

**MINUTES**  
ADVISORY BOARD MEETING  
July 31, 2008

The July meeting of the Western Illinois Police Training Unit Advisory Board was held Thursday, July 31, 2008 at Sirloin Stockade in Monmouth, Illinois.

Those present: Dave Christensen, Galesburg Police Department; John Jefferson, Hancock County Sheriff's Office; Mark Lumbeck, Henderson County Sheriff's Office; Jeff Standard, Fulton County Sheriff's Office; Brad Richards, Canton Police Department for Dan Taylor; Joe Switzer, Monmouth Police Department; Rick Van Brooker, McDonough County Sheriff's Office 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: Denise Colclasure, Canton Police Department.

Those absent: Curt Barker, Macomb Police Department; Kelly Cheesman, Knox County Circuit Clerk; David Clague, Knox County Sheriff's Office; Martin Edwards, Warren County Sheriff's Office – Proxy Letter to Lumbeck; Curt Eisenmayer, Henderson County; Mike Galloway, Macomb Police Department; Rod Heinze, City of Canton; Edward Ketcham, Fulton County; Bob Mapes, Hancock County; Allen Pickrel, Knox County; Scott Schwerer, McDonough County; Gary Smith, City of Galesburg; Dan Taylor, Canton Police Department; and John Turnbull, Warren County.

Chairman Lumbeck called the meeting to order at 12:42 p.m.

A motion to approve the minutes of the June 26, 2008 Advisory Committee meeting was made by Zeigler, seconded by Jefferson. Motion passed.

King read the financial report. A motion to approve the financial report as presented was made by Christensen, seconded by Zeigler. Motion passed.

German gave the Training report. German stated there two training reports. The first was a total for FY 07-08. 1,332 people attended training with 1,164 counting for soft match. Soft match for FY 07-08 totaled \$183,168.40. The soft match requirement for FY 07-08 was \$115,377.27. We exceeded the soft match requirement by 58.76 percent. The second was for FY 08-09. There were five items to report on. 71 people attended these classes with 59 counting for soft match. Soft match earned to date totals \$3,451.96. The soft match requirement for the fiscal year is \$115,826.98. We are at 2.98 percent of meeting the soft match requirement.

German reported on upcoming classes. August 13, 14, and 15, 2008 will be Standardized Field Sobriety Testing at WIPTU. Currently there are twelve enrolled. August 18 – 22, 2008 will be Field Training Officer at Macomb. There are twelve signed up. German stated he would like to see more enrolled. September 9, 2008 will be Sex Offender Registration and Community Notification at WIPTU. There are twenty-six enrolled, many of them are from probation. September 11, 2008 is Motor Vehicle Theft for Patrol Officers. September 24 and 25, 2008 will be Comprehensive Review of Forensic Interviewing, Interrogation and Interpersonal Communication Methods at WIPTU. Currently there are seven enrolled. October 4, 5, 11 and 12, 2008 will be 40-hour Mandatory Firearms Training. October 14, 2008 will be The Winning Edge: Mental Preparation for Violent Encounters in Macomb. October 17, 2008 will be Critical Communication for Dispatchers and Patrol Officers in Macomb. October 21 and 22, 2008 will be Grade Crossing Collision Investigation

at WIPTU. October 28, 2008 will be Juvenile Officer Refresher at WIPTU. November 18, 2008 will be Concealed Compartments in Motor Vehicles in Lewistown.

German stated the Basic Spanish for Law Enforcement scheduled for September 3, 4 and 5, 2008 was cancelled. He stated this class was sponsored by Midwest Counterdrug Training Center from Johnston, Iowa through a government grant. They offer this class nationwide and were having difficulty making lodging arrangements in Galesburg due to the Steerman Fly-In. German stated it may be offered after the first of the year. German stated if the class is offered to register quickly as this training is offered to all fifty states, not just our area. He also stated that MCTC provides lodging and meals for officers traveling more than fifty miles.

German gave the Coordinator's Report. He inquired if Zeigler would be providing paperwork for the July 22, 2008 Rapid Deployment class, also who were the instructors. Zeigler responded he will send it and Paul Vannaken and Rod Riggs, Galesburg Police Department were the instructors.

German stated he brought the ERG's with and requested that everyone take enough for each vehicle in their department. Contact German to receive them if you have not done so.

German stated salary update requests were sent out in May. He still needs updates from the following departments: Abingdon Police Department; Alexis Police Department; Colchester Police Department; Cuba Police Department; Dallas City Police Department; Dunfermline Police Department; East Galesburg Police Department; Gulfport Police Department; Maquon Police Department; and Plymouth Police Department.

German stated July 16, 2008 Lumbeck, Munson and he went to the Illinois Law Enforcement Training and Standards Board for a budget application review. German stated an updated budget was submitted. This was due to the mileage increase.

German stated at the meeting it was pointed out that we are one of the few doing the 158-hour Court Security Officer class, so ILETSB is referring all people to us. German stated the law is written that if you have a law enforcement background you just need to attend the 40-hour transition course. Livingston stated that the law as written states you have to be a "Certified Court Security Officer" so you need to take the 158-hour class.

German stated the Mental Health for Jailers DVD was mentioned in the meeting. He inquired if everyone had received their copy. All present responded they had. Lumbeck stated the DVD training saves travel time.

Lumbeck stated at the meeting John Krein, Fiscal Officer, ILETSB, informed them to make a change in counting man-hours of training. Instead of just counting sworn officers for man-hours they are to count everyone's man-hours.

German stated shoulder patches have been requested from all departments. We are collecting this for a display in the classroom. The following departments have not submitted a patch: 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; McDonough County Sheriff's Department; Warsaw Police Department; and Williamsfield Police Department.

German stated the semi-annual personnel rosters from the Illinois Law Enforcement Training and Standards Board have been sent out. They are due back by August 18, 2008. These are sent out every six months.

German stated the Police and Command School at Western Illinois University will be ending next week. He requested those attending make out one attendance sheet and evaluation. He stated Van Brooker will be providing a copy of the course outline/handout.

German stated the assessment from \$0.15 to \$0.30 per capita has been discussed. A spreadsheet showing the projected cost was provided to those present. He stated the actual increase would not take effect until July 1, 2009 and after the census in 2010 the amount would change again. He stated the amount collected in 2010 will be less than 2009 due to the expected population decline. German stated to maintain the level of training and hire more expensive instructors the increase was needed. German stated the assessment amount has not been increased for approximately ten years.

Lumbeck opened the floor for discussion of the proposed increase. Richards inquired why a smaller increase was not done over the years instead of all at once. German stated he did not want to have too much in excess or the ILETSB could possibly decrease the WIPTU funding. King stated originally the increase was only to last five years but they were able to extend it. German stated the reserve funds have been decreasing and we need to build the reserves up to operate. German stated we do not receive any funds until the budget is approved.

Lumbeck stated the spreadsheet also showed what an assessment of \$0.25 would cost. He stated if the Board was not comfortable going to \$0.30 he would recommend not going lower than \$0.25. Zeigler stated going from \$0.25 to \$0.30 did not have much affect on his amount. He stated it did affect the larger members more, such as Galesburg and Fulton County.

Christensen stated he prepared his budget with the proposed amount. He would suggest that in the future years increases of \$0.05 be made instead of a large amount.

Standard stated he also put in his budget the \$0.30 and explained to his Board that it has not been raised for ten years. Lumbeck stated he had done the same.

A motion to approve the increase in assessment to \$0.30 per capita beginning July 1, 2009 was made by Jefferson, seconded by Van Brooker. Lumbeck stated he had a proxy letter from Edwards giving him permission to vote and Taylor provided his proxy to Richards. Ayes – All. Nays – None. Motion carried.

German stated there were no expected absences. The next Advisory Committee meeting will be August 28, 2008 at WIPTU beginning at 10:00 a.m.

Lumbeck gave the Chairman's report. Lumbeck stated during the ILETSB budget review meeting Krein stated he was pleased with the way we are handling things.

Levingston gave the Part-time Training report. Levingston stated Phase 16 is just about over.

Levingston stated the Orientation for Phase 17 will be August 23, 2008. He stated there are still about six students out of about eleven that have not passed the P.O.W.E.R. test.

Levingston stated the Phase 16 graduation dinner will be in Macomb. He has not finalized a location yet.

Levingston gave the Court Security Training report. Levingston stated the class concluded on June 28, 2008.

Levingston stated if you hire someone needing this training contact him and he will begin a waiting list. Once there are enough needing the training he will have another class.

No State Report was available.

New Business: Jefferson stated the Family Violence Coordinating Council held a train-the-trainer for Firearms and Domestic Violence. Unfortunately he was not able to attend the training. However, the members that did attend the training would like to go to each county/department and provide this training. He stated it is about two hours in length and is free. He stated this is valuable training and helps to answer a lot of questions about taking firearms such as what the departments liability is and what do you do with collectors' firearms. He stated the first training will be held in his county on September 16, 2008 in Carthage in the morning and a second training will be held the same day in Macomb.

There being no further business a motion to adjourn was made by Zeigler, seconded by Christensen. Meeting adjourned at 1:26 p.m.

Respectfully submitted,

Vicki L. Munson  
Secretary