

Advisory Board Meeting
LETAC Training Center
March 16, 2016 11:30 a.m.

Call to Order –

A quorum was established and the meeting was called to order by Chairman Jan Bowsher at 11:52 a.m. with the following members present: Chief Jan Bowsher (Chairman), Chief Barclay Harris (Vice-Chairman), Chief Greg Wheeler (Secretary), Chief Brad Gentry, Chief Daniel Bland, Interim Chief Vern Foli, Chief Greg Damarin, Chief Craig Kennedy, DC Brian Hile, DC David Dickerson, Sheriff Paul Gann, Brent Fischer –Executive Director of ILETSB, 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, Office Manager Jennie Alt, and Shantell Lattin Temporary Administrative Assistant of LETAC.

Approval of January 20, 2016 Meeting Minutes –

Chairman Bowsher called for the approval of the meeting minutes from January 20, 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. 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 Barclay Harris. A vote was taken, all were in favor, and the motion was carried without further discussion.

FY16 Training Schedule –

- **Updated FY16 Training Schedule** - Director Petty stated that we have 1,396 hours of training in the fourth quarter, compared to last year at this time with 829 hours. Considering the fact that we have cancelled over 1,000 hours in the previous quarters due to state budget issues, we were able to reschedule many of the classes and we are doing better than last year. Many of our classes are full, despite the opposite happening at other MTU's throughout the state.
- **Updated FY16 Training Activity Report**– The report is missing 4 classes at the end of the month of March, but we are still doing very well for the quarter.
- **Offsite Training Coordinator Report** has been placed in the drop box. The departments in that area are reporting that things are going well.
- **ILEETS '16** – The itinerary is included in the packet. Director Fischer is not able to speak, but we are hoping Deputy Director Pingolt can take his place. The donations, the brochure, etc. has been placed in the drop box.

FY17 Budget Application –

Director Petty will be submitting two separate budget applications, which was requested by ILETSB. The MTU's were asked to submit a budget application with all non-personnel line items that are the same as FY16. The second application would include an additional 48,000 in the training line item, which would replace the Death Grant Funds. Both applications will be submitted April 1st with a list of training classes from our training meeting. A motion was made by Daniel Bland to approve the budget applications, and seconded by Vern Foli. A vote was taken, all were in favor, and the motion was carried without further discussion.

ILETSB Reports –

Director Brent Fischer- The Director wanted to come and introduce himself to the MTU board. He has been visiting the various MTU's as time permits.

- Question from Vern Foli – There is no procedure established for Narcan, and it took effect January 1, 2016. Will there be a policy created by ILETSB or direction given from the training board?
 - Director Fischer stated was unsure of any curriculum established. Some of it can be taught in 30 minutes by a medical professional. As far as future direction, it is still up in the air. There are some departments that have established their own training, depending on the area of the state.

- Vern Foli stated the statute states direction should come from the training board. This should be a concern for every agency in the State of IL.
 - Director Fischer – I do not have any specific direction right now.
- Mark Gleason asked if the MTU's can create their own class.
 - Director Petty stated that the MTU directors were advised by Pat Hahn, at the Assist Meeting in Collinsville, that the training board was not putting anything together on this. The Directors can put a class together and get it certified by ILETSB.

Part-Time Basic Training Report –

PT Coordinator Dan Ryan stated that the Class 26 graduation was held at Camp Lincoln on February 25, 2016. There were around 250 people in attendance. The facility and staff are very nice, in fact he has reserved the date for the Class 27 graduation. The present class is having to train on Saturday and Sunday's, so the schedule is very busy.

A Chief has suggested that the PT Academy incorporate Below 100 in its training. Dan stated he is able to work this in early in the training schedule, so he is in contact with a person to speak on this.

Director Petty stated that Dan's reports are very detailed and she encourages everyone to read them.

Concealed Carry Program Report –

Kenton Manning –

The military involvement in the LEOSA Program has been a good experience.

IROCC has implemented the first wave of applications in the new database built by MSF&W. While in the testing process, Ernie and Jennette are double entering the information. They are finding things to be fixed, but IROCC is very happy overall with the new system.

Ted Street –

Ted wanted to acknowledge the great job Shantell did while working as a temporary associate with the IROCC program. Ted stated we currently have 8,306 IROCC members, according to our new database. A detailed review of how the file vetting process is in Ted's monthly report.

Executive Session –

A motion was made to go in Executive Session by Barclay Harris, and seconded by Greg Damarin.

When the session adjourned, Barclay Harris made a motion to have Shantell Lattin work for through June as a temporary employee for her probation period, review her performance at the May 18,, 2016 board meeting, and if all goes well bring her on permanent on July 1, 2016. Vern Foli seconded the recommendation. A vote was taken, all were in favor, and the motion carried without further discussion.

Old Business –

- The Firearms Survey Update & IROCC Grant Funding
 - The compiled report is in the drop box. There was a little over 50% response rate to the survey. Director Petty sent a request to ILETSB to return the \$20,000 that LETAC was paid from the IROCC account for this survey. This was approved by ILETSB and the money was returned to the IROCC account. Director Petty stated that it did not cost any money to do the survey, so that is why the money was returned.

New Business –

- May 18, 2016 will be the next LETAC Board Meeting at 11:30 am.

Adjourn –

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