

**MINUTES**  
ADVISORY COMMITTEE MEETING  
August 28, 2008

The August meeting of the Western Illinois Police Training Unit Advisory Committee was held Thursday, August 28, 2008 at the Western Illinois Police Training Unit, 1801 Windish Drive in Galesburg.

Those present: Kelly Cheesman, Knox County Circuit Clerk; Dave Christensen, Galesburg Police Department; Dave Clague, Knox County Sheriff's Office; Martin Edwards, Warren County Sheriff's Office; Mark Lumbeck, Henderson County Sheriff's Office; Joe Switzer, Monmouth Police Department; W. Dan Taylor, Canton Police Department; and Rick Van Brooker, McDonough County Sheriff's Office. Others present: Ken German, Director, WIPTU; Vicki Munson, Officer Manager, WIPTU; Joyce King, Records Clerk, WIPTU and John Levingston, Part-time Program Coordinator, WIPTU. Those absent: Bob Mapes, Hancock County and Brad Zeigler, Monmouth Police Department.

Chairman Lumbeck called the meeting to order at 10:09 a.m.

Lumbeck requested action on the minutes from the July 31, 2008 meeting. A motion to accept the minutes was made by Christensen, seconded by Taylor. Motion passed.

Cheesman read the Financial Report. Cheesman also informed the members the Certificate of Deposit would mature on August 30, 2008 with a projected renewal balance of \$36,470.45. A motion to renew the certificate of deposit for twelve months was made by Edwards, seconded by Christensen. Motion passed. A motion to approve the financial report was made by Clague, seconded by Christensen. Motion passed.

German gave the Training Report. German stated he was reporting on ten items of training. 119 people attended these trainings and 104 of them counted for soft match. Soft match earned for these classes totaled \$21,367.01. Total soft match earned to date is \$21,367.01. Total soft match required to meet the conditions of the grant is \$115,826.98. German stated we have earned 18.45% of the needed soft match.

German reported on upcoming classes. September 9, 2008 will be Sex Offender Registration and Community Notification at WIPTU. This will be taught by Craig Burge. Currently there are thirty-nine registered. German stated he will need to find another classroom. September 11, 2008 will be Motor Vehicle Theft for Patrol Officers at WIPTU. Illinois State Police Academy provides the instructors for this class. This is a

good class. One of the items they teach is to give you information on probable cause on parked cars. September 16, 2008 will be Domestic Violence Firearms Training at Carthage and Macomb. This is held in conjunction with the Family Violence Coordinating Council. September 24 and 25, 2008 will be Comprehensive Review of Forensic Interviewing, Interrogation and Interpersonal Communication Methods at WIPTU. Currently there are eighteen registered. Jeff Baile is the instructor and he takes the officer from the street contact through the station interview setting. October 4, 5, 11 and 12, 2008 will be Mandatory Firearms Training. Currently there are six registered. October 14, 2008 will be The Winning Edge: Mental Preparation for Violence Encounters at Macomb. Currently there are three registered. This is a new class to this unit. October 17, 2008 will be Critical Incident Communication for Dispatchers and Patrol Officers. This will be funded through a Homeland Security grant. This class is more far reaching than the Power Phone training. October 21 and 22, 2008 will be Grade Crossing Collision Investigation at WIPTU. This is a good class; it teaches how to deal with the railroad. On the second day you ride on the engines. Clague stated it is an excellent class. October 28, 2008 will be Juvenile Officer Recertification class at WIPTU. Currently there are three registered. November 6, 2008 will be Criminal Case Law Update in Canton. This class will be taught by Don Hays. November 13, 2008 will be Anhydrous Ammonia Safety for Law Enforcement at WIPTU. November 18, 2008 will be Concealed Compartments in Motor Vehicles at the Fulton County Farm Bureau in Lewistown.

German stated he is working on scheduling an IVC class in December 2008. He stated a state trooper is the instructor and he will cover everything to do with the IVC.

German stated Terry Lucas, US DOJ, Susie Nichols, ILETSB Executive Institute and he are working on sponsoring an active shooter class at Western Illinois University. They are looking at doing it during one of WIU's breaks. Once plans have been finalized more information will be provided. German stated he knew several departments have already held this training.

German gave the Coordinators Report. German provided a handout from ILETSB which showed the 2008 Total State Funds Awarded and the State Funding Requests for FY2009.

German stated the Law Enforcement/Courts Committee of the Family Violence Coordinating Council co-chaired by Sheriff Jefferson won the 2008 Benjamin Miller Award. This is awarded every two years to a person or committee in the State of Illinois.

German stated he still has some ERG's. If you need them contact him.

German stated salary updates have not been received from the following departments:

Alexis Police Department  
Maquon Police Department

Dunfermline Police Department  
Plymouth Police Department

German stated letters were sent to all departments requesting a shoulder patch. The patches are for a display at WIPTU. Patches have not been received from the following departments:

Altona Police Department	Cuba Police Department
Dallas City Police Department	Dunfermline Police Department
Galesburg Public Schools Police Department	
Gulfport Police Department	London Mills Police Department

German reminded everyone the bi-annual personnel rosters were due August 15, 2008. He stated these may be submitted either on paper or electronically. These are required by law to be submitted every six months.

German conducted a training session by showing two DVDs. The first one was Citizens for Rail Security Law Enforcement by BNSF and the second one was on Victim Notification known as AVN or VINE.

German stated the audit was conducted August 4 – 7, 2008. He stated his preliminary contacts seem to think there were not any problems. German stated the auditors pulled several in-house training files for review and found them lacking some required documents. German stated the files need to contain a class outline, an instructor bio or resume, attendance rosters and evaluations. German stated he is encouraging everyone to continue reporting in-house training, but we may be contacting you for some of the information. German stated if you need assistance typing the outline or resume to contact Munson for assistance.

German reported expected absences. He will be attending the State Board meeting September 2 – 4, 2008 in Schaumburg. The office will be closed September 1, 2008 for Labor Day. The next Advisory Board meeting will be September 25, 2008 in Galesburg at The Packinghouse with Chief Christensen hosting.

Lumbeck gave the Chairman's Report. He stated his term will end December 2008 after serving four and a half years. He appointed a Nominating Committee of Edwards, Clague and Christensen. The Advisory Board members will vote on a new slate of officers at the November 2008 meeting and the new officers will begin January 2009. The normal duration of office is two years and the chairmanship rotates between a chief and a sheriff.

Levingston gave the Part-time Training Report. Levingston stated the Phase 16 State Exam will be September 20, 2008 and the graduation dinner will be October 11, 2008. The dinner will be at the Sapphire Restaurant (formerly Macomb Dining Company) in Macomb.

Levingston stated Phase 18 will begin April 2009. There will be POWER test for Phase 18 in November 2008, February 2009 and March 2009. The March 2009 date will be the last POWER test before Phase 18 begins.

Levingston stated from the date of appointment a part-time officer has six months to pass the POWER test and register for training. Levingston requested that this information be given out to the smaller departments.

Levingston stated Phase 17 had eleven complete the POWER test. However, there will only be ten in class, as one of the students has been activated and will be deployed overseas. This officer sent a request for his time to be stopped until he returns.

No State Training Board report was given as no representative was present.

New Business: German stated they borrowed a DVD from MTU 3 on Adam Streicher, Stark County that was killed in the line of duty. He was a graduate of our part-time program. After viewing the DVD, we decided to purchase a copy for our library. German inquired if the Board would be interested in viewing it at the next Board meeting. Those present stated they would.

There being no further business to come before the Board a motion to adjourn was made by Edwards, seconded by Taylor. Meeting was adjourned at 11:13 a.m.

Respectfully submitted,

Vicki L. Munson  
Secretary