

**Advisory Board Meeting
LETAC Training Center
July 20, 2016 11:30 a.m.**

Call to Order –

A quorum was established and the meeting was called to order by Chairman Jan Bowsher at 11:40 a.m. with the following members present: Chief Jan Bowsher (Chairman), Chief Barclay Harris (Vice-Chairman), Sheriff Bruce Kettelkamp (Treasurer), Chief Greg Wheeler (Secretary), DC Scott Tarter (Guest), Chief Greg Damarin, Chief Craig Kennedy, DC Brian Hile, Sgt. Brad Allen, Lt. Audie Prange, Lt. Chief Daniel Bland, Chief Paul Adams, Sheriff Paul Gann, LETAC Director Robert Crouch Jr., 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 Jennifer Harris Temporary Administrative Assistant of LETAC.

Approval of May 18, 2016 / May 25, 2016 Meeting Minutes –

Chairman Bowsher called for the approval of the meeting minutes from May 18, 2016 and May 25, 2016. A motion was made by Barclay Harris to approve the minutes, and seconded by Paul Adams. 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 Bruce Kettelkamp 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.

New Director Update – FY16/17 Training Reports

Director Crouch stated the statements reflect money spent in May and June before year end. The items purchased were items that the office will use throughout the coming year.

Director Crouch stated that the staff has been extremely helpful in the transition and he appreciates all the hard work. Mark Gleason added that the LETAC staff and staff at Richland College provides outstanding support for him as well.

The Final FY16 Training classes went very well. There were no problems, and now we are concentrating on the FY17 schedule.

LETAC was awarded half of the FY17 budget, due to the state budget issues. It is anticipated that LETAC will receive the remaining funds with the stop-gap budget. Director Crouch stated that as courses are confirmed, they are placed on the website. As you visit the website and you see something is not working correctly or see a problem, please send an email to Director Crouch.

New Bank Possibility –

Director Crouch stated that the IROCC bank account at PNC has been very difficult to deal with. The bank required a Board Meeting in the lobby of the bank on May 25, 2016, in order to update the signature card. There were no problems at Illini Bank or Town and Country Bank. The IROCC credit card is still being processed, and we do not know when it will be in.

Director Crouch would like to seek a local bank with good customer service and one that will provide a better option for the IROCC Account. Craig Kennedy made a motion to establish a new bank account at a local bank, and Brian Hile seconded the motion. A vote was taken, all were in favor, and the motion was carried without further discussion.

Board Vacancies –

Director Crouch stated we have a vacancy for the DeWitt County Representative, due to the Sheriff's department joining a different MTU. The remaining department eligible for the vacancy would be DeWitt County Probation. They will be contacted regarding this vacancy.

Part-Time Basic Training Report –

Dan Ryan stated that we have ended Class 27, and the graduation was on July 14, 2016 at Camp Lincoln. Class 28 has started, and they have completed Mandatory Firearms and Standardized Field Sobriety Testing. The next class will start in February, but there is not a definite date. This will be a 560 hour curriculum. Direction from the training board is expected to be given in September, which will provide answers on how the hours will be added (time, online training, classroom, etc.). Some of training added: Cultural Sensitivity, Animal Abuse, and Police Officer Wellness.

There was a survey sent out by ILETSB Executive Institute to gauge the strengths and weaknesses of the Part-time Police Officer Program. There were several Chiefs that did not receive the survey that use the program, and the survey was closed. Dan contacted them, and has been re-opened.

Concealed Carry Program Report –

Kenton Manning – The numbers of membership is continuing to increase. With the increase, IROCC has been approved to hire an additional staff member. The IROCC database program has been obsolete for a long time, so we are working on a new updated functional website.

Ernie Ashby–

Ernie wanted to give an update on the database. There have been two meetings with MSF&W, since the last board meeting, on Phase 2 of the IROCC database. This phase will concentrate on the IROCC website. There will be a separate website for online scheduling and police verification. We would like to be able to show samples at the next board meeting.

Executive Session –

A motion was made to go into Executive Session by Paul Adams, and seconded by Barclay Harris.

A motion was made once out of Executive Session to split \$4,000 (given by ILETSB to LETAC) equally between Director Crouch, Jennie Alt –Office Manager, and Cara Dasher- New Administrative Assistant by Bruce Kettelkamp. Greg Damarin seconded the motion, and the motion carried without further discussion.

New Business –

- September 21, 2016 will be the next LETAC Board Meeting at 11:30 am.
- December 7-8, 2016 will be the next ILETSB meeting – TBA on the location.

Adjourn –

A motion was made to adjourn by Greg Wheeler, and seconded by Paul Gann. A vote was taken, all were in favor, and the motion was carried without further discussion.