

Advisory Board Meeting
LETAC Training Center
November 18, 2015 1:00 p.m.

Call to Order –

A quorum was established and the meeting was called to order by Chairman Jan Bowsher at 1:20 p.m. with the following members present: Chief Jan Bowsher (Chairman), Chief Barclay Harris (Vice-Chairman), Chief Greg Wheeler (Secretary), Sheriff Bruce Kettelkamp (Treasurer), Sgt. Audie Prange, Interim Chief Vern Foli, Chief Greg Damarin, Guest Courtney Palazzolo, Interim Chief James Getz, Deputy Chief Dyle Stokes, Chief Craig Kennedy, Sgt. Bob Davidsmeyer, LETAC Director Ellen Petty, IROCC Program Coordinator Kenton Manning, IROCC Compliance Manager Ted Street, Offsite Training Coordinator Mark Gleason, PT Basic Training Coordinator Dan Ryan, Shawn Galiher Administrative Assistant of LETAC, Myrna Madison PT Secretary of LETAC, and Jennie Alt Administrative Assistant of LETAC.

Approval of September 16, 2015 Meeting Minutes –

Chairman Bowsher called for the approval of the meeting minutes from September 16, 2015. A motion was made by Vern Foli to approve the minutes, and seconded by Barclay Harris. A vote was taken, all were in favor, and the motion was carried without further discussion.

Approval of the Bank Statements/Reconciliation/Bills –

Director Petty discovered that the IROCC statements were not being mailed, and were overlooked. PNC required us to choose between the paper statement and the online statement, but we are not allowed to have both. Chairman Bowsher called for the approval of the bank statements. Director Petty advised the board members that (as always) if anyone reads through the bank statements and bills after the meeting, feel free to call the office. Director Petty will be happy to discuss and explain any expense in question. A motion was made by Vern Foli to approve the bank statements, and seconded by Greg Wheeler. A vote was taken, all were in favor, and the motion was carried without further discussion.

Tabulation of Ballots & Certification of Results for Elections of County Reps & Board Officers –

Director Petty, Shawn Galiher, and Jennie Alt opened 37 ballots. Chairman Bowsher announced the results.

Results:

- Chairman – Chief Jan Bowsher of the Pawnee PD received 29 votes. (Incumbent)
- Vice-Chairman – Chief Barclay Harris of Divernon PD received 29 votes. (Incumbent)
- Treasurer- Sheriff Bruce Kettelkamp of Christian County Sheriff received 29 votes. (Incumbent)
- Secretary – Chief Greg Wheeler of Warrensburg PD received 25 votes. (Incumbent)
- Christian County – Chief Daniel Bland of Pana PD received 3 votes. (Incumbent)
- DeWitt County – Chief Jared Shofner of DeWitt County Sheriff received 2 votes. (Incumbent)
- Logan County – Interim Chief Paul Adams of Lincoln PD received 1 vote. (Incumbent)
- Macon County – Sheriff Tom Schneider of Macon County Sheriff received 3 votes. (Incumbent)
- Mason County – Sheriff Paul Gann of Mason County Sheriff received 1 vote. (New Appointment)
 - Maria Cupi of San Jose formerly held this appointment.
- Menard County – Chief Dave Coulter of Petersburg PD received 2 votes. (Incumbent)
- Montgomery County – Sheriff Jim Vazzi of Montgomery County Sheriff received 4 votes. (Incumbent)
- Sangamon County – Acting Chief Vern Foli of Chatham PD received 13 votes. (Incumbent)
- 4 Ballots in total were not valid.

A motion was made by Greg Damarin to approve the election results, and seconded by Vern Foli. A vote was taken, all were in favor, and the motion was carried without further discussion.

FY16 Training Schedule –

- Training Conducted Year to Date
 - 34 classes were cancelled due to lack of training funds, which is 959 hours of training.
 - The 1st quarter of the FY16 training increased by 19 hours from FY15, soft match increased by 15k, and attendance by 316. Unfortunately, we will see a decline in the 2nd quarter in comparison to FY15.
- List of Cancelled Training (due to the lack of state budget)
 - A complete list of cancelled training was provided in the Dropbox. The cancelled death grant classes will not be rescheduled, due to the MTU's losing the Death Grant Funds..
 - The only classes remaining this year are the tuition based classes advertised.
- ILEETS '16
 - There is a possibility that the ILEETS Summit will be cancelled, as long as the budget is at a stalemate. The MTU's are functioning off a very limited budget.

Director Petty stated that the Dropbox has a detailed report by Mark Gleason. He has been quite busy, even with the cancelled classes. He met with many of the member departments throughout the quarter.

FY17 Membership Assessment Rate –

Director Petty recommended that the assessment rate would not increase for FY17. The reason being we do not anticipate a budget increase for FY17, and due to the amount of classes the MTU was forced to cancel with the budget stale mate. A motion was made by Vern Foli to approve the FY17 Assessment Rate, and seconded by Barclay Harris. A vote was taken, all were in favor, and the motion was carried without further discussion.

ILETSB Reports -

Pat Hahn sent an email with an update on House Bill 4305 on 11/11/15. Amendment 4 was added on Monday 11/11/15 and includes the money from the Traffic Criminal Conviction Surcharge Fund for ILETSB to pay for training. This was passed out of the house, but the Senate will not meet again until January 2016. This money will not be available before year end.

Once we receive our first state check, it will be used to pay for: PATC classes that agreed to invoice as once we get the funds in the amount of \$16,400, the LETAC portion of the Insurance bills that were paid in full by IROCC in the amount of \$5,783, a \$25K loan from the Membership account, and a \$60k loan from the PT Program. The total of \$107,183.00.

ILETSB has asked that every MTU send out a survey for Firearms and the use of the IROCC program. Each MTU is required to make sure each member department complete the survey. In exchange for this survey, checks were sent to each MTU from the IROCC account. This is for the use of the IROCC Program. This helped many of the MTU's to keep their doors open during the budget stale mate. Chairman Bowsher stated that this directive came directly from the training board, and the LETAC board had no say in the matter.

Director Petty received an email from Cora Beem at ILETSB regarding the use of a social security number for officers. They are no longer using social security numbers. Starting immediately they will now identify them by a computer generated PTB number. This number is available in the LEDI program on their website. When your roster is pulled up, the number appears before the officer's name. There is also a search option called PTB ID Lookup on the left side of their webpage. Director Petty asked if this applies for in-service training, so Cora Beem will research this and get back to her.

Part-Time Basic Training Report -

PT Coordinator Dan Ryan stated that they have 10 classes left in Class 26. Class 27 starts in Feb 2016 (5 months), and it will be shorter than Class 26 (7 months). The course was shortened to be completed by the end of the fiscal year. We can offer another class for the first part of FY17, so it can end prior to the curriculum changes.

There will be a meeting on December 9, 2015 with the chiefs of police. There will discussions on the pros and cons of locations, class orders, etc. This will give Dan an idea what or if changes may be needed.

Concealed Carry Program Report –

Kenton Manning - IROCC has added a new range at the Chicago Police Academy, which started on August 22, 2015. We initially had it once a month, but due to growing numbers we now have it twice a month. The local retirees are very happy with this new addition. In Belvedere (by Rockford) we have another new range, and the first shoot went fantastic.

The Military LEOSA compliant ID card program is going well. The Air Force and Army are using the same vendor for ID cards, which has made it easy to work with these applicants. The applicants are very good at completing the paperwork correctly and it is appreciated. Finally – please take the time to thank Ernie Ashby and Jennette Nall for all their hard work, if you can.

Ted Street – Ted stated that the interviews for the Director of ILETSB are occurring at this time.

Ernie Ashby, Director Petty, and Ted met with MSF & W, which is the firm that was used to update the training board database. The IROCC database and website are in need of a functional update. The initial bid was for \$ 187k, but they were able to negotiate 3 payments of 20k to total \$60k. IROCC is waiting for the approval of this bid by ILETSB, Director Petty can sign the contract.

ILETSB also approved the hiring of a temporary employee for 90 days through Manpower. Director Petty was able to work with Manpower on this, and was able to get a very efficient worker to file paperwork. Ernie and Jennette process over 2000 applicants a month, so we were also able to get ILETSB approval to purchase a postage meter and Folding/Inserting machine. This will increase the efficiency in the office.

Ted is checking police certifications to the ILETSB database. This has produced files with errors, and the need to research further.

UPDATE from ILETSB per Ted Street-

The appellate court has dismissed the Court Security lawsuit. The court security officers are not eligible for IROCC. This also created a new class action in Federal Court from the 186 retirees involved. More to come as the lawsuit progresses.

Excerpt from the September meeting:

(The Cook County situation involving 4 retirees from the Cook County Sheriff's Court Services division whose IROCC applications have neither been approved nor denied while further information was being requested was heard in the Cook County Circuit Court last month. A subsequent hearing was held in August with the understanding more information was to be provided to assist in determining a disposition in this matter. In the meantime, a Freedom of Information request was prepared and returned setting forth that the Cook County Sheriff's office did not have sufficient records to confirm that certain individuals were primarily responsible for enforcing the criminal code. The individuals who have not sent any documentation will receive notice that they will not be considered as eligible for IROCC participation by virtue of no ILETSB training records.)

Final Audit Draft from Sikich –

Director Petty stated that she received the FY15 Audit Draft from Sikich. A copy was provided in the Dropbox. There were clarification questions sent in response to the audit. Once these questions are answered, Director Petty will write her response to the audit and submit it for the final copy. If there are any questions, please feel free to ask Director Petty.

Staffing-

Director Petty presented 3 options in regards to current staffing levels, due to the budget stale mate.

- To keep all four staff members – Monthly Costs - \$ 17,850.52
 - LETAC could operate until March 2016 and then close the doors.
- To keep Ellen and Jennie – Monthly Costs \$ 12,842.00
 - LETAC could operate until June 2016 and then close the doors.
- To keep Ellen only – Monthly Costs \$ 9,784.00
 - LETAC could operate until August 2016 and then close the doors.

This discussion occurred during the Executive Session.

Executive Session –

Chairman Bowsher called for a motion to go into Executive Session. A motion was made by Dyle Stokes to go into session, and seconded by Greg Damarin.

Once the Advisory Board returned to regular session, DC Dyle Stokes stated that the Advisory Board chose to take the option of keeping Director Petty and Jennie Alt. Shawn Galiher and Myrna Madison would be permanently laid off. In addition, Offsite Coordinator Mark Gleason's contract would be suspended. When funds are eventually received and offsite classes continue, Mark Gleason will be offered the same contract to return.

A motion to accept the recommendations was made by Greg Wheeler, and seconded by Bruce Kettelkamp. A vote was taken, all were in favor, and the motion was carried without further discussion.

Old Business – None

New Business –

- January 20, 2016 will be the next LETAC Board Meeting
- Director Petty is researching all aspects of Teleconferencing for FY17 to allow board members to be part of a meeting, if they are unable to attend. Vern Foli asked if there was a by-law regarding this. Director Petty stated there were none at this time, but that we should probably include a policy about it in the policy manual she is working on. This will be researched in full by Director Petty.

Adjourn –

A motion was made to adjourn at 2:30p.m. By Vern Foli, and seconded by Bruce Kettelkamp. A vote was taken, all were in favor, and the motion was carried without further discussion.