

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

**MINUTES – JUNE 2, 2020**

**ATTENDANCE:**

**LESB MEMBERS**

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

**ABSENT MEMBERS**

Robert Hughes

**STAFF**

Ronald Betley  
Carol Curfman  
David Holmes  
Stacy Lenz  
Katie Maule  
Jerry Mullen  
Stephanie Pederson  
Thessa Phillips  
Dan Ruzinski  
Shelly Sandry  
Frank Sullivan  
Dana Vike  
Steve Wagner

**Guests:** Ron Ambrozaitis, Shana Boll, Robert Botsch, Emily Breidenbach, Jodi Crozier, Ryan Gilbert, Sara Gossfeld-Benzing, Shawn Larson, Tammy Larson, Cory Mc Kone, Clark Pagel, Jeremiah Pritzl, Richard Stein, Kysa Walter, Frank Wandaogo, Sarah Wronski, Kris Wubben

**Presenters:** Brad Rollo and Derek Veitenheimer

1. **Call the Meeting to Order** – Chris Domagalski called the meeting to order at 10:01 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
    - CIB is nearing the end of the two-year project for the AFIS update. The technical side of the update is ready, but they are now running into issues with conducting training on the update due to COVID-19. The goal is to go live by the end of June 2020, but this could be moved back because of the current unrest and pandemic.
    - Due to a directive from the Federal Fix NICS Act, CIB is working with agencies to get as many felony warrants as possible into the FBI’s National Crime Information Center (NCIC). CIB’s goal was to get at least 90% of the felony warrants in Wisconsin into NCIC. As of May 2020, the goal was exceeded and 91.8% of the felony warrants have been entered into NCIC. There are 16,137 felony warrants in Wisconsin as of

May 31, 2020 and 14,817 of those are in the NCIC. The next goal is to get as many misdemeanor warrants into NCIC as possible.

- In March 2020, CIB deployed a Summary Criminal History functionality. The Wisconsin State Patrol had requested that this functionality be brought back so that law enforcement could view a condensed version of the criminal history while out on patrol. CIB is open to feedback on what changes law enforcement would like to see to the databases.
- The firearms unit is extraordinarily busy. As of June 1, 2020, 100,877 firearms-related background checks have been conducted this year. For comparison, this time last year, 61,495 firearms background checks had been conducted. In addition, there are 34,429 active CCW licenses in the state.

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

- BJIA is working on a project for the Sexual Assault Kit Initiative (SAKI) called the Violent Criminal Apprehension Program (ViCAP). The focus will be to collect data on violent crime and sexual assaults that have been known, or suspected, to be part of a series – including serial offenders or sexual assaults by a stranger. This data collection effort is required by the ViCAP grant.
- As of March 2020, 204 agencies have been certified to use the Wisconsin Incident-based Reporting System (WIBRS). An additional 86 agencies are currently in transition to being certified. About 100 agencies have not responded to BJIA about WIBRS or have expressed interest in certifying but have not started working towards it. The deadline to transition from Uniform Crime Reporting (UCR) to WIBRS is January 2021. BJIA expects that 90% of Wisconsin crime and 85-90% of the population will be covered by WIBRS by the end of 2020. BJIA appreciates law enforcement's understanding as BJIA works to move trainings online due to COVID-19. BJIA is looking for additional funding opportunities to assist agencies with the transition.
- BJIA launched collection of use-of-force data at the end of March in partnership with the Wisconsin State Patrol and their TraCS software. As of June 2020, 62 agencies have submitted the form and most of the reports indicate zero use-of-force incidents. Agencies should submit the form even if they do not have any incidents to report as this will distinguish between agencies not reporting versus agencies having nothing to report.

**c. Bureau of Justice Programs (BJP) – Dane Vike on behalf of Director Lara Kenny**

- The Bureau of Justice Programs submitted many federal grant applications in March 2020.
- There is a new grant available for \$9 million to aid with COVID-19 emergency response. The funding is recommended to be used for: updating systems to allow employees to work from home, PPE, sanitizing equipment, medical expenses related to treatment of COVID-19 for the state's incarcerated population including items for testing, treatment and staff to care for the population, and to pay contractors to design a safe way to operate courthouses and purchase items that will assist in resuming operations. Funding can also be used for hiring and overtime to support law enforcement agencies who need to quarantine staff. The DOJ will create sub-grant opportunities that will assist all aspects of the criminal justice system with COVID-19 response. BJP will update the partners and the grants website when the opportunities are available.

- d. Training and Standards Bureau (T&S) Update – Director Steve Wagner
- Wilenet is being redesigned.
  - Staff is working on two webinars on stalking and two on strangulation to replace the domestic violence training that was to occur in person this fall. Each training will be 1.5 hours long.
  - T&S has been receiving questions on Marsy’s Law and how it impacts law enforcement. T&S is working with Michelle Viste and the Office of Crime Victim Services to produce a document and training to help everyone navigate the changes.
  - Staff is also working on getting information out to District Attorneys and law enforcement regarding Wisconsin’s DAAT curriculum following the incident in Minneapolis.

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

**Certified Officers:**

At the end of the third quarter there were a total of **16,402** active, primary, certified officers. Below is a breakdown of officers by assignment.

Officer by Assignment	Total
Tribal Law Enforcement	92
Law Enforcement	12,197
Jail Officer	2,072
Secure Juvenile Detention (SJD)	161
Law and Jail	1,572
Law and SJD	0
Law, Jail and SJD	4
Jail and SJD	304
<b>Total Active, Primary and Certified</b>	<b>16,402</b>

**Certified Instructors:**

As of May 13, 2020, there are 3,682 LESB certified instructors. Many instructors are certified in several topics and, therefore, instructors may be counted more than once in the tables below. The technical colleges and employer-based academies also employ 205 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	3,557
Jail Instructors	385
Juvenile Detention Instructors	198

**Certified instructors in the Tactical Topics**

Tactical Topics	Certified Instructors
DAAT (720)	899
Emergency Vehicle Operation & Control (EVOC)	803
Handgun	338

Handgun & Rifle	1,371
Officer Wellness	143
OWI/SFST	370
Principles of Subject Control (POSC)	179
Professional Communication Skills (PCS)	617
Scenarios	749
Tactical Emergency Casualty Care (TECC)	30
Tactical Response (720)	582
Vehicle Contacts	956

### Master Instructor Trainers (MITs)

MIT Topics	Certified MITs
CJIDC	34
DAAT	39
EVOC	32
Handgun & Rifle	41
OWI/SFST	21
PCS	28
Physical Fitness Assessor	7
POSC	20
Scenarios	42
Tactical Emergency Casualty Care	10
Tactical Response	36
Vehicle Contacts	36

### WILENET Quarterly Report:

The following WILENET quarterly report covers the month of April 2020. This quarter the WILENET.ORG website had about 58,469 unique page views each month. Below is a list of the most visited pages for April 2020.

Position	Page	Unique Page Views
1	<a href="https://wilenet.org/html/employment/index.jsp">https://wilenet.org/html/employment/index.jsp</a>	12,432
2	<a href="https://wilenet.org/html/employment/showopportunities.jsp">https://wilenet.org/html/employment/showopportunities.jsp</a>	8,731
3	<a href="https://wilenet.org">https://wilenet.org</a>	8,558
4	<a href="https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Officer">https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Officer</a>	7,597
5	<a href="https://wilenet.org/html/login.html">https://wilenet.org/html/login.html</a>	6,980
6	<a href="https://wilenet.org/secure/html/index.html">https://wilenet.org/secure/html/index.html</a>	6,498
7	<a href="https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Deputy+Sheriff">https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Deputy+Sheriff</a>	2,958
8	<a href="https://wilenet.org/html/employment/otherpositions.jsp">https://wilenet.org/html/employment/otherpositions.jsp</a>	2,034
9	<a href="https://wilenet.org/secure/html/resources/doc/locintro.htm">https://wilenet.org/secure/html/resources/doc/locintro.htm</a>	1,332
10	<a href="https://wilenet.org/html/career/students/law-enforcement/index.html">https://wilenet.org/html/career/students/law-enforcement/index.html</a>	1,222
11	<a href="https://wilenet.org/index.html">https://wilenet.org/index.html</a>	1,213
12	<a href="https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Chief">https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Police+Chief</a>	1,813
13	<a href="https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Jail/Correction+Officer">https://wilenet.org/html/employment/agenciesforposition.jsp?pt=Jail/Correction+Officer</a>	1,145
14	<a href="https://wilenet.org/html/doc/locator.jsp">https://wilenet.org/html/doc/locator.jsp</a>	1,047
15	<a href="https://wilenet.org/html/logonrequired.html">https://wilenet.org/html/logonrequired.html</a>	1,034

**6. Review and Approve Minutes for the March 3, 2020 Meeting of the LESB**

**Motion** to approve minutes and motions of the March 3, 2020 quarterly meeting of the LESB. Move by Anna Ruzinski, second by Kurt Picknell. Motion carried unanimously.

**7. Review and Approve Minutes for the March 27, 2020 Special Meeting of the LESB**

**Motion** to approve minutes and motions of the March 27, 2020 special meeting of the LESB. Move by Anna Ruzinski, second by Scott Parks. Motion carried unanimously.

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

**a. Review and Approve Minutes for the May 12, 2020 Executive Committee Meeting of the LESB**

**Motion** to approve minutes and motions of the May 12, 2020 executive committee meeting of the LESB. Move by Anna Ruzinski, 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. Smith, Steven – 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 June 2021.
- b. Stanek, Mark – 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 June 2021.
- c. Tredeau, Torin – 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 June 2021.
- d. Breidenbach, Emily – Chetek Police Department  
Staff recommends granting the waiver request based on the following mitigating circumstances:

1. There was a legitimate misunderstanding of the requirement to regain law enforcement employment within three years. At the time of Breidenbach's academy graduation, the three-year deadline was based on the last date of employment. The LESB changed the requirement for officers with less than one year of employment to the date of the academy graduation without grandfathering the provision.
2. Breidenbach was enrolled to attend the law enforcement academy at Wisconsin Indianhead Technical College for class beginning on June 1, 2020. That class has been postponed due to Covid-19.
3. Breidenbach has submitted letters of endorsement from the Chief of Police, Mayor, District Attorney, City Council President and patrol lieutenant.
4. Breidenbach has worked over 1,500 hours since her hiring and completed 32 hours of training in the current year. She has accomplished this as a part-time officer.
5. A condition of approval will be a requirement to pass the Law Enforcement Reciprocity examination.

**Discussion on Emily Breidenbach:**

- Emily Breidenbach thanks the LESB for their time and reconsideration. She has worked at Chetek Police Department since March 2019 and was fully ready to attend the academy before the pandemic prevented her from doing so.
  - Chief Ambrozaitis states that Ms. Breidenbach has adapted very well to the department and takes the lead in responding to sexual assault and working with kids at the schools. He thinks that if Emily had to re-complete the academy, it would be a waste of money for the state.
  - In her original letter to the LESB in June 2019, Emily stated that the reason she did not regain employment in time was due to a misunderstanding. She was not aware that she needed to regain employment within three years of graduating the law enforcement academy because she did not work one consecutive year at Stoughton Police Department.
- e. Fox, William – Plymouth 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 10/27/2021.
  - f. Hoyt, Christopher – Hammond 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 11/29/2021.
  - g. Krueger, James – Division of Criminal Investigation  
Staff recommends successful completion of the Law Enforcement Reciprocity Examination. The applicant shall successfully complete the Reciprocity Examination within their probationary period of employment and no later than 9/16/2021.
  - h. Larson, Shawn – Frederic Police Department  
Staff recommends **against** the granting the waiver for the following reasons:
    1. Previous approvals have been granted pursuant to requests that were de-minimus (less than 45 days). The applicant's request is for a six-month extension.

2. Approval of this request may create a precedent thereby diminishing the intent of the requirement.

**Discussion on Shawn Larson:**

- Mr. Larson states that he was a police officer for ten years and was encouraged to return to the profession after nearly three years of lapsed employment. He states that he applied for the position at Frederic Police Department before his expiration date but due to budget concerns, the department could not continue with the hiring process until after his deadline to regain employment had passed. Mr. Larson's wife is active law enforcement, and he has reviewed her training materials during his time away from the profession.
  - Mr. Larson was signed up to re-complete the academy, but it was delayed due to COVID-19. He states that the academy would go over basic stuff that he trained on for ten years, and it would be difficult to devote the time and money to the academy. Mr. Larson was sponsored through the academy the first time he attended and so he would not be eligible for sponsorship this time. In his tenure as an active police officer, he was also a taser instructor and field training officer.
  - Chief Domagalski asks for more information on the timeline of when he applied for the position at Frederic Police Department.
  - Mr. Larson states that he applied for the position on February 2, 2019, which was two months prior to his deadline to regain employment on April 5, 2019. He was called back at the end of August 2019 to interview for the position and was officially hired on October 27, 2019.
  - Jerry Mullen states that he was not aware that Mr. Larson had applied for the Frederic position before his deadline. If he had been aware of the timeline, he would have made a different recommendation to the LESB.
  - Chief Domagalski states that the LESB has taken a strong stance that the officers have the training and work experience. If the waiver were to be granted, the LESB needs confirmation on the timeline for when the officer applied for the position and when he was hired. This confirmation will help determine if the officer did everything he could to gain employment prior to expiration but was unable to do so because of circumstances outside of his control.
  - If a waiver is not granted by the LESB, Mr. Larson will need to complete the full academy at his own expense.
  - Chief Tammy Larson is concerned that Mr. Larson will not be able to complete the training within one year of his date of hire due to COVID-19. T&S staff states that Mr. Larson received a six-month extension to complete the basic training due to the pandemic. Mr. Larson's deadline to re-complete the academy is April 14, 2021.
- i. Otis, Benjamin – Eau Claire Police Department  
Staff recommends successful completion of the Law Enforcement Reciprocity Examination. The applicant shall successfully complete the Reciprocity Examination within their probationary period of employment and no later than 6/30/2021.
  - j. Wandaogo, Frank – Washington County Sheriff's Office  
Staff recommends granting the waiver request contingent on the applicant receiving an offer of employment by 6/30/2020.

Mr. Frank Wandaogo is present to address the LESB. Mr. Wandaogo states that he has received a conditional offer from Brown Deer Police Department following the outcome of this meeting.

**Motion** to approve staff recommendations for preparatory training waiver requests and to table the waiver request for Mr. Shawn Larson. Move by Anna Ruzinski, second by Jennifer Harper. Motion carried unanimously.

**College Credit Waiver Requests**

- a. Doxtator, Ahnoki J – Law Enforcement Academy  
Staff recommends the applicant receive a waiver for 20 college credits.
  
- b. Shrock, Robert J – Law Enforcement Academy/Military  
Staff recommends the applicant receive a waiver for 29 college credits.

**Motion** to accept staff recommendations for college credit waiver requests. Move by Anna Ruzinski, second by Todd Delain. Motion carried unanimously.

**Instructor Waiver Requests**

- a. Walsh, William C – Blackhawk Technical College  
Staff recommends against a second extension waiver.

**Motion** to accept staff recommendations for Instructor Waiver Request. Move by Anna Ruzinski second by Jean Galasinski. Motion carried unanimously.

**9. 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 = 192**

- Jail Officers (FT/PT) – 83
- Law Enforcement Officers (FT/PT) – 101
- Secure Juvenile Detention Officer (FT/PT) – 7
- Tribal Law Enforcement Officers (FT/PT) – 0
- Retroactive Certifications (FT/PT) – 1

Rescinded Certifications – 1

**Instructor Certification and Recertification Summary Report**

**Total Instructor Applicants = 445**

- New Instructors & Instructors Adding Additional Certifications – 242
- New Credentialed Instructor Registrants & Credentialed Instructors Adding Additional Registrations - 9
- Recertified Instructors and Credentialed Instructor Registration Renewals - 180
- New Master Instructors – 11
- Recertified Master Instructors - 3

**Motion** to approve staff recommendations. Move by Anna Ruzinski, second by Kurt Picknell. Motion carried unanimously.



## 10. New Business

### a. Certify/Recertify Basic Training Schools/Academies

Two academies are due for recertification today, Fox Valley Technical College and Gateway Technical College. Due to the COVID-19 pandemic, the field representatives have not been permitted to travel to the academies to conduct audits since the first part of March 2020. As a result, audits have not been conducted for Fox Valley Technical College or Gateway Technical College. Staff will present the results of the audits and subsequent recommendations at the next LESB meeting in September.

### b. Law Enforcement Curriculum Updates

#### i. Handgun Qualification

- The Tactical Skills Advisory Committee looked over the current qualification course and decided to eliminate areas that contained a repetitive or redundant performance of a skill. Wherever a skill is performed twice in the course, it has reduced to one time. No skills have been eliminated. Removing the repetitive areas of the course reduces the overall round count from 44 to 30 per attempt.
- The Tactical Skills Advisory Committee voted unanimously to recommend the proposed changes to the Wisconsin Handgun Qualification Course to the Curriculum Advisory Committee. On May 21, 2020, the Curriculum Advisory Committee reviewed the course of fire and supporting documentation and approved the changes.
- If approved by the LESB, the proposed changes would be effective July 1, 2020.

**Motion** to accept staff recommendations to the Handgun Qualification curriculum. Move by Anna Ruzinski, second by Scott Parks. Motion carried unanimously.

#### ii. Scenario and Scenario Instructor

- The Scenario Advisory Committee recommends eliminating the current 8-hour orientation with Training and Standards and the completion of a 3 to 5-day commercial course. These requirements had been put in place when the scenario program was being developed and before we had a LESB-approved Scenario Instructor Course. In their place, the committee recommends requiring the Scenario Master Instructor Trainer (SMIT) candidate co-teach a Scenario Instructor Course with a currently LESB-certified SMIT. The SMIT would complete a Performance Assessment Task (PAT) signifying the SMIT candidate has successfully co-taught the course. All other requirements would remain.
- On May 21, 2020, the Curriculum Advisory Committee reviewed and approved the changes recommended above.
- Staff recommends approving the Scenario Curriculum, Scenario Instructor Student Manual, Administrative Guide, Course Outcome Summary and Syllabus; and approve the recommendation to eliminate the 8-hour orientation with Training and Standards and completion of a 3 to 5-day commercial course for SMIT candidates.

**Motion** to accept staff recommendations for Scenario and Scenario Instructor curriculum. Move by Anna Ruzinski, second by Jean Galasinski. Motion carried unanimously.

#### iii. Crisis Management

- The Crisis Management Student Text has been updated to reflect changes in state statute. The changes in the Student Text will be reflected in the Instructor Manual,

PowerPoint, and other course materials. The Foundations of Professional Policing Advisory Committee approved the changes to the text via email in April 2020, and the Curriculum Advisory Committee approved the changes on May 21, 2020. The updated text is provided to the LESB for approval.

**iv. Interview and Interrogations**

- The Interview and Interrogations Student Text has been updated to reflect changes to the eyewitness identification process. A recent court case and recommendations from the Federal Department of Justice and International Association of Chiefs of Police add some additional guidelines to the eyewitness identification process. The changes in the Student Text will be reflected in the Instructor Manual, PowerPoint, and other course materials. The Investigations Advisory Committee approved the changes to the text via email in April 2020, and the Curriculum Advisory Committee approved the changes on May 21, 2020. The updated text is provided to the LESB for approval.

**Motion** to accept staff recommendations for the Crisis Management and Interview and Interrogations curricula. Move by Anna Ruzinski, second by Michelle Viste. Motion carried unanimously.

**c. 2021-2023 Pursuit Training Curriculum and Model Policy Review**

The Patrol Procedures Advisory Committee discussed many ideas for the next biennial Vehicle Pursuit curriculum (July 1, 2021 – June 30, 2023) and decided the curriculum should include:

- Pursuit Summary
- Review of Emergency Vehicle Operations Disturbance Resolution Model and Intervention Techniques
- Containment of Wrong Way Drivers
- Practical/Hands-On Training

The Patrol Procedures Advisory Committee and the Curriculum Advisory Committee have approved this focus for the 2021-2023 biennium. If approved by the LESB, Stephanie Pederson will work with the Patrol Procedures Advisory Committee to create the pursuit curriculum and bring a final draft back to the LESB no later than June 2021. The curriculum will then go into effect July 1, 2021, through June 30, 2023.

**Motion** to accept staff recommendations for 2021-2023 Vehicle Pursuit Curriculum. Move by Anna Ruzinski, second by Kurt Picknell. Motion carried unanimously.

**Pursuit Model Policy Review:**

Additionally, Wis. Stats. §165.85(f)(cm)(2a) requires the state model policy be reviewed and approved by the LESB by June 30 of each even numbered year. The updated model policy was provided for the LESB to review.

**Motion** to accept staff recommendations for the Pursuit Model Policy. Move by Anna Ruzinski, second by Scott Parks. Motion carried unanimously.

**d. Jail Curriculum Update**

Staff presented the LESB with proposed rearrangement of some of the hours in the jail academy as well as changes to the Supervision of Special Inmates and Admit and Release curricula. These changes were approved by the Curriculum Advisory Committee on May 21, 2020.

**Motion** to accept staff recommendations to rearrange hours within the 200-Hour Jail Academy and accept the recommendations to Supervision of Special Inmates and Admit and Release as provided by staff. Move by Anna Ruzinski, second by Scott Parks. Motion carried unanimously.

**e. Fall 2020/Spring 2021 Instructor Update**

Staff has started discussions regarding the fall 2020/spring 2021 instructor updates. Due to the COVID-19 pandemic and limits placed on large group gatherings, as well as uncertainty as to whether these limitations will still be in place during the fall of 2020 or spring of 2021, staff is considering options to provide the instructor updates online.

Staff is considering general breakout sessions in the following topic areas:

- Remedial Training
- Sexual Assault Investigations
- Wellness and PRT
- Report Writing

Staff is considering two Vehicle Contacts breakout sessions:

- Vehicle Contacts for Unconventional Vehicles: ATVs, Snowmobiles, etc.
- Work it or Move it: How to Safely Push Vehicles Out of Traffic

The update will take approximately four hours to complete online, which is four fewer hours than the in-person updates. However, instructors will still receive full credit for completion of a Training and Standards Bureau sponsored instructor update towards their eligibility for recertification as an instructor (one instructor update within an instructor's three-year certification period). The online option should permit more instructors to complete an update than would be possible with the in-person updates and should allow those instructors who were unable to attend an instructor update during spring 2020 to easily complete an instructor update.

**f. LESB Policy and Procedures Manual Revisions**

Staff will bring revisions to the LESB Policy and Procedures Manual and the Academy Director's Manual to the September 2020 LESB meeting.

**g. Academy Distance Learning Discussion**

Due to the COVID-19 pandemic and the Safer at Home orders, academies that were in progress during the month of March had to stop meeting in-person and determine how to continue to run outside of a classroom setting. The Training and Standards Bureau provided guidance on distance learning which was approved by the LESB on March 19, 2020. The recommendations for distance learning were to remain in place as long as the COVID-19 directives limited students' time in a classroom setting.

Since the Governor's Safer at Home order has ended, the Training and Standards Bureau has expressed that all academies should return to the classroom to deliver the curriculum in the originally intended format. However, there is still an active pandemic. Certain regions of the state have been impacted more so than others, and reasonable steps need to be taken to allow all academies to continue in a safe and effective manner.

The Training and Standards Bureau sent out three surveys on Monday, June 1, 2020. One survey for academy directors, one for instructors, and one for students participating in distance learning during the COVID-19 pandemic. These surveys ask about the effectiveness of distance learning and the desire to continue distance learning in the future (post COVID-19). Based on these results, the Training and Standards Bureau may make recommendations on future distance learning opportunities for the law enforcement, jail, and secure juvenile detention academies. Those surveyed have been asked to respond by Friday, June 5, 2020.

**Discussion:**

- Chief Ruzinski states that the academy curriculum is approved by the LESB and so the LESB shall dictate the way the curriculum is taught.
- T&S Director Wagner states that there is concern that not allowing some flexibility will cause a problem if infection rates increase in some parts of the state. He states that all of the academies with classes in session have gone back to in-person training. The State Patrol has postponed their next class until January 2021.
- State Patrol Superintendent Burrell confirms that their academy class has been postponed but adds that it is in part due to budgetary restrictions caused by COVID-19. The DNR will complete their academy class at the State Patrol the week of June 8.
- Chief Ruzinski understands that flexibility is needed due to the current COVID circumstances, but she is adamant that online instruction should not be accepted as a way of conducting the academies once the pandemic is over. There is much more to first responder training than an instructor lecturing a group of students. The students build comradery from having in-person interactions. Many members of the LESB and T&S agree with Chief Ruzinski's statements.
- District Attorney Harper agrees that the academy should not be done online but adds that if any part of the curriculum will be online, the LESB should decide which curriculum and how it will be done for all academies so that there is a standard in place.
- Chief Domagalski thanks all of the academy directors for their partnership and work with the challenges presented by COVID-19. He also agrees that there may be an opportunity to put parts of the academy on an online platform but as DA Harper said, it is very important for the LESB to have control over how it is done. This is an ongoing discussion and the input is appreciated.
- Southwest Technical College Academy Director, Kris Wubben, states that her academy is currently doing in-person training whenever they can, but they are also under the individual guidelines from the college. Those rules state that if a student gets sick from COVID-19, they have to be removed from in-person training for 14 days. If a student becomes ill or is deployed to assist with riots as has occurred for some students in the National Guard, the academies would like some leeway to allow them to continue the course online while keeping the rest of the academy in-person.
- Chief Ruzinski appreciates Director Wubben's input and states that those circumstances are permissible. She adds that the entire class should not go online if one student tests positive. The LESB should have guidelines for flexibility.
- T&S Director Wagner states that the flexibility expressed by Southwest Tech is the same flexibility that T&S would like to see for all academies. T&S does not want to see online training as the standard for teaching.
- The LESB is concerned that academies are running, but the field representatives are not able to travel to audit or observe final scenarios due to COVID-19 travel restrictions at the DOJ.

- The Division of Law Enforcement Services Administrator, Tina Virgil, states that they are engaging in conversations on how to allow the field representatives to safely oversee and maintain compliance at the academies.

**Motion** to direct academies to be held in-person unless there are extenuating circumstances that would require the class to move online. Requests to move online should be presented to Training and Standards for approval. Move by Anna Ruzinski, second by Scott Parks. Motion carried unanimously.

**11. Public Comment/Roundtable**

- Chief Ruzinski asks if the reciprocity exam will be available soon? Director Wagner states that T&S is looking at holding the exams at willing technical colleges.
- The LESB thanks staff for their work, and Chief Domagalski welcomes Steve Wagner to the Training and Standards Bureau and Sheriff Todd Delain to the LESB.

**12. Adjournment**

**Motion** to adjourn. Move by Kurt Picknell, second by Anna Ruzinski. Motion carried unanimously.

s/ Tina R. Virgil

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Tina R. Virgil  
Secretary

Minutes taken by Katie Maule.