

Vermont Criminal Justice Training Council

Quarterly Meeting Minutes

December 8, 2009

10:00 AM

Vermont Police Academy – Pittsford, VT

Present: Sheriff Stephen Benard, VT Sheriffs' Association (Chair); Director Glen Button, Proxy for Commissioner Robert Ide, DMV; SSgt. Gary Genova, VT Troopers' Foundation;; Commissioner Tom Tremblay, DPS; Mr. Joseph Damiata, VLCT (Public Member); Dennis Reinhardt F&W, Proxy for Commissioner Wayne LaRoche;; and, Chief Steve McQueen, VT Association of Chiefs of Police; Jake Elovirta, VT Police Association; Heather Simons, Proxy for Commissioner Andrew Pallito, DOC (arrived 10:12.)

Absent: S.A. Keith Flynn, Dept of State's Attorneys; Pietro Lynn, Esq., Public Member; AAG Cindy Maguire, Proxy for Attorney General William Sorrell

Also present: Executive Director R.J. Elrick; June Kelly, Assistant Director, CJTC; Lynn James, Administrative Services Coordinator, CJTC

Guests from Champlain College John Sonnicks and Ed Cafferty

1. **Call to Order**

Steve Benard, Chair called the meeting to order at 10:05 AM

2. **Approval of minutes** of September 8, October 13, and October 23, 2009 Council meetings

Motion by Button to approve minutes. 2nd by McQueen. **PASSED**

3. **Champlain College – Part-Time Basic Proposal**

Champlain College proposal was presented out of order of agenda in deference to guests. John Sonnicks and Ed Cafferty presented proposal. Champlain College has submitted proposal to teach Part Time Academy at the College. The College has approved the costs and has seen an interest in having the class. They would hold to the Police Academy's curriculum, hours and standards for instructors (some instructors already teach for the Academy). They hope to start the first 12 week class in June, followed by a 15 week course in the fall semester. Entrance tests and MMPI would be conducted with the help of the Academy. They expect to teach 15-20 students. Students at the College would receive 4 credits. They expect some students would pursue law enforcement; others would just take class for credits. Mr. Sonnicks also stated that they will consider a student not serious about pursuing law enforcement if he/she has not been hired by an agency to do Phase II and III 6 months after the class has ended. Questions were raised about firearms training. After some discussion the Council decided that final exam and firearms would be conducted at the Police Academy. Champlain College would contract out with a police agency to do background checks under the guidance of the Police Academy.

Cafferty and Sonnicks left meeting for a few minutes while Council discussed proposal and voted

Tremblay made a motion to approve the program with the caveat that the final exam and firearms be conducted at the Police Academy. Champlain College would contract out with a police agency to do background checks under the guidance of the Police Academy.

The Council will revisit the program this time next year. Second by McQueen. PASSED
Cafferty and Sonnicks left meeting after learning that proposal has been approved.

New members at the Council table were introduced. Jake Elovirta will be the VT Police Association representative. Heather Simons will be the proxy for Dept. of Corrections.

4. Old Business

- a. 2009 Report on Racial Profiling in VT and the recommendation for additional LE training- The Academy is looking at curriculum to see where this can be articulated. 8 hours has been identified in the Full Time Class.
- b. Report on 2008 Compliance of Rule 13-report handed out. The process of getting officers into compliance has been going well. The list of non-compliance is shrinking. The training records program currently in use has a reporting system that is not as user friendly as needed for printing reports. Some information has to be checked individually. But the Academy and Council are pleased fairly current reports can be run.
- c. Currently agencies are entering training of officers using the remote entry system to meet Rule 13. Not all agencies have done so. The Council asked Dir. Elrick to send out an email reminder. The Council is pleased that the system allows the Academy to track training.

5. New Business

- a. Election of officers-McQueen nominated Benard as Chair. Button seconded motion. APPROVED
- b. Tremblay nominated Button as vice chair. Second by Elovirta. APPROVED
- c. Committee Composition – Council members-The K-9 Committee has approached Council member Genova to be a member of the K-9 Committee upon the retirement of Linda Elrick. VSP has given their approval. In the past it has been the policy of the Council not to allow Council members to be on other VPA Committees (with some exceptions.) Discussion followed. The Council decided that as long as Genova acted in a liaison capacity only and abstained from voting there would be no issue.
- d. Student Rules and Regulations (In-Service) – Request for Approval- Elrick presented. Rules and Regulations need a slight change. Since approval of them the phone company has removed all the pay phones at the Academy, so the line about pay phones needs to be struck. Tremblay made motion to strike “pay phone” sentence fro Rules and Regulations. McQueen seconded. PASSED
- e. Fitness and Written Entrance Testing Protocol –Elrick presented. Staff has been studying possibilities for updating entrance test and to make ADA compliant. Staff is also studying PT standards for possible changes.
- f. 2010 Council meeting dates- Elrick presented new dates to be considered for Council meetings.

March 9, 2010 at Montpelier

June 8, 2010 at VPA

Sept 7, 2010 at VPA

Dec. 7, 2010 at VPA

Council was in agreement of dates

6. Budget Reports

- a. FY10 Budget Status-Benard said he had met with Comm. Tremblay, Dave Beattie and Comm. Reardon about Finances to work out finances for FY2010. There is an increase of \$89000 to cover carry forwards from last year. Dir. Elrick explained the new organizational chart. June Kelly will return from IADLEST grant to be Assistant Director and John Gonyea would become a supervisor. Organizational chart was handed out. In the near future the workplace assessment piece will be in place. There is now funding for the 2 vacant TC positions and permission has been given to open the application process.

Tremblay stated that there is strong support for the Police Academy.

Dir. Elrick handed out budget spread sheet. He explained that monies from DPS (\$65220) had not been included in present spread sheet as they are working to transfer funds. WETF fund monies of \$ 89K can be used in coming calendar year.

7. Committee Reports

- a. Rules –Dir. Elrick reported that the Committee made up of Council members had not met recently. It needs to be re-energized. He is looking for volunteers to be on Committee. It was decided that McQueen, Benard, Button and Maguire would be on Committee.

McQueen said that it was time to look at the decertification issue again and take the next steps with rules. Benard asked Elrick to send out email of what information he has concerning this as a start for the next steps.

- b. Canine-Report is in packet
- c. Training Advisory & Instructor –Report in packet. The Committee recommends a motion to change Ethics block in Full Time Class from 8 to 6 hours. Button made motion to approve recommendation. 2nd by Tremblay. PASSED

The TAC Committee would like to include Stinger Spike training in Full Time Class. Motion was made by Genova, 2nd by McQueen to TABLE issue until more information is given. TABLED

Discussion followed. Does Council want to review curriculum before making decisions or will Council allow Committees to do homework, make recommendations and Council hear and vote on outcomes? Some members would like to see curriculum and suggested emailing it to members. Members could decide to read or not. Another suggestion was to email outline of curriculum to members. Members could then ask for summary if needed. This idea seemed more favorable.

Dir. Elrick reported that TAC is looking into whether the Part Time Academy should include practicals as part of performance based learning. They are also

looking into Phase 3 of the Part Time Academy in regards to tightening up requirements.

McQueen would like to know how many agencies just do the minimum 60 hours or if most agencies require more.

Use of Force & Firearms- report in packet- Dir. Elrick presented. UOF Committee asks the Council to approve the NLUOF proficiency exam. Discussion followed as to whether the Council should approve all tests and forms. Council feels it should only have to approve curriculum. Motion made by Genova to take no action regarding approving NLUOF checklist. 2nd by Damiata. Council voted to take NO ACTION.

UOF Committee brought up possibility of agencies not using remote access to enter Rule 13 training and instead write letter declaring Rule 13 hours. Motion was made by Tremblay to continue requiring agencies to use remote entry of training for Rule 13 rather than to accept data by hand. 2nd by McQueen. PASSED

Motion made by Genova, 2nd by Tremblay to TABLE issue 6 which concerned consideration of shotgun and patrol rifle certifications with a specific recommendation that the Council develop language to recommend any agency issuing shotguns or rifles adopt a program consistent with the Use of Force rules of the VCJTC. Motion to TABLE and return issue to Committee APPROVED.

- d. Waiver- Dir. Eklrick presented additional waiver from Chief Leighton for Lester Cleary of St. Johnsbury for Rule 8, 6 Month Rule. He has worked full time on a part time certification since July 2009 due to shortage of staff. He plans to be in 89th Basic Class. McQueen made motion, 2nd by Damiata to allow Cleary to work full time until the start of the 89th Basic. If not entered in full time class he must revert to part time. PASSED

John Gonyea came to meeting at this point to present waiver report. He explained the Waiver Committee has reworded the standard prescription to avoid confusion. The new wording was included in the packet. Motion was made by Button, 2nd by McQueen to approve new wording. PASSED

Jason Vandenburg, Rule 8, Motion to approve by McQueen, 2nd by Genova, PASSED

Kevin LaPlante, Rule 8, motion to approve by McQueen, 2nd Elovirta, PASSED

Eric Jollymore, Rule 8, motion to approve by Genova, 2nd by Button. PASSED

Donald Perry, Rule 8, motion to approve by Genova, 2nd by Elovirta. PASSED

Larry Muldoon, Rule 8, motion to approve by Genova, 2nd by Damiata. PASSED

Ryan Pamer, Rule 8, motion to approve by Elovirta, 2nd by Tremblay. PASSED

Robert Gorruso, Rule 13, motion to approve by McQueen, 2nd by Genova. PASSED

Clement Dussault, Rule 13, motion to approve by Genova, 2nd by Tremblay. PASSED

Benjamin Hollwedel, Rule 13, motion to approve by McQueen, 2nd by Tremblay. PASSED

Patrick McManamon, Rule 13, motion to approve by McQueen, 2nd by Genova.
PASSED Elovirta and Button abstained

Mark Moody Rule 13, motion to approve by Elovirta, 2nd by Damiata. PASSED

Andrew Apgar, Rule 13, motion to approve by McQueen, 2nd by Tremblay.
PASSED

Paul Barci, Rule 14, Recertification, Motion to DENY as recommended by
Waiver Committee. Motion made by Button, 2nd by McQueen. Waiver DENIED

e. Youth services – report provided

8. Facility projects update / Capital budget update-Road range still on target to be completed. Will then need to train individuals to operate. Next project is to get funds for range updates in July.

9. Updates

a. Staff - Reorganization Update-Reported by Dir. Elrick. Ken Hawkins has resigned to return to Middlebury PD. 2 TC positions now open. Have changed some requirements to open up pool of applicants. Discussion followed as to how applicants will be reviewed. Council suggested including one member of review board being from agency other than Police Academy.

Site Coordinator position is being eliminated due to fund changes.

IADLEST Motorcycle grant is ending. June Kelly will revert to Assistant Director position.

Workforce Development report for Academy was handed ot to Council

b. Basic training- Report by Dir. Elrick- 3 members of 88th Basic will need to return for follow up class in order to certified, 2 missed classes for medical reasons, 1 needs further training in NLUOF.

c. Homeland Security – report provided

d. In-Service training update – report provided

e. Domestic violence training update – no report

f. Training activity summary – report provided

g. IADLEST Motorcycle Grant Update – report provided

h. Updates on intent to decertify-Dir. Elrick reported. Of 8 letters sent in March, 7 are now in compliance. Of 3 sent in June 2 are in compliance. Of 6 sent in Sept. 1 is in compliance. All in non-compliance have until the end of December 2009 to fulfill requirements.

10. Motion to adjourn by Tremblay, 2nd by McQueen. Meeting adjourned at 12:30 PM.

Respectfully Submitted.

State of Vermont

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Office of Executive Director

Meeting Agenda

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2. Approval of minutes of September 8, October 13, and October 23, 2009 Council meetings
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 - b. Committee Composition – Council members
 - c. Champlain College – Part-Time Basic Proposal
 - d. Student Rules and Regulations (In-Service) – Request for Approval
 - e. Fitness and Written Entrance Testing Protocol – Update
5. Budget Reports
 - a. FY10 Budget Status
6. Committee Reports
 - a. Rules
 - b. Canine
 - c. Training Advisory & Instructor
 - d. Use of Force & Firearms
 - e. Waiver
 - f. Youth services – report provided
7. Facility projects update / Capital budget update
8. Updates
 - a. Staff - Reorganization Update
 - b. Basic training
 - c. Homeland Security – report provided
 - d. In-Service training update – report provided
 - e. Domestic violence training update – report provided
 - f. Training activity summary – report provided
 - g. IADLEST Motorcycle Grant Update – report provided

In accordance with Vermont's Open Meeting Law, a copy of this agenda has been forwarded to the office of the Secretary of Administration.

