

Advisory Board Meeting
LETAC Training Center
May 18, 2016 11:30 a.m.

Call to Order –

A quorum was established and the meeting was called to order by Chairman Jan Bowsher at 11:36 a.m. with the following members present: Chief Jan Bowsher (Chairman), Chief Barclay Harris (Vice-Chairman), Sheriff Bruce Kettelkamp (Treasurer), Chief Greg Wheeler (Secretary), Chief Vern Foli, DC Scott Tarter (Guest), Chief Greg Damarin, Chief Craig Kennedy, DC Brian Hile, DC David Dickerson, Sgt. Brad Allen, Commander Kenney Scarlette, DC Matt Vlahovich, Lt. Audie Prange, Lt. Antonio Brown, Former LETAC Director / ILETSB - Ellen Petty, IROCC Program Coordinator Kenton Manning, IROCC Administrative Manager Jennette Nall, IROCC Product Manager Ernie Ashby, Offsite Training Coordinator Mark Gleason, PT Basic Training Coordinator Dan Ryan, Office Manager Jennie Alt, and Shantell Lattin Temporary Administrative Assistant of LETAC.

Approval of March 16, 2016 Meeting Minutes –

Chairman Bowsher called for the approval of the meeting minutes from March 16, 2016. A motion was made by Vern Foli to approve the minutes, and seconded by Brian Hile. A vote was taken, all were in favor, and the motion was carried without further discussion.

Approval of the Bank Statements/Reconciliation/Bills –

Chairman Bowsher called for the approval of the bank statements. 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.

Concealed Carry Program Report –

Kenton Manning –

Kenton wanted to take time to introduce Ernie Ashby – IROCC Product Manager and Jennette Nall – IROCC Administration Manager. Kenton stated their duties, and what an effective team they are. The office runs very well due to their work ethic, the members love working with them, and he is proud of the job they do.

Ernie Ashby–

IROCC Product Manager Ernie Ashby provided the board with an IROCC Report. In this report, he discussed the following: History of IROCC, Current Stats of IROCC, Current Stats of the IPACC program, Improvements to the New IROCC Database, Additions in Equipment used to streamline daily operations, New Range locations of Chicago P.D. Training Academy and Belvidere P.D., and Future Goals for IROCC.

Stats:

- IROCC 2016 Membership is up 6%, compared to January through April 2015.
- IPACC 2016 Membership is down 15% compared to January through April 2015.

Recent Improvements to New IROCC Database:

- Full Search Functions
- Integrated Letters
- Accurate Rosters
- Specific Location Scheduling

New Equipment:

- Pitney Bowes Inserter
- U.S. Postage Meter

Future IROCC Goals:

- New Website
- Policy Inquiry Site
- Online Scheduling for Applicant Qualifications
- New I.D. Card Software
- New Card Printer
- New Shirts

Presentation of Achievement –

Kenton Manning presented a plaque to Former Director Petty for her achievement and gratitude from 25 years of leadership.

Executive Session – Decision on Director –

A motion was made to go in Executive Session by Vern Foli, and seconded by Brian Hile.

A motion was made to go out of Executive Session by Vern Foli, and seconded by Brian Hile.

When the session adjourned, Vern Foli made a motion to offer the position of Director of LETAC to Bob Crouch with a beginning salary of \$55,000 for the first 6 months, and increase to \$60,000 after a 6 month evaluation. Ellen Petty's last day as Director of LETAC was on May 13, 2016. Kenney Scarlette seconded the recommendation. A vote was taken, all were in favor, and the motion carried without further discussion.

FY16 Training Schedule –

- **Offsite Training Coordinator Report** - This has been placed in the drop box. The departments in that area are reporting that things are going well.
- **ILEETS '16 Final Cost–**
 - The overall cost was \$ 45,971.96.
 - The overall cost per student was \$ 308.54.
 - We received \$3200.00 in donations.
 - Tuition collected was \$20,548.66
 - Expense minus receipts was \$17,423.30
 - Actual Cost per student was \$ 116.93
 - MTU 7 & MTU 1 paid the students tuition, along with the co-host fees.

- MTU 7 has decided they do not want to participate next year, so we are unable to have it at the Embassy Suites in East Peoria.
- The Embassy has a sister site in Bloomington, IL, so this is a possibility to consider.
- Vern Foli asked what issues we need to improve on.
 - There were fees that were forgotten or not realized when deciding what to charge for tuition.
 - The lack of experience dealing with vendors was an issue. We received good feedback from them, and should consider donation tiers for the coming year. A vendor hour or night reception would be greatly appreciated from the vendors.
 - Chairman Bowsher stated that we will need more assistance in the coming year. The existing committee did a very good job, but more help is appreciated for the next summit.

Part-Time Basic Training Report –

Dan Ryan stated that 1 officer dropped from Class 27 (Maria Ferrari), due to being hired full-time by SIU Edwardsville PD. A power test was held May 14, 2016 for the upcoming Class 28. We will also have one more on June 11, 2016. Graduation for Class 27 will be July 14, 2016 at Camp Lincoln for Class 27. Mandatory Firearms will start in June for the next PT Academy. Please see the full report in the Drop Box.

Old Business –

- Question from Vern Foli – *The Board was notified a couple of years ago or a year ago about updating the current database, has this been completed?*
 - *Former Director Petty stated it was completed in April of 2015. The IROCC program was not part of this database, and they did not use IROCC funds. To date there still are issues remaining, due to the budget issues, ILETSB stopped paying MSF&W. MSF &W stopped working on the database. Dan Sluga, ILETSB's IT guy, is now working on the database and issues that remain. It is not out of the question that MSF&W may continue to work on this program, once ILETSB has money allocated for this program. There are second tier projects they are looking forward down the road.*
 - *Vern Foli stated that the Chiefs were supposed to be able to look at the training of their officers. Former Director Petty stated that this was a second tier project. There was also supposed to be the potential for online registration for any MTU, but this has been set aside for now.*
- Question from Kenton Manning – *How does the certified class information get to the training board? Is it done by the local departments or from the MTU?*
 - *Former Director Petty stated that the MTU's send that information via reports to Pat Hahn at ILETSB. Contact ILETSB if you would have any questions.*
 - *Kenton asked additionally if there is a discrepancy in their in-service record (i.e. Class count or missing classes). Former Director Petty stated to contact the MTU, and they should be able to re-submit the information to ILETSB*
- Question from Vern Foli – *If there is a serious incident, how do I make sure my records match ILETSB's records?*
 - *Former Director Petty stated that you can contact ILETSB's FOIA Officer – Anthony Rafferty – by email. They will send you the training records in a day.*
- Chairman Bowsher stated that ILETSB was supposed to combine Range Qualifications and more in the LETAC database
 - *Former Director Petty stated that this is still planned for the IROCC database.*

New Business –

- July 20, 2016 will be the next LETAC Board Meeting at 11:30 am.
- June 1-2, 2016 will be the next ILETSB meeting in Downer's Grove.

Adjourn –

A motion was made to adjourn by Vern Foli, and seconded by Antonio Brown. A vote was taken, all were in favor, and the motion was carried without further discussion.