

# Law and Justice Commission

## MTU 8

### Minutes

August 7, 2012

#### Members Present:

Rusty Thomas	Gordon Beck	Mike Scott
Dale Sparks	Michael Reidy	Rick Davis
Pat O'Grady	Tim Henson	Randy McKinley

#### Staff Present:

Mark Kotte	Denelle Hetrick
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#### Members of the Public Present:

Randy Wilson

- I. Call to Order: Meeting was called to order by Chairman Beck at 1:05 p.m. at Heartland Community College in Normal, IL
- II. Roll call and establishment of quorum: Sign-in sheet passed around and quorum established.
- III. Motion was made by Reidy and seconded by Davis to approve June 12 meeting minutes – all in favor - motion carried
- IV. Financial Report: Motion to approve June and July expenses made by Scott and seconded by McKinley – voice roll call vote taken with all voting yea – motion carried.
- V. Correspondence
  - A. Director stated a letter was received from Sheriff Emery stating McLean County Sheriff's Office has elected to contract with a company to provide correctional officer training. McLean County Corrections will not be members of MTU 8 in FY2013.
    1. Thomas stated McLean County Sheriff's Office did research and found a program that is endorsed by organizations such as the American Jail Association and OSHA. Thomas stated the training will be online and correctional officers will take a test on each class they take. Thomas stated the Sheriff's Office feels this training will also better serve them from a liability standpoint.
    2. Kotte stated every MTU is different; and MTU 8 is somewhat unique in providing training for correctional officers and telecommunicators.
    3. Beck suggested he and Kotte roadtrip to talk to Livingston Co. Sheriff's Office, Ford Co. Sheriff's Office, Iroquois Co. Sheriff's Office, and agencies who are not currently MTU 8 members to see if there are ways the MTU can better serve them.

## VI. New Business

- A. Discussion of in-house instructors – McKinley stated Bloomington PD is more than willing to provide instructors for training but he thinks other departments need to do their part in providing instructors as well. He feels some of the larger departments who are members of MTU 8 are not currently doing their part, especially with EVOC and PPCT instruction.
- B. Discussion of New EVOC Instructors – Director stated MTU 3 is holding an EVOC Instructor course on October 1-5, 2012 in Elgin. MTU 8 has asked for three seats in the course and has been guaranteed one. Normal PD currently does not have an EVOC instructor as their instructor recently left the department. The Director stated he has asked Chief Bleichner and A/C Ijams if they will consider sending an officer to the course. Director also requested all other departments interested in sending an officer to the course to let him know as we may end up with one or two more seats in the course. Director stated the possibility of contacting the instructors who are instructing the course in Elgin to see if they would be interested in instructing an EVOC instructor course for MTU 8 has been discussed.
- C. The PPCT and Re-certification of PPCT Instructors – Director stated quite a few MTU 8 PPCT Instructors need to be re-certified in February. MTU 8 would hire someone to come in to instruct the re-certification course. McKinley stated he thinks the MTU needs to continue with PPCT, at least while other defensive tactics course options are being researched. Thomas stated when other programs are being researched, their injury rates should be looked at. It was suggested the MTU form a committee of PPCT Instructors or former PPCT Instructors to research and evaluate other programs. Thomas also suggested Department heads also be involved to look at the programs from an administrative standpoint.
- D. Future Meeting Dates – Director stated having bi-monthly Advisory Board meetings can be problematic and suggested the MTU go back to holding quarterly meetings. Director stated quarterly meetings are optimal as he can then report back after the State Training Board's quarterly meeting shortly after that meeting is held. With bi-monthly meetings, there may be times when it would be a month before he reports on the State Training Board meeting. Beck stated the Executive Board could meet more often or a special meeting could be called if necessary. Thomas stated he opposes going back to quarterly meetings. He feels it creates disconnect. He feels the meetings need to be every other month to address needs and topics that come up. Henson stated he preferred bi-monthly meetings. It was decided there will be no change and the Advisory Board will continue to meet on a bi-monthly basis.
- E. New Law Change for Requirements for Meeting Agendas and Notices – Director stated beginning January 1, 2013, agendas will need to be more specific, especially on items that will be voted on. Director stated agendas must be posted at the place of business and also needs to be posted 48 hours prior at the meeting location or on the website.
- F. Kevin Burke – Director stated Kevin Burke notified the MTUs in July that he has accepted an assistant professorship position at Western Illinois University. He will be able to instruct for the MTUs, however this will be on a much more limited basis. MTU 8 has scheduled Don Hays to instruct some courses. It was suggested the MTU contact Ron Dozier to see if he

would be interested in instructing. Henson stated the Livingston Co. Assistant State's Attorney may be interested instructing in Livingston County.

- G. National Emergency Number Association (NENA) Membership – Director stated Illinois NENA has educational grant opportunities and MTU 8 would like to seek grant funding through INENA for telecommunicator training. An annual associate membership with NENA is \$85.00. It was agreed that the MTU become an associate member.
- H. Review of FY12 Numbers – Director briefly reviewed a fiscal year comparison sheet which stated the MTU held 125 courses in FY12 with a total trained of 1,933. Cost per hour of instruction was \$10.55. A copy of the Quarterly Fiscal Report was also distributed. Hetrick stated MTU 8 will be returning approximately \$2946.66 to the state. Of this total, \$2658.96 is from the Personnel Services line which can't be transferred to other line items.
- I. Director stated MTU 8's budget meeting with the State Training Board is scheduled for August 8, 2012 in Springfield. Scott requested the Director mention he appreciates the online training the Training Board is trying to start up. It is a great benefit for part-time officers.
- J. Beck inquired if there is interest by the Board in having the Director of PTI, Mike Schlosser, attend an Advisory Board meeting to give an update on what is happening with PTI. The Board said they would be interested.

## VII. Old Business

- A. Reminder to all Police Chiefs, Deputy Police Chiefs and Sheriffs regarding State Mandated training – 20 hours annually (Public Act 94-354)
- B. Review of By-laws – Beck stated when reading through the currently by-laws, he felt there was some conflict in who is actually what. Beck reviewed some of the proposed changes which include:
  - 1. Beck stated under Article III, Section 3A, he feels the head of the agency should sit on the Advisory Board. If a scheduling conflict should arise an Assistant Chief or Chief Deputy could fill in but does not feel it should be a Lieutenant or Sergeant.
  - 2. Article III, Section 3B – Conflicts of Interest, or employment regarding any member of the Commission shall be reported in writing to the Chairman of the Executive Board. The matter shall then be placed on the next meeting agenda, discussed and a two thirds majority vote of a quorum of members present shall decide the issue.
  - 3. Article III. Section 7 – A quorum of the Advisory board shall consist of ten (10) representatives of the Advisory Board
  - 4. Article IV, Section 7 – The Executive Board of Directors may suspend and remove any Officer or Agent elected or appointed, when a charge is brought by a voting member that a willful and wanton act of misconduct, a violation of policy of the Commission, or a violation of any Federal, State, or local law has occurred, and after the Executive Board of Directors conducts or empowers a committee of voting members to conduct an internal investigation verifying that a specific violation has occurred. Such removal shall be without prejudice to the contract rights, if any, of the person so removed. The agency involved

may direct another Command level Officer from their organization to be appointed to the board to replace the Officer removed.

5. Article IV, Section 7A – When the results of the investigation are reported to the Advisory Board, and any violation(s) are affirmed; The Executive Board shall submit a formal recommendation for action concerning a member, at a regularly scheduled meeting or a special meeting called for the purpose of hearing the charges and recommendations. A quorum of voting members shall be established. A majority vote may then decide the course of action recommended by the Executive Board to the Advisory Board.
6. Article VII, Section 1 – The Executive Board shall appoint and hire an Executive Director with the advice and consent of the Advisory Board. The Executive Board shall present all pertinent information regarding candidates to the Advisory Board for consideration and the necessary votes. The hiring and appointment shall be affirmed by a majority vote of the Advisory Board following the establishment of a quorum of Advisory Board members.
7. Article VII, Section 1A – The Executive Director shall be operating manager of the Commission and direct the staff and operations of the Commission. This shall include hiring, discipline, terminations, performance improvement programs, and professional development strategies, and other essential duties as determined by the current job description.

Henson stated if the quorum is raised to ten, he thinks an RSVP system would need to be implemented to know if there will be quorum or not prior to the meeting as some members travel from a distance away. It was suggested the agenda be emailed out and then a response stating if the member will be in attendance be requested. Hetrick stated email addresses would need to be updated and some assistance would be needed in obtaining email addresses for mayors, county board chairmen, etc.

Beck stated this is not a final draft of the proposed by-laws and he is open to feedback.

#### VIII. Curriculum

- A. Advanced Traffic Crash Investigation(Phase 3), Subject to funding: Oct. 23 – Nov. 02, 2012
- B. Child Sex Abuse Intervention, Interview and Investigative Techniques: Aug. 13 -14, 2012.
- C. EVOC: Sept. 17 – 21 and Sept. 24 – 28, 2012
- D. Lead Homicide Investigator: October 01 – 05, 2012
- E. Homicide Investigation: From the Crime Scene to the Courtroom: December 18 - 20
- F. Basic Juvenile Officer Certification: November 27 – 30, 2012
- G. High Tech Investigative Techniques: Nov. 13
- H. Advanced High Tech Investigative Techniques: Nov. 14
- I. Behavioral Profiling: Understanding Emotions and Behavior in Detecting Deception: Nov. 20

#### IX. No executive session was held

- X. Public Input
  - A. Wilson stated the Central Illinois Association of Law Enforcement Executives meeting will be held on August 8 in Springfield
  
- XI. Motion to adjourn made by Reidy and seconded by Thomas – all in favor – motion carried

**Next regular meeting will be held on Tuesday, October 9, 2012 at 1:00 p.m. at Heartland Community College, Room CCB 2012.**