

**Law and Justice Commission  
MTU 8**

Minutes

April 3, 2007

Members Present:

Jeff Elston	Mark Doran	Keith Gehrand
Dave Warner	Mike Emery	Sharon Sweeney
Randy Wilson	Bob McCarty	John Johnson
Beth Kimmerling		

Staff Present:

Walt Clark	Denelle Hetrick
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- I. Call to Order: Meeting was called to order by Chairman Gehrand at 1:35 p.m. in Room CCB 2011 at Heartland Community College
- II. Roll call and establishment of quorum: Sign-in sheet passed around and quorum established.
- III. Motion was made by Emery and seconded by Elston to approve March 6, 2007 meeting minutes – all in favor – motion carried
- IV. Financial Report: Motion to approve March expenses made by Kimmerling and seconded by McCarty – all in favor – motion carried
- V. Correspondence
  - A. Mitsubishi e-mail referencing EVOC – Tentative to confirm late May or early June
- VI. New Business:
  - A. Director attended the Quarterly State Board meeting. The State Board is currently short staffed. The Training Coordinator position along with three Regional Coordinator positions are unfilled. The County Clerks are doing a good job with the surcharge funds. The State is going to a merit system for pay raises. The Director of the State Board is exploring the possibility of implementing this system for the MTUs. Will be discussed further at the Quarterly State Board meeting in June.
  - B. The Director and Executive Assistant attended a meeting on March 21, 2007, in Springfield. The auditor spoke regarding state auditor requirements, went over reports, and asked all MTUs to keep track of the time spent for administrative and training tasks. Others that work for the State Board gave brief presentations.
  - C. Director attended a Rural Chief's meeting on March 13. There was interest shown on 4 hour blocks of instruction on evenings and weekends, which can be difficult to fill to justify the instructor fees and travel costs. The director will put out a survey regarding the training needs for part-time officers. There was also interest shown at the meeting regarding a Spanish course. Elston stated PPCT instructors would be willing to instruct a

course to fit into part-time officers' schedules. Gehrand is in the process of scheduling a Unified Command course on a Saturday and Sunday.

- D. Gehrand announced Sweeney will be taking over most of Gehrand's responsibilities at ISU and will be representing ISU at the Board meetings.
- E. McCarty announced Johnson will be retiring from Livingston Co. Sheriff's Police on June 1, 2007.

VII. Old Business:

- A. Director thinks it would be appropriate to decide how frequently the Board will meet at the June meeting.
- B. The By-laws will stand as is. There will be no further changes.
- C. Sheriff McCarty will step in as Chair for the remainder of FY '07.
- D. Motion was made by Gehrand and seconded by McCarty to appoint Elston as Vice Chairman for the remainder of FY '07 – all in favor – motion carried

VIII. Curriculum:

- A. Doran is interested in dispatch training. Director will look into
- B. Image Scan course scheduled for April 18 has low enrollment.
- C. Police Cyclist course has been scheduled for May 21-24, 2007.

IX. Executive Session – Motion was made by Gehrand and seconded by Emery to go into executive session. Entered into executive session at 2:15 p.m. and returned to regular meeting at 2:45 p.m.

Upon return from executive session a motion was made by McCarty and seconded by Johnson to accept Director's recommendation to promote Denelle Hetrick to Assistant Director effective April 1, 2007, with a salary of \$32,000 and the Assistant Director salary range to be established at \$32,000 to \$42,000. The Assistant Director's salary for FY 08 to be reviewed in June after the State Training Board determines MTU's salary compensation for the fiscal year – all in favor – motion carried

X. Motion to adjourn made by McCarty and seconded by Emery. All in favor – motion carried.

**Next regular meeting will be held Tuesday, May 1, 2007, at Heartland Community College at 1:30 p.m. in Room CCB 2011**