

**LAW ENFORCEMENT STANDARDS BOARD (LESB)  
QUARTERLY BOARD MEETING**

**MINUTES – JUNE 4, 2019**

**ATTENDANCE:**

**LESB MEMBERS**

Robert Botsch  
Anthony Burrell  
Chris Domagalski  
Jean Galasinski  
Jennifer Harper  
Scott Parks  
Kurt Picknell  
Tina Virgil  
Michelle Viste  
Laura Washer  
Ed Whealon

**VIA PHONE CONFERENCE**

**ABSENT MEMBERS**

Anna Ruzinski  
Todd Schaller  
Charles Tubbs

**STAFF**

Dave Holmes  
Stacy Lenz  
Katie Maule  
Jerry Mullen  
Stephanie Pederson  
Thessa Phillips  
Shelly Sandry  
Mike Steffes  
Frank Sullivan

**Guests:** Clark Pagel, Jodi Crozier, Courtney Fryatt, Emily Breidenbach, Ron Ambrozaitis, Paul Matl

**Presentors:** Kristen Devitt (DOJ OSS), Brad Rollo (DOJ CIB), Constance Kostelac (DOJ BJIA)

- 1. Introductions** – Christopher Domagalski called the meeting to order at 10:01 am.
- 2. Proof of Posting of Meeting Notices**  
The meeting notice publication procedures were followed in compliance with Wis. Stat. §19.84.
- 3. Review and Approve Minutes for the March 5, 2019 Meeting of the LESB**

**Motion** to approve minutes and motions of the March 5, 2019 Quarterly meeting of the LESB. Move by Kurt Picknell, second by Scott Parks. Motion carried unanimously.

**4. Training and Standards Bureau (TSB) Quarterly Report**

**Certified Officers:**

At the end of the first quarter there were a total of **16,205** Active, Primary, Certified Officers. Below is a breakdown of officers by assignment.

Officer by Assignment	Total
Tribal Law Enforcement	87
Law Enforcement	12,110
Jail Officer	2,071
Secure Juvenile Detention (SJD)	144
Law and Jail	1,529
Law and SJD	0
Law, Jail and SJD	5
Jail and SJD	252
<b>Total Active, Primary and Certified</b>	<b>16,205</b>

**Staff Note:** As of May 24, 2019, there are 3,619 LESB Certified Instructors. Many instructors are certified in several topics; therefore instructors may be counted more than once in the tables below. The technical colleges and employer-based academies also employ 204 LESB Certified Master Instructor Trainers (MITs). Again, there are MITs who are certified in several MIT topic areas who may be counted more than once in the MIT table below.

#### LESB Certified Instructors

Instructor Category	Certified Instructors
Law Enforcement Instructors	3,501
Jail Instructors	368
Juvenile Detention Instructors	166

#### Certified instructors in the Tactical Topics

Tactical Topics	Certified Instructors
DAAT (720)	892
Emergency Vehicle Operation & Control (EVOC)	775
Handgun	388
Handgun & Rifle	1,288
Officer Wellness	124
OMVWI/SFST	346
Principles of Subject Control (POSC)	160
Professional Communication Skills (PCS)	632
Scenarios	681
Tactical Emergency Casualty Care (TECC)	27
Tactical Response (720)	555
Vehicle Contacts	924

#### Master Instructor Trainers (MITs)

MIT Topics	Certified MITs
CJIDC	34
DAAT	42
EVOC	28
Handgun & Rifle	48
OMVWI/SFST	18
PCS	27
POSC	16
Scenarios	46
Tactical Emergency Casualty Care	6
Tactical Response	39
Vehicle Contacts	31

#### WILENET Quarterly Report:

The following WILENET Quarterly Report covers the month of April 2019. This quarter the WILENET.ORG website had about 1,059 users per day with about 31,778 unique IP addresses each month. Below is a list of the most visited pages from the month of April 2019.

Position	Page	Unique Page views
1	<a href="https://wilenet.org/">https://wilenet.org/</a>	47,092
2	<a href="https://wilenet.org/html/login.html">https://wilenet.org/html/login.html</a>	35,661
3	<a href="https://wilenet.org/secure/html/index.html">https://wilenet.org/secure/html/index.html</a>	33,782
4	<a href="https://wilenet.org/html/employment/index.jsp">https://wilenet.org/html/employment/index.jsp</a>	27,503
5	<a href="https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Officer">https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Officer</a>	20,512
6	<a href="https://wilenet.org/html/employment/showopportunities.jsp">https://wilenet.org/html/employment/showopportunities.jsp</a>	18,047
7	<a href="https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Deputy+Sheriff">https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Deputy+Sheriff</a>	10,963
8	<a href="https://wilenet.org/html/employment/otherpositions.jsp">https://wilenet.org/html/employment/otherpositions.jsp</a>	10,042
9	<a href="https://wilenet.org/secure/html/resources/doc/locintro.htm">https://wilenet.org/secure/html/resources/doc/locintro.htm</a>	7,024
10	<a href="https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Chief">https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Chief</a>	6,752
11	<a href="https://appsdoc.wi.gov/loc/">https://appsdoc.wi.gov/loc/</a>	6,373
12	<a href="https://wilenet.org/html/career/students/law-enforcement/index.html">https://wilenet.org/html/career/students/law-enforcement/index.html</a>	6,136
13	<a href="https://wilenet.org/index.html">https://wilenet.org/index.html</a>	5,864
14	<a href="https://wilenet.org/html/logonrequired.html">https://wilenet.org/html/logonrequired.html</a>	5,677
15	<a href="https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Department+Management/Other">https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Department+Management/Other</a>	5,336

## 5. Review of Executive Committee (EC) Meeting, Updates, Addenda and Final Actions

### a. Review and Approve Minutes for the May 14, 2019 Executive Committee Meeting of the LESB

**Motion** to approve minutes and motions of the May 14, 2019 Executive Committee Meeting of the LESB. Move by Michelle Viste, second by Jean Galasinski. Motion carried unanimously.

- i. **Review and Consider Addenda Requests for Waiver of Training and Education Requirements for Officers, Civilians, and Instructors; Requests for Extension of the time Limits to gain Employment for Officers and Civilians; and Requests for Extension of the time Limits to Complete Preparatory Training for Officers and Civilians.**

#### Preparatory Training Waiver Requests:

##### a. Cable, Lawrence – Pre-employed

Staff recommends **against** successful completion of the Reciprocity Examination. Mr. Cable does not meet the requirements to take part in the Reciprocity Examination and shall complete law enforcement preparatory training in Wisconsin prior to consideration for certification as a law enforcement officer in Wisconsin. This waiver request was denied at the 3/5/2019 LESB meeting. Mr. Cable was unable to attend the March meeting and appealed to be granted the opportunity to appear in person before the Board to present his argument in favor of granting his waiver request.

Mr. Cable was not present to address the LESB.

##### b. Cody, Johnathan – Pre-employed

Staff recommends successful completion of the Reciprocity Examination. Mr. Cody shall successfully complete the Reciprocity Examination within the next year no later than June of 2020. If he passes the exam, he will be certifiable in Wisconsin for one year from the date of the exam.

c. Fryatt, Courtney – Pre-employed

Staff recommends **against** granting the waiver. The basis for the recommendation follows:

- The waiver request is for a period of seven months based on the deadline of 12/11/2018. This is beyond a de minimis request of thirty days or less.
- Ms. Fryatt completed the 520 hour academy. The curriculum has since been updated to 720 hours and completion of the academy should be required to ensure Ms. Fryatt is prepared for duty as a law enforcement officer; particularly in light of her relative inexperience (7 ½ months) as a sworn officer.
- Ms. Fryatt's assertion that she was unaware of the requirement to re-gain law enforcement employment within three years of completing preparatory training is not the basis for a waiver and the establishment of a precedent contrary to the LESB standards.

**Discussion on Ms. Fryatt:**

Courtney Fryatt is present to address the LESB. Ms. Fryatt states that she was aware of the three year time frame to regain employment but was unaware of the one year work experience caveat. Since leaving law enforcement, Ms. Fryatt has become a certified speaker and coach for the John Maxwell Leadership Team. She looks to regain employment because she misses the law enforcement duties but also wants to work up to a leadership role within a department. In addition, Ms. Fryatt hopes to assist with developing leadership training in the future. She states that she finished top of her 520-hour academy class and is willing to make up the training hours from the 720 academy in lieu of recompleting the entire training.

**Motion** to accept staff recommendations for Ms. Courtney Fryatt. Move by Laura Washer, second by Scott Parks. Motion carried unanimously.

**Further discussion:**

District Attorney Jennifer Harper understands how difficult it is to find good officers to work in a small community. Chairman Domagalski states that the purpose of this board is to maintain standards, which holds the basic training and the work experience to a high regard. While it is difficult to deny Ms. Fryatt's request, if the board makes an exception for her then they will need to make an exception for others and the standard will be lost. Chairman Domagalski concludes that the LESB's objective is to uphold a standard that will make all officers successful and to best serve our communities.

d. Martini, John – Pre-employed

Staff recommends successful completion of the Reciprocity Examination. Mr. Martini shall successfully complete the Reciprocity Examination within the next year no later than June of 2020. If he passes the exam, he will be certifiable in Wisconsin for one year from the date of the exam.

e. Miesbauer, Scot – Pre-employed

Staff recommends successful completion of the Reciprocity Examination. Mr. Miesbauer shall successfully complete the Reciprocity Examination within the next year no later than June of 2020. If he passes the exam, he will be certifiable in Wisconsin for one year from the date of the exam.

f. Birdyshaw, Sarah – Columbia County Sheriff's Office

Staff recommends successful completion of the Jail Reciprocity Examination. Officer Birdyshaw shall successfully complete the Jail Reciprocity Examination during her probationary period with the Columbia County Sheriff's Office, and by no later than 2/11/2020.

**g. Breidenbach, Emily – Chetek Police Department**

Staff recommends **against** granting the waiver. The basis for the recommendation follows:

- The waiver request is for a period of eight months based on the deadline of June 2018. This is beyond a de minimis request of thirty days or less.
- Ms. Breidenbach completed the 520 hour academy. The curriculum has since been updated to 720 hours and completion of the academy should be required to ensure Ms. Breidenbach is prepared for duty as a law enforcement officer; particularly in light of her relative inexperience (6 ½ months) as a sworn officer.
- Ms. Breidenbach's assertion that she was unaware of the requirement to re-gain law enforcement employment within three years of completing preparatory training is not the basis for a waiver and the establishment of a precedent contrary to the LESB standards.

**Discussion on Ms. Breidenbach:**

Ms. Breidenbach and Chetek Police Chief, Ron Ambrozaitis, are present to address the LESB. Ms. Breidenbach states that she called the Training and Standards Bureau and received verbal confirmation that she would expire in July 2019. With this information, she was under the impression that her certification would be in good standing when hired at Chetek Police Department. Chief Ambrozaitis states that it would be a grave disservice to put Emily back through the academy because she isn't going to learn anything. She is currently working on her own and will be trusted with filling shifts while Chief Ambrozaitis is out on medical leave.

**Motion** to accept staff recommendation for Ms. Emily Breidenbach. Move by Laura Washer, second by Scott Parks. Motion carried unanimously.

**h. Drews, Mark – Walworth County Sheriff's Office**

Staff recommends **against** the waiver request for the following reasons/precedent from previous requests:

- **Details in favor:** Drews has 24 years of service in law enforcement. His time in service is similar to previous waiver requests for Edith Hudson (Marquette University Chief of Police – 25 years); and Jon Hanson (Waushara County Sheriff's Office – 28 years). The LESB approved the waivers for Hudson and Hanson.
- **Details in opposition:** The waiver requests for Hudson and Hanson were limited to 60 days; Drews's request is for an extension of six months. Furthermore, a precedent has been established for a six-month extension request. The Board denied a six-month extension for Officer Patrick Leichtnam at the June 2017 meeting.

**i. Mosier, Brock – Columbia County Sheriff's Office**

Staff recommends successful completion of the Jail Reciprocity Examination. Officer Mosier shall successfully complete the Jail Reciprocity Examination during his probationary period with the Columbia County Sheriff's Office, and by no later than 3/11/2020.

**Motion** to accept staff recommendations for the remaining preparatory training waiver requests. Move by Laura Washer, second by Ed Whealon. Kurt Picknell abstains from vote. Motion carried.

**College Credit Waiver Requests**

**b. Anderson, Sean M – Law Enforcement Academy/Jail Academy/Military**  
Staff recommends Mr. Anderson receive a waiver for 23 college credits.

**c. Miesbauer, Scot E – Military/Law Enforcement Academy**

Staff recommends Mr. Miesbauer receive a waiver for 29 college credits.

**d. Volaski, Kaylan – DOC Academy**

Staff recommends Ms. Volaski receive a waiver for 18 college credits.

**Motion to accept staff recommendations for College Credit Waiver Requests. Move by Laura Washer, second by Jean Galasinski. Motion carried unanimously.**

**Time to Complete Preparatory Training Extension Requests**

**a. Aprill, Lee – Wood County Sheriff's Office**

Staff recommends Lee Aprill receive an extension until December 1, 2019 to complete preparatory training.

**b. Gimson, Nicholas – Adams Police Department**

Staff recommends Nicholas Gimson receive an extension until 12/31/2019 to complete preparatory training.

**c. Kromray, Jessica M – Milwaukee County Sheriff's Office**

Staff recommends Jessica Kromray receive an extension of 71 days in approval of her waiver request to re-gain jail officer employment within three years. The extension is less than three months and Kromray has completed 80 hours of training since her re-hire (40 hours of New Correctional Officer training and 40 hours of CERT Correctional Emergency Response Team).

**d. Leichtnam, Patrick – Colby-Abbotsford Police Department**

Staff recommends Patrick Leichtnam receive an extension until 11/1/19 to complete preparatory training.

**e. Riese, Samuel M – Milwaukee County Sheriff's Office**

Staff recommends Samuel Riese receive an extension until April 1, 2020 to complete preparatory training.

**Motion to accept staff recommendations for Time to Complete Preparatory Training Extension Requests. Move by Laura Washer, second by Kurt Picknell. Motion carried unanimously.**

**6. Request to Certify/Recertify/Register/Retroactively Certify/Rescind Law Enforcement Officers, Tribal Law Enforcement Officers, Jail Officers, Secure Juvenile Detention Officers and Instructors**

**Officer Certification Summary Report:**

**Total Officers Meeting Certification Requirements = 363**

Law Enforcement Officers (FT/PT) – 196

Retroactive Certifications (FT/PT) – 3

Tribal Law Enforcement Officers (FT/PT) – 2

Jail Officers – 130

Secure Juvenile Detention Officers – 32

Rescinded Certifications – 2

**Instructor Certification and Recertification Summary Report**

**Total Instructor Applicants = 544**

New Instructors & Instructors Adding Additional Certifications – 238

New Credentialed Instructor Registrants & Credentialed Instructors Adding Additional Registrations - 32

New Master Instructors – 14

Recertified Instructors and Credentialed Instructor Registration Renewals - 230

Recertified Master Instructors - 30

**Motion** to certify officers and instructors as recommended by staff. Move by Laura Washer, second by Scott Parks. Motion carried unanimously.

**7. New Business**

**a. Recommendations for School Resource Officer Training – Kristen Devitt**

- The Office of School Safety (OSS) has been having conversations since July 2018 regarding state recommendations on appropriate training and a potential certification program for School Resource Officers (SRO).
- The general consensus is that officers will need additional training in special education, de-escalation, mental health in adolescents, working with children with disabilities, understanding trauma informed practices, and understanding how to work under the guidelines of a school district. In addition, the officer will need to be trained in Crisis Planning and Crisis Intervention. OSS would like to consult with Training and Standards to develop a statewide protocol on Single-Officer Rapid Deployment Training.
- Through working with the National Association of School Resource Officers (NASRO) and the Department of Public Instruction (DPI), the OSS has recommendations for best practices and trainings. Ms. Devitt states that all the recommendations set forth could be required to obtain a certification. The recommendations are as follows:
  - ❖ The School Resource Officer selection process should be complex and not based on seniority within the agency.
  - ❖ The agency and school district will need to construct a Memorandum of Understanding (MOU) that outlines expectations and goals of the program. The OSS can assist on drafting a strong MOU.
  - ❖ Extensive training should be required for the officer and school administrator. This includes the aforementioned training recommendations as well as knowledge of school law; understand what an SRO is permitted to do in a school by law.
  - ❖ Chain-of-Command should fall under the law enforcement agency and input should be sought from school district.
  - ❖ The SRO should never be enforcing school rules, classroom management, or discipline. Their role is to build relationships and possibly provide law enforcement related education in the classroom.
- The OSS has applied for a COPS grant to train 200 School Resource Officers in the state and there is currently no recommended number of training hours.
- Ms. Devitt states that the recommended certification would be voluntary and confirmed that an agency would not be opened up to liability if they don't seek certification.
- The Office of School Safety is referencing School Resource Officer programs in Texas, Colorado, and Tennessee for recommendations on a Wisconsin program.
- The LESB asks Ms. Devitt if it is recommended that the Law Enforcement Standards Board certify the School Resource Officer program. Ms. Devitt states that it is possible that the OSS, T&S and LESB would develop requirements. OSS would receive applications for

certification and verify requirements are met; then make recommendations to the LESB for certification.

**b. Certify/Recertify Basic Training Schools/Academies**

According to Wisconsin Administrative Code § LES 4.01(1), training schools (technical colleges and employer-based academies) are certified for a period of two (2) years, subject to renewal.

The following academies are due for recertification at the June 4, 2019 LESB meeting:

- Dane County Sheriff's Training Academy
- Waukesha County Technical College
- Mid-State Technical College

**Motion** to recertify Dane County Sheriff's Training Academy, Waukesha County Technical College, and Mid-State Technical College until June 2021. Move by Laura Washer, second by Kurt Picknell. Motion carried unanimously.

**c. Recommend Instructor Decertification for Failure to Meet Reasonable Instructional Standards and Practices**

Under Wisconsin Administrative Code § LES 4.01(2)(d), "The board may deny, suspend, or revoke an instructor's certification or authorization when the board finds that the person:

1. Has failed to meet the board's requirements for certification or professional authorization;
2. Has failed to remain knowledgeable and current in the instructional area of expertise;
3. Has failed to meet reasonable instructional standards and practices."

Based on Madison College's finding that Martin Redmann violated the college's harassment and discrimination policy, staff recommends revoking Mr. Redmann's instructor certifications for failing to meet reasonable instructional standards and practices (Wisconsin Administrative Code § LES 4.01(2)(d)3.).

**Motion** to accept staff recommendation to decertify Mr. Martin Redmann as an instructor. Move by Ed Whealon, second by Laura Washer. Motion carried unanimously.

**d. Recommend Officer Decertification for Failure to Meet College Credit Requirement Within First Five Years of Law Enforcement Employment**

Staff recommends the LESB to decertify Officer Sean M. Anderson for failure to meet the 60 college credit requirement within his first five years of law enforcement employment.

To be eligible for recertification in the future, Officer Anderson will need to attain 22 associate degree level college credits (or higher) from a college or university accredited by an accrediting agency recognized by the United States Department of Education. He will be ineligible for re-employment as a law enforcement or tribal law enforcement officer until he attains the additional 22 college credits, and no sooner than December 4, 2019 (6 months from date of decertification).

Staff points out that Mr. Anderson was recommended to receive a waiver for 23 college credits at today's meeting. Mr. Anderson needs to attain 22 college credits to meet the requirement even after the waiver he has received.

**Motion** to accept staff recommendations to decertify Mr. Sean Anderson as a Law Enforcement Officer. Move by Laura Washer, second by Michelle Viste. Motion carried unanimously.

**e. Recommend Amending Decertification of Officer to Lapsed**



Staff recommends that the LESB remove the decertification status from Debra Marsolek's record and update her status to "Lapsed" effective June 5, 2017.

**Motion** to accept staff recommendation. Move by Jean Galasinski, second by Laura Washer. Motion carried unanimously.

**f. Recommend Recertification of Officer Who Has Met Recertification Training Requirements Set Forth by the LESB**

Chief Rising Sun has met the requirements approved by the LESB for recertification, and staff recommends recertifying Chief Elliott Rising Sun as a Tribal Law Enforcement Officer effective June 4, 2019.

**Motion** to recertify Mr. Elliott Rising Sun as a Law Enforcement Officer effective June 4, 2019. Move by Laura Washer, second by Michelle Viste. Motion carried unanimously.

**g. Recertification Requirements for Officer Decertified for Failure to Meet 24-Hour Annual Recertification Training During FY18**

David Moldenhauer was decertified as a law enforcement officer by the LESB on September 5, 2018, for failure to meet annual recertification training requirements during FY18 (July 1, 2017 – June 30, 2018). To be eligible for recertification as a law enforcement officer, Officer Moldenhauer must complete the handgun qualification requirement for the current fiscal year by June 30, 2019. This should bring him into compliance with meeting all recertification training requirements and hours (48 hours minimum) for both FY18 and FY19.

Chief Beal will need to update Officer Moldenhauer's employment status in Acadis showing that his employment terminated on September 5, 2018, the date he was decertified by the LESB. Chief Beal may then re-hire Officer Moldenhauer (6 months or more from the date he was decertified), and submit a new DJ-LE-303 Verification of Officer Employment form. Officer Moldenhauer will need to meet all requirements for employment as a new officer: medical examination, drug testing, finger prints, etc.

If Officer Moldenhauer meets the recertification training requirements by June 30, 2019; his current employment status with Lac La Belle is terminated in Acadis; and a new DJ-LE-303 Verification of Officer Employment form is completed and submitted by the Lac La Belle Police Department or another Wisconsin law Enforcement agency, a recommendation for recertification of Officer Moldenhauer will be brought to the LESB at a future quarterly meeting.

**h. POSC Instructor Transition**

When the Jail 200 hour Academy was created, an extra 8 hours were added to the POSC course to cover Ground Defense. To prepare the instructors to teach this curriculum, they were required to take a POSC transition course by May 31<sup>st</sup>.

Numerous trainings were offered by the academies and Training and Standards (T&S) offered one training prior to the LETOA conference. Several of the academies had to cancel their classes due to low enrollment and this left several instructors with no knowledge of where to take the class.

Training and Standards staff knows that there are still instructors who need the transition class. T&S will be providing a POSC Transition course at Mid-State Technical College this summer. In order to do this, staff requests approval to extend the POSC transition deadline date to July 31<sup>st</sup>.

LESB Member, Laura Washer, recommends that the deadline be pushed an extra month to ensure all instructors can attend the course. Staff confirms with the Board that the T&S sponsored course will run no matter how many instructors are signed up.

**Motion** to extend the POSC transition course deadline to August 30, 2019. Move by Laura Washer, second by Ed Whealon. Motion carried unanimously.

**i. Physical Fitness Assessor Instructor Course**

The course presented to the LESB was created by the Wellness committee. It is based on the most recent 8 hour FitForce course. This course would meet the requirements needed to conduct the PRT including practicing the PRT.

Staff recommends approving the Fitness Assessor Course and allowing this course to meet the training requirement needed to become a LESB credential Physical Readiness Instructor.

**Motion** to approve the Fitness Assessor Course and have taking the course make a person eligible for certification as a Physical Readiness Instructor. Move by Jean Galasinski, second by Michelle Viste. Motion carried unanimously.

**j. Physical Fitness Assessor Course Master Instructor Trainer Qualifications**

Master Instructor Trainers (MITs) are nominated by Academy Directors. MITs present the instructor courses. The qualifications to be an MIT vary from topic to topic. This staff note presents the requirements we wish to have for an MIT in the LESB topic of Fitness Assessor.

Meet the general MIT requirements:

1. Applicant is an LESB-certified or credentialed instructor in the discipline/s.
2. Applicant instructs LESB-approved curriculum.
3. Applicant has documented Subject-Matter Expertise (Based on Qualifying Resume).
4. Applicant has five (5) or more years of experience as a criminal justice practitioner.
5. Applicant serves as a Primary Instructor for recruit and/or in-service training in the discipline/s.

Also meets these requirements:

1. Hold an LESB physical fitness instructor certification.
2. Be able to pass the exit standards (provide certificate of completion within the past 2 years).
3. Administered 1 session of the PRT in the past 3 years (list date and location).
4. Complete one of the following courses: LESB approved Fitness Assessor; FitForce Coordinator, or Cooper Law Enforcement Specialist training courses. Or hold certification through the American College of Sports Medicine.

Staff requests approval of the MIT Qualifications in the LESB topic of Fitness Assessor.

**Motion** to accept staff recommendations. Move by Ed Whealon, second by Laura Washer. Motion carried unanimously.

**k. Scenario Training and Testing Manual Updates**

The 200 hour Jail Academy is required to be used as of August 2019. Within that curriculum are scenarios in a similar format to the Law Enforcement 720 hour academy. The procedures and safety measures are the same for both academies. The scenario manual presented to you has the inclusion

of the requirements needed for the Jail Academy. There are also a few other minor changes that the committee wanted to have approved.

Staff requests approval of the updated scenario manual.

**Motion** to accept staff recommendations. Move by Laura Washer, second by Michelle Viste. Motion carried unanimously.

**I. Naloxone Training Added to the 720-Hour LEO Training Academy**

The Training and Standards Bureau has been working in conjunction with the Wisconsin Department of Health Services and Wisconsin Technical College Education Director of Law, Public Safety, and Security to develop a one-hour block on Naloxone Training for Law Enforcement Officers. If approved, this training will become mandatory within the 720-Hour Law Enforcement Recruit Academy beginning August 1, 2019 and will be included in the hours already set aside for First Aid, CPR and AED training. It will not increase the overall hours for the 720-Hour academy.

The training recommends that the officers frisk the individual before administering the Naloxone. The training will advise agencies to develop their own policy with regards to handcuffing the individual before administering.

**Motion** to approve adding the Naloxone curriculum into the 720-hour law enforcement academy by August 1, 2019. Move by Jennifer Harper, second by Jean Galasinski. Motion carried unanimously.

**m. 2019-2021 Vehicle Pursuit Curriculum**

On April 2, 2019, the Patrol Procedures Advisory Committee approved the proposed 2019-2021 biennial Pursuit Training curriculum, and on May 1, 2019, the Curriculum Advisory Committee approved the curriculum.

The curriculum will consist of approximately 30-45 minutes in the classroom reviewing information on pursuits and the steps for conducting a pursuit and then a little over three hours on the range actually practicing initiating, continuing, and terminating a pursuit while communicating over the radio appropriately.

Sheriff Kurt Picknell suggests adding the definition of “due regard” from the recruit academy language to refresh officers on the meaning.

**Motion** to approve the 2019-2021 Vehicle Pursuit Curriculum as presented by staff. Move by Laura Washer, second by Kurt Picknell. Motion carried unanimously.

**n. 2019-2020 Instructor Updates**

The 2019-2020 Instructor Updates will be having the following topics:

- General Topics: One breakout session will be on Law Enforcement Response/Naloxone/Narcan Administration and the second session will be on Officer Wellness.
- Firearms: The two breakout sessions will repeat for a second year. How to design and run shoot-no-shoot training sessions and how to correct the problem shooter.
- DAAT/POSC: One breakout session will be an update on how to use DAAT techniques with a weapon in the officer’s hand. The other breakout session will be on how to use the 7 levels of simulation to train officers in DAAT/POSC.

- Tactical Response/Scenario: The Tactical Response Session will focus on a combination of tactics surrounding foot pursuits, foot pursuits with a gun in your hand, policies and how to set up a course on foot pursuits, K9 use, setting up perimeters, ICS, tactical communications, teamwork, threshold evaluation, etc. The other session will be used to unveil the new Scenario Course materials with time spent on how to write scenarios, use the drop-in method during scenario training.
- SFST: The SFST instructors will stay in one session together for the morning and afternoon breakouts. They will all attend the Narcan/Naloxone administration, be tested on their SFST skills, receive a legal update focused on the OWI/SFST topic, and go through the paperwork the Bureau of Transportation Safety (BOTS) needs them to complete to receive the BOTS reimbursement for the wet workshops.

Staff is currently working with academies to determine the dates and locations for next year's instructor updates.

## 8. Current Projects

### a. Division of Law Enforcement Services (DLES) Updates

#### i. Crime Information Bureau (CIB) – Deputy Director, Brad Rollo

- The Time System Control Center (TSCC) supports law enforcement officers at all times. TSCC is available to contact regarding technical issues and manages after hours phone calls for the Crime Labs and the Division of Criminal Investigation.
- The Criminal History Unit maintains the criminal history repository and works with agencies and courts to ensure the dispositions are correct so the rap sheet is up-to-date.
  - ❖ The Criminal History Unit also manages the Wisconsin Online Record Checks System (WORCS) and conducts about one million background checks per year. They average to about 16,000-24,000 checks per week.
- The TIME & Technical Unit audits agencies once every three years on their system use to ensure they abide by the CJSS security policy. They also provide certification training and maintain certifications through the TRAIN application, which is similar to Acadis.
- The Firearms Unit has conducted 61,566 handgun transfer background checks so far this year. These transactions include firearm dealers calling the Handgun Hotline with prospective buyers.
  - ❖ Firearms has an online portal as well and the average time for background checks is about four hours as CIB checks 13 databases. The FBI runs background checks for all long gun sales.
  - ❖ As of June 2, 2019 there are 363,334 valid CCW licenses in the state, including the 25,272 new and renewal CCW applications submitted so far this year.
  - ❖ The Firearms Unit also assists agencies with determining disqualifiers in the dispositions of background checks. CIB recommends that agencies call the Firearms Unit if they are ever unsure of the disposition.
- The TIME System has about 168,000 transactions per day. The CIB hot files contain over 142,000 wanted persons as well as 993 missing persons, and about 17,300 protection orders.
- CIB Projects:
  - ❖ Portal 100 will be upgrading to Portal XL. CIB hopes to make it available by the end of the year or beginning of next year.
  - ❖ The DOJ is continually transferring information systems to remote data centers. DOJ has two off-site data centers to create a redundancy.
  - ❖ The Criminal History Unit is upgrading the Automated Fingerprint Identification System (AFIS) to a cloud-based system. The deployment will occur the first or

second week of December 2019 and is going to affect the agency's Livescan machines. CIB will be communicating with agencies frequently as they switch the Livescan from an IP endpoint to DNS endpoint.

- ❖ CIB is also looking at a new learning management software system other than TRAIN.

ii. Bureau of Justice Information and Analysis (BJIA) – Director, Connie Kostalec

- BJIA is working on transitioning from Uniformed Crime Reporting to the National Incident-Based Reporting System. The FBI has set the transition deadline for January 1, 2021. BJIA has grants available and will be putting out another round of funding to help with the transition.
- BJIA is working with the Wisconsin State Patrol on the possibility of building an incident form in TraCS.
- BJIA has constructed a workgroup with multiple agency representatives for over a year to work on Wisconsin Use-of-Force reporting standards. The FBI currently has the Use-of-Force reporting mechanism on the LEAP Portal, however, BJIA will be launching a WI version in TraCS by fall 2019. BJIA is also working on another mechanism for agencies not using TraCS to be able to submit electronically.
- The Bureau of Justice Assistance (BJA) is requiring that data for the Death in Custody Reporting Act be collected. BJIA is working with Sheriff's Departments and the Department of Corrections on the Jail and Correctional deaths that occur. BJA does not currently have a lot of guidance for this reporting. Data collection will begin on October 1, 2019 with the initial reporting starting in January 2020. BJA can impose penalties on Justice Assistance Grants if their data reporting requirements are not followed, however, BJA is not stating that they will impose the penalties right away.
- BJIA is partnering with Wisconsin Chiefs of Police Association and Badger State Sheriff's Association on collecting data related to Emergency Detentions for Chapter 51. The objective is to obtain data on the impact emergency detentions have on Law Enforcement and to inform the legislature.

iii. Training and Standards Bureau (T&S) Update – Deputy Director, Stacy Lenz

- Ronald Betley has been hired as the Tactical Education Consultant. Mr. Betley is a former Rock County Sheriff's Office Deputy and is an MIT in all tactical disciplines at Blackhawk Technical College.
- John Shilts has resigned as the Region 5 Field Representative. T&S is searching for a replacement.
- Nina Emerson retired from her position as the Compliance Monitor for Juvenile Justice and Delinquency Prevention Act in April. T&S is holding interviews for her replacement this week.
- The final Juvenile Justice audit was conducted in December 2018 for the Title 7 Formula Funds and the DOJ passed.
- Richard Williams has been promoted to a Program and Policy Analyst within Training and Standards. He will continue working with the Acadis database and help improve Wilenet. A survey was sent out to agencies for input on what changes should be made to Wilenet.
- Shelly Sandry and Dana Vike have completed the DACUM process to identify the major competencies and learning objectives for the First Line Supervisor Course. Dana also conducted a validation study on the job duties and tasks for First Line Supervisors to substantiate the learning objectives. T&S is looking to add a few more topic areas to the existing curriculum including, coaching and mentoring, counseling, and developing other

through training and mediation. Tina Virgil and Stacy Lenz have been discussing the length of the course and are looking at developing a hybrid program with online elements.

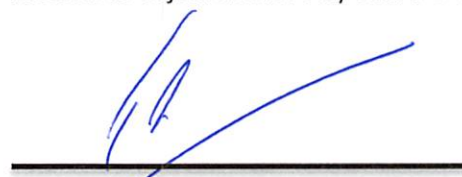
- Command College Class 6 is graduating Friday, June 7, 2019. Their class project was to write a book on leadership and Mitch Javidi will be publishing it.
- Command College Class 7 has been selected and will begin in September 2019.
- International Association of Directors in Law Enforcement Standards and Training (IADLEST) will host their annual conference in Milwaukee the week of June 10, 2019. Stephanie Pederson is the Secretary of IADLEST and she states that training directors from 17 different countries will attend the conference. The countries that usually attend are those that have come out of civil wars and are trying to transition from a military-run state to a police state. Nigeria and Saudi Arabia have looked at the Wisconsin curriculum for guidance.
- Stephanie Pederson and Shelly Sandry are working with a sub-committee from the Tactical Skills Advisory Committee to script and shoot updated videos for DAAT. Stephanie will also be filming new EVOC videos on June 28 & 29.
- The Wellness Committee has worked on a Regional Peer Support Training Guide. The week of June 10, 2019 will be the first, three-day pilot program for a regional peer support team in LaCrosse. The goal is to have teams throughout the state that follow the same field representative regions.
- Vision 2029 is coming up in October and registration is still open.
- Training and Standards is asking for feedback on the new Law Enforcement Bulletin.

#### 9. Public Comment/Roundtable

- Stephanie Pederson is working with the Office of Crime Victims Services on the Domestic Violence Conference scheduled for November 5-7, 2019 at the Concourse Hotel in Madison.
- Shelly Sandry has been working with Scott Mitchel on wellness initiatives. The Tactical Functional Trainer Update trainings have been held three times around the state. With the training, attendees are introduced to an app that provides guidance on staying healthy.
- Scott Mitchell is going to be working with Training and Standards on videos to help officers stay healthy.

#### 10. Adjournment

**Motion** to adjourn. Move by Laura Washer, second by Scott Parks. Motion carried unanimously.



Tina R. Virgil  
Secretary

Minutes taken by Katie Maule.