

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

**MINUTES – MARCH 7, 2023**

**ATTENDANCE:**

**LESB MEMBERS**

Denita Ball  
Benjamin Bliven  
Robert Botsch  
Todd Delain  
Jean Galasinski  
Timothy Gruenke  
Jessie Metoyer  
Katie Rosenberg  
James Small  
Charles Tubbs

**ABSENT MEMBERS**

Kalvin Barrett  
Timothy Carnahan  
Casey Krueger  
Nicole Miller

**STAFF**

Ronald Betley  
Robert DeFrang  
Edward Liebrecht  
Katie Maule  
Jerry Mullen  
Stephanie Pederson  
Thessa Phillips  
Shelly Sandry  
Dawn Strassman  
Dana Vike  
Steve Wagner

**Guests:** Shana Boll, Matthew Nundahl, Jeremiah Pritzl, Isaac Robinson, Jeff Steeber, Sarah Wronski, Eric Wilson

- 1. Call the Meeting to Order** – Todd Delain called the meeting to order at 10:02 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. Training and Standards Bureau (TSB) Update** – Acting Director Steve Wagner
    - Most of TSB personnel are working remote, Administrator Wagner does have an office at the Risser Justice Center.
    - HR is working on one TSB recruitment for a part time position.
    - The deputy administrator recruitment closed for the Division of Law Enforcement Services. Once the deputy administrator is hired, the recruitment for the TSB director will begin.
- 5. LESB Academy Liaison Updates**
  - a.** Jeremiah Pritzl from Lakeshore Technical College provided no updates.
  - b.** Captain Sarah Wronski from the Milwaukee County Sheriff’s Training Academy provided no updates.
- 6. Training and Standards Bureau (TSB) Quarterly Report**

**Certified Officers:**

At the end of the second quarter of FY23 there were a total of **15,309** active, primary, certified officers.

Below is a breakdown of officers by assignment.

Officer by Assignment	Total
Tribal Law Enforcement	86
Law Enforcement	11,618
Jail Officer	1,757
Secure Juvenile Detention (SJD)	125
Law and Jail	1,429
Law and SJD	0
Law, Jail and SJD	6
Jail and SJD	288
<b>Total Active, Primary and Certified</b>	<b>15,309</b>

**Certified Instructors:**

As of February 23, 2023, there are 4,099 LESB certified instructors. Many instructors are certified in several topics. As a result, instructors may be counted more than once in the tables below. The technical colleges and employer-based academies also employ 193 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	3,899
Jail Instructors	573
Juvenile Detention Instructors	359

**Certified Instructors in the Tactical Topics**

Tactical Topics	Certified Instructors
DAAT (720)	813
Defensive Tactics (DT)	300
Emergency Vehicle Operation & Control (EVOC)	902
Handgun	233
Handgun & Rifle	1,578
Officer Wellness	173
OWI/SFST	484
Principles of Subject Control (POSC)	137
Professional Communication Skills (PCS)	717
Scenarios	914
Tactical Emergency Casualty Care (TECC)	46
Tactical Response (720)	632
Vehicle Contacts	1,032

### Master Instructor Trainers (MITS)

MIT Topics	Certified MITs
CJIDC	40
DAAT (720)	1
Defensive Tactics	49
Emergency Vehicle Operation & Control (EVOG)	34
Handgun & Rifle	37
OWI/SFST	27
Physical Fitness Assessor	15
Principles of Subject Control (POSC)	2
Professional Communication Skills (PCS)	22
Scenarios	35
Tactical Emergency Casualty Care (TECC)	7
Tactical Response	30
Vehicle Contacts	37

**WILENET Quarterly Report:**

The following WILENET quarterly report covers the month of January 2023. This quarter the **WILENET.widj.gov** website had about 19,781 unique users each month. Below is a list of the most popular pages in order of number of visitors in January 2023.

Page	Unique Page Views
wilenet.widj.gov/	38,691
wilenet.widj.gov/user/login	22,731
wilenet.widj.gov/employment/employment-opportunities	22,171
wilenet.widj.gov/?check_logged_in=1	19,935
wilenet.widj.gov/resources/doc-locator	5,666
wilenet.widj.gov/doc-locator	5,182
wilenet.widj.gov/academy-curriculum	5,041
wilenet.widj.gov/employment/employment-opportunities?combine=&field_position_type_target_id=All&agency=&field_application_deadline_value=&field_lateral_transfer_program_value=0&page=1	4,928
wilenet.widj.gov/training-courses	4,920
wilenet.widj.gov/employment/employment-opportunities?combine=&field_position_type_target_id=All&agency=&field_application_deadline_value=&field_lateral_transfer_program_value=0&page=2	3,607
wilenet.widj.gov/academy-curriculum/720-hour-law-enforcement-academy	3,073
wilenet.widj.gov/employment/employment-opportunities?combine=&field_position_type_target_id=All&agency=&field_application_deadline_value=&field_lateral_transfer_program_value=0&page=3	3,043
wilenet.widj.gov/cib/time-system-training-materials-manuals-forms	2,493
wilenet.widj.gov/employment/employment-opportunities?combine=&field_position_type_target_id=12&agency=&field_application_deadline_value=	2,107
wilenet.widj.gov/user/login?destination=cib/time-system-etime-browser	1,821

**7. Review and Approve Minutes for the December 6, 2022, Meeting of the LESB**

**Motion** to approve minutes and motions of the December 6, 2022, quarterly meeting of the LESB. Move by Benjamin Bliven, second by Jean Galasinski. Motion carried unanimously.

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

**a. Review and Approve February 14, 2023, Executive Committee Meeting Minutes and Motions**

- i. Motion subjects include Requests for Waivers of Training and Education Requirements for Officers, Civilians, and Instructors; 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.

**Motion** to approve minutes from the February 14, 2023, meeting of the LESB Executive Committee. Move by Benjamin Bliven, second by Jessie Metoyer. Motion carried unanimously.

- ii. Review and Approve Addenda Requests for Waivers 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 Extensions of the Time Limits to Complete Preparatory Training for Officers and Civilians.

- 1) *The LESB may entertain a motion to go into closed session, pursuant to Wis. Stat. §19.85(1)(b) and (g), for the purpose of considering licensing of public employees and conferring with legal counsel about potential litigation.*
- 2) *Reconvene in open session if closed deliberations have occurred.*

**Preparatory Training Waiver Requests:**

**a. Dobb, Sean – Pre-employed**

Staff recommends successful completion of the law enforcement 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 March 7, 2024.

**b. Hammann, Christopher – Pre-employed**

Staff recommends successful completion of the law enforcement 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 March 7, 2024.

**c. Kenny, Michael – Pre-employed**

Staff recommends successful completion of the law enforcement 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 March 7, 2024.

**d. Kosar, Timothy – Pre-employed**

Staff recommends successful completion of the law enforcement 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 March 7, 2024. Jerry Mullen

added that there is a gap in his employment in the staff notes from the time he completed the academy in 1989 until his first employment that is listed. Jerry did confirm with the Texas Post that he was employed full time with the Irving Police Department from August 28, 1989, to June 30, 2014.

- e. Kreiner, Steven – Pre-employed  
Staff recommends successful completion of the law enforcement 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 March 7, 2024.
- f. Colassaco, Heather – Columbia County Sheriff's Office  
Staff recommends successful completion of the jail reciprocity examination. The applicant shall complete the jail officer reciprocity exam within their probationary period and no later than 6/27/2023.
- g. Doerrler, Eric – Wood County Sheriff's Office  
Staff recommends successful completion of the jail reciprocity examination. The applicant shall complete the jail officer reciprocity exam within their probationary period and no later than 6/27/2023.
- h. Mieloszyk, Joseph – Ashland County Sheriff's Office  
The applicant was previously approved for the Jail Reciprocity exam by the LESB on 6/7/2022. The applicant is beyond the one-year deadline (2/7/2023) to complete the exam, and approval for the reciprocity exam is contingent upon the approval of an extension of the one-year time limit to complete preparatory training (form DJ-LE-340) which has not been received by TSB. The applicant shall complete the jail officer reciprocity exam upon receipt of form DJ-LE-340, and no later than 4/7/2023 (60 days beyond the original deadline.)

Jerry Mullen added that Joseph Mieloszyk is requesting two waivers: one for the jail reciprocity, the second is for an extension of the one-year time frame. There is no explanation as to why he did not take the exam in 2022. Jerry did receive a separate waiver request, so this is why Jerry is asking for a short deadline of April 7, 2023.

- i. Pietrantonio, Tacita – Waukesha County Sheriff's Office  
Staff recommends successful completion of the jail reciprocity examination. The applicant shall complete the jail officer reciprocity exam within their probationary period and no later than by 10/21/2023.

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

- a. Adams, Andrew – LE Academy  
Staff recommends the applicant receive a waiver for 17 college credits.
- b. Leyson, Jeffrey – Military  
Staff recommends the applicant receive a waiver for 19 college credits.
- c. Nevala, Jacob – LE Academy  
Staff recommends the applicant receive a waiver for 20 college credits.

- d. Pierce, Josiah – LE Academy  
Staff recommends the applicant receive a waiver for 20 college credits.
- e. Roe, Jackson – Military  
Staff recommends the applicant receive a waiver for 60 college credits.
- f. Smith, Leeroy – LE Academy/Military  
Staff recommends the applicant receive a waiver for 33 college credits.
- g. Zimmerman, Dettrick – LE Academy  
Staff recommends the applicant receive a waiver for 20 college credits.

**Requests for Extensions of the Time Limits to Complete Preparatory Training for Officers and Civilians**

- a. DeBell, Trevor – Dunn County Sheriff’s Office  
Staff recommends the applicant receive an extension until 12/1/2023 to complete preparatory jail officer training.
- b. Murner, Denae – Dunn County Sheriff’s Office  
Staff recommends the applicant receive an extension until 6/1/2023 to complete preparatory jail officer training.
- c. Robinson, Isaac– Sauk County Sheriff’s Office  
Staff recommends approval of the waiver request. The recommendation for approval is based on the following mitigating circumstances/conditions:
  - The applicant has been serving as a first responder/public safety professional since 1/6/2022 as a certified jail officer.
  - The applicant’s employment status shall be updated to law enforcement officer and he shall start law enforcement field training no later than 4/1/2023, as well as complete the law enforcement reciprocity examination by 8/1/2023.

The applicant’s Application for Extension of the Timeframe to Regain Officer Employment (form DJ-LE-342) and letter of support from Sauk County Chief Deputy Eric Van Den Heuvel is included in the packet.

- d. Hockrein, Katarinna– Sawyer County Sheriff’s Office  
Staff recommends the applicant receive an extension until 12/31/2023 to complete preparatory jail officer training.
- e. Pawlosky, Joshua – Pre-Employed  
Staff recommends approval of the waiver request. The recommendation for approval is based on the following mitigating circumstances/conditions:
  - The applicant worked an average of 30 hours per week while employed by Weyauwega PD.
  - The applicant has nearly six years of experience with Weyauwega PD.
  - The applicant resigned in good standing from Weyauwega Police Department on 11/11/2022.

- The applicant shall gain law enforcement employment by 4/1/2023 and complete the law enforcement reciprocity examination by 8/1/2023.

The applicant’s Application for Extension of the Timeframe to Regain Officer Employment (form DJ-LE-342) is included in the packet.

**Motion** to accept staff recommendations for waiver requests to include explanations by Jerry Mullen. Move by Jean Galasinski, second by Jessie Metoyer. Motion carried unanimously.

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

**Officer Certification Summary Report:**

**Total Officers Meeting Certification Requirements = 503**

- Jail Officers – 127
- Law Enforcement Officers – 361
- Secure Juvenile Detention Officer – 10
- Tribal Law Enforcement Officers – 4
- Retroactive Certifications – 1

Rescinded Certifications – 2

**Instructor Certification and Recertification Summary Report**

**Total Instructor Applicants = 1142**

- New Instructors & Instructors Adding Additional Certifications – 443
- New Credentialed Instructor Registrants & Credentialed Instructors Adding Additional Registrations - 31
- Instructor Recertification and Credentialed Instructor Registration Renewals - 603
- New Master Instructors – 49
- Recertified Master Instructors – 16

**Motion** to approve staff recommendations. Move by Jessie Metoyer, second by Benjamin Bliven. Motion carried unanimously.

**10. New Business**

**a. Annual Board Elections**

Wisconsin State Statute §15.07(2) Selection of Officers:

“At its first meeting in each year, every board shall elect a chairperson, vice chairperson and secretary each of whom may be reelected for successive terms, except that... (g) A representative of the Department of Justice designated by the attorney general shall serve as nonvoting secretary to the law enforcement standards board.”

Administrator Steven Wagner is designated by the attorney general to serve as the nonvoting secretary to the law enforcement standards board.

Wisconsin Administrative Code §9.02 Officers:

“(1) The board shall elect a chairperson and a vice-chairperson. These officers shall be elected for terms of 12 months and shall be eligible for re-election. The vice-chairperson shall act as

chairperson in the absence of the chairperson. Voting shall be by secret ballot unless there is only one nomination for the office to be filled. To be elected, a candidate must receive a majority of the votes cast.” (2) The act provides that the administrator of the Division of Law Enforcement Services of the Department of Justice shall be the non-voting secretary of the board.”

**Motion** to nominate Todd Delain as Chairman of the Law Enforcement Standards Board. Move by Ben Bliven, second by Jessie Metoyer. Motion carried unanimously.

**Motion** to nominate Ben Bliven as Vice-Chairman of the Law Enforcement Standards Board. Move by Todd Delain, second by Katie Rosenberg. Motion carried unanimously.

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

According to Wisconsin Administrative Code § LES 4.01(1)m, academies are certified for a period of two years subject to renewal.

The following academies are due for recertification:

- Milwaukee County Sheriff’s Training Academy
- Madison Area Technical College

**Motion** to recertify the Milwaukee County Sheriff’s Training Academy and the Madison Area Technical College until March 2025. Move by Jean Galasinski, second by Benjamin Bliven. Motion carried.

**c. Review of Reciprocity, College Credit Waivers, and Student Attrition for Calendar Year 2022**

BJIA created a graphic to visualize the stats for the second year in a row.

Jerry Mullen stated that there has been an uptick in reciprocity applications and exams. There is data from previous years to compare for trends. Benjamin Bliven added that the LESB can help law enforcement agencies in terms of recruiting if we get this information to law enforcement executives in terms of knowing where recruits are coming from for recruitment purposes.

Todd Delain asked if it is possible to add the number of law enforcement officers that departed the law enforcement profession to compare it to the number of new law enforcement officers. Dana Vike answered that Rich Williams can run those numbers and Dana will bring that information to the next meeting.

**d. High-Risk Vehicle Contacts Transition**

There are 34 transition classes planned around the state and three have already occurred. The officers that attended these classes have had positive feedback. Staff will try to attend as many of these trainings as they can to help out and answer questions.

As a sidenote, 2023-2025 pursuit curriculum will be brought to the June meeting.

**e. Discussion on Secure Juvenile Detention (SJD) Instructors**

There is a lack of SJD Academies being run. Currently, Gateway and Blackhawk are the only schools running the 160-hour academy. Both academies shared that the biggest challenge with running this academy is finding instructors. This information was brought back to the Advisory Committee to review the topics and to brainstorm on what other credentials could be used to



teach these same topics allowing for a larger pool of instructors. The Committee is approaching this from three directions: making more instructors available, gaining a central location for an academy which has local instructors, and revising and updating the curriculum.

Secure Residential Care Centers for Children and Youth (SRCCCY) will be coming our way and we will train the staff. The group is coming out of Lincoln Hills. Racine County and Milwaukee County are getting ready for these Care Centers.

**Motion** to approve allowing additional instructors to teach in the SJD preparatory training academy as presented. Move by Jessie Metoyer, second by Jean Galasinski. Motion carried unanimously.

**f. Academy Director's Manual and LESB Policy and Procedure's Manual Updates**

**Staff recommends the following changes:**

- Administrator Wagner attended many law enforcement meetings in the last few months to discuss changing the college credit requirement for pre-service students to enter into the law enforcement academy from 60 college credits to 40 college credits. Pre-service applicants will then have five years from their initial date of law enforcement employment to complete an additional 20 college credits, or they may request a waiver from the LESB for 20 college credits for their successful completion of the 720-hour law enforcement officer training academy. Todd Delain stated that this change would allow an applicant with 40 college credits to start the academy whether employed or not employed.
- Staff recommends adding high school diplomas from foreign countries to be accepted for the academy as long as the applicant's transcript has been assessed by a professional valuation service agency recognized by the National Association of Credentialed Services.
- Update the hours in Vehicle Contacts from 16 hours to 24 hours.
- Add a section in the Academy Director's Manual on virtual instruction which allows instructors to offer training online in instances where there has been a breakout or numerous students getting ill, with the exception of the 24-hour co-located juvenile detention training course which has an online course. The LESB has directed preparatory training courses be held in person face-to-face. However, in extenuating circumstances, virtual learning may be used in place of in-person training with pre-approval of the Training and Standards bureau director. Extenuating circumstances include putting student and instructor health, safety, and/or security at risk including, but not limited to a pandemic, inclement weather, or local emergency. Guidelines include that lectures should be held live with the ability to show PowerPoints and videos where students are able to participate. They are required to participate if there are performance assessment test that do not require hands on activity. They can complete these assignments and email them to the instructor or complete them in person at a later date. The approval process requires the bureau director be provided the reason for the request, the extenuating circumstances, the course information to be presented, the students names and dates of the training and the number of virtual training hours. This addition codifies what has been done during the pandemic and inclement weather.
- Changes were suggested to the LESB Policy and Procedures Manual regarding reimbursement for Basic Training for an applicant that attends out of their district. In

some instances, reimbursement has been requested to cover lodging for someone that is already living in the area near the academy. The point of the out-of-district approval is so we don't have to cover those additional expenses. The update states that lodging will not be reimbursed for trainees living in the area, that mileage will be calculated from the recruit's residence to the training site and return. On the Daily Record of Expenses form, agency headquarters city should be replaced with current residence when considering meal reimbursement eligibility.

- Updates were made to Waivers of Training on preparation for the exam, exam dates, and exam locations.

**Motion** to approve staff recommendation as presented in the packet. Move by Benjamin Bliven, second by Denita Ball. Motion carried unanimously.

#### 11. Roundtable

Todd Delain welcomed Sheriff Denita Ball to the LESB.

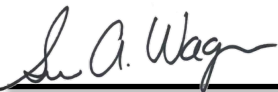
Jessie Metoyer asked if the new version of the HRVC will be taught at the academies or if both versions will be taught. Stephanie Pederson answered that only the new version will be taught in classes that begin after August.

Jessie Metoyer asked if the LESB meetings will remain strictly virtual, or if the LESB will meet in person at least once a year. Todd Delain agrees that once a year in-person meetings would be great and will be on the next meeting agenda for discussion.

Discussion: Benjamin Bliven is supportive of in-person meetings. Steven Wagner would like to discuss hybrid meetings due to some personnel not being able to travel. Jerry Mullen added that the Academy Director's Meetings have been hybrid.

#### 12. Adjournment

**Motion** to adjourn. Move by Katie Rosenberg, second by Benjamin Bliven. Motion carried unanimously.



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Steven A. Wagner  
Secretary

Minutes taken by Dawn Strassman.