

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

MINUTES – SEPTEMBER 4, 2024

ATTENDANCE:

LESB MEMBERS

Kelly Bakken
Timothy Carnahan
Winn Collins
Todd Delain
Timothy Gruenke
Casey Krueger
Jessie Metoyer
Nicole Miller
Charles Tubbs
Steve Wagner

ABSENT MEMBERS

Denita Ball
Kalvin Barrett
Jean Galasinski
Tammy Sternard

STAFF

Ronald Betley
Eric Hartwig
Gabe Lind
Katie Maule
Jerry Mullen
Stephanie Pederson
Thessa Phillips
Lauren Racey
Shelly Sandry
Dawn Strassman
Dana Vike
Rich Williams

Guests: Brian Fiene, Jeffrey Heil, Matt Karls, Courtney Kostuchowski, Cory McKone, Daniel Monson, Garret O'Boyle, Josh Sherman, Jeff Steeber, Jake Taft, Bryan Tolan, and Sarah Wronski

- 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. Training and Standards Bureau Updates**
Director Betley reported that Training and Standards will repost for the Region 4 field rep position as the prior applicant submitted their resignation.
- 5. Training and Standards Bureau Quarterly Report - Certified Instructors**

As of August 22, 2024, there are **4,413** LESB Certified Instructors.

LESB Certified Instructors

Instructor Category	Certified Instructors
Law Enforcement Instructors	4,299
Jail Instructors	765
Juvenile Detention Instructors	532

Instructors Certified in Tactical Topic Areas

Tactical Topics	Certified Instructors
DAAT (720)	720
Defensive Tactics (DT)	417
Emergency Vehicle Operation & Control (EVOC)	975
Handgun (186) / Handgun MRDS (7)	193
Handgun & Rifle (1440) / Handgun & Rifle MRDS (258)	1,698
Officer Wellness	201
OWI/SFST	564
Principles of Subject Control (POSC)	94
Professional Communication Skills (PCS)	734
Scenarios	1065
Tactical Emergency Casualty Care (TECC)	45
Tactical Response (720)	712
Vehicle Contacts (111) & Vehicle Contacts (HRVC) (992)	1,103

Master Instructor Trainers (MITs)

MIT Topics	Certified MITs
CJIDC	49
DAAT (720)	1
Defensive Tactics	51
Emergency Vehicle Operation & Control (EVOC)	42
Handgun & Rifle	49
OWI/SFST	29
Physical Fitness Assessor	15
Principles of Subject Control (POSC)	0
Professional Communication Skills (PCS)	25
Scenarios	42
Tactical Emergency Casualty Care (TECC)	4
Tactical Response	35
Vehicle Contacts	47

Training and Standards Bureau Quarterly Report - Certified Officers:

At the end of the 4th quarter of FY24 there were a total of **17,360** certifications held by officers. Below is a breakdown by certificate type.

Certification Type	Certifications
Jail Officer	3,611
Law Enforcement Officer	13,251
Secure Detention Officer	416
Tribal Law Enforcement Officer	82
Total Certificates Issued	17,360

Training and Standards Bureau Quarterly Report – Officer Employment:

At the end of the 4th quarter of FY24 there were a total of **15,719** active, primary, certified officers. Below is a breakdown of officers by assignment.

4th Quarter FY24 Active, Primary, Certified Officers by Assignment	Total
Tribal Law Enforcement	81
Law Enforcement	11,893
Jail Officer	1,881
Secure Juvenile Detention	114
Law and Jail	1,372
Law and SJD	0
Law, Jail, and SJD	8
Jail and SJD	370
Total Active, Primary, and Certified	15,719

Training & Standards Bureau Quarterly Reports - WILENET

The following WILENET Quarterly Report covers the month of July 2024. This quarter the **WILENET.widj.gov** website had approximately 10,894 unique users each month.

The most popular pages on WILENET, in order of number of visitors in July 2024:

Page	Unique Views
wilenet.widj.gov/employment/employment-opportunities	65,755
wilenet.widj.gov/	50,702
wilenet.widj.gov/user/login	25,697
wilenet.widj.gov/training-courses	18,691
wilenet.widj.gov/resources/doc-locator	5,214
wilenet.widj.gov/doc-locator	4,990
wilenet.widj.gov/academy-curriculum	4,194
wilenet.widj.gov/academy-curriculum/720-hour-law-enforcement-academy	2,595
wilenet.widj.gov/search	2,491
wilenet.widj.gov/cib/time-system-etime-browser	2,413
wilenet.widj.gov/training-standards/officer-training-employment-and-reciprocity	2,266
wilenet.widj.gov/cib/time-system-training-materials-manuals-forms	1,953
wilenet.widj.gov/cib/crime-information-bureau-0	1,305
wilenet.widj.gov/training-standards/law-enforcement-standards-board-lesb	1,225
wilenet.widj.gov/academy-curriculum/720-hour-law-enforcement-academy/tactical-skills	1,163

6. LESB Academy Liaison Updates

- a. Brian Fiene (Northcentral Technical College) was present and had no updates.
- b. Captain Sarah Wronski (Milwaukee County Sheriff's Office Training Academy) was present and had no updates.

7. Review and Approve Minutes for the June 4, 2024, Meeting of the LESB

Motion to approve minutes and motions of the June 4, 2024, quarterly meeting of the LESB. Move by Kelly Bakken, second by Casey Krueger. Motion carried unanimously.

8. Review of Executive Committee Meeting, Updates, Addenda, and Final Actions

a. Review and Approve August 13, 2024 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 and motions from the August 13, 2024, meeting of the LESB Executive Committee. Move by Timothy Carnahan, 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 Extensions of the Time Limits to Gain Employment, 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. Adsit, Jonathan – 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 September 4, 2025.

- b. Bass, David – 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 September 4, 2025.

- c. Christophersen, 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 September 4, 2025.

The applicant previously passed the law enforcement reciprocity examination on February 20, 2020, but failed to gain Wisconsin law enforcement employment.

- d. Eisenberg-Arce, Jarett – 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 September 4, 2025.

- e. O'Boyle, Garret – 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 September 4, 2025.

f. Rivera, 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 September 4, 2025.

g. Sullivan, Jeremy – 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 waiver was tabled at the 8/13/2024 LESB Executive Committee meeting pending additional information. The applicant provided the requested documents. The applicant shall complete the law enforcement reciprocity examination by September 4, 2025.

Correction: The deadline for Jeremy Sullivan to pass the reciprocity examination is January 18, 2025.

h. Taft, Jake – 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 September 4, 2025.

i. Wallstrom, Maggie – 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 September 4, 2025.

j. Kautman, Tristen – Prairie du Chien Police Department

Staff recommends successful completion of the reciprocity examination. The applicant shall complete the law enforcement reciprocity examination within their probationary period and no later than 10/9/2024.

Correction: Previous employment was with the Thurston County Sheriff's Office from January 2021 to June 2022 and the Burton County Sheriff's Office from June 2022 to October 2023. This does not affect the staff recommendation.

Motion to approve staff recommendations as presented with the modification for Jeremy Sullivan to pass the reciprocity examination by January 18, 2025. Move by Charles Tubbs, second by Nicole Miller. Motion carried unanimously.

College Credit Waiver Requests

- a. Bass, Michael – Military
Staff recommends that Mr. Bass receive a waiver for 52 college credits.
- b. Jacobson, Cordell – Military
Staff recommends that Mr. Jacobson receive a waiver for 9 college credits.
- c. Rocolle, Sean – Military
Staff recommends Mr. Rocolle receive a waiver for 60 college credits.
- d. Stumvol, Kasey – Military
Staff recommends that Mr. Stumvoll receive a waiver for 40 college credits.

Motion to approve recommendations for college credit waiver requests as presented by staff. Move by Timothy Carnahan, second by Kelly Bakken. Motion carried unanimously.

Preparatory Training Extension Requests

- a. Huncosky, Jadyn – Dodge County Sheriff's Office
Staff recommends that Huncosky receive an extension until 4/22/2026 to complete preparatory jail officer training.
- b. Macon, Marquita – Milwaukee County Sheriff's Office
Staff recommends that Macon receive an extension until 1/2/2026 to complete preparatory jail officer training.
- c. Romero, Itzanyou – Ozaukee County Sheriff's Office
Staff recommends the applicant receive an extension until 10/1/2025 to complete preparatory jail officer training.
- d. Seipel, Dustin – Pierce County Sheriff's Office
Staff recommends the applicant receive an extension until 1/8/2026 to complete preparatory law enforcement officer training
- e. Schuebel, Chad – Pre-employed
Staff recommends **against** approval of the waiver request. The applicant completed the academy twenty years ago. The applicant acknowledged that his work hours at Boyd Police Department were less than 400 hours in the 12-month period prior to his resignation. The applicant has not presented any mitigating factors in favor of the waiver request.

Motion to approve recommendations for preparatory training extension requests as presented by staff. Move by Timothy Carnahan, second by Jessie Metoyer. Motion carried unanimously.

Instructor Waiver Requests

- a. Brown, Tyler – Juneau County Sheriff's Office
Staff recommends approving the waiver request for completion of the 16-hour Tactical Emergency Casualty Care for Law Enforcement Officer (TECCLEO) Instructor Course for Lt. Brown since he previously attended a comparable course, and staff recommends that Lt. Brown be certified as a TECCLEO instructor.

- b. Myren, Allen – Black River Falls Police Department
Staff recommends approving the waiver request for completion of the 16-hour Tactical Emergency Casualty Care for Law Enforcement Officer (TECCLEO) Instructor Course for Officer Myren since he previously attended a comparable course, and staff recommends that Officer Myren be certified as a TECCLEO instructor.
- c. Zimborski, Matthew – Janesville Police Department
Staff recommends in favor of the waiver and recommends certifying Sgt. Matthew Zimborski as a SFST Instructor effective September 1, 2024.

Motion to accept the staff recommendations for instructor waiver requests as presented. Move by Kelly Bakken, second by Winn Collins. 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 = 310

Jail Officers – 101
Law Enforcement Officers – 188
Secure Juvenile Detention Officers – 11
Tribal Law Enforcement Officers – 0
Retroactive Certifications – 10

Instructor Certification and Recertification Summary Report

Total Instructor Applicants = 609

New Instructors & Instructors Adding Additional Certifications – 298
New Credentialed Instructor Registrants & Credentialed Instructors Adding Additional Registrations - 32
Instructor Recertification & Credentialed Instructor Registration Renewals - 260
New Master Instructors – 10
Recertified Master Instructors - 9

Motion to approve staff recommendations for certification/recertification for officers and instructors. Move by Kelly Bakken, second by Timothy Carnahan. Motion carried unanimously.

10. New Business

a. Certify/Recertify Preparatory Training 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 at the September 4, 2024 meeting of the LESB:

- Northwood Technical College
- Fox Valley Technical College

Staff recommends in favor of recertifying Northwood Technical College and Fox Valley Technical College for two additional years until September 2026.

Motion to recertify the Northwood Technical College and Fox Valley Technical College for two additional years until September 2026. Move by Casey Krueger, second by Kelly Bakken. Motion carried.

b. Recommend Officer Decertification for Failure to Complete Minimum Annual Recertification Training Hours Including the Handgun Qualification Requirement for FY24

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.

A list of two names was sent to the LESB of officers being recommended for decertification that did not complete the recertification training requirement by June 30, 2024, and did not make it up prior to this meeting. The following are being recommended for decertification:

David S. Gibbons, Trempealeau County Sheriff's Office
Kristopher R. Haines, Trempealeau County Sheriff's Office

Motion to decertify officers David S. Gibbons and Kristopher R. Haines from the Trempealeau County Sheriff's Office for failure to complete the annual recertification training requirements for FY24, as presented by staff. Move by Jessie Metoyer, second by Nicole Miller. Motion carried unanimously.

c. Recommend Officer Recertification for Late Completion of FY24 Annual Recertification Training Hours Including the Handgun Qualification Requirement (Training Completed Between 7/1/2024 and 9/4/2024)

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.

A list was sent to the LESB of names of officers being recommended for certification that completed their recertification training requirement after June 30, 2024, but prior to today's meeting.

There is one officer who completed the 24-hour recertification requirement after June 30, but prior to this meeting: Jason D. Sweeney, Geneva Town Police Dept

There are five officers who completed the handgun qualification after June 30, but prior to this meeting.

Nicole M. Bettner, Iowa County Sheriff's Office
Chad B. Kanable, Avoca Police Dept.
Jason J. Leis, WI Kickapoo Valley Reserve
Ryan A. Martin, Dodge County Sheriff's Office
Andrew J. McMannes, Albany Police Department

Motion to approve recertification of the officers listed, as presented by staff. Move by Timothy Carnahan, second by Kelly Bakken. Motion carried unanimously.

d. Recommend Officer Decertification for Failure to Meet 60 College Credit Requirement Within First Five Years of Law Enforcement Officer Employment

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.

Two law enforcement officers have gone beyond the five-year time limit for meeting the associate degree or 60-college credit requirement set forth in § LES 2.01(1)(e), Wis. Admin. Code.

Carl Gloede has been employed by the Dane County Sheriff's Office as a deputy since August 5, 2019, and should have met the college credit requirement by August 5, 2024. Deputy Gloede received a waiver of 25 college credits from the LESB on March 2, 2021, for his completion of the 720-hour law enforcement officer training academy and 200-hour jail academy. A letter was sent to Deputy Gloede via email on August 16, 2024, asking that he provide verification that he has completed 35 associate degree level college credits or higher by August 28. No response was received. A subsequent message was sent to Deputy Gloede on August 29 letting Deputy Gloede know that a recommendation for decertification will be made to the LESB on September 4, 2024, and Deputy Gloede was provided the meeting information (Zoom link and phone number) in case he wants to attend or speak at the meeting on his own behalf.

Officer Daniel Monson is employed by the Sauk Prairie Police Department and has been a full-time law enforcement officer since May 25, 2023. Prior to gaining employment with the Sauk Prairie Police Department, Officer Monson held the following law enforcement positions: Lodi Police Department, full-time, 2/15/2021–10/12/2022, Rio Police Department, part-time, 7/25/2019–4/9/2021 Fall River Police Department, part-time, 7/15/2019–2/20/2021.

Motion to accept staff recommendations to decertify Deputy Carl Gloede. Move by Kelly Bakken, second by Timothy Carnahan. Motion carried unanimously.

Motion to grant Officer Daniel Monson an additional six months to complete the required college credits. Move by Jessie Metoyer, second by Kelly Bakken.

Discussion: Winn Collins brought up that the six months or the discussed 211 days may not work for the graduation dates for college. Todd Delain mentioned that the six months brings the date to March 2025, a few months short of graduation.

Amended Motion to allow Officer Daniel Monson's certification to remain valid till the June 3, 2025, LESB Meeting to complete and submit the required college credits. Move by Jessie Metoyer, second by Kelly Bakken. Motion carried unanimously.

e. Consider Increased Reimbursement Rate for 720-Hour Law Enforcement Officer Training Academy

The current tuition reimbursement rate of \$5,000 has been in place since June 2015. The average cost is now \$6,002.27. This will be an agenda item for the December meeting.

f. MOU Between the LESB and the U.S. Department of Veterans Affairs for Officer Eligibility to Take Part in LESB-Approved Instructor Courses

United States Department of Veterans Affairs, Chicago Office, Chief Peter Jaske requested that the Veterans Administration police officers from their office be allowed to attend LESB-approved instructor courses. The chief used to be a Wisconsin law enforcement officer and is familiar with the available training and would like the officers to benefit from this training. There was a similar MOU with the Department of Military Affairs security officers. Dana Vike drafted an MOU mirroring the 2017 MOU with Military Affairs and submitted it to DLS and the Department of Veterans Affairs for legal review. Dana is presenting this to the LESB to discuss an MOU.

Discussion:

Kelly Bakken would like it written into the MOU that Wisconsin officers must be given priority. Casey Krueger asked who has authority to dictate who is in the classes. Dana responded that the academies dictate who is in their classes. Todd Delain added that the DLES along with the LESB could strongly recommend that Wisconsin law enforcement officers should be accepted first as this is what the classes are intended.

g. Updates to the Academy Director's Manual and LESB Policy and Procedures Manual

Both manuals have been updated in the instructor section regarding instructor updates. The updates were approved by the LESB in June, these language changes were made accordingly.

One additional change to the LESB Policy and Procedures Manual was made. More officers have been hired without the college credit requirement being met at the time of hire. Language has been added to specify that it's up to the agency to ensure that the officer has met the requirements, and they are not duplicating credits.

Motion to approve staff recommendation of the changes to the Academy Director's Manual and the LESB Policy and Procedures Manual. Move by Jessie Metoyer, second by Timothy Carnahan. Motion carried unanimously.

h. Staff Report on Tactical Skills Video Project, Curriculum Updates, and Instructor Updates

The Tactical Skills Video Project Update: The DT videos will be recorded tomorrow and Friday at Fox Valley and Portage County. We will release the finished videos as soon as possible.

The HRVC videos will be re-shot on October 3 in Merrill and we will re-shoot the ballistics videos in Janesville in October 29. Due to Technical School requirements, closed caption will be added. These should be ready in the spring.

The Criminal Law Handbook was updated and is located on WILENET in the Constitutional Law Curriculum and also under the handbooks tab in the legal drawer. Winn Collins and DLS will be reviewing other resources to include the Miranda Primer, The Safe Schools Legal Resource Manual and Civil Process Manual. Other requests for updates are Con Law text, Juvenile Law text and testifying in court.

The Safe at Home video that OCVS created has been added. This explains the role that law enforcement officers have. This can be found on WILENET under the victim's curriculum.

The Wisconsin NAMI group created a video regarding CIT. The long video is 14 minutes, but it is broken down into sections. You can view the entire video, or you can watch the video in sections. This is beneficial for academy students and for agencies thinking about creating a CIT team.

The Traffic Law Enforcement 1 curriculum has been updated. The vehicle contacts curriculum was approved in December 2023. The Traffic Law Enforcement 1 curriculum will be brought back to the board in December for approval. Changes were made in vehicle contacts with the HRVC, however, there has been no time to update the instructor course. The instructors have been teaching everything except the HRVC piece, which they have been going to the transition course materials to teach. Everything has been combined into one vehicle contacts instructor course and will add the videos when they are completed.

The Federal Highway Administration updated the Traffic Incident Management Responder Training (TIM). The updated TIM curriculum will be integrated into the academy curriculum. The FHWA pilot sessions using the new materials were able to be completed in the current time allotted in the 720-Hour Law Enforcement academy so no extra time will be added to accommodate the changes.

All of the above-noted changes were approved by the Curriculum Advisory Committee.

Lauren Racey will be working on virtual IDC Classes where instructors can learn to teach in a virtual environment and to use tools available to them--this course will not be mandatory.

About 500 people have taken the instructor update course which went live on August 13 on ACADIS and WILENET.


11. Roundtable

Kelly Bakken reports that the PRT subcommittee is still moving forward. A survey of the PRT subcommittee members was conducted, when the remaining five members respond, the LESB will be advised of PRT recommendations.

Steve Wagner advised that there is one opening on the LESB. A member of the FBI will be requested to fill that position.

12. Adjournment

Motion to adjourn. Move by Kelly Bakken, second by Nicole Miller. Motion carried unanimously.



Steven A. Wagner
Secretary

Minutes taken by Dawn Strassman.