

**ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD
4500 South 6th Street Road, Room 173, Springfield, IL 62703-6617**

**MINUTES OF THE QUARTERLY BOARD MEETING
Town and Country Inn and Suites, 110 North 54th Street, Quincy, IL
June 8, 2017**

I. PUBLIC MEETING ANNOUNCEMENT

The June 8, 2017 Quarterly Board Meeting was held in Quincy, Illinois, and was called to order by John Schlaf at 9:02 a.m. The public meeting announcement was read aloud by Ellen Petty.

II. PLEDGE OF ALLEGIANCE

John Schlaf led the group in the Pledge of Allegiance.

III. MOMENT OF SILENCE FOR FALLEN OFFICERS

Schlaf called for a moment of silence in honor of those Illinois officers who have made the ultimate sacrifice in the course of their career.

IV. ROLL CALL – ESTABLISHMENT OF QUORUM

Roll was called by Ellen Petty. No quorum of Committee members could be established.

Members in attendance:

John Schlaf
Chief Timothy Becker
Chief Jan Noble
Mayor J.W. Price
Sheriff Richard Watson
Lt. Paul Williams
Director Michael Schlosser
Chris Campbell for Director Leo Schmitz
Ron Blumenfeld for Circuit Clerk Dorothy Brown
Thomas Fleming for Sheriff Tom Dart
Keith Calloway for Superintendent Eddie Johnson
Cameron Eugenis for Attorney General Lisa Madigan

Members absent:

Sheriff Pat Hartshorn
City Manager Tim Gleason
Chief Brian Fengel
Mayor Timothy Nugent
Valerie Salmons

John Keigher announced to the assembly that in the absence of a quorum, the Board cannot take official action on any matters before it. However, the Board is authorized to proceed and address the subject matters stated in the agenda. Therefore, we plan to

proceed through the agenda as posted, but will table certain technical matters until the next full meeting and plan to take informal recommendations on items that are timely in nature. For those, we intend to ratify the specific action at the next subsequent Board meeting and defer certain matters to the Executive Committee, which will meet before the end of the fiscal year to address some outstanding financial matters. We regret that several Board members were unable to make it to the meeting with unexpected scheduling conflicts and want to assure everyone that we are taking all necessary measures to meet our procedural requirements.

V. INTRODUCTIONS OF GUESTS AND VISITORS

Staff in attendance:

Brent Fischer, Executive Director
John Keigher, Chief Legal Counsel
Ellen Petty, Personal Assistant to the Executive Director
Scott Schaeffer, Police Training Specialist
Patrick Connolly, Deputy Director of Field Operations
John Krein, Fiscal Officer
Denise Matthew, Grant Accountant
Cora Beem, Manager of Mandated Training
Pat Hahn, Manager of In-Service Training (ASSIST)
Kelly Griffith, General Legal Counsel
Anthony Raffety, Human Resources Manager
Lya Ramos, Body Camera Project Intern
Keith Wallace, Information Technology Intern
Jon Elder, Applications Development Coordinator
Dan Sluga, Chief Information Technology Manager
Mike Haley, Receptionist
Jennifer Wooldridge, Manager of Operations
Jill Weber, Program Manager
Eric Pingolt, Deputy Director of Operations
Laura Baker, Certification Exam Coordinator & Administrative Assistant

Others in attendance:

Vicki Munson, MTU 4
Richard Fonck, MTU 16
Doug Fargher, MTU 1
Len Mendoza, MTU 4
Mike Oyer, MTU 7
Bob Crouch, MTU 10
Kenton Manning, IROCC
Denelle Hetrick, MTU 8
Mark Edwards, MTU 12
William Strayer, Sangamon County Sheriff's Department
Teri Newbill, MTU 13
Tod Dowdy, MTU 9
Ray Cordell, Suburban Law Enforcement Academy
Jeffrey Chapman, Chicago Police Department
Caryn Morse, Chicago Police Academy

Susan Nichols, ILETSB Executive Institute
Joanne Kurt-Hilditch, ILETSB Executive Institute
Mike Norrington, MTU 15
Beth Pinter, MTU 5
Chuck Doan, MTU 15
Deborah L. Alms, MTU 2
Michael Missey, St. Clair County
William Sax, Southwestern Illinois College
Jill Ward, MTU 9
Penny Abbott, MTU 9

VI. ILETSB DISTINGUISHED SERVICE AWARD
MICHAEL NORRINGTON

Director Fischer presented retiring MTU 15 Coordinator Michael Norrington with the ILETSB Distinguished Service Award.

Director Fischer then introduced and welcomed new Board member appointee, Mayor J.W. Price from El Paso, and presented him with his Board member badge.

VII. APPROVAL OF MINUTES

- A. Curriculum and School Standards Advisory Committee Meeting
March 15, 2017
- B. Joint Meeting of the Executive and Finance and Legislative Committee
March 15, 2017
- C. Quarterly Board Meeting
March 16, 2017

Approval of meeting minutes was deferred until the next full Board meeting.

VIII. REPORT OF STANDING AND ADVISORY COMMITTEES

- A. Curriculum and School Standards Advisory Committee
June 7, 2017

Paul Williams, Committee Chair, reported on the recommendations from the meeting the previous day, including a decrease in hours of the ISP ECSO I course, the MTU courses from March through May 2017, and the list of classes that meet the Lead Homicide Investigator requirements, as well as certification of three CIT related courses.

Motion was made by Noble, seconded by Williams, and carried by all members present to recommend approval of the recommendations made by the Curriculum and School Standards Advisory Committee at their June 7, 2017 meeting.

- B. Joint Finance and Legislative and Executive Committee

June 7, 2017

Schlaf stated that the actions and recommendations from yesterday's meeting will be discussed later on throughout this meeting.

IX. EXECUTIVE MATTERS

A. Financial Items

1. Fiscal Information (Through May 15, 2017)
 - a. TACCSF Receipts
 - b. TACCSF Balance
 - c. Projected Academy Enrollments
 - d. Supplemental Funds for MTUs

John Krein gave a verbal report to the Board, reviewing and explaining the charts and figures provided in Tab F of the Board book, as well as background and history of fund receipts and balances. Also discussed was a handout provided to the Board recommending supplemental FY17 funds for the MTUs, of an amount of up to \$15,000 per MTU, based upon availability of funds received in the coming weeks. At the beginning of FY17, MTUs were given the first increase in their training line items since 2003. This was made possible by the removal of the Illinois State Police from the Surcharge Fund. This supplemental money would not be a budget increase however, but a one-time payment earmarked specifically for training materials. The total cost, if awarded the full \$15,000 for each MTU would be \$210,000.00.

Motion was made by Watson, seconded by Fleming, and carried by all members present to recommend approval of the FY17 supplemental payment of up to \$15,000 per MTU.

2. FY18 Budget
 - a. Approval of First 6 Months Budget

Krein explained that the Board generally approves the first six months' budget at the June meeting for several entities. Currently, these are the Mobile Team Units, Executive Institute, Computer Crime Institute through the Attorney General's office, Crisis Intervention Training, Chicago Police Department In-Service Training, professional associations such as the Chiefs of Police, the Sheriffs' Association, and the Circuit Clerks, are projected for an approximate total of \$4,022,500.00. These amounts are consistent with past years with the exception of CIT, for which demand has dramatically increased.

Motion was made by Becker, seconded by Fleming, and carried by all members present to recommend approval of the first 6 months' budget for FY18 as outlined.

B. Staff & Personnel Updates

Director Fischer introduced the Board's new Deputy Director of Field Operations, retired Urbana Police Chief, Pat Connolly; and the summer intern working on the body camera guidelines and grant project, Miss Lya Ramos.

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

Schlaf stated that this item would be deferred until the next full Board meeting.

D. Legislative and Litigation Update

Regarding litigation, John Keigher reported that Board staff is still watching the case of Henrichs v. the Board involving a select group of employees from the Cook County Sheriff's office seeking approval for IROCC. This case originated in State court but was dismissed and refiled in Federal court. In lieu of ruling on our motion to dismiss, the court determined that federal issues were lacking and began the process of remanding it back to State court. The Plaintiffs have been fighting this process with motions and extensions for several months and a ruling is expected in July. If there are significant developments before the next Board meeting, staff will keep Board members advised.

Regarding legislation, Keigher advised that the General Assembly just wrapped up its regular session but things are far from over, as they have not passed a budget and are expected to be back in Springfield through June. The Board remains optimistic that a special budget addressing the non-GRF funds will be passed before the new fiscal year begins on July 1st, but we are taking precautions to prepare for a delay in authorized spending, just in case.

Board staff has been keeping their eyes on several bills this session, and while some of them were passed and are expected to be signed by the Governor, others remain active but still require action by the legislature. Of those that passed, the following mandates are of interest to the Board:

HB 375 adds mental health awareness and response training to the list of in-service mandates required tri-annually for non-probation officers and requires these to be incorporated into the BLE.

SB 1843 reinstates the Commission on Police Professionalism to review issues of licensing, police authority, and training. Once again, it will be composed of legislators, officers, union representatives, ISP and the Board. It requires us to prepare a report by the end of 2018.

HB 1895 requires the Board to incorporate information on officer stress and police experiencing PTSD into the BLE.

Of those bills that didn't pass but remain on our watch list, HB 2591 also known as SB 1328 drastically rewrites the way in which additional fees are added and collected with criminal fines. Board staff participated in complicated negotiations to make sure that the Camera Grant and Surcharge Funds were not eliminated and pushed hard for some

protections if revenues do not meet the anticipated levels. We expect further revisions to address other stakeholders but are ready for to this move forward if required.

Finally, SB 1581 is the initiative of the truckers and farmers associations to reduce the amount owed to the Surcharge Fund and Camera Grant Fund when trucks receive an overweight citation. Thanks to the quick action by the MTUs, we were able to demonstrate an overwhelming opposition from the law enforcement community. This bill was successfully stalled before its final action and is likely to wither as deadlines pass. Nevertheless, if there is any movement and we need to voice concerns again we will certainly reach out to Board members and MTUs to get the opinions of law enforcement on the record.

Director Fischer added that this most recent legislative session was an interesting experience, as well as a challenge, and he wanted to state before the Board and thank the Board staff, namely John Keigher, Jennifer Wooldridge, Kelly Griffith, as well as many others, who spend a tremendous amount of time tracking these bills. John spends a lot of hours tracking and attending committee hearings, putting forth a lot of effort, and he appreciated all of the hard work involved. When the Board sends out an email to Board members and MTUs, asking for support in submitting witness slips and contacting legislators, we get a great response, which really means a lot. He thanked everyone who took the time to respond to those requests, and the departments around the state who do so, as well.

X. PROGRAM PROGRESS REPORTS AND CONCEPTS

- A. Illinois Law Enforcement Executive Institute (Susie Nichols)
 - 1. Executive Institute
 - a. Curricular Activities
 - b. Web-Based Learning & Social Media
 - c. Publications
 - d. Special Projects & Programs
 - e. Technical Assistance, Research & Grants
 - f. Calendar
 - 2. Federal Homeland Security Grant/Illinois Terrorism Task Force
 - a. Funding
 - b. Law Enforcement Mutual Aid Committee
 - c. 2017 Initiatives

Susie Nichols gave highlights of the 5th annual Women in Criminal Justice conference held recently in Normal, IL. She announced that many of the training mandate classes are currently online on the online training network and are available, free of charge to all law enforcement in the State of Illinois. Executive Institute staff is working on a couple of very significant research projects, currently, as well. In addition, they are co-hosting the Crisis Intervention Training Conference in Normal in July, and she thanks Jennifer Wooldridge and Joanne Kurt-Hilditch for all of their work on putting that conference together. She is currently waiting on the Homeland Security budgets for FY17. Currently, the Board has approximately \$300,000.00 for Homeland Security

training through the Mobile Team Units. They are in the process of hiring a program manager who will oversee that project after Jeff Fritz left last December. They should have someone onboard by September.

- B. A Statewide System of In-Service Training (ASSIST) Program
(Pat Hahn)
 - 1. Status Report FY17

- C. CIT Training Update
(Jennifer Wooldridge)
 - 1. Status Report FY17

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

- E. Part-Time Training Program
(Jan Allen)
 - 1. Progress Report

- F. Information Technology Program Updates
(Dan Sluga)

- G. Sexual Assault Guidelines & Training Project Report
(Kelly Griffith)

Kelly Griffith reported briefly on the status of the Sexual Assault Training. PA 99-801, the Sexual Assault Incident Procedure Act, changes a lot of procedures and policies for law enforcement when handling sexual assault/sexual abuse cases, as well as mandates training for law enforcement. The training mandate requires trauma-informed, victim centered training for the handling of sexual assault/sexual abuse crimes for both BLE and in-service training. The current 560 BLE now includes the required training, and meets the mandate. For the in-service training mandates, all law enforcement officers are required to receive this trauma-informed, victim centered training; then there is an additional training mandate for those who will be investigating sexual assault/sexual abuse crimes. The Board has been working with the Attorney General's office and the Executive Institute in developing the in-service training curriculum. The Executive Institute will be providing an online version of the training, and the MTUs will be providing the curriculum via classroom. The outline for the training curriculum has been submitted to the Executive Institute so that they can begin work on the online training. The online training should become available in early 2018. For the specialized investigators' training, the Board is working with the Attorney General's office on development of a Train-the-Trainer course, which is also required under the new law. The Train-the-Trainer course should be available later this fall or early winter. Once the Train-the-Trainer courses are completed, the investigator training will get underway through the MTUs in early 2018.

Motion was made by Noble, seconded by Watson, and carried by all present to recommend approval of the program reports in items A-G (located in Tabs H-N of the Board book).

XI. UNFINISHED BUSINESS

A. PTI Update

Fischer gave an update on the construction of the new Academy facility narrated during the playback of a video taken by drone on the screen at the front of the room. Areas of interest pointed out were the dormitory building to house 60 in a dormitory setting on the first floor, and 30 on the second floor in a hotel setting, with furnishings and linens all provided, turn-key ready for recruits. Also of interest was a training building with offices, mat room, classroom for 60-80, and scenario rooms, as well as the 20 lane indoor range, and parking for 100. A running track will go around the outside perimeter of the buildings and parking lot. The dorms are expected to be completely finished inside within a month.

John Keigher briefly reported that the Board has been moving forward with the agreement with WIU for the Academy in Decatur, which generally outlines our intentions from both sides as to how the academy will operate. We are still going back and forth ironing out all of the details. After speaking with Susie about it just yesterday, he believes we will have some finality with the agreement in the coming weeks.

B. Howard Buffett Foundation Update

Fischer stated that he did not have much to add other than to reiterate that the Board has maintained contact with Tony Romano, the contractor at the new Academy, and that he has been exceptional in allowing staff to go over and tour and take photos of the progress. Romano reports that everything has gone very well with the construction and they are even a little bit ahead of schedule.

C. Direct Tuition Reimbursement

Keigher advised that he is still working on a general direct tuition agreement that would be applicable to all of the academies if they wish to pursue that option, something that can be expanded upon from previous experience and what worked and didn't work for the existing agreements. Nevertheless, there are always some complications. Krein and he have just recently received the revised templates from the Comptroller's office and are making sure that everything in the agreement matches up with what the Comptroller will be expecting with the most recent revisions. Plans are to make it a multi-year agreement so that the Academies can rely upon it with a bit more certainty. This would require supplemental agreement to be signed off on annually, since the Comptroller would need to see some actual expense figures to set aside sufficient funds. We would be a little more confident rolling this out if the State had a budget in place, however we want to make sure the template agreements can be signed while we await that funding to arrive.

D. Body Camera Guidelines

Fischer reported that since we are getting receipts coming into the camera grant fund bringing the balance up to the level needed to begin the program, we have begun looking at our requirements on the body cameras. We broke it down into three areas: policy-driven guidelines, grant requirements, and reporting requirements from departments to the Board. Since the last meeting, a task force has been assembled, consisting of Chiefs, Sheriffs, Labor, and Board staff. The group has met and discussed goals and direction. The group wants the Board to come up with some different materials to review and tweak what we currently have in place for the in-dash videos. We are currently working on this process, with Lya Ramos, our intern from WIU. Miss Ramos has already done a considerable amount of work on research, reaching out to various agencies, and setup a survey to send out to gain additional information. Once that has been completed, we will compile and review that information and consider it when finalizing the guidelines and requirements.

XII. NEW BUSINESS

Schlaf commented that there is a function of the Board that we don't talk about much, which is that the Board office is a place where anyone in law enforcement in Illinois can call for assistance or information. He believes that Board members may not have any idea the number or variety of calls that Board staff field on a daily basis. He wanted to say thank you to each of the staff members across the board, from the switchboard, all the way on up to the Director, for their hard work and daily assistance to callers, as it reflects positively on the Board.

Noble commented that he has heard from the Northern Chiefs that they have a growing concern that there are not enough seats available in basic training academies. They are being put on waiting lists when they try to enroll their officers in basic, and seem to be getting the same results from all of the academies across the state. He asked Director Fischer if there was any game plan for ensuring all officers receive basic training when needed.

Director Fischer responded that Board staff has been getting the same questions and inquiries about the growing waiting lists for BLE. There are a number of different elements at play in the situation. Staff has been looking at the issue and making a plan for some time. Once the Decatur facility is completed and an agreement is finalized, having an academy operational in that facility will obviously help a great deal. PTI has also committed to do a 560 BLE beginning in August, as well. Director Fischer has made it a point to visit all of the academies and meet with their Directors, and knows that the ISP Academy may be suspending their BLE classes for local officers as they run new cadet classes through the end of this year. With all of those elements, Board staff is working on making some sort of recommendation to the Board or Executive Committee in the near future as to how to handle the situation.

XIII. PUBLIC INPUT

Schlaf reported that discussion and consideration on a motion to adopt verbiage on public input will be deferred to the next full Board meeting.

There was no public input.

XIV. FYI

Schlaf stated that an article on ARIDE training grant funds was located under Tab O of the Board books. There were no additional comments.

XV. ANNOUNCEMENTS

A. **Curriculum and School Standards Advisory Committee Meeting**
September 20, 2017, Decatur, IL

B. **Joint Finance and Legislative and Executive Committee Meeting**
September 20, 2017, Decatur, IL

C. **Quarterly Board Meeting**
September 21, 2017, Decatur, IL

D. **Crisis Intervention Team Training Statewide Conference**
July 19-20, 2017, Bloomington-Normal Marriott Convention Center & Hotel

Director Fischer commented that when he was visiting all of the academies across the state, Tom Fleming from Cook County Sheriff's Academy indicated that he plans to retire after 38 years. He thanked Fleming for being a positive representative on the Board and keeping the academy intact and working smoothly. On behalf of the Board, he wanted to thank him and wish him well in his retirement.

XVI. ADJOURNMENT

Motion was made by Watson, seconded by Calloway, and carried by all members present to adjourn the meeting at 9:55 a.m.

