

## **Advisory Board Meeting – January 18, 2017**

### **LETAC Training Center – Springfield**

#### **Call to order –**

A quorum was NOT established and the meeting was called to order by Chairman Jan Bowsher at 11:50 am with the following members present: Chief Jan Bowsher (Chairman), Chief Barclay Harris (Vice-Chairman), Lt. Shane Brandel, Sgt. Bob Davidsmeyer , Chief Vern Foli, Chief Daniel Bland, Chief Brian Hile, Chief Ron Boris, LETAC Director Robert Crouch Jr., IROCC Program Coordinator Kenton Manning , IROCC Program Manager Ernie Ashby, IROCC Office Assistants Jennette Jones-Nall and Beth Edwards, PT Basic Training Coordinator Dan Ryan, LETAC AP/AR Clerk Simone Virden, and Administrative Assistant Cara Dasher.

At 11:55 am, Chief Paul Adams arrived, and quorum was established.

#### **Approvals -**

##### **November 16, 2017 Meeting Minutes**

Chairman Bowsher called for approval of the previous meeting's minutes. A motion was made by Hile, seconded by Adams. A vote was taken, all in favor. Motion was carried without further discussion.

##### **Bank Statements/Reconciliations/Bills**

Chairman Bowsher called for approval. A motion was made by Foli, seconded by Brandel. A vote was taken, all in favor. Motion was carried without further discussion.

##### **Audit Documents**

Chairman Bowsher called for approval. A motion was made by Foli, seconded by Brandel. A vote was taken, all in favor. Motion was carried without further discussion.

#### **Reports –**

*Director (Bob Crouch):* Administrative Assistants, Cara Dasher and Simone Virden, were acknowledge for their work. Membership invoices and training surveys sent to appropriate agencies. AP and Director are working to get tax information out, including 1099's to appropriate instructors. Annual report is done. Director is working with getting mandates assigned to training classes, which includes certifying classes with training board, and ensuring the certificates reflect the mandates they meet.

*Offsite Training Coordinator (Mark Gleason):* Attending class in Decatur.

*Part-Time Basic Training (Dan Ryan):* Graduation of Class #29 will be January 5, 2017 at the iWorship Center in Springfield, IL. Class #30 begins on February 4, starting with Student Orientation. Class #30 will be the last class to require 400 hours. The next class will be expanded to 560 hrs, as required by the state.

*ILETSB (Pat Hahn):* Absent.

*Concealed Carry Program:* Coordinator Kenton Manning reports a 16% increase in enrollment since the roll-out of Online Scheduling. Committee of Board Members will meet to update rules. MSF&W has proven to be a great vendor for scheduling portal/database. A laminator has been purchased for the cards. Coordinator was very complimentary of his team.

### **Executive Session -**

No executive session.

### **Business**

Old: Update for ILEETS 2017; need to find alternative ways to inform agencies of available spaces; it was suggested to use Case of the Month emails to extend reach. Additionally, LETAC staff noted additional vendors and donations. It was suggested that Vendors be confirmed by February 3, 2017.

New: Next Advisory Board meeting, scheduled for March 15, 2017, will be cancelled to due coinciding with ILEETS conference. Director Crouch also introduced new Board members, Chief Ron Boris (present) and Ed Culp (absent).

Also, next MTU 10 Advisory Board meeting is May 17, 2017 – 11:30am at LETAC, 840 S. Spring St, Suite B, Springfield.

### **Adjourn**

Motion was made by Hile, seconded by Brandel. A vote was taken, all in favor. Motion was carried with no further discussion.