

**LAW ENFORCEMENT STANDARDS BOARD (LESB)  
EXECUTIVE COMMITTEE (EC) MEETING**

**MINUTES – NOVEMBER 10, 2020**

**ATTENDANCE:**

**LESB EC MEMBERS**

Anthony Burrell  
Chris Domagalski (Chairperson)  
Scott Parks  
Anna Ruzinski (Vice Chairperson)  
Tina Virgil (Secretary)  
Michelle Viste

**STAFF**

Stacy Lenz  
Katie Maule  
Jerry Mullen  
Thessa Phillips  
Frank Sullivan  
Dana Vike  
Steve Wagner

**Guests:** Kyle Hofacker, Ashley Viste

- 1. Call the Meeting to Order** – Chairperson Domagalski called the meeting to order at 10:01 a.m.
- 2. Introductions**
- 3. Proof of Posting of Meeting Notices**  
The meeting notice publication procedures were followed in compliance with Wis. Stat. §19.84.
- 4. Requests for Waiver of Training & Education Requirements for Officers, Civilians & Instructors.**

**Preparatory Training Waiver Requests**

- a. Barfoot, April B – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall complete the Law Enforcement Reciprocity Examination by November of 2021.
- b. Barkalow, Devin M – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall complete the Law Enforcement Reciprocity Examination by November of 2021.
- c. Dale, Joshua M – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall complete the Law Enforcement Reciprocity Examination by November of 2021.
- d. Gering, Santosh H – Pre-Employed

Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall complete the Law Enforcement Reciprocity Examination by November of 2021.

e. Gustafson, Carl K – Pre-Employed

Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall complete the Law Enforcement Reciprocity Examination by November of 2021.

f. Hack, Judson R – Pre-Employed

Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall complete the Law Enforcement Reciprocity Examination by November of 2021.

g. Hofacker, Kyle – Pre-Employed

Staff recommends granting the waiver request based on the following mitigating circumstances:

1. A 60-day extension is de minimis and consistent with precedent.
2. The applicant's current job at Austin Straubel Airport, although unsworn, has similar duties to a sworn law enforcement officer.
3. A condition of approval shall be a requirement for the applicant to successfully complete the Wisconsin Law Enforcement Reciprocity examination prior to May 1, 2021.

Discussion on Mr. Hofacker:

- Chairperson Domagalski does not object to the waiver for Mr. Hofacker. His concern is that the agency waited to submit the waiver for an extension to regain employment. Agencies should request an extension from the LESB as soon as they are aware that the officer is outside their time frame to regain employment.

h. Jones, Robert J – Pre-Employed

Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall complete the Law Enforcement Reciprocity Examination by November of 2021.

i. Leasman, Ethan A – Pre-Employed

Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall successfully complete the Law Reciprocity Examination by November of 2021.

j. Miller, Howard A – Pre-Employed

Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year

from the date of the exam. The applicant shall successfully complete the Law Enforcement Reciprocity Examination by November of 2021.

- k. Mook, Bryson K – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall successfully complete the Law Enforcement Reciprocity Examination by November of 2021.
  
- l. Peterson, Martin C – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall successfully complete the Law Enforcement Reciprocity Examination by November of 2021.
  
- m. Reshkus, Gavin M – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall successfully complete the Law Enforcement Reciprocity Examination by November of 2021.
  
- n. Sabet, Ramtin S – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall successfully complete the Law Enforcement Reciprocity Examination by November of 2021.
  
- o. Smith, Austin J – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall successfully complete the Law Enforcement Reciprocity Examination by November of 2021.
  
- p. Smith, Timothy J – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall successfully complete the Law Enforcement Reciprocity Examination by November of 2021.
  
- q. VanCamp, Ethyn R – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year from the date of the exam. The applicant shall successfully complete the Law Enforcement Reciprocity Examination by November of 2021.
  
- r. Zhurba, Dmitriy Y – Pre-Employed  
Staff recommends successful completion of the Reciprocity Examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for one year

from the date of the exam. The applicant shall successfully complete the Law Enforcement Reciprocity Examination by November of 2021.

s. Baisley, Dennis – Rusk County Sheriff’s Office

Staff recommends granting the waiver request based on the following mitigating circumstances:

1. The applicant has extensive (25 years) prior law enforcement experience.
2. A 60-day extension is de minimis and consistent with precedent.
3. A condition of approval shall be a requirement for the applicant to successfully complete the Wisconsin Law Enforcement Reciprocity examination prior to May 1, 2021.

Discussion on Mr. Baisley:

- Chairperson Domagalski asks staff if they were given a date for when the conditional offer was made to the officer? Jerry Mullen states that he does not have that information. Chairperson Domagalski suggests that staff include this information with future requests.
- Vice Chairperson Ruzinski agrees the date of the conditional offer is important information to include with the request.
- Chairperson Domagalski states that agencies should be identifying an officer’s deadline to regain employment in their screening process, and they should expedite the hiring process to meet the deadline if necessary.

t. Blaskowski, Nicole – Oconto Falls Police Department

Staff recommends granting the waiver request for the three-year time frame to regain law enforcement employment due to the Training and Standards Bureau’s administrative error.

u. Edley, Kayleigh S – Lac Courte Oreilles Tribal Police Department

Staff recommends successful completion of the Reciprocity Examination. The applicant shall successfully complete the Jail Reciprocity Examination within their probationary period of employment and no later than August 26, 2021.

v. Larson, Shawn – Frederic Police Department

Staff recommends granting the waiver request based on the following mitigating circumstances:

1. The applicant submitted his application to the Frederic Police Department within the three-year time frame.
2. The applicant has been working for over one-year in his current position at the Frederic Police Department.
3. A condition of approval shall be a requirement for the applicant to successfully complete the Wisconsin Law Enforcement Reciprocity examination prior to May 1, 2021.

Discussion on Mr. Larson:

- Vice Chairperson Ruzinski does not believe the LESB has been provided with new information since the waiver first came before them on June 2, 2020.
- Jerry Mullen states that the only new information since the June LESB meeting is that the officer’s original application for employment with the Fredric Police Department was submitted in March 2019, within his three-year time frame to re-gain law enforcement employment.

- Chairperson Domagalski states that if the agency made a conscious decision not to hire Officer Larson until October 2019, then the onus is on the agency to make sure the officer is still within the three-year time frame to regain employment.
  - Vice Chairperson Ruzinski agrees and states that the request for an extension of the three-year time frame was not made until April 2020, a full year after the officer's certifiability had expired.
  - Chairperson Domagalski and Vice Chairperson Ruzinski believe the request should be denied, along with Sheriff Parks, Superintendent Burrell, and Director Viste.
- w. Peterson, Dain A – Bayfield County Sheriff's Office  
Staff recommends successful completion of the Reciprocity Examination. The applicant shall successfully complete the Reciprocity Examination within their probationary period of employment and no later than February 7, 2022.
- x. Priest, James W – Walworth County Sheriff's Office  
Staff recommends successful completion of the Reciprocity Examination. The applicant shall successfully complete the Reciprocity Examination within their probationary period of employment and no later than August 28, 2021.
- y. Ridgely, Ariana P – Fitchburg Police Department  
Staff recommends successful completion of the Reciprocity Examination. The applicant shall successfully complete the Reciprocity Examination within their probationary period of employment and no later than July 6, 2021.
- z. Schultz, Karla – Iron County Sheriff's Office  
Staff recommends granting the waiver request based on the following mitigating circumstances:
1. The applicant has extensive (17 years) prior experience.
  2. The request was submitted within three months of the applicant's deadline to regain jail officer employment.
  3. A condition of approval shall be a requirement for the applicant to successfully complete the Wisconsin Jail Reciprocity examination prior to May 1, 2021.

Discussion on Ms. Schultz:

- Sheriff Parks appreciates the years of experience, but the request would be for more than a 60-day extension, and he believes it would benefit the officer to go back through the academy.
  - Director Viste asks if there has been an exception made for this long a time-period for a jail officer before? No, not many jail officer extension requests are received by the Training and Standards Bureau.
  - The Executive Committee members agree that Officer Schultz should re-complete the jail academy.
- aa. Watterud, Chad A – De Pere Police Department  
Staff recommends successful completion of the Reciprocity Examination. The applicant shall successfully complete the Reciprocity Examination within their probationary period of employment and no later than October 20, 2021.

Discussion on Reciprocity Exam for Extension Requests:

- Vice Chairperson Ruzinski states that the Executive Committee has set a precedent by granting extensions if an officer is within 60 days outside of their three-year time frame to regain employment. However, the Executive Committee has not routinely required officers to take the reciprocity exam as a condition to receiving the extension. Going forward, is the Executive Committee going to require officers who submit these types of extension requests to take the reciprocity exam?
- Director Wagner states that the reciprocity exam could be a useful tool to bring officers back into the profession after being out for more than three years.
- Director Viste agrees that taking the exam cannot hurt and the requirement to complete the exam should be applied consistently.
- Vice Chairperson Ruzinski approves of the reciprocity exam requirement as long as the requirement is applied consistently.

**Motion** to approve staff recommendations with the exclusion of the staff recommendations for Shawn Larson and Karla Schultz. Move by Anna Ruzinski, second by Scott Parks. Motion carried unanimously.

#### **College Credit Waiver Requests**

- a. Pake, Jacob C – Law Enforcement Academy  
Staff recommends a waiver for 20 college credits.
- b. Rahn, Cody H – Law Enforcement Academy  
Staff recommends a waiver for 20 college credits.

**Motion** to accept staff recommendations for college credit waivers. Move by Anna Ruzinski, second by Michelle Viste. Motion carried unanimously.

#### **Instructor Waiver Requests**

- a. Aschinger, Michael – UW Green Bay Police Department  
Staff recommends **against** a waiver of the LESB-approved IDC. Once the applicant has completed the Instructor Development course, he may submit a request for instructor certification (form DJ-LE-317) and gain certification as an instructor in General Law Enforcement, Constitutional Law and Officer Wellness.
- b. Hartrick, Paul – WI Department of Natural Resources  
Staff recommends waiving the LESB-approved SFST Instructor Course. He may submit a request for instructor certification (form DJ-LE-317) as a SFST Instructor.

**Motion** to accept staff recommendations for instructor waiver requests. Move by Anna Ruzinski, second by Michelle Viste. Motion carried unanimously.

### **5. Requests for Extension of the Time Limits to Gain Employment and Requests for Extension of the Time Limits to Complete Preparatory Training for Officers & Civilians.**

- a. Seitz, Andrew – Bayfield County Sheriff's Office  
Staff recommends the applicant receive an extension until May 1, 2021, to allow him to complete preparatory jail officer training.
- b. Luna, Melissa – Kenosha County Sheriff's Office

Staff recommends an extension until May 1, 2021, to allow the applicant to complete the exit PRT/preparatory training.

Staff Update: Melissa Luna completed the exit PRT/preparatory training by the time of this meeting.

- c. Ahuja, Alexis – Milwaukee County House of Correction  
Staff recommends that the applicant receive an extension until May 1, 2021, to complete preparatory jail officer training.
- d. Olsen, Julie – Rusk County Sheriff's Office  
Staff recommends that the applicant receive an extension until May 1, 2021, to complete preparatory jail officer training.
- e. Tauer, Brielle – Pre-Employed  
Staff recommends an extension until May 1, 2021, to allow the applicant to complete the exit PRT/preparatory training.

**Motion** to accept staff recommendations for extension requests to complete basic training requirements. Move by Anna Ruzinski, second by Michelle Viste. Motion carried unanimously.

## **6. Training & Standards Bureau Update (T&S)**

- a. Staff Updates
  - Retired DNR Warden and DNR Academy Instructor, Roy Kubisiak, has been hired as the new Region 4 Field Representative. In addition, Ronald Lewis has been hired as the new Region 5 Field Representative, which has not been filled since June 2019. Mr. Lewis was a deputy at Winnebago County Sheriff's Office for many years, as well as an instructor at Fox Valley Technical College and Marian University.
  - Thessa Phillips was promoted to T&S Staff Development Program Specialist. Thessa will continue to manage instructor certifications and oversee instructor updates as well as take on fiscal and budget responsibilities. Thessa and Katie Maule have been performing Sue Fischbach's duties since her retirement in January 2020.
- b. Projects and Initiatives
  - Staff continues to develop webinars for domestic violence and strangulation training, as well as assisting Stacy Lenz with the Wednesday Wellness and Leadership Webinar Series.
  - Staff is working with the Office of Crime Victim Services on Marsy's Law. In early November, a Dane County Circuit Court Judge determined the way Marsy's Law was presented on the ballot was misleading to voters and should be rescinded. The law remains adopted at this time.
  - Wilenet redesign is nearly finished. Staff is working on migrating material from the old website to the new one. The site is projected to go live by the end of November.
  - Thessa Phillips is nearly finished with the virtual instructor updates for this year. She is hoping that they are live in Acadis within the next couple of weeks.

- The Wisconsin Sexual Assault Kit Initiative (WISAKI) staff has been developing podcasts as a training tool for law enforcement. The process has been put on hold due to a software issue in Washington D.C. Staff will post the podcasts on Wilenet once they are approved.
- T&S continues to respond to many media inquiries and open records requests. Dana Vike and Richard Williams have done a great job responding to those requests.
- On October 28, 2020, the Community Oriented Policing Services (COPS) national office contacted Training and Standards regarding the President's Executive Order on Safe Policing for Safe Communities, which concerns the certification of agencies across the state. Training and Standards is working with the Wisconsin Law Enforcement Accreditation Group (WILEAG) on the certification process.
- Chief Domagalski asks if officers are utilizing the webinars on Wilenet and Acadis? Director Wagner states that the webinars are being accessed. As of the meeting today, there are 26 hours of online training available in Acadis that officers can complete as part of their annual recertification training requirements. The training list will continue to grow as staff develops more online training opportunities.
- Vice Chairperson Ruzinski asks if an officer watches one of the webinars in Acadis, does the system automatically add those hours to the officer's training record? Yes, the hours will automatically be added to the training record.

#### **7. Roundtable**

- Vice Chairperson Ruzinski states that WILEAG met on November 9, 2020, and approved the process for certifying Use of Force Policies throughout the state. A press release will be sent out to chiefs and sheriffs soon.

#### **8. Adjournment**

**Motion** to adjourn by Anna Ruzinski, second by Scott Parks. Motion carried unanimously.

Tina R. Virgil     11/24/2020

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Tina R. Virgil  
Secretary

Minutes taken by Katie Maule.