

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

**MINUTES OF THE QUARTERLY MEETING OF THE ILLINOIS
LAW ENFORCEMENT TRAINING AND STANDARDS BOARD
Marriott Hotel & Conference Center, 201 Broadway Avenue, Normal, IL
December 12, 2019**

I. CALL TO ORDER & PUBLIC MEETING ANNOUNCEMENT

The December 12, 2019 meeting of the Illinois Law Enforcement Training and Standards Board was called to order at 9:00 a.m. by Chairman Gleason. The public meeting announcement was read aloud by Ellen Petty.

II. ROLL CALL – ESTABLISHMENT OF QUORUM

Roll was called by Ellen Petty, and a quorum of voting members was established.

Members in attendance:

Tim Gleason
John Schlaf
Timothy Becker
Marlon Harvey for Dorothy Brown
Rob Copley
Marie Rangel for Thomas Dart
Pat Hartshorn
Kevin Johnson for Charlie Beck
Josh Ward for Brendan Kelly
Timothy Nugent
J.W. Price
Cameron Eugenis for Kwame Raoul
Paul Williams

Members absent:

David Clague
Valerie Salmons
Richard Watson
Rob Jeffreys

Staff in attendance:

Brent Fischer
Kelly Griffith
Ellen Petty
Eric Pingolt
Lee Ryker
Laura Baker
Jan Allen
Kevin Baxter

Lya Ramos
Andrew Oldfield
Patrick Connolly
Glen Bell
Keith Wallace
Keith Calloway
Forrest Ashby
Pat Hahn
Scott Schaefer
Jan Noble
Denise Mathew
Jill Wieland
Brenda Swires
Fred Kientzle

Others in attendance:

Robert Siron, MTU 8
Marcus & Donna Hargrett, Cook County Sheriff Retirees
Michael Missey, St. Clair County Sheriff's Department
Ernie Ashby, IROCC
Allyson Clark Henson, Chicago P.D.
Brad Oyer, MTU 13
Chad Larner, Decatur P.D./Macon County K-9 Academy
Doug Fargher, MTU 1
Van Muschler, Southwestern IL College Police Academy
Tod Dowdy, MTU 9
Joe Prosser, DuPage County Sheriff
Randy Wilson, ILEAS
Richard Fonck, MTU 16
Akil Smith, Illinois State Police
Nathan Brown, Executive Institute
Heather Hotz, Executive Institute
Susan Nichols, Executive Institute
Len Mendoza, MTU 4
Amber Shaffer, MTU 4
John Reynolds, MTU 4
Brian Fengel, MTU 7
Mark Edwards, MTU 12
Jeffrey Chapman, Chicago P.D.
Tad Williams, Macon County Law Enforcement Training Academy
Tom Reasoner, MTU 3
Ron Skrip, Wicklander-Zulawski & Associates
David Hayes, MTU 14
Scott Williams, MTU 14
Rob Kosack, Bloomington P.D.
Penny Abbott, MTU 9
Greg Elliott, MTU 5
Beth Pinter, MTU 5
Deborah Alms, MTU 2

Chuck Doan, MTU 15
John Bennett, MTU 15
Bill Strayer, Sangamon County Sheriff's Department

III. PLEDGE OF ALLEGIANCE

Chairman Gleason led the Board in the Pledge of Allegiance.

IV. MOMENT OF SILENCE FOR FALLEN OFFICERS

Chairman Gleason called for a moment of silence for fallen officers.

V. INTRODUCTIONS OF GUESTS AND VISITORS

Chairman Gleason welcomed everyone and asked the guests and visitors in the audience to rise and introduce themselves to the Board.

VI. AWARDS

Appreciation Award

Chad Larner, Macon County Canine Training Academy

Director Fischer called Decatur P.D. officer and canine training subject matter expert Chad Larner up to the front of the room to recognize and thank him for his work on the Board's drug detection canine training program updates over the past couple of years.

Distinguished Service Award

Len Mendoza, Mobile Team Unit #4

Director Fischer called Len Mendoza up to the front to present him an award for his significant contributions and years of service having just retired after 10 years as Director of MTU #4.

25th Anniversary Recognition Award

Suburban Law Enforcement Academy at College of DuPage

Director Fischer recognized Suburban Law Enforcement Academy at College of DuPage for their 25th anniversary as a certified academy in Illinois. In the absence of Director Jim Volpe at the Board meeting, he will present the award to him next week at their anniversary celebration.

VII. APPROVAL OF MINUTES

- A. Curriculum and School Standards Advisory Committee Meeting
September 11, 2019

B. Finance and Legislative Committee Meeting
September 11, 2019

C. Quarterly Board Meeting
September 12, 2019

Chairman Gleason called for approval of the September minutes.

Motion was made by Becker, seconded by Price, and carried by all members present to approve all 3 sets of minutes from September 2019.

VIII. REPORT OF STANDING AND ADVISORY COMMITTEES

A. Curriculum and School Standards Advisory Committee

1. December 11, 2019

Paul Williams went over the agenda and topics discussed by the committee the previous afternoon. The list of BLE, BCO, PTBLE, and other Board course offerings were approved for 2020. The MFT policy was re-affirmed. The lists of in-service, advanced, specialized, and LHI continuing education courses were approved for certification.

He noted that quite a bit of time was spent on the School Resource Officer curriculum and policies and went over some of the background on the passage of HB 2925 now known as Public Act 100-0984. The bill requires the Board to establish a course and certification program for SROs and requires all officers who are formally serving as SROs to obtain that training (or a waiver) by January 2021. The act required the Board to work with the Shriver Center out of Chicago, together with input from stakeholders and interested parties to develop the course. The process began in January of 2019 with roundtable discussions including current SROs, Chiefs and Sheriffs who employ SROs, school administrators, community advocates, parent groups, trainers, and Board staff.

It became clear that the general consensus was that SROs need to be trained in youth communication, recognition of hardships and disabilities, threat recognition and response, and the intricacies of Illinois juvenile laws, to establish which juveniles are afforded special protections under the law. Board staff conducted research of the requirements of others states, worked with the Executive Institute on threat response, discussed curriculum and best practices with local and national trainers, and got feedback from officer organizations most affected by the statute. The Board also reached out to Chicago and other jurisdictions who have already taken significant steps to increase this sort of training and developed methods to accommodate and recognize those preliminary steps as we move forward with creating new requirements.

Ultimately, it was determined that officers who had previously attended a recognized School Resource Officer course may be eligible for a waiver if they also attended a Basic Juvenile course and an Active Threat Response course. These elements became the building blocks of the course being presented today.

Under this structure, officers will have two options to obtain an SRO certification. They can either attend the ILETSB curriculum certification course or attend the Board-certified courses in the three topic areas. The certificate will be valid for two years, and may be renewed with a continuing education requirement of at least one update course in the three topic areas within those two years. We anticipate that this will function similarly to the existing Lead Homicide Investigator certification program.

Finally, officers will be required to have at least three years of experience from their initial date of hire before they can serve as an SRO, as well as have a clean background free of disciplinary concerns, and have an interest in serving the community. There would be a five-year experience requirement for part-time officers.

The course presented today contains the basic three standard topics of instruction required for any vendor seeking to conduct this course around the state, and affords instructors a great deal of flexibility to embellish and expand in the areas they desire.

The curriculum committee approved the Board's preliminary SRO program policies and curriculum as presented.

Also approved were the guidelines for the new Officer Wellness and Reporting Child Abuse and Neglect tri-annual in-service training mandates for all officers. Chairman Williams asked Pat Hahn to go over the content of those guidelines.

Hahn advised that the General Assembly passed two new in-service training mandates to begin January 2020, and the proposed guidelines for those two new mandate topics were listed under Tab E in the Board book. The tri-annual Officer Wellness mandate (P.A. 101-0215) would include both mental health and suicide prevention as well as financial wellness. MTUs currently offer financial wellness courses since financial difficulties lead to a great deal of stress and family problems that ties into that job-related stress down the road. Physical health and fitness are also included.

Hahn continued explaining that Reporting Child Abuse & Neglect is also a tri-annual mandate (P.A. 101-0564). The guidelines are based largely upon what is already being taught in the BLE curriculum. The Executive Institute also already had similar online training, though they are now in the process of updating it and tweaking it to meet the new mandate. It also has three various components: Abduction & AMBER Alert, Juvenile Court Act, and Abused and Neglected Child Reporting Act.

Becker asked if a certified SRO is on vacation and another officer has to fill in for them while they're out, is that officer required to be certified as well? Director Fischer said he believed that only officers who are "primarily assigned as an SRO" would need to be certified – so on officers whose primary duty is as an SRO would be required to be certified. Rangel asked if there was a form for requesting a waiver for this training. Fischer indicated that a waiver form would be made available.

Motion was made by Johnson, seconded by Rangel, and carried by all members present to approve the committee report.

B. Joint Finance/Legislative and Executive Committee

1. December 11, 2019

John Schlaf advised that the topics discussed by the committee the previous day will be presented throughout the course of this meeting's agenda.

Motion was made by Schlaf, seconded by Becker, and carried by all members present to approve the committee report.

IX. EXECUTIVE MATTERS

A. Financial Items

1. Fiscal Information
(Through November 25, 2019)
 - a. TACCSF Receipts
 - b. TACCSF Balance
 - c. Projected Academy Enrollments & Tuitions

Denise Matthew went over the fiscal information contained in Tab F of the Board books. Deposits for the first five months of FY20 were listed, totaling \$6.3M, compared to \$7.1M at the same time in FY19, a significant drop in deposits from last year.

FY20 camera grant fund deposits have also dropped nearly \$120,000 from this time in FY19. Receipts for both funds have been up and down during the first five months, but October and November have gotten markedly worse.

She went on to explain the process of how funds are deposited into our account and how we are notified of those deposits, as well as the random nature of the timing and amounts of those deposits, making projections very difficult, if not impossible.

Chairman Gleason stated that this is a very serious issue, and asked Director Fischer to share some of the steps that have been taken to try to figure this out and the impacts that can be expected on the training we provide.

Director Fischer stated that we knew that the fee bill had changed the formula as of July 1st, so we have been tracking deposits on a daily and weekly basis to see how they were coming in. At first, we were still holding our own, but then the first of October hit and the deposits took a dive. Deposits have been lower than they have ever been in the past, and have been coming in sporadically, as well. We have been calling everyone we can to try and get this resolved.

After some calls to several county clerks around the state, they are seeing this same thing on the local level, but also indicated that they were still collecting on old cases under the old formula, so it could be that the early months were not as bad due to deposits from the old formula being included in those figures. For some clerks, however, their local collections appear to be better than they were before July of this year, which goes against what we have been seeing with our deposits. Denise has been

reaching out to GOMB and the Treasurer's office and is waiting for return calls to figure out if it is simply a temporary issue with confusion about the new schedule.

The initial sponsors of the fee bill which put the new schedule in place are no longer in office. The person who took it over after they left is now a judge in Chicago. So, we have no one out there to reach out to in order to help us resolve this problem. We are reaching out to our legislative contacts to see if we can get someone interested in picking up this bill and addressing these issues. The new schedule sunsets at the end of 2020, after 18 months, and when it ends, it does not automatically revert back to the old formula, but goes away altogether. The fee bill also allowed judges to waive 100% of fees for those going through the criminal justice system who are below the poverty threshold as it stands in Chicago (which is much higher than in downstate), and the clerks report seeing a lot of waivers being allowed, which will also effectively cut down on deposits in the fund. The new bond bill eliminates cash bonds, and if there is no bond to be forfeited to pay fees and fines, they may not ever get collected.

We are in a bit of a panic at this point, because we owe the academies and the Executive Institute and the MTUs, but there is no money in the fund to cover those expenses. It has been very difficult to get a call back when reaching out to the current administration, but efforts are being made on a daily basis to try to resolve the situation.

Denise went on to report that projected academy enrollments are based upon actual enrollments thus far for the year and projected claims for cost at current tuition rates. Projected combined BLE and BCO tuition reimbursements for FY20 is \$10.15M.

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

2. FY19 Public Accountability Report & Reimbursements
3. FY21 Fiscal Information

Due to the extension of the lapse period, the deadline for the Public Accountability Report was also extended, so it is not yet available at this time, but will be provided at the next meeting.

GOMB requested that 2 separate budgets be submitted for FY21, one the same as FY20 with only increases to personnel line items to cover insurance, retirement, step raises, COLA, etc. Those figures were actually provided for us by GOMB. We were also allowed to include the cost to provide any additional mandated training. With those figures, we had a slight increase. \$24.7M was our total budget for FY20, and this added \$2.8M to that amount for a total of \$27.5M for FY21 for that scenario. For the second scenario, we were asked to decrease our budget across the board by 6.5%. We were still allowed the increases provided to us in the personnel line items and mandated training, but the overall amount must show a 6.5% decrease from FY20's budget. That scenario resulted in a decrease of \$1.6M, or \$23.1M for FY21. She did receive word just a week prior that we were being instructed to submit the budget for scenario 1, which showed the overall increase.

The Auditor General's office concluded their audit for FY17 & FY18, and final responses to findings were submitted to them on Monday. We will provide the final report as soon as it becomes available to us.

Director Fischer added that earlier this year, there was an Executive Order by the Governor to create the JEO Initiative, and it was to be put under the control of the Lt. Governor's office. There were several agencies that were listed as being included in that initiative, and ILETSB was one of those agencies, along with ICJIA and others. He believes it is important to keep everyone informed that as we have been making phone calls to anyone who can help us out with our financial woes, we are getting reluctant responses back from those individuals because it is stated that we are now under the Lt. Governor's portfolio. We now seem to be funneled to the Lt. Governor's office for a great many things, as everyone seems to be under the impression that we are now under their authority due to this Executive Order. It has been a difficult situation because in 54 years of existence, this Board has always been independent and has never been "assigned" to any other agency for oversight. We do have Governor appointed members, but have always operated independently. He just wants to make the Board aware of this development and the obstacles we have been experiencing as a result.

Chairman Gleason indicated that if there are notable updates regarding the Board's financial situation prior to the March meeting, those will be shared with the Board.

B. Personnel Updates

Director Fischer reported that we do have a number of changes in personnel to announce. First, our former head of HR has left to take a position with the Coroner Training Board on November 15th and Lya Ramos has been hired to replace Anthony as our new HR Manager and FOIA Officer, and has been doing a great job since taking over that position.

Andrew Oldfield was hired on November 1st in the IT Department, a position we have needed to get filled for quite some time. Andrew was formerly the CIO at the Department of Labor, where he worked for five years.

We did hire an Executive Assistant who only worked for us for a couple of days to assist the various managers in the office, but she decided to go back to her previous position. At this time, that position is up in the air.

A Grant Manager position has been posted to hire someone whose primary responsibility will be the administration of the Cameral Grant, which would be incredibly helpful. We are still working that process at this time.

There is another possible IT position to be filled down the road, but no action has yet been taken on that at this time.

Fischer asked John Reynolds to stand up to be recognized as the new Director of MTU 4, having been appointed to take over that position after Len Mendoza's retirement. John is a retired Chief of Police from East Moline.

Director Fischer asked Deputy Director Pat Connolly to stand. Pat has accepted a position to go to the Illinois Department of Corrections effective January 1st, to head up their training division. He thanked Pat, on behalf of the Board, for all of his efforts in the revision and update of the part-time law enforcement basic training program and the drug detection canine training program and work with the academies, and wished him all the best in his new endeavor.

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

Motion was made by Nugent, seconded by Eugenis, and carried by all members present to approve the waiver disposition quarterly report.

D. Legislative and Litigation Update

Kelly Griffith reported that the General Assembly returned for veto session last month, but addressed very few bills, none of which were directly related to the functions of the Board. At this time, there is no filed legislation for next session that is of interest, but we will continue to monitor bills and legislative actions for any changes to the Police Training Act or our funding sources.

Additionally, the Board is not currently involved in any litigation.

X. PROGRAM PROGRESS REPORTS AND CONCEPTS

A. Illinois Law Enforcement Executive Institute

1. Executive Institute
2. Federal Homeland Security Grant/Illinois Terrorism Task Force
3. Illinois Cannabis Regulation and Tax Act: A Practical Guide for Law Enforcement

Susie Nichols brought the Cannabis research guide to the Board's attention, which is the culmination of the Executive Institute's efforts over the last five months. She indicated that it would soon be updated with legislation that was just signed last week by the Governor. She introduced Nathan Brown, who was the lead researcher on the project, and who has been working in her office as a Graduate Assistant.

B. A Statewide System of In-Service Training (ASSIST) Program
and Specialized Training Programs

1. ASSIST Status Report
2. IDOT Grants Update
3. Traffic Crash Reconstruction

Pat Hahn indicated that his report was in the Board book and that he would be happy to answer any questions about his report that the Board may have and that he appreciates the efforts of the MTU Coordinators and their Advisory Boards. He did make note that due to the lack of funds, full second quarter payments could not be made, and second half of those second quarter payments will be released when the funds are available. All

of the MTUs are developing cost-saving plans in an effort to keep their doors open until the funding issue is addressed. In spite of the fact that there are two additional legislated training mandates beginning in January 2020, making a total of now a dozen in-service training mandates, he asks that the Board members be prepared for training numbers to drop considerably in next quarter's training reports due to the need to cancel training due to lack of funding. With additional training mandates being legislated every year, the lack of funding to offer that training is a very serious situation.

C. CIT Training Update

1. Progress Report

D. Part-Time Basic Training Program

1. Progress Report

Pat Connolly thanked Susie Nichols and her staff, as well as the MTU Directors and their staff for all of their continued hard work keeping the part-time basic training program operating smoothly.

E. Drug Detection Canine Certification Program

1. Progress Report

Connolly went on to report that there will be a more detailed report on the final phase of this project later in the meeting.

F. Information Technology Operations Program

1. Progress Report

Glen Bell advised that Andrew has been working on some added features for the LETM software used by MTUs to enter training information to report it to the Board. He gave a demonstration of these features to the MTUs yesterday afternoon, and the updates will go live on January 1, 2020.

Motion was made by Becker, seconded by Nugent, and carried by all members present to approve all of the program progress reports.

XI. UNFINISHED BUSINESS

A. Camera Grant Update

Kelly Griffith stated that at the close of October, the Board wrapped up its FY19 Camera Grant program by issuing final payments to several towns and counties.

While the Board initially approved the \$3 million appropriated for the 99 applicant agencies, ultimately, only \$2.45 million was reimbursed to 73 agencies, as many encountered grant eligibility obstacles or withdrew. This total expenditure reflects a 2.5% reduction from last year, but remains proportional to the number of agencies awarded. It's important to note that in this round, applying agencies must have been

fully compliant with the in-service training mandates to be eligible for a financial award, effectively setting the bar higher than in years past.

Ultimately, these funds went toward the purchase of 552 in-car cameras and 281 officer-worn cameras. This represents a slight shift in preference for in-car cameras over what we have seen in years past.

We continue to look for ways to improve the program by suggesting legislative revisions and assisting in the GATA process to the extent that we can. Additionally, we intend to bring an experienced grant coordinator aboard to act as a single point of contact and consolidate the roles now played by several staff members, as soon as funding allows.

In the end, while slightly fewer towns and counties applied for these funds the average amount requested has increased. This reflects the applications from Schaumburg, Rockford, Quincy, and several other larger departments that the Board was able to accommodate.

Staff anticipates that the FY20 application period will begin just after the new year and will remain open until June 2020.

B. Update on HGB Foundation, PTI Advisory Board and Western Illinois University Projects

Director Fischer reported that he has distributed a picture to the Board members that show the progression of the training campus in Decatur, he explained all of the features that were included in that aerial photograph, including the addition of a pond for water rescue and reclamation and a fire/rappelling tower, as well as expansion possibilities.

PTI Advisory Board met last on October 9th and it has been very helpful to sit down and meet with the PTI and U of I people to keep apprised of developments there. There will be some aviation developments at the airport, which will eliminate some of the old buildings formerly used by PTI. They are working out arrangements to build a new building near the existing range to accommodate the academy's needs formerly met by the Willard Airport facility.

On November 21st, he met with Susie and the new WIU President and Vice President in Macomb. The meeting went well and WIU is very committed to the Executive Institute and working with ILETSB and law enforcement. Plans are to meet bi-annually to keep up to date on developments there.

Gleason commended all involved in the MCLETC Academy campus, the other academies around the state, the MTUs, and the Executive Institute. He feels that the Board is leading the way in the corrections and law enforcement training industry in the nation and that it's really something to be proud of.

C. Annual Ethics Training for Board Members

Kelly Griffith reported that for both the annual ethics and sexual harassment prevention training, she is only missing a couple of forms from Board members, but expects to be fully compliant by the end of December.

D. Drug Detection Canine Program Update

Pat Connolly advised that the beta testing for the online legal course has been completed and bugs have been worked out so that the class will be ready to go live on January 1st. The online training, which is a 2-hour block of instruction, is mandatory for all drug detection canine officers. It is not mandatory for anyone else, but is available for anyone in the law enforcement community, including agency administrators. Six teams beta tested the entire Phase 2 data submission process and the glitches were addressed as they came up. With help from the IT department, the new webpage for the canine training program provides clear guidance through both the initial training and the annual requalification process. It appears that the January 1 launch date for all of the updated initial training processes is ready to go. He thanked everyone who contributed to this process over the past couple of years. 64 new teams have tested in 2019, and we anticipate even more new teams testing in 2020 because of the decision by some agencies not to imprint their dogs on cannabis. 19 of the new teams did not imprint on cannabis. 441 canine requalification tests have taken place in 2019. Nearly 90% of teams successfully passed the test on the first attempt which is right on track with where we expected to be.

Motion was made by Johnson, seconded by Price, and carried by all members present to approve the Drug Detection Canine program update.

E. Addition of Committee Members

Chairman Gleason advised that he would be reaching out to various Board members between this meeting and the March Board meeting to add members to the various committees, now that JCAR has been revised to allow for additional members. This will be an agenda item in March.

XII. NEW BUSINESS

A. UIS Curriculum Revision Contracts

Director Fischer advised that we have passed a hurdle in the efforts to doing a rewrite of the BCO and Court Security curriculums, having come to an agreement with University of Illinois at Springfield to work on this project. We have two new contracts with them, the first of which is the rewrite of the BCO curriculum, including a job task analysis to establish critical competencies for COs and CSOs to perform successfully on the job, and develop new curriculums for both BCO and BCSO, new certification exams and question banks, as well as a BCO reciprocity exam for COs coming in from out of state. The second contract is more or less a maintenance review/update of our 2017 560-hour BLE curriculum, MFT, Law for Police, & 80-hour Transition course updates.

XIII. PUBLIC INPUT

Chairman Gleason stated that we will now open up the floor for public comment. The Board asks that these comments remain under three minutes each, be relevant to the meeting, and remain respectful to all.

Marcus Hargrett, retired from Cook County Sheriff's Department, addressed the Board regarding IROCC and the presentation by Dan Hassinger at the September meeting, and his opinions on that presentation with regard to Cook County Sheriff's Department.

XIV. ANNOUNCEMENTS

- A. **Curriculum and School Standards Advisory Committee Meeting**
March 11, 2020, Springfield, IL
- B. **Joint Finance & Legislative and Executive Committee Meeting**
March 11, 2020, Springfield, IL
- C. **Quarterly Board Meeting**
March 12, 2020, Springfield, IL

XV. ADJOURNMENT

Chairman Gleason wished everyone a safe and happy holiday, thanked Len Mendoza for his service, congratulated Chad Larner on a job well done, and told Pat Connolly not to be a stranger. He then asked for a motion to adjourn.

Motion was made by Nugent, seconded by Becker, and carried by all members present to adjourn the meeting at 10:13 a.m.

