

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

MINUTES – AUGUST 10, 2021

ATTENDANCE:

LESB EC MEMBERS

Benjamin Bliven
Anthony Burrell
Todd Delain
Tina Virgil
Michelle Viste

ABSENT MEMBERS

Scott Parks

STAFF

Katie Maule
Jerry Mullen
Thessa Phillips
Michelle Sandry
Frank Sullivan
Dana Vike
Steve Wagner

Guests: Leah Alexander

1. **Call the Meeting to Order** – Todd Delain called the meeting to order at 10:00 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. **Requests for Waivers of Training & Education Requirements for Officers, Civilians, and Instructors.**

Preparatory Training Waiver Requests

- a. Cappelle, Jacob – 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 2022.
- b. Esquivel, Naomi – 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 2022.
- c. Hathaway, Henry – 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 2022.
- d. Johnson, Helen – 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 2022.

- e. Langer, Preston – 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 2022.
- f. Porath, Cody – 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 2022.
- g. Schwartz, Andrew – Pre-employed
Staff recommends successful completion of the reciprocity examination. Successful completion will result in certifiability as a law enforcement officer in Wisconsin for up to one year from the date of the exam. The applicant shall complete the law enforcement reciprocity examination and gain Wisconsin law enforcement employment by 5/20/2022.
- h. Smith, Daniel – 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 2022.
- i. Troha, Kayla – 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 2022.
- j. Waldron, Andrew – 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 2022.
- k. Anderson, Zachary – Waukesha County Sheriff's Office (Jail)
Staff recommends successful completion of the jail reciprocity examination. The applicant shall successfully complete the jail reciprocity examination within their probationary period of employment and no later than 3/29/2022.
- l. Berg, Brandon – Appleton Police Department
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 within their probationary period and no later than 4/13/2022.
- m. Bonisolli, Anthony – Marathon County Sheriff's Office

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 within their probationary period and no later than 4/19/2022.

- n. Dankovich, Logan – Vilas County Sheriff's Office
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 within their probationary period and no later than 5/3/2022.
- o. Kopczynski, Justin – Waukesha County Sheriff's Office (Jail)
Staff recommends successful completion of the jail reciprocity examination pursuant to the mitigating circumstances. The applicant shall successfully complete the jail reciprocity examination within their probationary period of employment and no later than 5/15/2022 (18 months from date of hire based on extension permitted by LESB for officers hired between March 2020 and December 31, 2020).
- p. Muske, Brenden – Waupaca Police Department
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 within their probationary period and no later than 11/26/2021 (18 months from date of hire based on extension permitted by LESB for officers hired between March 2020 and December 31, 2020).
- q. Orgon, Edward – Lake Hallie Village Police Department
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 within their probationary period and no later than 7/18/2022.
- r. Robison, Jacob – Adams County Sheriff's Office (Jail)
Staff recommends successful completion of the jail reciprocity examination. The applicant shall successfully complete the jail reciprocity examination within their probationary period of employment and no later than 9/15/2021 (18 months from date of hire based on extension permitted by LESB for officers hired between March 2020 and December 31, 2020).
- s. Robinson, Maurice – Racine Police Department
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 within their probationary period and no later than 4/19/2022.

Motion to accept staff recommendations for Preparatory Training Waiver Requests for Jacob Cappelle, Naomi Esquivel, Henry Hathaway, Helen Johnson, Preston Langer, Cody Porath, Daniel Smith, and Andrew Waldron. Move by Benjamin Bliven, second by Michelle Viste. Motion carried unanimously.

Motion to approve staff recommendations for Preparatory Training Waiver Requests for Andrew Schwartz and Kayla Troha. Move by Michelle Viste, second by Benjamin Bliven. Motion carried unanimously.

Motion to approve staff recommendations for Preparatory Training Waiver Requests for Zachary Anderson, Brandon Berg, Anthony Bonisoli, Logan Dankovich, Justin Kopczynski, Brenden Muske, Edward Orgon, Jacob Robison, and Maurice Robinson. Move by Michelle Viste, second Anthony Burrell. Motion carried unanimously.

College Credit Waiver Requests

- a. Gullickson, Andrew – Military
Staff recommends Mr. Gullickson receive a waiver for 30 college credits.
- b. Neta, Daniel – Military
Staff recommends Mr. Neta receive a waiver for 19 college credits.
- c. Ossie, Evan – Military
Staff recommends Mr. Ossie receive a waiver for 30 college credits.

Motion to accept staff recommendations for College Credit Waiver Requests. Move by Anthony Burrell, second by Benjamin Bliven. Motion carried unanimously.

Instructor Waiver Requests

- a. Brandau, Justin – Holmen Police Department
Staff recommends against an extension for Officer Brandau. He has surpassed the six-month grace period. In order to be eligible for instructor certification in the future, new instructor certification requirements apply, including re-completion of instructor development training, topic specific instructor course completion, and submission of form DJ-LE-317, all within a period not to exceed two (2) years.

Discussion:

- Sheriff Delain asks if Mr. Brandau received communication that his certification had expired? Thessa Phillips states that usually she sends out notices but will have to check with this specific case. Ms. Phillips usually sends out two notifications to instructors six months and three months prior to expiration, and then one notice immediately following the expiration date.
 - Sheriff Delain asks if Mr. Brandau indicated that he had not received these communications? Ms. Phillips states she will have to check the letter he submitted.
 - Chief Bliven asks if Ms. Phillips sends any notices to agency administrators regarding their instructors' statuses? Ms. Phillips states that she usually sends notices to employers, but she will have to check to make sure a notice was sent to Mr. Brandau's agency.
 - Sheriff Delain asks staff to bring this request back to the LESB at the September 1, 2021, meeting with a timeline of expiration notices that were sent to the instructor and his employer.
- b. DeGrow, Bradley – Town of Mukwonago Police Department
Staff recommends against an extension for Officer DeGrow. He has surpassed the six-month grace period. In order to be eligible for instructor certification in the future, new instructor certification requirements apply, including re-completion of instructor development training,

topic specific instructor course completion, and submission of form DJ-LE-317, all within a period not to exceed two (2) years.

Discussion:

- Chief Bliven states he is hesitant to give extensions as instructors already have a six-month grace period to submit recertification paperwork after a certification expires. Chief Bliven recommends tabling this waiver request until the LESB meeting on September 1, 2021.
- Sheriff Delain concurs with Chief Bliven and asks staff to provide a timeline of expiration notices sent to the instructor and his employer to the LESB meeting on September 1, 2021.

c. DAAT Instructors – Northcentral Technical College

Requesting a waiver of the occupational experience requirements and POSC instructor course completion to be eligible for POSC instructor certification. This waiver is for information purposes only. Staff recommendation is pending successful completion of the transition course. The waiver will be presented at the September 1, 2021, Law Enforcement Standards Board meeting for review.

Discussion:

- Shelly Sandry states that the TSB is looking to develop a “Defensive Tactics” instructor course and will bring the curriculum to the LESB in December 2021. The course will combine the POSC and DAAT instructor courses into one instructor course. Upon course completion, instructor applicants will be able to instruct DAAT in the law enforcement academy and POSC in the jail and juvenile detention academies. Furthermore, those instructors currently certified to instruct POSC or DAAT will have the opportunity to attend a transition course to obtain Defensive Tactics instructor certification to be eligible for certification to instruct DAAT or POSC.
- Shelly Sandry states that Northcentral Technical College has submitted plans to run a transition course on August 20, 2021. The course planned by Northcentral Technical College will be a pilot for the course the TSB is developing. Northcentral Technical College has several DAAT instructors they would like to transition to POSC instructors. The college is struggling to find POSC instructors for their jail academy.
- Both Sheriff Delain and Chief Bliven express concern with certifying law enforcement officers with no jail experience to instruct POSC in the jail academy, as well as certifying jail/juvenile detention officers with no law enforcement experience to instruct DAAT in the law enforcement academy. Chief Bliven states that there is a lot of value in an instructor having occupational experience in the topic.
- Additionally, Sheriff Delain does not want academies to stop searching for and developing individuals with jail/juvenile detention officer occupational experience to serve as POSC instructors
- Sheriff Delain thanks the TSB staff for bringing this proposal to the attention of the Executive Committee and asks staff to provide the LESB with an overview on the reasons for creating the Defensive Tactics instructor course and transition course along with more information on the final objective.

5. Requests for Extensions of the Time Limits to Gain Employment and Requests for Extensions of the Time Limits to Complete Preparatory Training for Officers and Civilians.

a. Kabasa, Alexis – Ashland County Sheriff’s Office

Staff recommends the applicant receive an extension until 12/1/2022 to allow her to complete preparatory jail officer training.

- b. Jorgenson, Jonathan – Ashland County Sheriff’s Office
Staff recommends the applicant receive an extension until 5/1/2022 to allow him to complete preparatory jail officer training.
- c. Seitz, Andrew – Bayfield County Sheriff’s Office
Staff recommends the applicant receive an extension until 12/1/2021 to complete preparatory jail officer training with the following condition: A DOJ letter of warning accompany the notification for the extension. The officer is currently working without certification exposing the agency to legal liability.
- d. Feldten, Rylee – Eau Claire County Sheriff’s Office
Staff recommends that the applicant receive an extension until 6/30/2022 to complete preparatory jail officer training.
- e. Kamke, Jay – Eau Claire County Sheriff’s Office
Staff recommends that the applicant receive an extension until 6/30/2022 to complete preparatory jail officer training.
- f. Keller, Julianna – Eau Claire County Sheriff’s Office
Staff recommends that the applicant receive an extension until 6/30/2022 to complete preparatory jail officer training.
- g. Klein, Nathaniel – Eau Claire County Sheriff’s Office
Staff recommends that the applicant receive an extension until 6/30/2022 to complete preparatory jail officer training.
- h. Munson, Tyler – Eau Claire County Sheriff’s Office
Staff recommends that the applicant receive an extension until 6/30/2022 to complete preparatory jail officer training.
- i. Rivas, Jamie – Eau Claire County Sheriff’s Office
Staff recommends that the applicant receive an extension until 6/30/2022 to complete preparatory jail officer training.
- j. Russell, Edward – Eau Claire County Sheriff’s Office
Staff recommends that the applicant receive an extension until 6/30/2022 to complete preparatory jail officer training.
- k. Stevens, Sarah – Eau Claire County Sheriff’s Office
Staff recommends that the applicant receive an extension until 6/30/2022 to complete preparatory jail officer training.
- l. Matthews, Clemett – Northwest Regional Juvenile Detention Center
Staff recommends the applicant receive an extension until 12/1/2021 to allow him to complete preparatory juvenile detention officer training.

- m. Wendorf, Jessica – Portage County Sheriff’s Office
Staff recommends the applicant receive an extension until 12/1/2022 to allow him to complete preparatory jail officer training.
- n. Castaneda, Cynthia – Racine County Sheriff’s Office
Staff recommends granting the waiver for the following reasons:
1. The applicant has extensive experience as a jail officer.
 2. The applicant has maintained employment at the jail in a civilian capacity assisting jail staff.
 3. The applicant continues to complete training (per a review of Acadis).
 4. A condition of approval will be a requirement to pass the jail reciprocity exam within six months.
- o. Kormanik, Joseph – St. Croix County Sheriff’s Office
Staff recommends the applicant receive an extension until 12/1/2022 to allow him to complete the preparatory law enforcement officer training academy.
- p. Peterson, Martin – St. Croix County Sheriff’s Office
Staff recommends the applicant receive an extension until 6/1/2022 to allow them to complete preparatory training.
- q. Ziebel, Tate – St. Croix County Sheriff’s Office
Staff recommends the applicant receive an extension until 6/1/2022 to allow them to complete preparatory training.
- r. Alexander, Leah – Pre-Employed
Staff recommends **against** granting the waiver for the following reasons:
1. The applicant has passed the deadline by nearly ten months.
 2. The applicant’s previous employment was with a boat patrol, not a municipal police department or sheriff’s office.
 3. Approval of the waiver could establish a precedent that undermines the intent of the policy.

Discussion:

- Leah Alexander is present to address the Executive Committee. Ms. Alexander states that she worked for Manitowish Waters to gain law enforcement experience and eventually work her way up to a full-time law enforcement position. When she resigned from employment, she contacted Training and Standards to confirm that her certification was in good standing. She was told that she had three years from her separation date to re-gain employment. In March 2021, the LESB updated its policy requiring one consecutive year of full-time law enforcement employment following graduation from the academy in order to have three years from date of separation to re-gain employment and certification. Otherwise, the officer will have three years from their date of graduation from the academy to re-gain law enforcement employment. Ms. Alexander graduated from the academy on 10/6/2017. She gained part-time law enforcement employment with Manitowish Waters Lake Patrol on 6/1/2019, and she resigned on 6/19/2020.
- Ms. Alexander states that she has been searching for law enforcement employment and is under consideration with two agencies.

- Sheriff Delain asks how many hours Ms. Alexander worked for Manitowish Waters Lake Patrol? Ms. Alexander states that she worked 285 hours as a law enforcement officer for Manitowish Waters.
- Based on the information presented and the precedent set by two similar waivers in the past, Sheriff Delain would like to follow staff recommendations. Superintendent Burrell, Chief Bliven, and Director Viste concur with Sheriff Delain.

Motion to accept the staff recommendation denying a waiver for Ms. Alexander. Move by Benjamin Bliven, second by Anthony Burrell. Motion carried unanimously.

Motion to accept the staff recommendation for Cynthia Castaneda's request for an extension on time to re-gain employment. Move by Benjamin Bliven, second by Michelle Viste. Motion carried unanimously.

Motion to accept all remaining staff recommendations for extension requests of time to re-gain employment and time to complete basic training requirements. Move by Anthony Burrell, second by Michelle Viste. Motion carried unanimously.

6. Training and Standards Bureau Update (TSB)

- The next Curriculum Advisory Committee meeting will be held on August 20, 2021, where Training and Standards will discuss curriculum for high-risk traffic stops. Members of the Executive Committee are welcome to attend. Dana Vike will send out a meeting invite.
- Thessa Phillips and Katie Maule are conducting the annual recertification training audit for FY21. So far, 372 agencies have been audited and are complete. There are 128 agencies in the process and 48 of those agencies have been sent non-compliant emails. A majority of the non-compliant emails are sent due to clerical errors in training entries in Acadis or due to agency delays in separating an officer or placing an officer on leave in Acadis. Additionally, 56 agencies have not started the reporting process in Acadis. Staff will present the LESB with a list of officers to be decertified on September 1, 2021.
- Miriam Falk has been working on offering free online trainings. On August 16-17, 2021, Sexual Assault Best Practices online training will be held. Ms. Falk is also offering online Stalking and Strangulation trainings. In addition, she will hold an online training on the investigation, prosecution, and supervision of stalking offenders on August 31, 2021, and September 14, 2021.

7. Roundtable

- Sheriff Delain thanks the staff for their work in providing the relevant information and historical context at these meetings. He also states that Wisconsin may be experiencing record high numbers of jail officer position openings in county jails. This will likely result in many more waiver requests coming forward.
- Superintendent Burrell appreciates the staff for their work preparing for these meetings as well. The Wisconsin State Patrol academy just completed on July 30, 2021, with 42 cadets successfully graduating. The State Patrol is also experiencing difficulty with obtaining a robust hiring pool. They will be lucky if there are 50 candidates who make it to the background check for the next academy.
- Jerry Mullen states that the Region 5 Field Representative position is open and posted on WILENET.

8. Adjournment

Motion to adjourn by Benjamin Bliven, second by Michelle Viste. Motion carried unanimously.



Tina R. Virgil
Secretary

Minutes taken by Katie Maule.