

**MINUTES**  
ADVISORY BOARD MEETING  
March 27, 2008

The March meeting of the Western Illinois Police Training Unit Advisory Board was held Thursday, March 27, 2008 at Joe's Place in Norris, Illinois.

Those present: Andy Tolle for Dave Christensen, Galesburg Police Department; David Clague, Knox County Sheriff's Office; Jeff Fritz, Canton Police Department; John Jefferson, Hancock County Sheriff's Office; Mark Lumbeck, Henderson County Sheriff's Office; Bob Mapes, Hancock County; and Brad Zeigler, Monmouth Police Department. Others present: Kenneth German, WIPTU; Vicki Munson, WIPTU; Joyce King, WIPTU; and John Levingston, Part-time Officer Program Coordinator.

Guests present: Alice Mapes; John Harmon, Canton Police Department; Wm. Terry Parks, Canton Park District Police Department; and Julia Moll, Canton Park District Police Department.

Those absent: Curt Barker, Macomb Police Department; Kelly Cheesman, Knox County Circuit Clerk; Dave Christensen, Galesburg Police Department; Rod Davies, City of Monmouth; 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; Allen Pickrel, Knox County; Scott Schwerer, McDonough County; Gary Smith, City of Galesburg; Jeff Standard, Fulton County Sheriff's Office; John Turnbull, Warren County; and Rick Van Brooker, McDonough County Sheriff's Office.

Chairman Lumbeck called the meeting to order at 12:09 p.m.

A motion to approve the minutes of the February 28, 2008 Advisory Board meeting was made by Zeigler, seconded by Mapes. Motion passed.

King read the financial report. A motion to approve the financial report was made by Jefferson, seconded by Tolle. Motion passed.

German gave the Training report. German stated there were fifteen items to report. 210 people attended these trainings with 151 counting for soft match. Soft match for these classes totaled \$34,642.24. Soft match earned to date totals \$133,999.83. The soft match requirement for the fiscal year is \$115,377.27. We are at 116.14 percent of meeting the soft match requirement.

German stated the budget for instructor costs was getting tight, so he may only be sponsoring free classes.

German reported on upcoming classes. April 2, 2008 will be Criminal Law Review for Illinois Peace Officers in Carthage. Currently there are thirty-one registered. German asked Jefferson if the large courtroom would be available for the class. Jefferson responded there is a jury trial scheduled for that day. Jefferson stated he would know after tomorrow whether it will be pled out.

April 9 and 10, 2008 will be Grade Crossing Collision Investigation in Macomb. Currently there are nine registered and twelve are needed to conduct the class. German stated they teach the operation of the railroad and what the various numbers mean, how to stop an engine and how to investigate an accident involving a fatality. There is a lot of good information in this class. April 9-11, 2008 will be Blood Stain and Pattern Analysis for Crime Scene with MTU 9 at Lincoln Land College in Litchfield. April 12, 2008 will be IROCC shoot at 9:00 a.m. German stated he has seven registered. He requested the word be spread to the retired officers about the qualification. May 10, 11, 17 and 18, 2008 will be the 40-hour Mandatory Firearms Training. There are only a couple registered, but the number will increase as the date gets closer. May 19, 2008 will be a BAO Recertification. May 21 and 22, 2008 will be Cyber Terrorism and Identity Theft. This is a good class put on by the Suburban Law Enforcement Academy, College of DuPage. It is taught by Hale Guyer. He is very good and SLEA provides laptops for each student to use. June 2, 2008 will be the Dispatchers Role in Terrorism/Weapons of Mass Destruction Incidents. This will be good dispatcher training.

German stated he is working with Terry Lucas, DOJ on an active shooter class. Lucas is working with the University of Texas and a Homeland Security grant on this class. German stated he is working with Susie Nichols, ILETSB Executive Institute, to confirm location and dates at Western Illinois University in Macomb. German stated Martin Edwards, Warren County Sheriff, has also received approval to utilize the high school in Alexis for this class. The class size is limited to thirty-five.

German gave the Coordinator's Report. German provided a copy of the ILETSB Policy Development Guidelines for Deployment of Electro-Muscular Disruption Devices. This is also available on the ILETSB web site.

German gave highlights from the recent ILETSB Board meeting. There was an extra day he had to attend. This was a panel discussion on Special Population Problems. This included autism, mental illness and re-victimization. The mandated training by the General Assembly was discussed. The presenters did not think the training needed to be a stand alone curriculum but should be included in portions of training already given.

German stated Mundelein Police Department had been selected as one of three departments throughout the United States to participate in a victimization study, how crime calls are handled and how some departments may re-victimize the victim when handling the call.

German stated the presenters for autism acknowledged that law enforcement officers are faced with life and death decisions which need to be made in a split second. They stated someone with autism may not be able to communicate with the officer and training needed to be given on how to identify this problem.

German stated the mental health training dealt with the crisis intervention teams (CIT). German stated Shelley Daunis is no longer in charge of this program. Roger Richards, Director, MTU 14, has someone who will assist in setting up this training in other MTUs.

German stated several years ago the governor put the Illinois State Police Academy funding of \$5 million from the ILETSB instead of from the State's General Fund. The ISP requested an increase in tuition. The ILETSB did not approve this request and the ISP no longer will train local officers. The ILETSB Board has a meeting set with the ISP Academy director to see about training local officers.

German stated the ILET SB is down five positions, including two field training specialists. They have not been given approval to hire anyone to fill these positions.

German stated the ILET SB is looking at the correctional officer course and a transitional course to full-time officer. Dr. Larry Hoover, Justex Systems Inc., is looking at the curriculum to see what training would need to be taken to become a full-time officer.

German stated the budget application is due April 1<sup>st</sup>.

German stated the new EDI program will take effect April 14, 2008. He read the announcement from the ILET SB web site. It states in part that this program will allow law enforcement agencies to update their agency information, which includes Form E, Personnel and Firearms Re-Qualification Rosters and the Training History Report. German stated if you have not signed up for the EDI program or have questions to contact John Bucci at ILET SB.

German reported there are no expected absences. The next Advisory Committee meeting will be April 24, 2008 at WIPTU beginning at 10:00 a.m.

Lumbeck gave the Chairman's report. Lumbeck stated the Budget Committee met and were presented with two budgets. The first budget had a one percent pay increase and the second budget had a five percent overall reduction. Lumbeck stated these amounts were set by the ILET SB in a memo sent with the budget application package. German stated the ILET SB was trying to prepare figures on what impact a five percent reduction would have if that information was requested by the Governor's Budget office. German stated these may not be the final amounts as ILET SB may request they be refigured with guidelines they provide in the future and there are some amounts that have not been provided yet.

German stated training costs are going up and gas prices are going up for staff. German stated the unit has been good about meeting the soft match requirement. German stated the federal mileage allowance has been increased to \$0.50 per mile. The State of Illinois has not increased the mileage amount but that also may change. German stated he has not been provided the pension rate or the health insurance premium so these amounts will be changing.

German stated the total one percent increase budget request was \$288,620.78. In this request the ILET SB would provide \$173,172.47; soft match required would be \$115,448.31; and \$28,862.08 would need to be paid by the cities and counties. German stated currently we are only collecting \$26,110.20 which leaves a deficit of \$2,751.88. The deficit is paid from excess local funds. German stated the Advisory Board will need to discuss increasing the assessment amount for the next budget.

German stated the total five percent reduction budget request was \$273,222.82. In this request the ILET SB would provide \$163,933.69; soft match required would be \$109,289.13; and \$27,322.28 would need to be paid by the cities and counties. German stated once again this leaves a deficit of \$1,212.08.

German stated the funds from the pop machine, interest earned from the savings account and certificate of deposit and supplemental grants go back into the budget and help to stretch it.

Jefferson stated he thought the fee should be increased and not using up all the excess local funds. German stated the ILETSB Board did not want the MTUs to have a great deal of excess local cash. He stated that was why it had been used to cover the deficit.

Tolle inquired how the assessment fee compared to the other MTUs. German responded it varies. Many MTUs charge a fee per officer and then charge tuition to attend class. Tolle inquired if each MTU sets their own fee and way of collecting. German responded yes.

Harmon inquired if the assessment fee were raised would that open up funds to bring in instructors and courses that cost more. German responded yes.

German stated he will have Munson prepare a comparison and the Advisory Board will have to authorize the increase. Jefferson stated he thought the increase was needed and did not want WIPTU to be operating in the red.

Lumbeck stated the Budget Committee recommended approval of these proposed budgets by the Advisory Board. A motion to approve the two budgets as presented was made by Zeigler, seconded by Jefferson. Motion passed.

Levingston gave the Part-time Training report. Levingston stated there has been a computer programming problem. He has spoken with technical support and they are working on getting it corrected. Levingston stated everyone is doing very well.

Levingston explained the new P.O.W.E.R. testing dates and enrollment. Levingston stated a flier was sent last month with the new testing procedure. This month a flier with the P.O.W.E.R. testing dates will be mailed out.

Levingston stated an officer's six month time period starts on the day of hire. He suggested having the newly hired part-time officer take the P.O.W.E.R. test as soon as possible and not waiting until the six month time period has almost expired. Levingston stated once the part-time officer has passed the P.O.W.E.R. test they can then be enrolled in the part-time training program.

Levingston reminded everyone that all monies to pay for the P.O.W.E.R. test, retest and tuition must be governmental funds and not from an individual. Levingston stated some small departments have been collecting these funds from the officers and then issuing a governmental check. This is illegal and if we become aware of this we will report it.

Levingston gave the Court Security Training report. Levingston stated they are down to five in the program as one court security officer was hired as a full-time deputy in Warren County.

No State Report was available.

New Business: Jefferson stated he thought the unit was doing a good job in training, but we as a Board are failing in training by not offering more high risk but low frequency classes, such as proper building searches, etc. Jefferson suggested booking courses that officers are well versed in every other year instead of yearly. Jefferson stated he knew instructors for this type of training were expensive but thought the unit needs to look at doing this type of training. Lumbeck agreed with Jefferson's comments. Lumbeck inquired what German thought about the comments. German responded that if the departments wanted this type of training and WIPTU did not have enough funds, that he did not think there was anything to preclude the departments from paying a

portion of the instructor's costs. Jefferson suggested paying for an officer to attend training and then having that officer train the rest of the WIPTU departments.

Harman stated they have a low to moderate risk joint entry team and he would be willing to put it with Jefferson's department. Harman stated the entry team does training every month. Lumbeck stated he had requested rapid response training, which did not materialize, and he still waiting on the ISP to contact him. Lumbeck the State asked departments to send those people that were interested. Jefferson stated he is all for training local people and using them instead of hiring expensive instructors.

Harmon thanked German for sending out fliers that his department is sponsoring. Harmon stated if you attend all the days of training the fee is \$900 or you can attend an individual day for a reduced fee.

There being no further business a motion to adjourn was made by Mapes, seconded by Zeigler. Meeting adjourned at 1:39 p.m.

Respectfully submitted,

Vicki L. Munson  
Secretary