

Advisory Board Minute
November 29, 2007

The November meeting of the Western Illinois Police Training Unit Advisory Board was held Thursday, November 29, 2007 at Delaney's Depot, 336 East Main in Bushnell, Illinois.

Those present: Kelly Cheesman, Financial Officer, Knox County; Dave Christensen, Galesburg Police Department; Dave Clague, Knox County Sheriff's Office; Jeff Fritz, Canton Police Department; John Jefferson, Hancock County Sheriff's Office; Emil Johnson, Monmouth Police Department; Robert Mapes, Hancock County; Jeff Standard, Fulton County Sheriff's Office; Rick Van Brooker, McDonough County Sheriff's Office; and Brad Zeigler, Vice Chairman, Monmouth Police Department. Others present: Kenneth German, Director, Western Illinois Police Training Unit; Vicki Munson, Secretary, Western Illinois Police Training Unit; Joyce King, Western Illinois Police Training Unit; and John Levingston, Western Illinois Police Training Unit.

Guests present: Alice Mapes; Merv Hilliard, Bushnell Police Department; and John Harmon, Canton Police Department.

Those absent: Curt Barker, Macomb Police Department; Martin Edwards, Warren County Sheriff's Office; Curt Eisenmayer, Henderson County; Mike Galloway, Macomb Police Department; Rod Heinze, City of Canton; Edward Ketcham, Fulton County; Mark Lumbeck, Chairman, Henderson County; Allen Pickrel, Knox County; Scott Schwerer, McDonough County; Gary Smith, City of Galesburg; and John Turnbull, Warren County.

Vice Chairman Zeigler called the meeting to order at 12:10 p.m.

A motion to approve the October 25, 2007 minutes was made by Jefferson, seconded by Christensen. Ayes – All. Nays – None. Motion passed.

Cheesman read the financial report. A motion to approve the report as read was made by Mapes, seconded by Jefferson. Ayes – All. Nays – None. Motion passed.

German gave the Training Report. German stated he was reporting on twenty-seven items of training. 381 people attended these trainings and 342 of them counted for soft match. \$43,816.39 in soft match funds was generated from these

trainings. Soft match funds to date total \$75,233.02. \$121,381.87 in soft match is needed to meet the grant requirement.

German reported on upcoming classes. Vehicle Code Update and Trial Evidence will be December 11, 2007 at WIPTU taught by Don Hays. December 15 and 22, 2007 will be Part 2 and 3 of the Standardized Field Sobriety Testing class with the part-time training. There is one person attending in addition to the part-time students. January 15 and 16, 2008 will be Homicide Death Investigation in Quincy. This is one of the classes funded by the coroner's grant. This class will be held again on January 17 and 18, 2008 from 8:00 a.m. – 5:00 p.m. at Lincoln Land College in Litchfield. February 11 - 14, 2008 will be Certified Juvenile Officer Course at WIPTU. Currently there are only two registered for this class. February 19 – 22, 2008 will be Breath Analysis Instrument Operator course at WIPTU. Currently there are three registered for this class. February 25 and 26, 2008 will be Advanced Cyber Terrorism class. The instructors for this class will be from the Suburban Law Enforcement Academy, College of DuPage. February 28, 2008 will be Search Warrant Preparation and Execution at the Canton Park District. March 24, 2008 will be the Breath Analysis Instrument Operator Recertification class at WIPTU. March 26, 2008 will be Civil Liability Review for Illinois Peace Officers in Macomb. April 2, 2008 will be Criminal Law Review for Illinois Peace Officers in Carthage. The March 26th and April 2nd class will be taught by Kevin Burke. April 9 and 10, 2008 will be Grade Crossing Collision Investigation in Macomb. This is an excellent course. Participants ride the train, do field exercises, learn what the numbers on the cars mean and learn how to stop a locomotive if you need to. April 30, 2008 through May 2, 2008 will be Standardized Field Sobriety Testing (SFST-HGN) class at WIPTU. April 9 – 11, 2008 will be Blood Stain and Pattern Analysis for Crime Scene. We will be holding this class with MTU 9.

German gave the Coordinator's Report. German stated he was requested by Christensen to fax out a survey on recruiting. Christensen stated he has had a good response and thanked everyone for replying.

German stated new chiefs and sheriffs training will be held. German stated staff made a list of recently appointed chiefs. They are Trent Robertson, Astoria Police Department; Tim Predmore, Augusta Police Department; Justin Lundgren, Blandinsville Police Department; Jeff Fritz, Canton Police Department; Jim Arrington, Farmington Police Department; Curtis Kramer, Galesburg Public Schools Police Department; Ron Poyner, Knoxville Police Department; Keith Doubet, Lewistown Police Department; and Dave Clague, Knox County Sheriff.

German stated the tentative dates for this training will be March 31, 2008 through April 4, 2008 at the Hilton Garden in Springfield. German stated for further information you may contact the Illinois Law Enforcement Training and Standards Board Executive Institute and register online.

German stated he is promoting the updated WIPTU web page. He provided a handout of the opening page, the class schedule page and the registration page.

German stated Vice Chairman Zeigler is presiding due to Chairman Lumbeck's wife having a health issue.

German stated October 26, 2007 Lumbeck, Munson, King and he attended a budget review meeting at ILETSB. German stated Chevyoune Haig-Wood verbally gave approval of the budget at that time. However, the ILETSB Board will give the final approval at the December 2007 Board meeting.

German stated the ILETSB has updated their web site. He stated all departments are being encouraged to participate in the EDI. This will allow for the filing of paperwork online such as the Form E, qualification rosters and personnel rosters. German stated you will also be able to check training histories on officers. However, to participate in EDI you will need to obtain an electronic signature. The process for doing this is on the ILETSB web site.

German stated he received a memo from John Bucci, ILETSB, there had been a large number of requests and they have tapered off. German explained there are different levels of access to information and you may specify the level of access your personnel may have. German stated the following departments have requested EDI: Nauvoo – 1; Fairview – 1; Monmouth – 2; McDonough County Sheriff – 3; MTU 6 – 3; WIU – 1; Galesburg – 1; Galesburg Public School – 1; Hamilton – 1; Hancock County Coroner – 1; Plymouth – 1; Farmington – 1; Fulton County Sheriff – 1; and Warren County Sheriff – 2.

German stated staff will be attending training December 10, 2007 on updating the training schedule on the ILETSB web site.

German requested those attending the School of Police Staff and Command at Western Illinois University from November 5, 2007 through August 3, 2008 submit an evaluation prior to June 30, 2007 and a second evaluation for the remaining portion of the classes. German stated this is due to the fiscal year ending on June 30, 2008. German stated if you need an evaluation of attendance sheet to contact him. German requested someone provide him with the resumes of the instructors and an outline of the training. Van Brooker stated he would provide that information to him.

German stated he had received a couple of requests on disposing of records. He stated to contact the Local Records Commission, First Floor – State Archives Building, Springfield IL 62758, 217-782-7075 for an inventory of your files. After they have inventoried your files you will be provided with a list of your files and the required retention period. German stated he will have this information added to the WIPTU web site.

German provided handouts of law updates. This information was provided by Police Legal Sciences. PLS has given a presentation of their services at an ILETSB State Board meeting. If you are interested in their services please contact them.

German reminded everyone that all department heads are welcome to attend the meetings whether or not they are a voting member.

German reported on expected absences. December 5 and 6, 2007 staff will be attending the ILETSB State Board meeting in Chicago. December 10, 2007 staff will be attending training in Springfield. December 25, 2007 the office will be closed for Christmas. The next Advisory Board meeting will be a brunch on December 20, 2007 at 10:00 a.m. at Sirloin Stockade in Galesburg. German stated this is a change in the date and time for the meeting. He also encouraged members to bring their spouses or secretaries to the meeting. German requested you notify us by Monday, December 17, 2007 with how many will be attending.

There was no Chairman's Report due to Lumbeck's absence.

Levingston gave the Part-time Officers Training Report. Levingston stated that to sign up for the electronic signature you will need your driver's license, which is how the state is identifying people.

Levingston stated Court Security Officer orientation will be Saturday, December 1, 2007. He stated there are six enrolled for this training.

Levingston stated they are in Unit 6 of the Part-time Officer training and everything seems to be going well.

Levingston stated Phase 16 of the Part-time Training will begin with the POWER test on January 26, 2008. All paperwork and tuition must be received by January 9, 2008.

No State Report was provided as there was not a representative present.

No New Business was presented.

There being no further business to come before the Advisory Board a motion to adjourn was made by Christensen, seconded by Van Brooker. Meeting adjourned at 1:18 p.m.

Respectfully submitted,

Vicki L. Munson
Secretary