

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

**MINUTES OF THE QUARTERLY BOARD MEETING**

Embassy Suites by Hilton - Rockford Riverfront  
416 S Main Street, Rockford, Illinois 61101

**June 11, 2025**  
**1:00 p.m.**

**I. CALL TO ORDER**

The June 11, 2025 Quarterly Board meeting was called to order at 1:00 p.m. by Chairman Sean Smoot.

**II. PUBLIC MEETING ANNOUNCEMENT**

The Public Meeting Announcement was read by John Keigher.

**III. ROLL CALL ~ ESTABLISHMENT OF QUORUM**

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

**Members in Attendance:**

Sean Smoot  
Jo Ann Armenta  
Nora Gomez  
Ghida Neukirch  
Timothy Nugent  
J. W. Price  
Carla Redd  
Timothy Tyler  
Richard Watson

**Designees in Attendance:**

Michael Schassburger for Thomas Dart  
Steven Ryan for Latoya Hughes  
Malissa Feld for Brendan Kelly  
Elias Voulgaris for Mariyana Spyropoulos  
Migdalia Bulnes for Larry Snelling

**Members Absent:**

John Idleburg  
Mitchell Davis  
Kwame Raoul

**IV. PLEDGE OF ALLEGIANCE**

**V. MOMENT OF SILENCE FOR FALLEN OFFICERS**

## VI. INTRODUCTIONS OF GUESTS AND VISITORS

## VII. CHAIRMAN'S REMARKS

Chairman Smoot thanked everyone for attending the meeting. He thanked Board staff and the MTU directors and staff for the work they continue to do.

## VIII. APPROVAL OF MINUTES

- A. Curriculum and School Standards Advisory Committee Meeting  
March 6, 2025

**Motion was made by Neukirch, seconded by Watson, and carried by all members present to approve the meeting minutes for the Curriculum and School Standards Advisory Committee Meeting from March 6, 2025.**

- B. Joint Finance & Legislative Committee and Executive Committee  
March 6, 2025

**Motion was made by Watson, seconded by Redd, and carried by all members present to approve the meeting minutes for the Joint Finance & Legislative Committee and Executive Committee meeting minutes from March 6, 2025.**

- C. Quarterly Board Meeting  
March 7, 2025

**Motion was made by Watson, seconded by Redd, and carried by all members present to approve the meeting minutes for the Quarterly Board Meeting minutes from March 7, 2025.**

## IX. REPORT OF STANDING AND ADVISORY COMMITTEES

Curriculum and School Standards Advisory Committee ~ Ghida Neukirch

Neukirch stated the Committee meeting was held earlier today, and noted the staff reports are included in the Board book. She stated the Committee unanimously approved the certification of In-Service training courses submitted through the MTU's and the Executive Institute for January 1, 2025 through May 25, 2025. Neukirch shared that the In-Service conducted approximately 3,300 classes resulting in almost 19,000 hours. [Through third quarter] there were more than 96,000 officers trained in over 350,000 hours of training. She stated the Committee unanimously approved the certification of Lead Homicide Investigators 32-Hour continuing education courses submitted for January 1,

2025 through May 25, 2025. A report was received on CIT Officer wellness course updates and the Committee unanimously approved changes to three courses: 1.) the course now titled *Redirecting the Abyss* (formerly known as *Moral Injury*), 2.) the 8-Hour Advanced Petition Writing & Peer Support Strategies, and 3.) Law Enforcement K-9 Therapy Dog Certification Policy.

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

## **X. EXECUTIVE MATTERS**

### **A. Financial Items ~ Courtney Bott**

Bott explained the spreadsheets located under Tab F in the Board book. The first table shows the expenditures for FY25 as of May 27<sup>th</sup>, the next two tables show the cash flow analysis as of May 27<sup>th</sup>, and the final table shows FY24 through the upcoming FY26 budget. The Governor has not yet signed the budget, but it is anticipated ILETSB will receive around \$131M. Bott noted for FY26 there is no additional funding for NIBIN grants or the Recruitment & Retention grants.

**Motion was made by Nugent, seconded by Watson, and carried by all members present to approve the Financial Report.**

### **B. Personnel Matters & DEIA Report ~ Ellen Petty**

Petty stated ILETSB's headcount is at 49, but will reach 52 on Monday, June 16<sup>th</sup>. This leaves 14 positions to fill to reach the max headcount of 66 for FY26. On Monday three new employees will be onboarded: a Classifications, Transactions & Leave Specialist, a Special Projects & Policy Advisor, and an Assistant Certification Counsel for Sangamon County. Positions in the pipeline include: an Accounts Payable Coordinator, a Benefits and Retirement Representative, and an HR Associate. Petty noted the Chief Fiscal Officer was discharged on May 20<sup>th</sup>.

Petty stated there was a three week freeze on submitting newly created and updated positions in the Employee Central system. HR staff was cleared to enter these workflows in the system early last week and are currently awaiting CMS Classifications approval. Once approved, HR staff will work with the new CMS SMART Team, which has been developed to assist small agencies, to get the positions posted. Once all of these are filled headcount will be 65, with one more position to fill for FY26. Petty then listed the eight positions left to post over the next few months.

**Motion was made by Neukirch, seconded by Price, and carried by all members present to approve the Personnel Matters & DEIA Report.**

**C. Legislative and Litigation Update ~ John Keigher**

Keigher stated the Crouch case is in the discovery phase and depositions are being scheduled with CMS personnel. The Board's Motion to Dismiss in the defamation case, Leavell v. Matteson, was granted. This was due to the tight protective language in the SAFE-T Act regarding Professional Conduct information. Both sides have filed for a Motion to Dismiss in the Magnus case. In this case the officer submitted a FOIA for his own investigation files, and while the Board is protected from releasing this information due to the SAFE-T Act, local agencies are not.

Keigher reported that the General Assembly wrapped up session last week. Important bills from this session:

- **SB 2510 Appropriations Bill:** awarding the Board \$130 million in appropriations [for FY26].
- **HB 1075 Budget Implementation:** Technical changes for the PTSD Coordinator position and the funding of the Intern program.
- **SB 1491 Therapy Canines:** Allows the Board to offer a specialty certification to therapy canine teams so that they can be deployed in times of crisis.
- **SB 1195 Sexual Assault Investigators:** Requires the Board to add a component to its sexual assault trainings that will help officers identify conflicts of interest and their options to address them.
- **SB 1953 Law Enforcement Officer Employment Records:** Requires Law Enforcement agencies to share more employee records with the Board and requires the agencies to check more records when seeking to hire a new officer. It also requires officers to sign release forms for their own records so any disciplinary records will be fully disclosed before a hiring decision is made.
- **SB 2323 Human Trafficking:** Adds new definitions for "trauma and trauma informed" and requires screening techniques to be taught for addressing human trafficking. It requires agencies to develop policies for addressing human trafficking based on guidelines that the Board must create by July 1, 2026. The Illinois State Police will be providing resources to the Board and to the agencies to help meet these requirements.
- **HB 2350 Body Cameras for Auxiliary Officers:** This bill did not pass. ILETSB staff helped initiate and draft this bill that would have allowed Auxiliary officers to be eligible for the body camera funds and would require them to wear cameras if serving in the public. The plan is to bring this bill back next year.

Cook County Clerk Designee Elias Voulgaris arrived and was added to the roster.

**Motion was made by Watson, seconded by Redd, and carried by all members present to approve the Legislative and Litigation Update Report.**

D. Division of Professional Standards ~ Anthony Cobb & Pat Hahn

1. Professional Conduct Database Quarterly Report ~ Anthony Cobb

Cobb reported since the June Board meeting staff has received 103 Notices of Violations for a [calendar year] total of 128 Notices received as of June 5, 2025. For comparison, at this time last year staff had received a total of 95 Notices.

**Motion was made by Watson, seconded by Neukirch, and carried by all members present to approve the Professional Conduct Database Quarterly Report.**

2. Waiver Disposition Quarterly Report ~ Anthony Cobb

Cobb noted the complete reports can be found under Tab H and the reporting period for all reports is February 1, 2025 – April 30, 2025. Cobb's division processed a total of 457 waiver requests during this period.

a. Law Enforcement – Municipal  
294 waivers approved, 17 denied

**Motion was made by Watson, seconded by Nugent, with Price and Schassburger recusing, and carried by all other members present to approve the Municipal Law Enforcement Waiver Disposition Report.**

b. Law Enforcement – Counties  
50 waivers approved, 0 denied Cobb noted an error in the report under the Branches section of the report, the reported numbers are for Law Enforcement only.

**Motion was made by Nugent, seconded by Neukirch, with Schassburger, Voulgaris and Watson recusing, and carried by all other members present to approve the Law Enforcement Waiver Disposition Report for Counties.**

c. Law Enforcement – State and Others  
66 waivers approved, 3 denied

**Motion was made by Neukirch, seconded by Watson, with Price, Feld, Ryan, and Schassburger recusing, and carried by all other members present to approve the Waiver Disposition Report for Law Enforcement State and Others.**

- d. *Corrections*  
22 waivers approved, 2 denied

**Motion was made by Watson, seconded by Redd, and carried by all members present to approve the Waiver Disposition Report for Corrections.**

- e. *Court Security*  
3 waivers approved, 0 denied

**Motion was made by Redd, seconded by Watson, and carried by all other members present to approve the Waiver Disposition Report for Court Security.**

3. Decertification ~ Pat Hahn

Hahn noted his report, which lists the individuals recommended for removal from certification, can be found under Tab I in the Board book. He presented the eight officers listed in his report who have received convictions:

Randolph/65079024	Meister/65153478
Hankins/65155402	Staff/65136500
Fenton/65029006	Schuch/65129973
Griswold/65036975	Hadley/65152254

Hahn stated notice was given to all, a chance to respond was given to all, and none responded. He also stated there are three officers who have voluntarily surrendered their certification. Hahn then introduced Jae Kwon; the new Assistant Certification Counsel located in the Chicago office.

**Motion was made by Watson, seconded by Redd, and carried by all members present to approve the Decertification Report.**

## **XI. PROGRAM PROGRESS REPORTS AND CONCEPTS**

A. Illinois Law Enforcement Executive Institute ~ Heather Hotz

In addition to her printed report, Hotz reported the Executive Institute has logged over 260,000 hours of online training this fiscal year. They expect to exceed over 300,000 hours both online and in person by the end of this fiscal year. Hotz noted the Illinois Women in Criminal Justice Conference was held

April 15-16, 2025 at the Embassy Suites in East Peoria, IL. It was their largest conference to date with 359 participants. The conference included a pre-conference leadership session, an awards banquet, over 20 breakout sessions and four featured speaker sessions which generated just shy of 3,000 training hours, a 36.9% increase from the 2024 conference. Hotz noted the Executive Institute's continued impact and growth of both their online learning programs, and in person training events, reflect the agency's dedication to developing forward thinking, well prepared, law enforcement professionals across the state.

- B. A Statewide System of In-Service Training (ASSIST) Program ~ Paul Petty  
Petty stated his report can be found under Tab K in the Board book. He discussed the three primary training costs: per officer, per hour, and per instructional hour. These costs are currently around 20% below where they are expected to be due to the Executive Institute and MTU's ability to include more officers in training. Petty also noted in FY26 officers will complete the first three-year compliance requirement for mandated training. Staff will roll out the first warning verification period for officers with last name A-G due in April 2026. Petty thanked Jeff Schelling from MTU 2 for hosting the MTU meeting held yesterday.
- C. CIT, Mental Health & Therapy Dog Training Update ~ Jennifer Wooldridge  
Wooldridge highlighted a few items from her report which can be found under Tab L in the Board book. She noted that earlier today several curriculum advances were brought to the Curriculum Committee for review and approval. She noted there is a new advanced petition and peer support course, a pilot adjustment to the 40-Hour CIT curriculum, a change in name and minor modification to a previously certified officer wellness course, and a new draft policy for law enforcement K-9 therapy dog certification. Wooldridge also mentioned the State CIT Conference is happening June 25<sup>th</sup> & 26<sup>th</sup> in East Peoria. This year's theme is *Building Bridges, Strengthening Collaborations, and Crisis Intervention*. The conference will include speakers, breakout sessions, panel discussions, networking opportunities, and K-9 therapy dogs. Wooldridge mentioned the press is active with the new K-9 initiative for crisis intervention and officer wellness. She then spoke briefly about the recent incident at YNOT daycare in Chatham, IL. where teams were called and those who could come came; they had nine dogs available on day one and seven dogs on day two. There is a sample picture in the Board book of the CIT Therapy dog patch to use for Canine Therapy dog teams for use with the call out system.
- D. Specialty Training Update ~ Paul Petty for Barbara Wood  
Petty noted Barb's report can be found under Tab M in the Board book. He noted there are no Crash Reconstruction Specialist certifications to approve at this time.



E. Information Technology Update ~ Kelly Ingram

Ingram stated his report can be found under Tab N in the Board book. In addition to his report, Ingram noted a storage expansion will take place on Monday which will take about a month to get up and running. This expanded storage will house all evidence submissions, legal hearing recordings, and all digital archives of paper copies. Neukirch asked if the emergency event notification system for employees can be extended to family members, and Ingram responded that staff would take that into consideration.

**Motion was made by Price, seconded by Watson, and carried by all members present to approve the Program Progress Reports.**

## **XII. UNFINISHED BUSINESS**

A. SAFE-T Act Update ~ John Keigher

Keigher stated the Rules for Hearings have been approved. They were approved at the April JCAR meeting and became effective April 29, 2025. Staff hopes to have cases ready for filing by the end of this month and will post the ALJ contract opportunities soon. Keigher noted an on-line case management portal has been created, and the new certification attorneys for Cook and Sangamon Counties have been hired.

Keigher spoke to the Omnibus bill created by the Attorney General's office. It did not pass; however, staff was advised in February by the AG's Policy Team that due to the Rules meetings that had occurred they were considering possible changes to the statute. Things discussed were, consideration of mitigating circumstances for discretionary decertification, any appeal could be filed by the officer rather than the employer, and the reorganization of the Certification division. Going forward staff will engage with stakeholders over the summer and update the language in the bill to clean up some of the SAFE-T Act provisions.

B. Grant Updates ~ Courtney Bott

Bott stated the Recruitment & Retention grant had 189 agencies apply asking for a total of \$45M. Staff was able to award 60 agencies \$6.7M. This appropriation is going away next year, and the fund is being dissolved. NIBIN grants had 31 agencies apply for a total of around \$2.8M, staff was able to award 20 agencies around \$1.8M. Camera grants had 217 agencies apply asking for around \$14M, staff was able to award 125 agencies \$3.2M. ILETSB received new money for next year's camera grant which is a new \$4M pot and what is leftover from the current year will be rolled into that pot. Bott noted staff is revamping the grant process for next year; they will be moving towards better assisting the agencies, and bridging the GATA knowledge gap that currently exists with GATA requirements for compliance. Staff is currently in the process of notifying the agencies of awards, and quarterly reporting is a requirement of GATA.



### **XIII. NEW BUSINESS**

#### **A. METRA: BLE Reimbursement Request ~ John Keigher**

Keigher stated historically, the Board only issued reimbursement for training expenses from the Traffic and Criminal Conviction Surcharge Fund to those agencies that were dependent on tax revenues for their operational expenses – essentially limiting these to municipalities and counties. For this reason, METRA was regularly denied reimbursement because it was supported by external funds, namely ridership contributions.

In recent years, there have been two significant changes that have caused METRA to request a reconsideration of the Board's longstanding position. First, the Board's source of funding has changed primarily to the Law Enforcement Training Fund – which is less restrictive and can be used for more training purposes than the Surcharge Fund. Second, METRA's ridership contribution has been substantially reduced and now accounts for under 15% of their annual budget.

Staff has run the numbers and believes there are sufficient funds to issue BLE reimbursements to METRA in the next fiscal year. Their request is explained in the letter that has been provided, and it is staff's recommendation to reverse the old policy and allow METRA to become officially eligible for reimbursement of their new recruit training expenses in the same manner as municipal agencies. METRA currently operates with around 100 officers with 15 new recruits each year.

**Motion was made by Watson, seconded by Redd, and carried by all members present to allow METRA to become officially eligible for reimbursement of their new recruit training expenses.**

#### **B. Part-time Correctional Training ~ John Keigher**

Keigher stated the Police Training Act, and the corresponding rules address the requirements for full and part-time law enforcement officers, as well as full-time correctional officers, but they do not provide any requirements or guidance for part-time correctional training or certification.

There are currently about 250 part-time correctional officers serving throughout the state. These officers have received no formal or documented training compared to their full-time counterparts. Staff plans to explore ways to legitimize these part-time correctional appointments and ensure they are meeting some basic standards.

Over the next few months staff will research this issue further, consult with some of the sheriffs utilizing part-time correctional officers, and develop a baseline set of coursework that will likely include the 40-hour firearm course, an introduction to PRIA standards, and the basic county jail standards. In

addition, staff will also develop a process for conducting a background check tracking these officers as they move to new employers. Keigher stated it is very early in the process, but wanted to advise the Board as staff moves forward.

**XIV. PUBLIC INPUT**  
(Chairman Smoot)

There was no public input.

**XV. ANNOUNCEMENTS**

Smoot announced the next Committee meetings will be held on September 10, 2025, and the next Quarterly Board meeting will be held September 11, 2025 with the location still to be determined.

**XVI. ADJOURNMENT**

**Motion was made by Watson, seconded by Redd, and carried by all members present to adjourn the meeting at 1:59 p.m.**

