of the Executive Committee and Finance and Legislative Committee
(September 4, 2013)
- C. Quarterly Board Meeting
(September 5, 2013)

Motion was made by Welch, seconded by Fischer and carried by all members present to approve the minutes of all three meetings as listed.

X. REPORT OF STANDING AND ADVISORY COMMITTEES

- A. Meeting of Curriculum and School Standards Advisory Committee
December 11, 2013
(Villafuerte, Committee Chair)

Richard Watson reported on the meeting of the Curriculum and School Standards Advisory Committee and indicated that the committee would like to make a motion to the full Board to accept and approve the following courses:

All of the courses listed under Tab E, excluding In-Service, which will be addressed under new business.

Motion was made by Welch, seconded by Brown and carried by all members present to approve the courses under Tab E, excluding In-Service.

Mandatory Firearms Training

Chairman Watson moved: "Board-approved basic law enforcement and correctional training academies and the Mobile Team Units are the only facilities authorized to conduct the required mandatory firearms training course and mandatory firearms training waiver course."

Motion was made by Salmons, seconded by Fischer and carried by all members present to approve the motion.

Tuition Increases

Chairman Watson moved that the tuition increases for the correctional academies and basic law enforcement academies be approved by the full Board.

Motion was made by Welch, seconded by Brown and carried by all members present to approve the motion.

- B. Joint Meeting of Executive Committee and Finance and Legislative Committee
December 11, 2013
(Watson, Street, Committee Chairs)

The items discussed will be addressed as they move forward in this agenda.

- C. Executive Committee Meeting
December 11, 2013
(Watson, Committee Chair)

Fingerprint Cards

In regards to fingerprint cards, historically, that has been an item that the Board has found difficult to address in regard to waivers or new hires to do proper background checks. However, with the cooperation of the Illinois State Police, moving forward, the Board will be in a position to process fingerprint cards to do proper NCIC background investigations.

Deputy Director Smith read a brief statement from the statutes: "The Illinois Police Training Act 50 ILCS 705/6.1 establishes that the Board must review police officer conduct and records to insure that no police officer is certified or provided a valid waiver if that police officer has been convicted of a felony offense under the laws of this state or any other state, which if committed in this state, would be punishable as a felony." Similar language is in the statute concerning 17 specific misdemeanors. The Board has a LEADS terminal, but only receives Illinois returns on it. He met with the first Director of the State Police, Brian Lee, and Special Agent-in-Charge of the Central District of Illinois FBI office, David Ford, to explain the difficulty with successfully fulfilling our mandate. He stated the Board's appreciation for all of their efforts to get this resolved. If the Board submits a fingerprint card on those newly employed or are going to be waived as police officers, we will get all NCIC information if the Board submits those cards, and the fee will also be waived, which would be a significant amount of money.

XI. EXECUTIVE MATTERS

A. Financial Matters FY14 & FY15

1. Fiscal Report
(Through November 13, 2013)
 - a. Summary of FY14 Budget
 - b. FY14 Training
 - c. Receipts into TACCSF
 - d. TACCSF Balance

John Krein called attention to the handout regarding the Fiscal Report for FY14. The first page is the table of contents. The next page contains the chart laying out the expenditures for the Board's resources such as Basic Law Enforcement, Basic Corrections, MTU Program, Executive Institute, Direct Contracts, Non Basic, Available (for other uses-lapsed), Grants and Administration. He then referred to Page 5, Surcharge Fund Revenues for FY09 through FY14. Krein then reported on the Surcharge Fund Balance.

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

2. FY 2015 Budget

John Krein gave a brief explanation of the FY 2015 Budget.

B. Staff and Personnel Issues

Director McClain introduced Jenny Thornley, private secretary to the Director and the Executive staff, and Anthony Raffety, Program Manager.

C. Law Enforcement/Corrections/Court Security Waiver Disposition Quarterly Report (Cora Beem)

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

D. Lead Homicide Investigator Waiver of Training Quarterly Report

Motion was made by Schlaf, seconded by Welch and carried by all members present to approve the report under Tab H.

E. Legislative Update

Keigher reported that there were not many bills addressed during the veto session, however SB 114, now PA 98-600, was a trailer bill to the Firearm Concealed Carry Act. Although not directly related to law enforcement officers, we have reviewed this revision and advised our consultants preparing the instructional DVD to take this into consideration. We will continue to monitor amendments to the Concealed Carry Act as new bills are filed for the next legislative session.

XII. PROGRAM PROGRESS REPORTS & CONCEPTS

- A. Illinois Law Enforcement Executive Institute
(Susan Nichols)
 - 1. Curricular Activities
 - 2. Web-based Learning
 - 3. Publications
 - 4. Violence Against Women Projects
 - 5. Special Projects and Programs

- B. A Statewide System of In-Service Training (ASSIST) Program
(Pat Hahn)
 - 1. Progress Report FY14

- C. County Officials Training Program
(Lennora Burnom)
 - 1. Corrections Academy Progress Report for CY 12/13
 - 2. Sheriffs' Training Mandate: 2014 Spring Training Conferences
 - 3. Circuit Clerks' Training Update
 - 4. Introduction of Court Security Training
 - 5. Coroner's Mandatory Training

- D. Specialized Training Programs
(Jill Weber)
 - 1. IDOT FY14 Report
 - 2. Traffic Crash Reconstruction

- E. Part-Time Training Program
(Jill Weber)
 - 1. Progress Report

- F. Federal Homeland Security Grant
(Susan Nichols)
 - 1. Illinois Terrorism Task Force
 - 2. Homeland Security Briefings
 - 3. Old Business
 - 4. New Business
 - 5. ITFF Training Committee

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

XIII. UNFINISHED BUSINESS

- A. Mandated Annual Ethics Training

Jenny Thornley stated that, currently, the Board is up-to-date on all training and outstanding issues.

B. Intergovernmental Agreement – SWIC

Director McClain explained in Board has entered into an intergovernmental agreement with Southwestern Illinois College, establishing a partnership similar to what is currently with the University of Illinois. This will create a unique relationship that allows SWIC to do research on behalf of the Board. Full details can be found in Tab O.

C. Alcohol Impairment Task Force Meeting

Ted Street stated that the members of the Alcohol Impairment Task Force had met at the Board office on November 13, 2013 at 1:00 p.m. They met to draft a generic minimal model alcohol impairment policy that agencies around the State could refer to when developing their individual agency policies. The Task Force will submit the following recommendation to the Illinois General Assembly by or before December 31, 2013. An appropriate letter with an explanation of the process to form the model policy will be included in the package sent to the General Assembly. The points on the model policy on alcohol impairment are as follows:

1. A definition of an on-duty officer: any police officer reporting for normally scheduled duty.
2. The consumption of alcohol by an on-duty police officer is generally prohibited, except when necessary and expressly authorized in the performance of a special assignment.
3. It is recommended that no on-duty officer be allowed to perform his or her duties after testing greater than .02 blood alcohol content.

It will be left up to individual agencies to establish their own testing policy or through collective bargaining to determine individual department policies. This is not stated, but certainly implied.

D. Police Officer Suicide Task Force Meeting

SR 544, Police Suicide Task Force met at the Board office on November 13, 2013 at 10:30 a.m. They approved recommendations to forward to the Illinois Legislature. Highlighted topics included:

1. Education and training – to include training at the basic police academy level to recruit officers that address aspects of a police officer job that could lead to emotional problems, stress, and health-related problems
2. Crisis intervention and assessing resources – develop a hotline system that refers police officers to appropriate agencies for assistance with all problems involving stress, PTSD, substance abuse, emotional problems, and suicide.
3. Communicating resources available to the officers – to develop and produce informational posters concerning the problem of police suicide, emotional problems, and substance abuse, making them available to police agencies across Illinois.
4. Legislative action considering enacting a program similar to the New Jersey Cop-to-Cop Program and revisit prior Illinois legislation involving the FOID card. The

FOID card remains the issue in this training. So far this year, the Board has conducted four training classes, bringing in experts from around the country to present. They met with those individuals, who stated that our FOID card restriction is a problem, in that any police officer who is subject to mental health evaluation has automatic revocation of their FOID card. The task force will work to address Legislative action in the area of the FOID card and in the area of confidentiality.

There are some administrative issues in this arena that need to be addressed legislatively. We can educate and raise awareness. Most importantly is a means to solve and address the real problem. They hope to have legislation introduced in the Spring Session for next year.

Director McClain added that this is an important topic to the Board. They have decided to make this an ongoing task force agenda with plans to reconvene as necessary, but no less than once a year as they move forward.

E. Concealed Carry Training Video for Officers

Director McClain thanked the Cook County Sheriff's Office for all of their assistance with Concealed Carry. Sheriff Dart released several of his officers to help with the filming of scenario-based training videos to be distributed statewide and helped with the press release on Concealed Carry in the Chicago area.

Sheriff Dart acknowledged the efforts of the Board to help with investigations in Robbins from years ago. The Board stepped up quickly to remove people from the department that were not law enforcement officers. It was very thorough and quick. The Board's support helped things move quickly without much conflict.

Director McClain explained that the Board initiated on its own a review and an assessment of the need for concealed carry training for law enforcement officers to be established in coordination with the Board's legislative advisors, Mike Weir and Mike Thomson. The Board moved forward with a statewide agenda to train officers regarding concealed carry. They established a research component through the University of Illinois, and has worked with Mike Schlosser, the Director of PTI, to move forward. Individual letters have been sent to every legislator advising them of them of these instructional videos. He thanked Director Grau for his participation and contribution as well.

Director Schlosser stated that this has been a collaborative effort between the University, the Board, and Cook County. They had recruited experts in the areas of firearms, strategy and tactics, control and arrest tactics, and attorneys that specialize in the field of law enforcement. The concealed carry training videos will be done soon, with the final touches being completed this week. This will be one DVD consisting of examples of police officers interacting in a Terry stop situation, in a domestic situation, and vehicle stops. Several options will be shown in each scenario because circumstances dictate tactics. There may be times when officers may have the discretion to do nothing, allowing the person to keep their weapon, taking the weapon during the interview and later returning it, or the person may be handcuffed. The videos display that there are various ways to handle each situation, emphasizing safety and that circumstances will dictate your best tactic. Different agencies will develop their own policies and procedures. A PowerPoint presentation will also be included in two forms. One will be instructing how to use the PowerPoint, and the other will have no audio so an instructor may use it in a classroom.

They worked on student-performance objectives. All veteran officers and recruits will need to be trained on the specifics of the law. These would be available through the Mobile Teams. There is a strategy and tactics level, but also to make sure that they have the scenario-based training with role players, interacting in some of these various situations. After that, the instructor may facilitate a discussion on safety and following the guidelines of the law.

F. Basic Law Enforcement Curriculum Recommendation

For over two years, the consultants from the University of Illinois, the Board, and its staff have been conducting research to expand the basic training curriculum for the State of Illinois. Director McClain introduced Dr. Kunard who in turn introduced Dr. Angela Wiley, consultants from the University of Illinois. They are recommending a change from 400 required BLE hours to 560 required BLE hours after analyzing additional State mandates and reviewing a needs analysis. The last revision to the hour requirement was over 30 years ago. The Legislature annually gives the Board additional statutory responsibilities for training. These responsibilities have never been neglected. This new format will make the addition of topics more organized. The research included reviewing training requirements for the rest of the country and many stakeholders in the State of Illinois. The focus was to bring the BLE training to a place where they are adding in more of the elements offered in continued education at the front end.

The question was raised regarding funding. Director McClain explained, if approved, two weeks of training will be added. The Board would develop course outlines, giving a better feed of what will be required at the academies. They will get to the financial impact once they meet with the academy directors, meet with John Krein and others, to assess what additional revenues will be required.

Mayor Welch addressed some areas added are Homeland Security orientation and emergency preparedness. He referenced MABAS. He has concerns about shared skill sets among firemen, EMT's and first-responders. He was assured by Dr. Wiley that these areas would be addressed.

Motion was made by Welch, seconded by Prussing and carried by all members present to adopt the change to 560 hours.

XIV. NEW BUSINESS

A. National Governor Association – Veterans Certification

Cora Beem reported that the Board is participating in a project chaired by the IL Department of Veterans Affairs to determine ways to provide returning veterans with ways to obtain state certification/licensing in areas such as law enforcement, medical, and CDL licensing. Although the Board is limiting involvement due to the anticipated updated curriculum, we are staying a member of the project and will report to the Board and issues or concerns involving law enforcement certification.

B. Juvenile Detention Facilities and Correctional Officer Training Standards

Sheriff Fischer reported that the Board, to comply with statutory requirements, has developed training standards for correctional officers who work with juveniles in detention. The standard was developed in conjunction with the IL Department of Corrections and the Illinois Sheriffs' Association.

Motion by Fischer, seconded to by Hartshorn and carried by all members present to accept this report and to allow full-time correctional officers to be counted toward the soft-match calculations.

C. Dog Fighting and Behavior Training

Cora Beem reported that the Board was tasked by legislation to provide training standards for both academy and in-service training on understanding dog fighting statutes and animal behavior. Standards were developed with assistance from the Cook County Sheriff's Office, the ASPCA, and BestFriends.

Motion was made by Salmons, seconded by Fischer and carried by all members present to approve this report.

D. Realignment of MTU 9 & MTU 10

Pat Hahn stated that he was asked to review the ASSIST program to determine if improvements could be made. MTU 9 and MTU 10 have been realigned by placing Christian County and Montgomery County within the boundary of MTU 10 and moving Morgan, Cass and Scott County over to MTU 9. That increases the population of MTU 9 and also provides benefits to the law enforcement agencies in Christian County and Montgomery County, as far as traveling for training. He gave credit to the Mobile Team Unit coordinators, Eric Pingolt (MTU 9) and Ellen Petty (MTU 10), for the smooth realignment.

E. Certification of Courses under 24 Hours in Length

Director McClain gave a brief history of the 24-hour minimum reduced policy. Over the years, the Board has had a number of vendors that have come in without any quality-control aspects within the State of Illinois. The training of some vendors would overlap, duplicate and even undercut Mobile Team training programs. The proposed policy would establish the Mobile Teams as the predominant and primary in-service training program in the State, and to insure quality-control and organization within the State of Illinois as far as in-service training is concerned for local law enforcement officers as well as affiliated law enforcement personnel. In the past, the Board has not certified the courses that have been offered through the Mobile Teams. The proposed policy would now require all Mobile Team training courses and programs with Board-approved budget and courses annually would now be certified. The Mobile Teams would control their own jurisdictional boundaries and the quality of training through the certification process. The policy itself would require all vendors in the State of Illinois (with exclusions such as the City of Chicago, the FBI, the State Police, PTI for certain in-service training programs) and the Executive Institute under the Board go through the Mobile Teams for certification. It should result in cost savings and a better format of delivery.

The policy states: "It is Board policy to certify in-service courses of any length if delivered in a satisfactory format. All in-service courses shall be delivered and certified through the Mobile Team system unless the course and/or venue is approved by the Board on an individual basis. For example, courses and venues the Board has certified for PTI, the Executive Institute, the State Police and the Federal Bureau of Investigation. For other in-service training courses, the Mobile Team shall have the first option of providing all in-service courses. If the Mobile Team declines the delivery of any course within its region for reasons other than duplication, the Board may determine if the course is otherwise certifiable and/or reimbursable based upon the best interest of law enforcement. Board certificates may be provided to individuals that the Mobile Team Unit can identify as having successfully completed the Board-certified course.

Certification will be reviewed by the Board on an annual basis. Certified courses scheduled to be conducted by private vendors between January 1, 2014 and June 30, 2014 shall be exempt from this revision.”

If this policy is accepted, the courses before you now will be approved.

Motion was made by Street, seconded by Welch and carried by all members present to accept this policy.

XV. PUBLIC INPUT

XVI. FYI

XVII. ANNOUNCEMENTS

Police Executive Role in the 21st Century (*Executive Institute*)

January – March, 2014 (*Cook County*)

February – May, 2014 (*Peoria*)

Illinois Sheriff’s Association 2014 Winter Training Conference

February 2-4, 2-14 (*O’Fallon*)

Homeland Security Executive Summit (*Executive Institute*)

February 10-11, 2014 (*Chicago*)

Leadership Dialogue

February 19, 2014 (*Springfield*)

Southern Illinois Criminal Justice Summit

February 26-27, 2014 (*Effingham*)

Curriculum and School Standards Advisory Committee Meeting

March 5, 2014 (*Springfield*)

Quarterly Board Meeting

March 6, 2014 (*Springfield*)

Academy personnel were instructed to see Jill Weber immediately after the meeting to receive Standardized Field Sobriety DVD’s.

XVIII. ADJOURNMENT

Motion was made by Prussing, seconded by Grau and carried by all members present to adjourn the meeting at 10:53 a.m.