

ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD  
500 S. 9<sup>th</sup> Street, Springfield, IL 62701

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

Swissôtel Chicago  
323 E Wacker Dr, Chicago, IL 60601

**December 6, 2023  
2:00 p.m.**

**I. CALL TO ORDER**

The December 6, 2023 Curriculum Committee meeting was called to order by Chair Ghida Neukirch at 2:03 p.m.

**II. ROLL CALL ~ ESTABLISHMENT OF A QUORUM**

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

**Members in Attendance:**

Ghida Neukirch  
Mitchell R. Davis III

**Designees in Attendance:**

Marlon Parks for Thomas Dart  
Steven Ryan for Latoya Hughes  
Chris Papaioannou for Larry Snelling

**Staff in Attendance:**

Keith Calloway	Sheryl Lloyd
Jim Bianchi	Michelle Mlinar
Kent Bragg	Jan Noble
James Buchanan	Paul Petty
Jeffrey Chapman	Lee Ryker
Anthony Cobb	Scott Schaefer
Hilary Davis	Brent Shownes
Stormie DeJaynes	Cheryllynn Williams
Pat Hahn	Barbara Wood
Scott Heston	Jennifer Wooldridge
John Keigher	

**Others in Attendance:**

Heather Hotz, ILETSB-EI	Brenda Swires, ILETSB-EI
Cindi Bricker, ILETSB-EI	Doug Coppotelli, MTU 1
Jeffrey Fritz, ILETSB-EI	Jay Koeh, MTU 1
Derek Carle, ILETSB-EI	Jeff Schelling, MTU 2

Julie Smith, MTU 2  
Joe Schweihs, MTU 3  
John W. Reynolds, MTU 4  
Brian Fengel, MTU 7  
Heather Grove, MTU 7  
Bob Pislka, MTU 7  
Robert Siron, MTU 8  
Brad Oyer, MTU 13  
Kelsey Jacobson, MTU 13  
Kevin Koontz, MTU 12  
Scott Williams, MTU 14  
Van Muschler, MTU 14  
David Hayes, MTU 14  
Kevin Schmoll, MTU 14

David Rednour, MTU 15  
Bradley Hertzmann, MTU 16  
John Perona, MTU 16  
Jim Getz, MCLETC  
Joe Gallo, PTI  
Eric Danford, SWIC PA  
Michael Schassburger, Cook County  
Sheriff's PA  
Michael Jackson, Lake County SO  
Rick Watson, St. Claire County SO  
David Oliver, Police Law Institute  
Malissa Feld, ISP  
Timothy Tyler, Champaign PD  
Carla Redd, Rockford PD

### III. RECERTIFICATION OF COURSES ~ Cheryllynn Williams

Williams read aloud the following statement: *Academy Directors must receive the Board's Executive Director's approval prior to making any changes to the 2024 schedule once it is approved.* Williams then presented the courses for approval.

**Motion was made by Davis, seconded by Papaioannou, and carried by all members present to approve the list of Basic Law Enforcement Courses, Basic Corrections Courses, Part-Time Basic Law Enforcement Courses, and Other Board Courses to be certified for 2024.**

### IV. MANDATORY FIREARMS TRAINING ~ Cheryllynn Williams

Williams read the Mandatory Firearms Training Policy Re-Affirmation: *Board approved Basic Law Enforcement, Correctional Training Academies and the Mobile Team Units are the only entities authorized to conduct the Mandatory Firearms Training Course and the Mandatory Firearms Training Waiver Course at a Board approved range.*

### V. IN-SERVICE, ADVANCED AND SPECIALIZED COURSES FOR CERTIFICATION/RECERTIFICATION ~ Paul Petty

Petty read the Certification/Recertification Disclaimer: *If the Mobile Team declines the delivery of any course within its region for reasons other than duplication, the Board may determine whether the course is otherwise certifiable and/or reimbursable based upon the best interests of law enforcement.*

*Courses are only certified for the calendar year they are submitted, except at the Board's December quarterly meeting, courses are reviewed and certified for the following calendar year.*

*If modifications are made to a certified course that exceeds 10% of course content as originally presented for approval; that course must be resubmitted for certification through LETM. Please consult Board Staff whenever course revisions are made to determine if this provision is applicable.*

Petty then asked for approval of the In-Service training courses submitted through the Mobile Team Units & Executive Institute for January 1, 2024 – December 31, 2024 located under Tab 10 in the Board book, this includes specialized trainings and Lead Homicide.

**Motion was made by Papaioannou, seconded by Parks, and carried by all members present to approve the In-Service training courses submitted through the Mobile Team Units and the Executive Institute including courses for Specialized Trainings and Lead Homicide Investigator for January 1, 2024 – December 31, 2024.**

## **VI. LEAD HOMICIDE INVESTIGATORS 32-HOURS APPROVED CONTINUING EDUCATION COURSES for CERTIFICATION/ RECERTIFICATION ~ Paul Petty**

Petty asked for approval of the Lead Homicide Investigator 32-Hour Continuing Education courses submitted for January 1, 2024 – December 31, 2024 located under Tab 10 in the Board book.

**Motion was made by Davis, seconded by Ryan, and carried by all members present to approve the Lead Homicide Investigator 32-Hour Continuing Education courses submitted for January 1, 2024 – December 31, 2024.**

## **VII. UNFINISHED BUSINESS**

### **A. BCO Curriculum Update ~ Van Muschler**

Muschler noted there are automatic updates happening to BLE, BCO and Court Security. He also noted that it is recommended to increase Control Tactics from 32 to 40 hours. Officer Wellness which includes nutrition and stress [management] was added to all three curriculums, and 8-hours CIT [Concepts] was added as well. In addition, information to comply with the Pretrial Fairness Act was revised and added to all three curriculums. UIS is currently working on some additional additions to the BCO curriculum.

**Motion was made by Davis, seconded by Ryan, and carried by all members present to approve the BCO Curriculum updates as presented.**

### **B. Court Security Officer Curriculum Revisions Update ~ Van Muschler**

Nothing added at this time.

C. Department of Justice Update ~ Paul Petty

Petty noted information on the DOJ courses can be found under Tab 2 at the end of the September meeting minutes. There were five courses identified to be used through the DOJ online learning COPS portal for officers in Illinois. When officers register they must have a [PTBID] number. The site will redirect Illinois officers to register to obtain their [PTBID] number. The COPS portal works much like the OLN system currently in use. More courses are being reviewed and may be added later. The portal links to our LETM system to allow officers to receive credit for courses taken. The courses will be promoted on the Boards website and through the MTU's. There will also be a small box on the DOJ website indicating it is for Illinois officers.

## VIII. NEW BUSINESS

Chief Mitchell Davis stated he is on the Commission for Discrimination and Hate Crimes and they are offering training for law enforcement and other entities throughout the state in their efforts to be proactive. Davis stated he recommended the Commission bring training to the Board to hopefully help fulfill some of the SAFE-T Act mandates. Paul Petty encouraged Davis to submit the training and added that staff is currently reviewing several classes that have come in from the Attorney General's office.

Davis also suggested Heather Hotz consider offering a Chief's refresher course [through the Executive Institute].

## IX. NEXT BOARD MEETING DATE AND LOCATION

December 7, 2023  
Chicago, Illinois

## X. NEXT CURRICULUM AND SCHOOL STANDARDS ADVISORY COMMITTEE MEETING DATE AND LOCATION

March 6, 2024  
Springfield, Illinois

## XI. ADJOURNMENT

**Motion was made by Davis, seconded by Papaioannou, and carried by all members present to adjourn the meeting at 2:18 p.m.**

