

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

MINUTES OF THE QUATERLY BOARD MEETING
Marriott Hotel & Convention Center ~ 201 Broadway, Normal, IL 61761

December 9, 2021
9:00 A.M.

I. CALL TO ORDER & PUBLIC MEETING ANNOUNCEMENT

The December 9, 2021 Quarterly Board meeting was called to order at 9:02 a.m. by Chairman Mitchell Davis.

II. ROLL CALL – ESTABLISHMENT OF QUORUM

Michelle Mlinar called roll, and a quorum of voting members was established.

Members in Attendance:

Mitchell Davis
Sean Smoot
Tim Gleason
John Idleburg
Ghida Neukirch
Timothy Nugent
Ricardo Pagán
LaDon Reynolds
Richard Watson

Designees in Attendance:

Antoinette Ursitti for David Brown
Michael Schassburger for Thomas Dart
Pat Connolly for Rob Jeffreys
Josh Ward for Brendan Kelly
Anthony Escamilla for Iris Martinez
John Carroll for Kwame Raoul

Members Absent:

J. W. Price

Staff in Attendance:

Keith Calloway
Anthony Cobb
Cherylynn Williams
John Keigher
Kelly Griffith
Ellen Petty
Michelle Mlinar
Kelly Ingram
Andrew Oldfield

Kortenay Templeton
Jennifer Wooldridge
Jill Wieland
Jeffrey Chapman
Kristina Shelton
Jan Noble
Lee Ryker
Fred Kientzle
Scott Schafer

Others in Attendance:

Heather Hotz, ILETSB-EI
Cindi Bricker, ILETSB-EI
Barend Wurth, ILETSB-EI

Eric Arnold, ILETSB-EI
Barb Wood, ILETSB-EI
Brenda Swires

Van Muschler, SWIC
Michael Schlosser, PTI
David Oliver, PTI
Joe Prosser, DuPage County
Sheriff/PTI
Jim Getz, MCLETC
Brad Clark, MCLETC Sangamon
County
Doug Coppotelli, MTU 1
Doug Pann, MTU 2
Joe Schweihs, MTU 3
Marty Schafer, MTU 3
John W. Reynolds, MTU4
Brian Fengel, MTU 7
Heather Grove, MTU 7
Jean Swan, MTU 7
Robert Siron, MTU 8
Penny Abbot, MTU 9
Jill Ward, MTU 9
JT Wooldridge, MTU 10
Kevin Koontz, MTU 12
Brad Oyer, MTU 13
Christina Stephen, MTU 13
David Hayes, MTU 14
Scott Williams MTU 14

Chuck Doan, MTU 15
Hilary Davis, MTU 16
Mariam Hamad, CPD
Allyson Clark-Henson, CPD
Michelle Watson, ILEAS
Randy Wilson, ILEAS
Tom Turek, DRE Coordinator
James Popovits, McHenry County
Sheriff's Office
Bruce Kettelkamp, Christian County
Sheriff's Office
Gary Caruana, Winnebago County
Sheriff's Office
Richard Ciganek, Winnebago County
Sheriff's Office
David Ernest, Boone County Sheriff's
Office
Shane Casey, Channahon PD
Mike McCammond, Loves Park PD
Shane Lynch, Loves Park PD
Greg Jury, Loves Park Mayor
Jon Mandrell, Sauk Valley Community
College
Nicholas Dale, Champaign Resident

III. PLEDGE OF ALLEGIANCE

IV. MOMENT OF SILENCE FOR FALLEN OFFICERS

Chairman Davis asked for a moment of silence for our fallen officers

V. INTRODUCTION OF GUESTS & VISITORS

VI. APPROVAL OF MINUTES

A. *Special Meeting of the Board (Open Session Only)*
September 8, 2021

B. *Curriculum and School Standards Advisory Committee Meeting*
September 8, 2021

C. *Joint Finance & Legislative and Executive Committee Meeting*
September 8, 2021

D. *Quarterly Board Meeting*
September 9, 2021

Motion was made by Smoot, seconded by Neukirch, and carried by all members present to approve the minutes of the Special Meeting of the Board (Open Session Only), Curriculum and School Standards Advisory Committee Meeting, and the Joint Finance & Legislative and Executive Committee Meeting all from September 8, 2021, and the Quarterly Board Meeting from September 9, 2021.

Antoinette Ursitti asked for a motion to amend the meeting minutes from September 9, 2021 at 9:00 a.m. to show herself as a designee in attendance representing Superintendent David Brown.

Motion was made by Ursitti, seconded by Smoot, and carried by all members present to approve the change to the September 9, 2021 Quarterly Board Meeting Minutes.

VII. REPORT OF STANDING ADVISORY COMMITTEES

A. *Curriculum and School Standards Advisory Committee – LaDon Reynolds*

Reynolds reported in yesterday's meeting Cheryllynn Williams, Deputy Director of Training, provided an update on the increase in the academy courses being held in 2022. There will be 36 Basic Law Enforcement courses, seven Part Time Basic Law Enforcement courses, 20 Basic Correctional Officer courses, four Part-time to Full-time Transition courses and a Basic Arson Investigator course. She reported for the law enforcement courses, this represents an increase of 10% over what was projected last December - and over 35% of what was actually conducted in 2021. This should help to eliminate the backlog of recruits trying to get into classes during COVID. We approved the 2022 Basic Law Enforcement courses, Basic Corrections courses, Part-Time Basic Law Enforcement courses, the Transition Course and the Basic Arson Investigator course.

Kelly Griffith gave an update on the Mandatory Firearms Training Curriculum revisions and explained the subject matter experts are reviewing suggestions from basic academy staff. They are close to having the curriculum updated and plan to bring a draft of the materials for Board review at the March Board meeting. Kelly read the Mandatory Firearms Training Policy Re-Affirmation to the committee and the motion to approve passed.

The committee approved the In-Service, Advanced and Specialized courses for the Mobile Training Units, Executive Institute, and the ILETSB CIT training and School Resource Officer courses. Additionally, the Cook County Sheriff's Department and Illinois Department of Corrections In-Service Specialized courses were approved. The committee also approved the Lead Homicide Investigator In-Service Specialized courses.

Kelly Griffith updated the committee on the Part-time to Full-time Transition course curriculum revisions. The recommendations made by the UIS Project for Public Safety and Justice approved earlier this year by the Board included a recommendation to form a working group to review the course and make suggested revisions and updates to the course. A working group of Van Muschler, Michael Schlosser, Charlene Moe, Cindy Jones, Heather Hotz, Cheryllynn Williams and Kelly Griffith met and discussed the specific UIS recommendation to create an on-line pre-requisite course for the two week in person training for those part-time officers who received the 400 hour Basic Law Enforcement academy training. She said the working group agreed the recommendation was valid since those who attended the 400 hour Part-Time Basic Law Enforcement academy did not receive the additional hours and courses that are offered in the current 560 hour Basic Law Enforcement course. The Executive Institute has the ability to create the on-line pre-requisite course and the working group will continue to meet to further discuss specific content. The working group hopes to present material at the March Board meeting.

John Keigher gave an update on tuition and class size recommendations for the 2022 Academy classes. There are no tuition adjustments for this year but we anticipate increases for the next year after we see how the SAFE-T mandates increase actual costs. The Board will review the standard increase request forms and make any updates before they are due next year. A handout of the requested classes and current tuitions will be provided at Thursday's meeting.

Mitchell Davis advised the committee that some agencies are concerned that the Police Law Institute (PLI) monthly legal update is only getting credit for the legal update mandate. Kelly Griffith and Keith Calloway described the PLI legal update to the committee and explained that the legal update mandate seemed appropriate given the content and the length of time it takes to review the material.

Chairman Davis also mentioned that the PERF ICAT course has a lot to offer in the area of crisis intervention and response tactics. He has recently attended their train the trainer program and believes that it may be helpful to our academy directors as they consider options for meeting the new SAFE-T Act requirements.

Motion was made by Smoot, seconded by Neukirch, and carried by all members present to approve the Curriculum and School Standards Advisory Committee report.

B. *Joint Finance & Legislative and Executive Committee*

Combined report under C. Special Personnel Committee

C. *Special Personnel Committee*

Committee Chairman Smoot stated he would combine his report on items B and C. The Joint Finance & Legislative and Executive Committee met yesterday. Our new CFO, Kristina Shelton, reported the financials and Smoot asked that we move for approval on her presented items later in the meeting. The Committee also received a Legislative and Litigation update from John Keigher. Ellen Petty, our HR and Labor Relations Manager, gave an update on personnel. The Committee did discuss modifying the 104 (Job Description) for the Executive Director. The Committee also received a body camera update from John Keigher. Keigher also gave updated information regarding the SAFE-T Act, and stated we requested modifications to the SAFE-T Act bill which were not passed. It is anticipated the Board will pursue the modifications again as we do not have the personnel or the space to operate as needed after the first of the year.

Motion was made by Idleburg, seconded by Watson, and carried by all members present to approve the Joint Finance & Legislative and Executive Committee report and the Special Personnel Committee report.

VIII. EXECUTIVE MATTERS

A. *Financial Items – Kristina Shelton*

1. *FY21 Final Expenditures/FY22 Expenditures through November 15, 2021/ Cash Flow Analysis for Funds*

Shelton introduced herself as the new Chief Fiscal Officer for the Board. She stated there are three financial reports prepared for review under TAB G in the Board Book; FY21 Final Expenditures, FY22 Expenditures, and Cash Flow Analysis for all three of our Funds. The Cash Flow Analysis report includes Fund 365: Camera Grant Fund, Fund 517: Police Training Intern Fund, and Fund 879: Traffic and Criminal Conviction Surcharge fund. Since this report has been completed the final payments to the MTU's that can be made without Board action have been sent.

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

2. *Approval of the FY22 Full Budget for the MTU's & Direct Training Awards*

Traditionally the Board approves half of the budget in the summer and half at the December meeting. This time we are asking for the full budget to be approved so we can make full year payments to the MTU's.

Motion was made by Smoot, seconded by Idleburg, and carried by all members present to approve the FY22 Full Budget for the MTU's & Direct Training Awards.

B. *Personnel Matters – Ellen Petty*

Petty stated her report is under TAB H in the Board Book. She introduced our newest employees: Kristina Shelton our new CFO, Cherylynn Williams our Deputy Director of Training, and Scott Heston our new Cook County Field Rep.

Petty pointed out that with the jobs currently posted and upcoming positions we do not have the office space, equipment or vehicles to accommodate them.

Jill Wieland, formerly from our Fiscal Department, has been promoted to Lead Certification Specialist. Petty is currently working on three jobs, and the new ASSIST Manager will start next week. There is a Network Administrator position posted that closes next week and the Grant Accountant, Jill's old position, will close today. We also have a GATA Grant Officer position posted as well.

Chairman Davis asked the new employees to stand as he welcomed them. He also asked the entire staff to stand so he could thank them for all of their hard work. Davis stated the Personnel Committee is putting out a search for a new Executive Director, he wants the records to reflect the fact that we are doing a nationwide search is in no way reflective of the job our current Interim Director is doing. Director Calloway came in during an extremely difficult time and is doing a tremendous job of getting us where we need to be. This Board is in no way dissatisfied with Director Calloway's performance we are just doing our due diligence and being transparent in everything we do.

C. *Law Enforcement/Corrections/Court Security Waiver Disposition Quarterly Report – Chairman Davis*

Motion was made by Watson, seconded by Smoot, and carried by all members present to approve the Waiver Disposition Quarterly Report.

D. *COVID-19 Extension Waivers – John Keigher*

Keigher stated since June of 2020 there has been a need to issue special extensions for officers not able to meet their training requirements due to academy availability under COVID restrictions. Under TAB I in the Board Book there is a list of officers who will require the extension, once approved we will make a proper notation in their file, and the notations will stay with each officer for future reference.

Motion was made by Nugent, seconded by Smoot, and carried by all members present to approve the COVID-19 Extension Waivers.

E. *Legislative and Litigation Update – John Keigher*

Keigher stated there are no new lawsuits to report. However there are three items to update the Board on.

A Southern Illinois sheriff recently received permission from his county board to take legal action against the Board due to the COVID restriction requirements we have in place. He apparently has had a few correctional officers removed from the academy. We have not received anything on this, but will update the Board with any new developments.

We have a pending case in front of the Human Rights Commission which was dismissed once, but is now back on some technicalities involving an officer who had some expunged records. He had been denied a waiver in the past and one more recently so the Attorney General is helping us file briefs on this and we expect a decision by the end of the month.

Finally, the Board is involved in a case regarding an alleged cheating issue. The Boards exams have been subpoenaed and the Attorney General has come in on our behalf to defend the protections afforded to those kind of sensitive documents.

HB 3512 – passed in the Senate but is sitting in the House, there is an opportunity to pass it in January. Most of the issues we raised a year ago have been addressed in this trailer bill, but additional items were added that were not ours and there are some complications. The key components of the bill are: 1) to expand the Review Committee to add two more members, one of which is another union member. 2) Any investigations that we refer back to the employing agency would have to report quarterly updates to us. 3) There were also some changes to the part time officer provisions regarding what they can do during training, and it incorporated language from our administrative rules into the statute. 4) It would require the Board to act on reactivation requests within 30 days, it important to note that most of the waiver requests we process are completed in less than five days. 5) Finally, it extended the effective dates

for several key provisions regarding certification, decertification, investigations and the review panel.

In the veto session there were some changes to the Healthcare Right of Conscience Act which has bearing on the COVID provisions, the changes will become effective January 1st and will have a bearing on several pending lawsuits.

New HB 4240 – This bill addresses the training for 911 Operators – specifically it requires mental health training for them. It is important to note this is a training the Board helped develop several years ago. This will have a bearing on our CIT officers and how they interact with 911 operators.

We are told the Spring Legislative session will be accelerated so we expect more of an update at our March meeting.

F. Chairman Remarks – Mitchell Davis

Chairman Davis opened by thanking the Director and staff for all they are doing. He stated the work by staff and the Board goes far beyond the meetings we have.

Legislative issues are the most consuming to the Board at this point. He encouraged everyone to contact us if they have questions or issues, stated the Board and staff would be glad to answer any questions as we are all just trying to get things right.

Davis commented there has been discussion regarding Academy expansion and how do we put things into place that are beneficial to everyone. We are looking into addressing the backlog at the academies and the issue of putting part time officers in places they aren't trained and ready for. Davis stated the Board will be forming a working group to work with the part time issues.

IX. PROGRAM PROGRESS REPORTS AND CONCEPTS

A. Illinois Law Enforcement Executive Institute – Heather Hotz

Hotz stated that over the last two months the Executive Institute has solidified three executive summits. At the end of 2020 the Executive Institute did a needs assessment with around 55 chiefs from across the state to see where they felt was a shortcoming of training. Their greatest need was recruitment and retention. The Executive Institute brought in a national expert and published author from Ohio to facilitate a summit on recruitment and retention on November 18th in Downers Grove. The class was full with a wait list, however, they were able to accommodate everyone and the speaker ranked a 4.96 out of

5.0. They are already in talks to bring him back in spring 2022 for another summit.

The Women in Criminal Justice Conference is coming up in Bloomington-Normal, Illinois on April 12-13.

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

Griffith stated TAB K, Attachment 1, shows for FY21 we awarded the MTU's \$6.2M and the total paid was just over \$4.7M. Attachment 2 shows the training activity for the MTU's for first quarter. Attachment 3 shows the FY22 payments, and Attachment 4 shows the Conditions of Award for FY22.

IDOT Grant update – we were awarded the same amount of money as previous years and the MTU's are holding classes.

C. *CIT & SRO Training Update – Jennifer Wooldridge*

Wooldridge stated CIT and SRO programs are going well. The full report can be found under TAB L in the Board Book.

D. *Information Technology Update – Kelly Ingram*

Ingram stated his report is located under TAB M in the Board Book. We are working to refresh our PC environment, we have applications in place for the SAFE-T Act requirements to make sure everything is in place by January 1st. Regarding turnaround time for new employees, Ingram stated that currently everything is done and ready to go prior to the employee coming in. OneNet provides Cybersecurity Awareness training to and is required by all employees. We are working to see if we can make the Cybersecurity Awareness training available to all Board members as well. Regarding Cyber Security Insurance, we are refreshing our firewalls and the new Network Administrator will be solely responsible for the security of the network.

E. *Part-Time Basic Training Update – Kelly Griffith*

Griffith stated the report is located behind TAB M and there is nothing to add to the report.

Motion was made by Smoot, seconded by Neukirch, and carried by all members present to approve all Program Progress Reports.

X. UNFINISHED BUSINESS

A. SAFE-T Act Update – John Keigher

Keigher stated we are moving ahead to get everything implemented as soon as possible. We did meet the July mandates with the mental health screening posting and the BLE changes that were required. Several items go into effect January 1st and our IT team is making sure the public and internal portals will be ready, including the Professional Conduct Database. The second stage of the SAFE-T Act deals with the investigation process, the certification review panel and the hearings that are required, and the verifications we are going to start doing for certifications and trainings. This is where we need additional staff, space, and equipment to get things moving.

B. Harassment & Discrimination Prevention Training – Kelly Griffith

Griffith reported the Board and staff is in 100% compliance with the Harassment & Discrimination Prevention Training.

C. Mental Health Screenings – John Keigher

One of the SAFE-T Act requirements was for the Board to establish state-wide mental health screening standards. It is not a requirement of the agencies to adopt the standards, but it is a mandate of the Board to create a model policy. Once the draft was sent out for review we received a handful of comments with helpful suggestions. Jennifer Wooldridge and John Keigher recently reviewed suggestions from mental healthcare providers other professionals currently working with law enforcement and they provided us with new perspectives to make things better. Due to this they will postpone presentation to the Board until possibly the March meeting.

D. Camera Grant Rules – John Keigher

Keigher stated the packet of handouts contains the Camera Grant Rules document they have been working on. Because the camera grant is a reimbursement grant we have to address things differently and there have been changes to rules throughout the years. Some of the key components to the updated draft is that it distinguished body cameras from car cameras, and it addresses the provision of the red light cameras and under the new rules red light agencies can be considered.

XI. NEW BUSINESS

A. Community Emergency Services and Support Act (988 Bill) – John Keigher

This is the new law that established the 988 number for those experiencing a mental health behavior. This helps the 911 dispatchers properly address these types of calls. This law may limit the role of CIT officers because under this law if it is a mental health call officers are not to be involved. We are working to address this with the bill's sponsors. Keigher read a portion of the position statement they are presenting to the stakeholders and would be willing to share the full statement with anyone.

B. POWER Test – Mike Schlosser

Schlosser presented a PowerPoint presentation on the POWER test. The POWER (*Police Officer Wellness Evaluation Report*) has not changed since 1987 and it consists of 4 components: sit & reach, sit ups, 1 max rep bench press and a 1.5 mile run. The standards for the test are based on age and gender, but there is no national standard for this test. We have a few options for change, but more research is necessary. One option is to continue to use or modify the Cooper Institute POWER Test. We could also do a validation study through a third party vendor using a criteria validation study or a transfer ability study. Another option is to apply other agencies absolute standards, or we could go to job task specific testing, or finally like some academies in the country just have no fitness testing for entry or exit. Schlosser gave a brief description of each option noting more research is needed before any changes are made.

Chairman Davis stated this is an ad-hoc committee and instructed them to continue their work under the umbrella of the Curriculum and School Standards Advisory Committee.

XII. PUBLIC INPUT

Greg Jury, Mayor of Loves Park. Mayor Jury spoke to the Board regarding the need for an additional Basic Law Enforcement Academy in northwest Illinois. They use downstate academies and it is becoming increasingly difficult to get his officers enrolled. He is asking the Board to consider the application for a new academy at Sauk Valley Community College.

Gary Caruana, Sheriff of Winnebago County. Sheriff Caruana spoke to the Board regarding the need for a new academy at Sauk Valley Community College. He has nine officers waiting and at this point he will not be able to get these officers on the street until late 2023 early 2024. They have a proactive approach to mental health, they have a CCRT team of co-responders with Rockford and Loves Park but they

need officers. They also work with the Peace Center in Rockford which deals with domestic violence and human trafficking.

John Mandrell, Vice President of Sauk Valley Community College. The mission of the college is to respond to the community needs. He is asking the Board to increase communications with them and to consider talking more about how they can help us with a new academy.

David Ernest, Sheriff of Boone County. COVID clearly set us back with academy availability, but this was an issue before COVID. His officer is currently number 96 on a wait list for entrance. He is asking the Board to expand existing academies or open a new academy. They are having issues with lateral transfers and cannot compete with \$20,000 signing bonuses.

Bruce Kettelkamp, Sheriff of Christian County. He is requesting the Board approve a waiver for Howard Buffet. Buffett serves as a part time voluntary officer for the county and is necessary to them because of his extensive law enforcement training and willingness to serve. Kettelkamp wanted more time and Chairman Davis offered him the ability to submit a written statement to the Board for further review.

Nicholas W. Dale, Resident of Champaign, Illinois. Dale asked to speak to harassment and discrimination. He stated a University of Chicago study shows *“Illinois is the second highest for public corruption and that comes right after Louisiana and Washington, D.C.”* He stated in regards to the Champaign Police Department, the Champaign County Sheriff’s Department, the Coles County Sheriff’s Department, the Charleston Police Department he personally feels there is some discrimination and harassment going on from what he has witnessed. He feels once he filed a grievance for regress and made his opinions known *“it seemed as if more officers were coming into my vicinity as I was driving”*. He is currently gathering his own evidence to present to the Board and intends to work with the FBI on the corruption.

Once Public Comments were completed Chairman Davis asked if the members had anything else to add. Tim Gleason asked to recognize Chief LaDon Reynolds and congratulated him on his nomination to become a Northern Illinois District US Marshall. Gleason wished a happy holiday to the Board members and to everyone on the job.

Chief LaDon Reynolds stated the community next to his, Forest Park, has just lost two officers due to health concerns and asked that we keep the families and communities in our thoughts and prayers.

XIII. ANNOUNCEMENTS

- A. *Curriculum and School Standards Advisory Committee Meeting*
March 2, 2022, Springfield Illinois
- B. *Joint Finance/Legislative & Executive Committee Meeting*
March 2, 2022, Springfield Illinois
- C. *Quarterly Board Meeting*
March 3, 2022, Springfield Illinois

XIV. ADJOURNMENT

Motion was made by Nugent, seconded by Smoot, and carried by all members present to adjourn the meeting at 10:44 a.m.

