

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

MINUTES – SEPTEMBER 2, 2020

ATTENDANCE:

LESB MEMBERS

Anthony Burrell
Todd Delain
Chris Domagalski
Jean Galasinski
Jennifer Harper
Casey Krueger
Scott Parks
Kurt Picknell
Anna Ruzinski
James Small
Charles Tubbs
Tina Virgil
Michelle Viste

ABSENT MEMBERS

Robert Hughes

STAFF

Ronald Betley
Stacy Lenz
Katie Maule
Jerry Mullen
Stephanie Pederson
Thessa Phillips
Shelly Sandry
Frank Sullivan
Dana Vike
Steve Wagner

Guests: Dimitrios Hilton, Tim Hufschmid, Walt Neverman, Tim Weir, Kris Wubben

Presenters: Lara Kenny, Brad Rollo, and Derek Veitenheimer

- 1. Call the Meeting to Order** – Chairperson Domagalski called the meeting to order at 10:04 am.
- 2. Introductions**
- 3. Proof of Posting of Meeting Notices**
The meeting notice publication procedures were followed in compliance with Wis. Stat. §19.84.
- 4. Division of Law Enforcement Services (DLES) Updates**
 - a. Crime Information Bureau (CIB) – Deputy Director Brad Rollo**
 - The Automated Fingerprint Identification System (AFIS) upgrade is almost ready for deployment. The vendor, Crime Labs, and DOJ’s Bureau of Computing Services are putting final touches on it before deployment.
 - Currently, all of CIB’s staff are working remotely except for the Firearms Unit. There is an unprecedented volume of work coming in due to firearms purchase and CCW-related background checks.
 - In 2019, CIB processed 139,119 handgun background checks. In the first nine months of 2020, 167,721 background checks have been processed. This already exceeds CIB’s highest volume year in 2016, which had about 156,000 checks.
 - In 2019, CIB processed 56,219 CCW license applications. In the first nine months of 2020, 66,409 CCW applications have been processed and a vast majority of them are new applications. CIB is expecting even more applications as they enter hunting

season. As of September 3, 2020, there are a total of 408,255 valid CCW licenses in Wisconsin.

b. Bureau of Justice Information and Analysis (BJIA) – Director Derek Veitenheimer

- BJIA continues to assist agencies in transitioning from Uniform Crime Reporting (UCR) to the Incident-Based Reporting System (IBRS) with training and grant funding opportunities. About 50% of agencies are certified to use IBRS, while 21% of agencies are currently obtaining certification. In addition, 100 agencies have stated that they intend to switch to IBRS as soon as they receive grant funding assistance and BJIA can train them.
- BJIA's expectation is that over 75% of agencies will be certified to use IBRS by January 2021, which will cover over 90% of Wisconsin's population.
- Use of Force data collection launched in March 2020 and BJIA is working with agencies on reporting. BJIA partnered with WI State Patrol and their TraCS program to collect the data. Currently, there are 154 agencies reporting, which is about 42% of the state's population. Some agencies contacted BJIA to state their intention to report data by the end of 2020. Those agencies need to download the upgraded version of TraCS that will allow them to submit the form. BJIA's goal is to have 75% of agencies reporting Use of Force data by the end of the year.
- Derek Veitenheimer states that agencies need to be aware of the collection effort and information has been published on Wilenet. BJIA will increase their communication with agencies during the rest of the year to assist with the transition to reporting.
- Chairperson Domagalski asks if the TraCS update is being implemented regionally? Director Veitenheimer states that larger agencies take a while to get all their squads updated with the new software. Some agencies are also updating their Use of Force policies and creating new procedures before reporting.
- Vice Chairperson Ruzinski states that some of the new proposed police reform legislation refers to the DOJ collecting Use of Force data, and she is interested to hear if there has been any discussion about expanding what types of data would be reported, or if the DOJ is following the FBI's recommendations for data collection?
- Director Veitenheimer states that the proposed legislation he has reviewed has been to target the Use of Force definition that was developed by the FBI, and so far there has been no discussion on expanding the effort. He goes on to say that the TraCS form was created to be flexible so if local agencies would like to report more information, the form will allow them to do so.

c. Bureau of Justice Programs - Director Lara Kenny

- The Bureau of Justice Programs spent March through June submitting grant applications. These applications include ten formula grants such as Justice Assistance Grants (JAG), Juvenile Justice Title II Formula, Project Safe Neighborhoods, etc. The bureau has also submitted seven discretionary grants.
- In total, the Bureau of Justice Programs has applied for \$27 million of grant funding. The federal fiscal year begins on October 1, 2020. Once the team is notified which grants have been awarded, they will begin opening grant opportunities to agencies.

d. Training and Standards Bureau (T&S) Update – Director Steve Wagner

- The Region 4 and Region 5 Field Representative positions have been posted. T&S is looking forward to holding interviews later this month to get those positions filled and maintain accountability at the academies.

- One full-time position in Training and Standards has been approved and will be posted shortly.
- Training and Standards will be providing an Officer-Involved Death webinar series every Monday in October at 10:00 a.m. The webinars will mirror the Officer-Involved Death training that DCI usually holds in person and DCI agents will assist with the webinars.
- Instructor Updates are going to be held virtually. T&S will send out notifications once they are finished and have been tested in Acadis. Thessa Phillips has been instrumental in getting the updates online.
- T&S Assistant Attorney General, Miriam Falk, and Office of Crime Victim Services Director, Michelle Viste, have been working on disseminating Marsy's Law information to law enforcement. Officers are encouraged to view the Marsy's Law folder on the secure side of Wilenet. There is also an email address in the Marsy's Law folder to submit questions.
- The Wilenet upgrade is ongoing and will be much more user-friendly. Staff will be migrating curriculum to the new site in the next couple of weeks.
- T&S and the DOJ legislative liaison are continuously receiving draft bills and meeting with legislators to give feedback. Director Wagner has shared the drafts with the members of the LESB and encourages feedback.
- Deputy Chairperson Ruzinski states that the Wisconsin Law Enforcement Accreditation Group (WILEAG) has participated in calls with Attorney General Josh Kaul and other accreditation committees across the country. If there is a certified Use of Force Policy, the accreditation groups within the state will be responsible. Chief Ruzinski has offered that members of the LESB partner with WILEAG to create a model policy.
- The Wisconsin DOJ main phone line has experienced thousands of phone calls following the officer-involved shooting in Kenosha. Training and Standards personnel and staff members from across the Division of Law Enforcement Services are helping to monitor the calls for threats against law enforcement, as well as for information related to the shooting to be forwarded to DCI.
- T&S staff have heavy hearts for the passing of Deputy Rick Treadwell from Dane County Sheriff's Office. Deputy Treadwell was assigned to Dane County's Academy and was on several committees for T&S.

5. Training and Standards Bureau (T&S) Quarterly Report

Certified Officers:

At the end of the third quarter there were a total of **16,452** active, primary, certified officers. Below is a breakdown of officers by assignment.

Officer by Assignment	Total
Tribal Law Enforcement	91
Law Enforcement	12,237
Jail Officer	2,117
Secure Juvenile Detention (SJD)	157
Law and Jail	1,567
Law and SJD	0
Law, Jail and SJD	4
Jail and SJD	279
Total Active, Primary and Certified	16,452

Certified Instructors:

As of August 20, 2020, there are 3,758 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 212 LESB certified master instructor trainers (MITs). 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	3,562
Jail Instructors	414
Juvenile Detention Instructors	203

Certified instructors in the Tactical Topics

Tactical Topics	Certified Instructors
DAAT (720)	908
Emergency Vehicle Operation & Control (EVOC)	803
Handgun	334
Handgun & Rifle	1,384
Officer Wellness	148
OWI/SFST	408
Principles of Subject Control (POSC)	186
Professional Communication Skills (PCS)	609
Scenarios	760
Tactical Emergency Casualty Care (TECC)	30
Tactical Response (720)	578
Vehicle Contacts	977

Master Instructor Trainers (MITs)

MIT Topics	Certified MITs
CJIDC	34
DAAT	40
EVOC	34
Handgun & Rifle	41
OWI/SFST	21
PCS	30
Physical Fitness Assessor	7
POSC	19
Scenarios	44
Tactical Emergency Casualty Care	5
Tactical Response	33
Vehicle Contacts	36

WILENET Quarterly Report:

The following WILENET quarterly report covers the month of July 2020. This quarter the WILENET.ORG website had about 26,765 total users and 17,052 unique IP addresses each month. Below is a list of the most visited pages for July 2020.

Page	Unique Page Views
https://wilenet.org	39,147
https://wilenet.org/html/login.html	28,291
https://wilenet.org/secure/html/index.html	26,872
https://wilenet.org/html/employment/index.jsp	24,663
https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Officer	19,415
https://wilenet.org/html/employment/showopportunities.jsp	16,974
https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Deputy+Sheriff	10,689
https://wilenet.org/html/employment/otherpositions.jsp	7,954
https://wilenet.org/secure/html/resources/doc/locintro.htm	6,208
https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Chief	5,541
https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Department+Management/Other	5,491
https://wilenet.org/html/doc/locator.jsp	5,345
https://wilenet.org/html/logonrequired.html	4,944
https://wilenet.org/index.html	4,724
https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Sheriff's+Department+Management/Other	4,591

6. Review and Approve Minutes for the June 2, 2020 Meeting of the LESB

Motion to approve minutes and motions of the June 2, 2020, quarterly meeting of the LESB. Move by Anna Ruzinski, second by Tony Burrell. Motion carried unanimously.

Sheriff Scott Parks states that on under agenda item 4.C., “Dane” should be changed to “Dana.”

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

a. Review and Approve August 11, 2020 Executive Committee Meeting Minutes and Motions.

- i. Motion subjects include: Review of 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.

Motion to approve minutes and motions of the August 11, 2020, Executive Committee Meeting. Move by Scott Parks, second by Anna Ruzinski. Motion carried unanimously.

- ii. 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. Hilton, Dimitrios – Pre-employed
Staff recommends against completion of the Reciprocity Examination based on the applicant not meeting the eligibility criteria. The applicant has not held sworn law enforcement employment.

- b. Storm, Patrick – 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 September 2021.

College Credit Waiver Requests

- a. Kiser, Garrett – Military
Staff recommends the applicant receive a waiver for 30 college credits.

- b. Montoya, Phillip D – Military
Staff recommends the applicant receive a waiver for 29 college credits.

- c. Swatek, Jacob – Military
Staff recommends the applicant receive a waiver for 30 college credits.

Motion to accept staff recommendations for preparatory training and college credit waiver requests. Move by Tony Burrell, second by Todd Delain. Motion carried unanimously.

8. 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 = 254

Jail Officers (FT/PT) – 96
Law Enforcement Officers (FT/PT) – 152
Secure Juvenile Detention Officer (FT/PT) – 0
Tribal Law Enforcement Officers (FT/PT) – 2
Retroactive Certifications (FT/PT) – 4

Rescinded Certifications – 0

Instructor Certification and Recertification Summary Report

Total Instructor Applicants = 232

New Instructors & Instructors Adding Additional Certifications – 94
New Credentialed Instructor Registrants & Credentialed Instructors Adding Additional Registrations - 14
Recertified Instructors and Credentialed Instructor Registration Renewals - 112
New Master Instructors – 5
Recertified Master Instructors - 7

Motion to approve staff recommendations. Move by Todd Delain, second by Anna Ruzinski. Motion carried unanimously.

9. New Business

a. Certify/Recertify Basic Training Schools/Academies

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

The following academies are due for recertification:

- Milwaukee Area Technical College
- Wisconsin Indianhead Technical College
- Fox Valley Technical College

Staff recommends in favor of fully recertifying Milwaukee Area Technical College until June 2022, and Wisconsin Indianhead Technical College and Fox Valley Technical College until September 2022.

Motion to recertify Milwaukee Area Technical College until June 2022 and Wisconsin Indianhead Technical College and Fox Valley Technical College until September 2022. Move by Anna Ruzinski, second by Todd Delain. Motion carried unanimously.

Chief Domagalski thanked the academies for their partnership.

b. Curriculum Advisory Committee Membership

The Curriculum Advisory Committee has two vacant police chief slots to be filled to replace former Chief Ron Tischer (La Crosse Police Department), and former Chief Jerry Staniszewski (Eau Claire Police Department). Staff nominates Chief Edith Hudson of the Marquette University Police Department and Chief Adrian Bump of the Fort Atkinson Police Department to fill the two vacant slots on the Curriculum Advisory Committee. Chief Bump is also been recommended by the Wisconsin Chiefs of Police Association.

Staff asks the LESB to affirm the Curriculum Advisory Committee membership changes as presented today.

Motion to affirm the Curriculum Advisory Committee membership recommendations. Move by Anna Ruzinski, second by Scott Parks. Motion carried unanimously.

c. LESB Policy and Procedures Manual Revisions

Included in the packet is the LESB Policy and Procedures Manual. Only a few minor changes are recommended. Staff is providing the manual in its entirety for the LESB to review and approve.

Discussion:

Vice Chairperson Ruzinski recommends removing the names of T&S staff members but leaving their job titles in the LESB Policy and Procedures Manual and the School Director's Manual. This way the manuals do not need to be updated every time there is a staffing change. An addendum can be included at the end of each manual with the names and contact information for the T&S staff members. Dana Vike says she will update the manuals as suggested.

Motion to approve staff recommendations for the LESB Policy and Procedures Manual revisions. Move by Anna Ruzinski, second by Scott Parks. Motion carried unanimously.

d. School Director's Manual Revisions

The School Director's Manual is being renamed the Academy Director's Manual at the request of the academy directors. The update from Training Director to Academy Director and Training School to Academy has been made throughout the manual. In addition, a disclaimer has been added to the manual, and two new sections have been added to the manual, a section on the Field Representative Program, and a section on Instructor Conduct and Discipline.

The Academy Director's Manual is provided in its entirety for the LESB's review and approval.

Discussion:

The LESB thanks Training and Standards for working with the academies to improve the manual.

Motion to approve staff recommendations for the Academy Director's Manual. Move by Anna Ruzinski, second by Tony Burrell. Motion carried unanimously.

e. Report on FY20 Annual Recertification Training Non-Completion

Staff has been working on auditing annual recertification training for FY20. Included are preliminary lists of officers who did not complete 24 hours of annual recertification training and/or the handgun qualification requirement for FY20 (July 1, 2019 – June 30, 2020).

The number of law enforcement, jail, and juvenile detention officers who failed to complete a minimum of 24 hours of recertification training for FY20 is 1,505 officers.

The number of law enforcement officers who failed to complete the annual handgun qualification course requirement for FY20 is 767 officers. This number will most likely decrease. Staff has not had the opportunity to audit all training records to determine if the wrong title may have been chosen or provided for handgun qualification training completed by any of the 767 officers listed.

At the March 19, 2020, emergency meeting of the LESB, the LESB voted in favor of not penalizing officers who are unable to meet the annual recertification training requirement and/or annual handgun qualification course requirement for FY20 due to the COVID-19 pandemic. In addition, the Wisconsin Department of Justice will be reimbursing \$160 per eligible officer for FY20 recertification training regardless of whether each eligible certified primary was able to complete training during FY20. No action is being recommended. Staff is providing the following lists for information purposes only.

Discussion:

Some members of the LESB express disappointment with the number of officers who did not complete recertification training, especially at large agencies.

f. Continuation of Online Training Options for FY21 Recertification Training

The Training and Standards Bureau has received numerous requests to continue permitting completion of annual recertification training via online instructor-led and/or learner led-training for FY21 (July 1, 2020 – June 30, 2021).

Due to the COVID-19 pandemic, many providers of recertification training are moving to an online environment, including the Training and Standards Bureau. The instructor updates will be

fully online for fall 2020/spring 2021, along with additional trainings, including but not limited to a webinar series on stalking that will be held on September 15 and 29.

Excluding the 4-hour vehicle pursuit training requirement and the annual handgun qualification course requirement, staff recommends continuing to allow law enforcement, jail, and secure juvenile detention officers to meet the 24-hour annual recertification training requirement for FY21 by taking part in online instructor-led and/or learner-led training.

Discussion:

- Vice Chairperson Ruzinski states that there is importance to having in-person training. The LESB has already expressed concern about the possibility of portions of the academy moving online and to allow for certified police officers to complete more online training sends a mixed message.
- Superintendent Burrell states that allowing for 24 hours of online training would set a precedent.
- Chairperson Domagalski is in favor of allowing the continuation of online training for FY21 even though he intends to hold in-person training at his department. He recognizes that it may be difficult for other agencies to attend trainings in person. Chief Domagalski adds, if the recommendation is approved, Training and Standards must emphasize in their notice to agencies that the LESB vehicle pursuit and LESB handgun qualification trainings must be completed in person. In addition, efforts should be made to do in-person training wherever possible.
- Sheriff Delain states that he sees the importance of in-person training but would not want to create a situation where officers are put at risk of infection due to mandatory in-person training. The onus is on the agency administrators to make sure their officers receive good quality training; and leaving the decision of online or in-person training up to the administrators is appropriate at this time. Sheriff Delain's agency will be completing training in person as much as possible but would like the flexibility of moving online should COVID-19 cases increase in their area again.
- District Attorney Harper wants to make sure that law enforcement has the training and that the public knows the officers have training, particularly with firearms. She requests that the training be interactive enough so that the public can be satisfied that the instruction was good, and the material was effectively delivered to the officers.
- Chairperson Domagalski agrees that it is up to the chiefs and sheriffs to make sure the training is good. He acknowledges that scenario-based training is very important but there are challenges in completing it right now.
- Vice Chairperson Ruzinski states that if this motion passes, T&S must state in the notice to agencies that there are no excuses to be deficient in recertification training for FY21.
- District Attorney Harper and Sheriff Delain agree that the notice to agencies regarding recertification training for FY21 needs to emphasize the importance of finding quality online training and to train in person, if possible.
- Chairperson Domagalski asks T&S staff to share the notice with Vice Chairperson Ruzinski and himself before sending it to law enforcement.

Motion to approve staff recommendations for the continuation of online training options for FY21 recertification training. Move by Todd Delain, second by Jean Galasinski. Roll Call: Tony Burrell, Todd Delain, Chris Domagalski, Jean Galasinski, Jennifer Harper, Casey Krueger, Scott Parks, Kurt Picknell, Anna Ruzinski, James Small, Charles Tubbs, and Michelle Viste. Motion carried unanimously.

10. Roundtable

- Chairperson Domagalski informs the LESB that at the last Executive Committee meeting, Executive Committee members and T&S staff spoke with representatives from the technical college system. The representatives requested the ability to explore moving portions of the academies to an online training platform. After much discussion, the Executive Committee tabled it. Director Wagner has volunteered to put together a committee with T&S staff and representatives from the technical college system, representatives from the technical college run academies, and representatives from the employer-based academies to explore the potential of moving some classes online. Chairperson Domagalski supports this discussion and asks that if there are any LESB members who would like to be part of the committee to please contact Director Wagner.

11. Adjournment

Motion to adjourn. Move by Todd Delain, second by Tony Burrell. Motion carried unanimously.

Tina R. Virgil 11/24/2020

Tina R. Virgil
Secretary

Minutes taken by Katie Maule.