

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

**MINUTES OF THE QUARTERLY BOARD MEETING
President Abraham Lincoln Springfield Hotel, Springfield, IL
September 22, 2016**

I. PUBLIC MEETING ANNOUNCEMENT

The September 22, 2016 quarterly meeting of the Illinois Law Enforcement Training and Standards Board was held in Springfield, Illinois, and was called to order at 9:00 a.m. by Chairman Valerie Salmons. The public meeting announcement was read by Ellen Petty.

II. PLEDGE OF ALLEGIANCE

Chairman Valerie Salmons called for a moment of silence to recognize fallen Illinois officers. Sheriff Pat Hartshorn led the group in the Pledge of Allegiance.

III. ROLL CALL – ESTABLISHMENT OF QUORUM

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

Board Members Present:

Village Manager Valerie Salmons
Sheriff Pat Hartshorn
Chief Tim Becker
Chief Brian Fengel (arrived 10am)
Chief Jan Noble
Mayor Timothy Nugent
John Schlaf
Sheriff Richard Watson
Paul Williams
Ron Blumenfeld for Circuit Clerk Dorothy Brown (arrived at 9:30am)
Maria Rangel for Sheriff Thomas Dart
Keith Calloway for Superintendent Eddie Johnson
Cameron Eugenis for Attorney General Lisa Madigan
Director Michael Schlosser
Director Leo Schmitz

Board Members Absent:

City Manager Tim Gleason
Mayor Laurel Lunt Prussing

Staff Present:

Brent Fischer, Executive Director

Eric Pingolt, Deputy Director
John Keigher, Chief Legal Counsel
Kelly Griffith, General Legal Counsel
Ellen Petty, Personal Assistant to the Executive Director
Laura Baker, Administrative Assistant
Lennora Burnom, Curriculum Liaison
Jan Allen, Part-Time Training Coordinator
Denise Matthew, Grant Accountant
Scott Schaefer, Field Representative
Lee Ryker, Field Representative
Cora Beem, Manager of Mandated Training
John Krein, Chief Financial Officer
Jennifer Wooldridge, Manager of Operations and Special Projects
Pat Hahn, Manager of In-Service Training
Dan Sluga, Information Technology Manager

Others Present:

Chaley Hausle, Police Training Institute
Meg Hedrick, Police Training Institute
Michael Missey, St. Clair County Sheriff's Department
David Hayes, Mobile Team Unit #14
Van Muschler, Southwestern Illinois College Police Academy
Doug Fargher, Mobile Team Unit #1
Tod Dowdy, Mobile Team Unit #9
Penny Abbott, Mobile Team Unit #9
Jill Ward, Mobile Team Unit #9
Mike Oyer, Mobile Team Unit #7
Jim O'Grady, Illinois State Police
Ernie Ashby, Illinois Retired Officer Concealed Carry/Mobile Team Unit #10
Richard Fonck, Mobile Team Unit #16
Jill Marr, Mobile Team Unit #16
Beth Pinter, Mobile Team Unit #5
Terri Newbill, Mobile Team Unit #13
Robert Siron, Mobile Team Unit #8
Jeffrey Chapman, Chicago Police Department Education and Training
Chris Campbell, Illinois State Police
Tom Reasoner, Mobile Team Unit #3
Laz Perez, Suburban Law Enforcement Academy
Kenton Manning, Illinois Retired Officer Concealed Carry/Mobile Team Unit #10
Donald Gladden, Mobile Team Unit #2
Julie Smith, Mobile Team Unit #2
Deborah Alms, Mobile Team Unit #2
Ellen Todroff, Mobile Team Unit #15
Mike Norrington, Mobile Team Unit #15
Allyson Clark-Henson, Chicago Police Department
Randy Wilson, Illinois Law Enforcement Alarm System

Bob Brislan, Wicklander-Zulawski & Associates
Jeffrey Fritz, ILETSB Executive Institute
Susan Nichols, ILETSB Executive Institute
Len Mendoza, Mobile Team Unit #4
Jason Stamps, University of Illinois at Chicago Center for Public Safety & Justice

IV. INTRODUCTION OF NEW BOARD MEMBER

Brian Fengel, Chief of Police, Bartonville

Chairman Salmons indicated that Chief Fengel had a prior engagement which prevented him from being in attendance at the beginning of the meeting, and that she would introduce and welcome him later in the meeting.

V. INTRODUCTION OF GUESTS AND VISITORS

VI. APPROVAL OF MINUTES

- A. Curriculum and School Standards Advisory Committee Meeting
(June 1, 2016)
- B. Joint Meeting of the Executive Committee and
Finance and Legislative Committee
(June 1, 2016)
- C. Regular Quarterly Board Meeting
(June 2, 2016)

Motion was made by Watson, seconded by Williams, and carried by all members present to approve the minutes in A, B, and C, as presented.

VII. REPORT OF STANDING AND ADVISORY COMMITTEES

- A. Meeting of Curriculum and School Standards Advisory Committee
September 21, 2016 (Tab E)
(Williams, Committee Chair)

Chairman Paul Williams gave a brief overview of topics which were discussed at the meeting the previous day.

Motion was made by Williams, seconded by Becker, and carried by all members present to approve the in-service training and the outside classes recommended for certification.

- B. Finance and Legislative Committee, September 21, 2016
(Salmons/Hartshorn, Committee Chairs)
- C. Executive Committee, September 21, 2016

(Salmons, Committee Chair)

The Finance and Legislative and the Executive Committee reports and recommendations were given throughout the remainder of the meeting.

VIII. EXECUTIVE MATTERS

A. Financial Items

1. Fiscal Information
(Through September 16, 2016)
 - a. TACCSF Receipts
 - b. TACCSF Balance
 - c. Projected Academy Enrollments

Board members received a handout with the financial statements. John Krein gave a verbal report on fiscal matters from March through August, 2016, encompassing the end of FY16 and beginning of FY17.

Chairman Salmons asked how the projected increase in the number of officers trained by Chicago P.D. will affect the Board's finances. Krein stated that he would need exact figures, but that Chicago P.D. had been training between 400-500 officers each year for the past few years, and ILETSB's current cost is approximately \$250,000 for each 100 Chicago P.D. officer's trained. Due to the substantial increase in the Board's Grant in Aid line item for FY17, this would help us to offset any additional cost for Chicago P.D. officers trained. The \$16,000,000 Grant in Aid amount approved for FY17 brings us in line to where the line item would have been if increases had been implemented annually by the three previous Governors.

Motion was made by Hartshorn, seconded by Noble, and carried by all members present to approve the financial report.

2. FY17 Budget Summary

Krein continued with his verbal report, stating that it is traditional at the September Board meeting for the Board to approve full year funding for the Mobile Training Units and direct training contracts for the Media Resource Center, Executive Institute, Crisis Intervention Training, Chicago In-Service Training, Computer Crime Institute, and trainings conducted by the various professional associations in the state. This year's budget contains a sizeable increase for the Mobile Training Units, the first real increase for training in years, helping to both offset the loss of the death certificate surcharge funds and also bringing their training budgets up to where they would have been had they not been held to the prior years' training budget amount for the past thirteen years.

Motion was made by Schlaf, seconded by Watson, and carried by all members present to approve full year funding for the Mobile Training Units and direct training contracts for the Media Resource Center, Executive Institute, Crisis Intervention Training, Chicago In-Service

Training, Computer Crime Institute, and trainings conducted by the various professional associations in the state.

B. Staff and Personnel Issues

Director Fischer recognized the number of office staff present at the meeting, since it was being hosted in Springfield. He also praised the staff for working well together with the budget and legislation and all of the current projects going on. He introduced Kelly Griffith, who has been hired on as General Counsel since the June meeting, to assist with all of the legislative mandates and curriculum changes.

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

Motion was made by Nugent, seconded by Becker, and carried by all members present to approve the waivers as presented.

D. Legislative and Litigation Update

John Keigher gave an update on recent legislation and litigation to include the following:

The most important piece of legislation passed since the last meeting was SB 2047 (PA 99-524). Although referred to as the “stopgap” budget we were happy to see that the General Assembly provided the Board with full FY17 funding and even included certain amounts for FY16 expenditures while other agencies received only partial funding.

As an update on SB 1304, the Body Camera Bill, despite seeing a good portion of the monies swept by the stopgap budget, we are happy to see the balance in that fund is back up around \$1 million as of the date of this meeting. At yesterday’s Executive meeting, the Director announced the formation of a special commission to aid in gathering feedback in order to develop rules and guidelines so that the program truly meets the needs of the agencies in the state.

SB 3096 has been signed into law. This bill requires the Board to work with the Attorney General’s office and Illinois State Police to develop special training for sexual assault investigators and updates for general officers and recruits. Board staff have participated in several meetings already, and appear to be on track with the mandates of the legislation.

HB 5538 requires the Board to revise its basic and in-service training on domestic violence to address psychological issues as well. Much of what this bill requires is already in place and the objectives of the new 560 course have been updated to ensure that these elements are included.

HR 1410 is a recently filed resolution encouraging changes in the manner in which police officers are trained so that there is a greater focus on de-escalation, cultural sensitivity, and

community engagement. We will reach out to the sponsor if this measure gains traction in the legislative cycle.

Regarding litigation, we still have the case of Henrichs v. Board. This is the IROCC case filed by members of Cook County's "Court Services" division. Plaintiffs have recently amended their complaint to incorporate the ruling of a recent case from the DC circuit that they believe helpful. Nevertheless, the AG's attorneys representing the Board have filed a motion to dismiss and we expect a ruling next month.

Fields v. Dart: This is an EEOC age discrimination case in which the Board was listed as a defendant but cannot be sued in this capacity as it was not the plaintiff's employer. A motion to dismiss has been filed and we expect a ruling soon.

IX. PROGRAM PROGRESS REPORTS & CONCEPTS

- A. Illinois Law Enforcement Executive Institute
(Susie Nichols)
 - 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 gave a verbal report on funding status for Homeland Security training through the MTUs and School and Campus Safety program. Information was shared about a 3-6 month leadership fellowship program through WIU, the Blue and You program developed under a grant from the Department of Justice, and a white paper on use of force, coming soon, with some recommendations for the Board. The Executive Institute's will be entering its 25th year of service. Watson commented that the Board often overlooks the Executive Institute and all of the work they do, but that the officers he has sent to the Executive Institute's classes and forums always come back to him and brag on Susie and Jeff Fritz. He thanked them for doing a great job. Susie thanked the Board and all of her staff for their support and hard work.

- B. A Statewide System of In-Service Training (ASSIST) Program
(Pat Hahn)
 - 1. Status Report FY16
 - 2. Status Report FY17
- C. Specialized Training Programs
(Jill Weber)
 - 1. IDOT Grants Update
 - 2. Traffic Crash Reconstruction
- D. Part-Time Training Program
(Jan Allen)

1. Progress Report
- E. Federal Homeland Security Grant
(Susan Nichols)
 1. Funding
 2. Illinois Terrorism Task Force Meetings
 3. ITTF Training Committee
 4. Western Illinois University ITTF Projects
 - F. Information Technology Program Update
(Dan Sluga)

Motion was made by Hartshorn, seconded by Noble, and carried by all members present to approve the reports under items A-F, as presented.

X. PUBLICATIONS

- A. IADLEST Reciprocity Handbook (2015)
- B. IADLEST Forum Proceedings
- C. ILETSB Milestones

Director Fischer reported that he felt that these publications were important for the Board members to have for reference, as they show how Illinois stands in comparison to the other states with training and reciprocity. In addition, the Forum Proceedings include information on the 21st Century Task Force discussions by other POST Directors across the country. Finally, the Milestones document prepared by Board staff shows the history, change and growth of the Board, beginning in 1961, up to present-day.

XI. UNFINISHED BUSINESS

- A. PTI Update

Director Fischer reported that talks have been taking place between the Board and the University of Illinois about transitioning the academy to the new Macon County facility over the coming year. There have been a number of conversations with the administration and Chancellor's office, as well as with Senators Rose, Bennett and Representative Ammons. These have all been positive and productive conversations. They can all see the benefit of what the Buffett Foundation is allowing. However, they do want the opportunity to continue with the research component, and that is what we are going to continue to do. Things have been going very well with the University. At Chairman Salmons's direction, PTI Committee Chairman John Schlaf listed the other members of the PTI Committee: Pat Hartshorn, Tim Gleason, Laurel Lunt Prussing and Jan Noble, expressing appreciation for the efforts of all of them.

- B. Howard Buffett Foundation Update

John Schlaf gave an update on this project. Since the Board directed Director Fischer to go ahead and enter into an agreement with the Buffett Foundation at the June Board meeting, to pursue the construction of the new Macon County specialized training facility, that is exactly what has taken place. Since then, there have been a series of meetings, almost on a daily basis, involving a number of different stakeholders, toward the goal of trying to make this agreement happen. The agreement required extensive work from legal counsel to bring a viable agreement together. Each of the parties involved had to jump through some very unique hoops to make the agreement happen. The agreement was signed by Director Fischer on August 31st. Schlaf recognized the efforts of John Keigher, Board staff, and Director Fischer on their work on this agreement.

John Keigher commented that both Board staff and Buffett Foundation staff worked together to meet the State's requirements and come up with an agreement agreeable to everyone involved. The gift from the Buffett Foundation was structured into two segments. The land is to be deeded to the Board first, so that construction can begin and deed can be recorded. Then, the building will be constructed and granted to the Board separately. This will meet the overall goal of being able to accept the gifts of both the land and the building. Both State of Illinois attorneys and Buffett Foundation attorneys agreed that this was a workable solution, noting that it had never been done before and set a new precedent to take advantage of this unique donation clause that was written many years ago. Representatives from the Governor's office were also satisfied with the agreement.

Director Fischer thanked John Schlaf and John Keigher for their tremendous work and tireless efforts in making this project a success. Chairman Salmons commented on the win-win situation afforded by the new facility, allowing the U of I to continue with their research capabilities, as well as provide a state of the art facility for the young men and women going into the law enforcement field.

C. CIT Update

Director Fischer commented that CIT has been a very much a heavily requested course and Jennifer Wooldridge has worked on both a state and a national level to help develop this gold star curriculum. Wooldridge gave a verbal update, stating that this year, the Board is funding forty-six CIT trainings, statewide. There are also some exciting updates coming in the near future. The Board is working with DuPage County Sheriffs' Office to approve a region-specific curriculum for a pilot program in that area. A survey will soon be going out to law enforcement administrators throughout the state to give feedback on the current CIT program and its implementation at their agencies. With the help of the Executive Institute, there will soon be Advanced CIT, CIT Refresher, CIT for Veterans, CIT for Juveniles, CIT for Corrections, CIT for Dispatchers, as well as an 8 hour Mental Health Awareness class with a CIT spin. At the suggestion of CIT International, the Board will be hosting a 1 day CIT Coordinator Conference next summer, which will help put Illinois at the forefront in statewide CIT training.

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

Director Fischer advised that the Board is still going through the audit process. All requested documentation has been forwarded to the auditors. The auditors have been in the office during the past week, doing some interviews as part of the process. The Board will be updated once the process is complete.

E. Annual Ethics Training

Jennifer Wooldridge reminded Board members to send in their annual ethics training by December. There are only a few that have not yet returned their paperwork.

XII. NEW BUSINESS

- A. 560 Hour Basic Law Enforcement Curriculum
1. Timeline Update
 2. Implications on Part-Time Basic Training

Director Fischer gave an update on the new curriculum, introducing Jason Stamps, Associate Director for the Center of Public Safety and Justice from University of Illinois at Chicago, asking him to give an overview on the status of the curriculum project.

Stamps introduced himself, stating that he had been working on the project since 2015, while the project itself, began in 2013. He gave a PowerPoint presentation to the Board and guests, giving some details of the new curriculum, matrix, sample course outlines, and the process and timeline involved in the project's development. The matrix and course outlines will be sent out to the Academies in the very near future, so that they can begin planning their 2017 course schedules. The exam test bank is nearly completed. They had hoped to roll out the curriculum in January 2017, but with the addition of some new laws, such as the Police and Community Relations Act which require additional competencies to be added, the date has been pushed out further. Board staff, Kelly Griffith and Cora Beem, have been working closely with Stamps on getting the curriculum completed. The final, completed curriculum will be presented to the Board by the December meeting, with an implementation date of June 1, 2017.

Cora Beem reported that this would allow academies to do two offerings at 480 and two offerings at 560 during 2017, if they choose to do so. This would also allow the MTUs to begin a new Part-Time Officer Basic Training class the first part of January, and it would be finishing up in June and July, as the current test banks will still be active through the end of July.

Motion was made by Watson, seconded by Noble, and carried by all members present to implement the new 560 Hour Basic Law Enforcement Curriculum effective June 1, 2017.

B. Direct Tuition Reimbursement

Director Fischer advised that the Board has received some additional requests for direct training reimbursements, and the Board staff will be reviewing these requests to make a recommendation for a vote at the December Board meeting. He believes that, after discussing

the matter with Board staff, it would be advantageous to approve these requests and move more in that direction, due to a decrease in paperwork and improvements in the financial process of paying direct tuition reimbursement as opposed to individual claims by departments. The academies benefit from getting the payment of tuition up front. The agencies benefit by not having to make the payment and submit a claim for reimbursement to the Board. Direct tuition would mean a more even distribution of funds from the Surcharge Fund throughout the year, rather than 500 individual reimbursement requests coming in for payment at the end of the year. In addition, having one tuition payment going out to an academy, instead of a great number individual reimbursements to departments, cuts down drastically on paperwork internally. This would work much more smoothly for the Board, the academies, and the departments, overall. It would be a win-win for all parties involved. This also helps us keep a more accurate picture of the TACCSF balance throughout the year.

Fischer reported that the Board would be meeting with the academies interested in direct tuition and workout agreements with them for approval at the December Board meeting.

INTRODUCTION OF NEW BOARD MEMBER (continued)

Chairman Salmons introduced and welcomed the newest member of the Board, Chief Brian Fengel of Bartonville P.D., who had arrived during the previous discussion. Director Fischer read Chief Fengel's biography before the Board. Chairman Salmons presented Chief Fengel with his Board badge.

C. Tuition Increase Request

Director Fischer reported that the Board had received a request from one of the Academies for a tuition increase for Basic Training Academy, as well as indications from other Academies that they were interested in a tuition increase as well. Due to the upcoming curriculum update, the Board understands that there will be increases to be considered. The Board staff will look at these requests individually and make recommendations on those requests to this committee at the December Board meeting.

D. Mandated In-Service Training Update

Director Fischer asked Pat Hahn to give a verbal report to the Board on the guidelines he has developed for in-service training mandates, as well as the recommendation for the policy change. Members were provided with the guidelines which have been developed by Board staff. Hahn reported that the Police and Community Relations Improvement Act included a number of training mandates that went into effect in January of this year. This applies only to in-service training, not training provided by the basic law enforcement. Every year, officers must train in use of force and legal updates; and every three years, in human rights, civil rights, constitutional use of law enforcement authority, procedural justice, and cultural competency. The Board was waiting on recommendations from the Commission on Police Professionalism, also created by the Act. However, it does not appear that they are going to make any recommendations on in-service training, and they are focusing mainly on licensing. The good news is that the MTUs and Executive Institute are already providing training in many of the

topics outlined in the Act in the 2500+ courses that they provide throughout the state, and have been providing for years. Therefore, he would like to propose that the Board use the system already in place, by allowing MTUs and Executive Institute to vet and certify courses that meet the guidelines set forth by the Board for each of the training mandates, and new courses that are developed. This ensures quality control and would allow for both current courses and new courses which meet the training mandates to be approved by the Board, through the MTUs, Executive Institute, and Curriculum Committee. Departments that conduct in-house training courses would simply have to work together with their local MTU to have the courses certified as meeting the mandate guidelines under the Board. This process would work much like the current process used for the Lead Homicide Investigator certification ongoing training. It is possible that some courses may overlap and meet multiple mandates, according to the guidelines. This would be marked on the application for certification to the Board. This supports the MTU system, and the Executive Institute. The Board is asked to implement a policy stating that when determining minimum in-service training requirements that an Illinois police officer must satisfactorily complete, only Board Certified courses that comply with Board approved guidelines will be considered. This would be tracked through LETM, the database MTUs use to track training, and certificates printed through that program would indicate which training mandates were met with each class. Since the law went into effect in January, and we are playing catch-up, this would be effective immediately. MTUs can go back through all of the courses offered since January 1, 2016, to request retroactive certification for those meeting the guidelines for the various training mandates.

Motion was made by Watson, seconded by Hartshorn, and carried by all members present to approve the following policy: When determining minimum in-service training requirements that an Illinois police officer must satisfactorily complete, only Board Certified courses that comply with Board approved guidelines will be considered.

XIII. PUBLIC INPUT

XIV. ANNOUNCEMENT (Tab N)

Curriculum and School Standards Advisory Committee Meeting
Chicago, Illinois
December 7, 2016

Quarterly Board Meeting
Chicago, Illinois
December 8, 2016

XV. ADJOURNMENT

Motion was made by Watson, seconded by Becker, and carried by all members present to adjourn the meeting at 10:22 a.m.