

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

**MINUTES OF THE CURRICULUM AND SCHOOL STANDARDS
ADVISORY COMMITTEE MEETING**

**Embassy Suites, 1000 Conference Center Drive • East Peoria, IL 61611
December 5, 2018**

I. CALL TO ORDER/ROLL CALL/ESTABLISHMENT OF QUORUM

The December 5, 2018 meeting of the Curriculum and School Standards Advisory Committee was called to order at 2:05 p.m. by Chairman Paul Williams at the Embassy Suites Hotel and Conference Center in East Peoria. Roll was called by Ellen Petty, and a quorum of committee members was established.

Members in attendance:

Paul Williams
Timothy Becker
David Clague
Robert Copley
Brian Fengel
Jeffrey Chapman for Eddie Johnson
Timothy Nugent
J.W. Price
Akil Smith for Leo Schmitz (arrived at 2:10 p.m.)

Members absent:

Sheriff Thomas Dart

Staff in attendance:

Brent Fischer
John Keigher
Ellen Petty
Pat Connolly
Pat Hahn
John Krein
Kelly Griffith
Denise Matthew
Laura Baker
Dan Sluga
Scott Schaefer
Jan Noble
Kevin Baxter
Lee Ryker

Others in attendance:

Michael Missey, St. Clair County Sheriff's Academy
William Strayer, Sangamon County Sheriff's Department

Mike Schlosser, Police Training Institute
 Jill Ward, MTU 9
 Penny Abbott, MTU 9
 Jean Swan, MTU 7
 Mike Oyer, MTU 7
 Tom Reasoner, MTU 3
 Deborah Alms, MTU 2
 Beth Pinter, MTU 5
 Kevin Koontz, MTU 12
 Len Mendoza, MTU 4
 Richard Fonck, MTU 16
 Amber Shaffer, MTU 4
 Susie Nichols, Executive Institute
 Heather Hotz, Executive Institute
 Derek Carle, Executive Institute
 Van Muschler, Southwestern Illinois College Academy
 Mary Melchor, Clerk of the Court, Cook County
 Tony Maxison, Eureka College Police Dept.
 Tyler McCoy, Peoria County Sheriff's Office
 Tim Gleason, Board Member
 John Schlaf, Board Member
 Kim Cramer, MTU 15
 Chuck Doan, MTU 15
 David Rednour, MTU 15
 Tod Dowdy, MTU 9
 David Hayes, MTU 14
 Brad Oyer, MTU 13
 Christina Stephen, MTU 13
 Keith Calloway, Chicago Police Department
 Tramell D. Henderson, Chicago Police Department
 Robert Siron, MTU 8
 Doug Fargher, MTU 1
 Bob Crouch, MTU 10
 Cara Dasher, MTU 10
 Dan Ryan, Leland Grove Police Department
 Kenton Manning, IROCC, MTU 10
 Tom Schneider, Macon County Law Enforcement Training Center Academy

II. RECERTIFICATION OF BASIC LAW ENFORCEMENT COURSES

A. BASIC LAW ENFORCEMENT COURSE

1. Chicago Metro Police Academy

January 7, 2019	-	May 10, 2019
May 13, 2019	-	September 13, 2019
September 16, 2019	-	January 18, 2020

Chicago Basic Recruit Training Program

December 17, 2018	-	June 14, 2019
February 18, 2019	-	August 18, 2019
March 18, 2019	-	September 18, 2019
April 16, 2019	-	October 16, 2019
May 16, 2019	-	November 16, 2019
June 17, 2019	-	December 17, 2019
July 16, 2019	-	January 16, 2020
August 16, 2019	-	February 16, 2020
September 16, 2019	-	March 16, 2020
October 16, 2019	-	April 16, 2020
November 18, 2019	-	May 18, 2020
December 16, 2019	-	June 16, 2020

2. Cook County Sheriff's Police Academy

January 7, 2019	-	April 26, 2019
May 6, 2019	-	August 23, 2019
September 2, 2019	-	December 20, 2019

3. Illinois State Police Academy

January 13, 2019	-	April 18, 2019
April 7, 2019	-	July 11, 2019
September 5, 2019	-	December 19, 2019

4. Police Training Institute

January 21, 2019	-	April 25, 2019
May 20, 2019	-	August 22, 2019
September 16, 2019	-	December 19, 2019

5. Macon County Law Enforcement Training Center Academy

February 3, 2019	-	May 10, 2019
June 2, 2019	-	September 6, 2019
August 8, 2019	-	November 22, 2019

6. Southwestern Illinois College Academy

March 7, 2019	-	June 14, 2019
August 5, 2019	-	November 8, 2019
December 9, 2019	-	March 27, 2020

7. Suburban Law Enforcement Academy

January 7, 2019	-	April 12, 2019
April 1, 2019	-	July 5, 2019
June 24, 2019	-	September 27, 2019
September 16, 2019	-	December 20, 2019

Motion was made by Nugent, seconded by Clague, and carried by all members present to certify the listed 2019 Basic Law Enforcement academy courses.

BASIC LAW ENFORCEMENT COURSES – THREE YEAR PROJECTION

CY19	CY20	CY21	
12	12	12	Chicago Police Academy
3	3	3	Cook County Sheriff's Police Academy
3	3	3	Illinois State Police Academy
3	3	3	Macon County Law Enforcement Training Center Academy
3	3	3	Police Training Institute
3	3	3	Southwestern Illinois College Police Academy
4	4	4	Suburban Law Enforcement Academy
31	31	31	

The above numbers represent the number of Basic Law Enforcement classes approved by the Board that each academy can offer in a calendar year.

B. **RECERTIFICATION OF BASIC CORRECTIONS COURSES**

1. Cook County Department of Corrections Academy
 - February 25, 2019 - May 31, 2019
 - April 8, 2019 - July 26, 2019
 - June 10, 2019 - September 20, 2019
 - June 24, 2019 - October 11, 2019
 - August 5, 2019 - November 22, 2019
 - September 30, 2019 - January 3, 2020
 - October 21, 2019 - February 14, 2020

2. Macon County Law Enforcement Training Center Academy
 - May 19, 2019 - June 21, 2019
 - October 6, 2019 - November 8, 2019
 - November 13, 2019 - December 20, 2019

3. Police Training Institute
 - January 7, 2019 - February 8, 2019 (*Sangamon*)
 - April 8, 2019 - May 10, 2019 (*Sangamon*)
 - September 9, 2019 - October 11, 2019 (*Sangamon*)
 - February 18, 2019 - March 22, 2019 (*DuPage*)
 - July 29, 2019 - August 30, 2019 (*DuPage*)
 - October 14, 2019 - November 15, 2019 (*DuPage*)

4. St. Clair County Sheriff's Correctional Officer Training Academy
 - January 7, 2019 - February 8, 2019
 - April 1, 2019 - May 3, 2019
 - July 8, 2019 - August 9, 2019
 - October 7, 2019 - November 8, 2019

Motion was made by Becker, seconded by Fengel, and carried by all members present to certify the listed 2019 Basic Corrections academy courses.

BASIC CORRECTIONS COURSES – THREE YEAR PROJECTION

<u>CY19</u>	<u>CY20</u>	<u>CY21</u>	
7	7	7	Cook County Department of Corrections Academy
3	3	3	Macon County Law Enforcement Training Center Academy
6	6	6	Police Training Institute
4	4	4	St. Clair County Sheriff's Correctional Academy
20	20	20	

The above numbers represent the number of Basic Corrections classes approved by the Board that each academy can offer in a calendar year.

III. MANDATORY FIREARMS TRAINING

“Board approved Basic Law Enforcement and Correctional Training Academies and the Mobile Team Units are the only facilities authorized to conduct the Mandatory Firearms Training Course, and only Mobile Team Units are authorized to conduct the Mandatory Firearms Training Waiver Course.”

Motion was made by Clague, seconded by Nugent, and carried by all members present to reaffirm the Board's policy on Mandatory Firearms Training.

IV. LISTING OF IN-SERVICE, ADVANCED AND SPECIALIZED COURSES REQUESTING CERTIFICATION/RECERTIFICATION

Motion was made by Nugent, seconded by Copley, and carried by all members present to certify/recertify the list of in-service, advanced and specialized courses for 2019.

V. LISTING OF LEAD HOMICIDE INVESTIGATORS 32-HOURS APPROVED CONTINUING EDUCATION COURSES REQUESTING CERTIFICATION/RECERTIFICATION

Motion was made by Clague, seconded by Price, and carried by all members present to certify/recertify the list of LHI 32-hours approved continuing education courses for 2019.

VI. UNFINISHED BUSINESS

A. LAW FOR POLICE CURRICULUM

Susie Nichols reported that the Board has been working on updating its Law for Police curriculum from the present 65-hour online course to 115 hours. The newly updated course will meet most, if not all of the legislated annual training mandates. The course

is set to go live on January 2, 2019 through the Online Learning Network. At this point in time, the training will be offered exclusively online and on demand, with no classroom option available for this particular course, due to the use of this course as a waiver condition for out of state reciprocity and/or officers with an extended break in service. An outline of the 24 topics covered and hours for each topic was handed out to committee members.

Susie introduced new Executive Institute employee Heather Hotz, who is now responsible for all of the online training getting entered into LEDI and indicated that the OLN training will be updated in LEDI every two weeks from now on, to enable agencies to easier and earlier identify any mandated training deficiencies for their officers.

Motion was made by Copley, seconded by Chapman, and carried by all members present to approve the updates to the Law for Police curriculum.

B. TRANSITION COURSE CURRICULUM & FUNDING

Kelly Griffith reported that staff is still in the process of working on this course to updated it from the current 80-hour version. This is the course required for a waiver when an officer goes from part-time employment to full-time employment. With the update of the BLE from 400 to 560 hours, this course needs to be updated with the new training material now covered in the BLE. We're not yet ready for approval of the revisions in a final format, but a listing of all of the topics to be included in the updated curriculum was handed out to committee members. The plan for the update is to add 40 hours of online training in advance of the 80 hours of training in an academy setting, thereby adding additional training on these topics without adding another week in the academy. This would also help keep associated training costs down. Staff hopes to have a formal proposal ready for approval at the March meeting.

Griffith went on to state that there have been questions posed to the Board regarding the need to have a transition course, since both the part time and full-time academies use the same 560-hour curriculum. She indicated that the rationale for the transition course, recommended by Justex back when the part-time basic training program was still in its infancy, was that to move from the part-time to full-time, the officer should experience the immersion of a full-time academy setting which is never experiences with the part-time basic training model. The 80-hour transition course allows for that full immersion in an academy setting. This concept is also being looked into further, as the curriculum revision process goes on.

Director Fischer expanded on the rationale to say that the part-time academy is half online training, and many part-time officers work very few irregular hours. This transition course would serve as both immersion and refresher to get those officers where they need to be to work in a full-time position. In addition, he recommends that the cost of the transition course not be eligible for reimbursement, since the Board would have already reimbursed the agency for the officer's part-time basic training. He indicated that the idea has also been discussed of setting a minimum number of hours worked as a part-time officer be set before the officer would be eligible to transition to full-time status. These are some of the issues that will be discussed, researched, and

finalized before the March meeting, when approval of the revised program will be requested.

Griffith thanked Susie and the Executive Institute team and Van and SWIC for being a part of this revision and updated process.

C. SEXUAL ASSAULT TRAUMA-INFORMED ONLINE TRAINING CURRICULUM

Nichols reported that this training will also be available starting on January 2, 2019 through the online learning network. This is an 8-hour class, and they are anticipating over 15,000 officers will take advantage of this training which will meet the legislated mandate for training on this topic.

D. SEXUAL ASSAULT INVESTIGATION GUIDELINES WITH CONSIDERATIONS FOR VICTIMS UNDER AGE 13

Griffith noted that a bill (PA 100-910) was passed which goes into effect in January 2019, which requires that the sexual assault investigation guidelines include special considerations for victims under the age of 13. Pursuant to the new law, an additional guideline has now been added to the previously approved document. A copy of the revised guidelines was included in the Board book for all members. This additional language has already been added to the online training and will be taught starting in January. The additional language has already been sent to the approved Sexual Assault trainers who attended the Train-the-Trainer courses during 2018.

Motion was made by Price, seconded by Fengel, and carried by all members present to approve the updates to the Sexual Assault Investigation Guidelines with the considerations for victims under age 13.

E. SCHOOL RESOURCE OFFICER CURRICULUM

John Keigher reported that the Board has all of 2019 to develop and approve a curriculum for School Resource Officers, so that by 2021, those officers can obtain that special certification for serving in that role. Data collection and research has already begun and curriculums of nationally recognized training providers in this topic are being reviewed. A team is being assembled to work on this project at the moment. This team will begin meeting early in 2019, so that recommendations can be rolled out at least halfway through the year to allow for a waiver process, similar to that of the lead homicide investigator waiver process, to take place before the 2021 deadline.

F. ANNUAL NARCOTIC DETECTION CANINE REQUALIFICATION PROGRAM

Pat Connolly reported on the draft policy packet handed out to all committee members, briefly touching on the background of the program and the update process, as well as the contents of the packet, which created a new requalification process, standardized screening station apparatus, evaluation parameters, updated testing forms, and remediation requirements for those who fail the annual requalification.

Motion was made by Clague, seconded by Price, and carried by all members present to approve the policy on the annual narcotic detection canine requalification program.

VII. NEW BUSINESS

A. CRISIS INTERVENTION TEAM 16-HOUR REFRESHER CURRICULUM

B. CRISIS INTERVENTION TEAM 24-HOUR JUVENILE CURRICULUM

John Keigher gave a brief overview of these two curriculums for the optional CIT training courses which were included in the Board book by Jennifer Wooldridge. These curriculums were prepared with the aid of state and national CIT experts. A pre-requisite for attendance at both of these classes is having previously attended the 40-hour Basic CIT course.

Motion was made by Price, seconded by Chapman, and carried by all members present to approve the two new CIT curriculums presented.

VIII. NEXT BOARD MEETING DATE AND LOCATION

December 6, 2018
East Peoria, Illinois

IX. NEXT CURRICULUM AND SCHOOL STANDARDS ADVISORY COMMITTEE MEETING DATE AND LOCATION

March 13, 2019
Springfield, Illinois

X. ADJOURNMENT

Motion was made by Nugent, seconded by Price, and carried by all members present to adjourn the meeting at 2:33 p.m.

