

**ILLINOIS LOCAL GOVERNMENTAL LAW ENFORCEMENT OFFICERS  
TRAINING BOARD  
600 SOUTH SECOND STREET, SUITE 300, SPRINGFIELD, IL 62704**

**MINUTES OF QUARTERLY BOARD MEETING  
SCHAUMBURG, ILLINOIS  
DECEMBER 2, 1993 - 9:00 A.M.**

**I.** The meeting was held at the Hyatt Woodfield in Schaumburg, Illinois and was called to order by Chairman Doneske. Roll call was taken and a quorum was established. Jurkanin read the opening statement.

**Board Members present:**

Dick Adams  
C. DeWayne Bond, Sr.  
Roland W. Burris, represented by Rick Richards  
Michael T. Charles  
Jeffrey W. Doherty  
Donald Doneske  
Richard P. Doria  
Terrance W. Gainer, represented by Kurt Schmid  
Charles A. Gruber  
Robert J. Hogan  
Charles McDonald  
Matt L. Rodriguez  
Valerie L. Salmons  
Michael F. Sheahan  
Marilyn Sindles  
Donald E. Stuke, II  
James R. Taylor

**Staff Members present:**

Thomas J. Jurkanin, Executive Director  
Dawn R. Busick, Deputy Director  
Sheila A. Albright, Personal Assistant  
William Hynes, Police Training Specialist  
John F. Janssen, Manager, Training and Field Services  
John Krein, Fiscal Officer  
Kevin T. McClain, Legal Counsel  
Lori S. Means, Administrative Assistant  
Joseph Notini, Police Training Specialist  
Howard Rogers, Police Training Specialist  
Robert Rusciollelli, Manager, Community Policing Training Grant

**Others present:**

Jennifer R. Albright, Illinois State University  
Kenneth Alley, Chief, Schaumburg Police Department  
Gary Altergott, Hanover Park Police Department

William T. Anderson, Illinois Coroners' Association  
 Dennis J. Baker, Lieutenant, Cook County Sheriff's Police Academy  
 Jewett "Skip" Bennett, Director, Mobile Team Unit #14  
 Lou Bervid, Mobile Team Unit #4 Advisory Board  
 Philip Brankin, Director, Mobile Team Unit #3  
 James Carroll, Chief, Glendale Heights Police Department  
 William R. Carter, Director, Mobile Team Unit #8  
 Timothy Curtin, DuPage County Forest Preserve District  
 Joseph A. DeLopez, Commander, Timothy J. O'Connor Training Center  
 Leonard G. Deynzer, Director, Mobile Team Unit #7  
 David Dial, Chief, Naperville Police Department  
 Ronald Dietz, Chief, Triton Police Department  
 Carl Dobbs, Chief, Wheaton Police Department  
 Richard Eddington, Chief, Roselle Police Department  
 Mark Edwards, Director, Mobile Team Unit #12  
 Anthony J. Falzone, Cook County Sheriff's Department  
 James Fleming, Chief, Oak Brook Police Department  
 Jerry Friend, Director, Mobile Team Unit #6  
 Michael Gilloffo, Aurora Police Department  
 Rick Ginex, Downers Grove Police Department  
 George P. Graves, Chief, Downers Grove Police Department  
 Dale Gulbrantson, Executive Secretary/Treasurer, Illinois Police Association, Inc.  
 John Haley, Mobile Team Unit #3  
 Anita Jones, Director, Mobile Team Unit #4  
 Patrick J. Joyce, Mobile Team Unit #3 Advisory Board  
 Carol Kochowski, College of DuPage  
 Lee Kutzke, Chief, Lombard Police Department  
 Dawn Lehr, Mobile Team Unit #16  
 Steven List, Chief, Woodridge Police Department  
 Bruce Longino, Naperville Police Department  
 Harold D. McAninch, President, College of DuPage  
 Barbara McDonald, Chicago Police Department  
 Michael McDonald, Chief, Itasca Police Department  
 Irvin McDougall, Director, Mobile Team Unit #5  
 Peggy Machon, Manager, Human Resource Development Center, College of DuPage  
 Melvin Mack, Chief, Addison Police Department  
 Howard Martin, Illinois State Police Academy  
 Joe P. Mayo, Chicago Housing Authority  
 John Millner, Chief, Elmhurst Police Department  
 Gerald "Windy" Nairn, Director, Mobile Team Unit #9  
 Michael Norrington, Director, Mobile Team Unit #15  
 Dennis Nowicki, Director, Illinois Criminal Justice Information Authority  
 Timothy Nugent, Director, Mobile Team Unit #16  
 James Pitts, Mobile Team Unit #3  
 Charles Ramsey, Chicago Police Department  
 Richard Randall, Sheriff, Kendall County, Mobile Team Unit #3 Advisory Board  
 Fred Rave, Cook County Sheriff's Department  
 Hobart "Curley" Rogers, Executive Director, Illinois Police Benevolent and Protective Association  
 Mary Royer, Director, Mobile Team Unit #10  
 Michael J. Ryan, Cook County Sheriff's Department  
 Byron Saum, Aurora Police Department

Melvin Schallberg, Director, Mobile Team Unit #2  
Gary Schira, Chief, Bloomingdale Police Department  
Donald Smith, Director, Mobile Team Unit #1  
Robert Soltau, Champaign County Regional Planning Commission, Mobile Team Unit #12 Advisory Board  
Denny Stewart, Director, Mobile Team Unit #13  
James Stoeckel, DuPage County Sheriff's Department  
Benetta Taylor, Springfield Police Academy  
Raymond Tobias, Mobile Team Unit #3  
Lois Welling, Police Training Institute  
Ivan Wright, Director, Lincoln Land Police Training Center

## II. ANNOUNCEMENT OF BOARD COMMITTEE APPOINTMENTS

Chairman Doneske called attention to the Tab 2 containing the new committee appointments.

## III. INTRODUCTION OF GUESTS AND VISITORS

Chief Kenneth Alley, Schaumburg Police Department, addressed the Board and welcomed all in attendance to Schaumburg, Illinois.

Jurkanin and the Board thanked the Northwest Police Academy for hosting the reception held on Wednesday, December 1, 1993.

Jurkanin announced that Chairman Doneske was recently honored by Riverside, Illinois upon completing his 40th anniversary with the Riverside Police Department. Jurkanin also read a press release announcing that Board Member Matt Rodriguez had been named as Chairman of the Major City Chiefs Association, an organization of police chiefs representing the 50 most populated areas in the United States.

Jurkanin recognized Jennifer R. Albright, a junior at Illinois State University, majoring in criminal justice, as being in attendance.

Chairman Doneske presented Board badges to two newly appointed mobile team unit directors: Mobile Team Unit #16 Director Timothy Nugent, former Chief of Police of Kankakee, Illinois; Mobile Team Unit #8 Director William Carter, retired Chief of Police of Pontiac, Illinois.

Chairman Doneske presented Joe Mayo, former Director of the Department of Investigations, Attorney General's Office, with the Board's Certificate of Appreciation for his assistance on the Board as a representative of Board Member Roland Burris.

## IV. APPROVAL OF MINUTES

- A. Finance and Legislative Committee Meeting  
(September 1, 1993)

**Motion was made by Gruber, seconded by Taylor and carried by all members present to approve the minutes of the Finance and Legislative Committee Meeting.**

- B. Executive Committee Meeting  
(September 1, 1993)

*Motion was made by Doherty, seconded by McDonald and carried by all members present to approve the minutes of the Executive Committee Meeting.*

- C. Regular Quarterly Board Meeting  
(September 2, 1993)

*Motion was made by McDonald, seconded by Taylor and carried by all members present to approve the minutes of the Quarterly Board Meeting.*

- D. Executive Institute Committee Meeting  
(September 21, 1993)

*Motion was made by Salmons seconded by Adams and carried by all members present to approve the minutes of the Finance and Legislative Committee Meeting.*

- E. Special Finance and Legislative Committee Meeting  
(November 3, 1993)

*Motion was made by Gruber, seconded by Sindles and carried by all members present to approve the minutes of the Special Finance and Legislative Committee Meeting.*

## V. REPORT OF STANDING COMMITTEES

- A. Curriculum and School Standards Committee  
Meeting of November 18, 1993  
(Bond - Chairman)

Chairman Bond referred to Means to give the report. Means called attention to Tab 14 and stated the following courses were recommended for approval by the Curriculum and School Standards Committee for **certificate only**.

- A. **Illinois Department of Corrections Training Academy**  
Springfield, Illinois

1.	<u>Tactical Rescue Team Training</u>	40 Hours	Tuition:	\$0.00
2.	<u>Developing Supervisory Skills</u>	28 Hours	Tuition:	\$0.00
3.	<u>Improving Supervisory Effectiveness</u>	28 Hours	Tuition:	\$0.00
4.	<u>Management Skills for Supervisors</u>	28 Hours	Tuition:	\$0.00
5.	<u>Platform Skills</u>	28 Hours	Tuition:	\$0.00

**C. Western Illinois University**  
Macomb, Illinois

1. Juvenile Officers Training Course  
32 Hours Tuition: Grant

**E. North East Multi-Regional Training**  
North Aurora, Illinois

1. Current Trends in the Law Enforcement Community Conference  
18 Hours Registration Fee: \$50.00

**G. National Interagency Counterdrug Institute**  
San Luis Obispo, California

1. Counterdrug Managers' Course  
40 Hours Registration Fee: \$95.00

**I. Polaroid Corporation**  
Oakbrook, Illinois

1. Law Enforcement Photography  
32 Hours Tuition: \$ 0

**Motion was made by Bond, seconded by Sindles and carried by all members present to approve the courses as stated.**

Means stated the following courses were recommended for approval by the Curriculum and School Standards Committee and the Finance and Legislative Committee for **certificate and reimbursement**.

**D. Illinois State Police Academy**  
Springfield, Illinois

1. Basic Hostage Negotiation Concepts  
32 Hours Tuition: \$246.00 Resident  
\$149.00 Commuter
2. D.A.R.E. Senior High School Training  
36 Hours Tuition: \$702.00 Resident
3. D.A.R.E. Parent Program Training  
36.5 Hours Tuition: \$326.00 Resident
4. D.A.R.E. Junior High Training  
24 Hours Tuition: \$178.00 Resident
5. D.A.R.E. Special Education Adaptation Training  
27.5 Hours Tuition: \$240.00 Resident

**H. Joliet Junior College**  
Joliet, Illinois

1. Advanced Law Enforcement Physical Fitness Specialist Certification  
40 Hours Tuition: \$535.00 Resident

\$25.00 Optional Blood Draw  
 \$12.00 Optional CPR Certificate

**Motion was made by McDonald, seconded by Gruber and carried by all members present to approve the courses as stated.**

Means called attention to the following course which was tabled by the Curriculum and School Standards Committee with no recommendation.

**F. Timothy J. O'Connor Training Center**  
 Chicago, Illinois

1. Basic Recruit Training Program/Metro  
 484 Hours Tuition: \$950.00 Commuter

Jurkanin reported that this would increase the 400 Hour Recruit Basic Training Course by one week (84 hours) for metro officers. Staff recommended that for the purpose of consistency, the Board should maintain the same level of reimbursement for the 400 Hour Minimum Recruit Basic Training Course only. A discussion was held and concerns were expressed reference: the cost to municipalities whose budgets are already set; should the Board provide reimbursement for the additional week; will other academies follow suit and increase hours, etc.

**Motion was made by Gruber, seconded by Doria and carried by all members present to approve the course for certificate and reimbursement up to the normal 400 Hour Basic Training Course and that the academy must notify local law enforcement agencies that they will not receive reimbursement for salary for the additional week of training.**

Means called attention to the Recertification of Certified Courses as shown below:

**RECERTIFICATION OF CERTIFIED COURSES**

**400 HOUR BASIC LAW ENFORCEMENT COURSE**

January - December, 1994

Calendar Year 1994 Board  
Approved Course Offerings

**Belleville Area College**

January 7 - March 18, 1994  
 March 18 - May 27, 1994  
 September 9 - November 18, 1994

**3**

**Cook County Sheriff's Police Academy**

January 3 - March 11, 1994 4  
 April 4 - June 10, 1994  
 July 4 - September 9, 1994  
 October 3 - December 9, 1994

**Illinois State Police Academy**

January 9 - March 18, 1994 4 (5)  
 January 23 - April 1, 1994  
 April 17 - June 24, 1994  
 July 10 - September 16, 1994  
 September 11 - November 18, 1994

**Lincoln Land Police Training Center**

January 9 - March 18, 1994 4  
 April 10 - June 17, 1994  
 July 10 - September 16, 1994  
 October 2 - December 9, 1994

**Police Training Institute**

January 3 - March 10, 1994 8  
 February 7 - April 14, 1994  
 March 14 - May 19, 1994  
 April 18 - June 23, 1994  
 June 27 - September 1, 1994  
 August 1 - October 6, 1994  
 September 6 - November 10, 1994  
 October 10 - December 15, 1994

**Timothy J. O'Connor Training Center**

January 10 - April 25, 1994 3  
 May 16 - August 24, 1994  
 September 12 - December 22, 1994

**400 HOUR BASIC LAW ENFORCEMENT COURSES PLANNED FOR  
NEXT THREE CALENDAR YEARS**

<b>CY94</b>	<b>CY95</b>	<b>CY96</b>	
3	3	3	Belleville Area College
4	4	4	Cook County Sheriff's Police Academy
4	4	4	Illinois State Police Academy
4	4	4	Lincoln Land Police Training Center
8	8	8	Police Training Institute
3	3	3	Timothy J. O'Connor Training Center (Metro)
			Chicago Police Department
<b>26</b>	<b>26</b>	<b>26</b>	

Maximum recruit officers in each course offering 40 x 26 = 1,040 plus Chicago Police Department estimated 400 = total 1,440.

*Motion was made by Bond, seconded by McDonald and carried by all members present to approve the dates of the 400 Hour Basic Law Enforcement Course scheduled for January through December, 1994, and approve the three year plan for calendar years 1994, 1995 and 1996.*

**200 HOUR BASIC CORRECTIONS COURSE**

January - December 1994

Calendar Year 1994 Board  
Approved Course Offerings

**Cook County Department of Corrections Training Academy**

January 10 - March 25, 1994	<b>5 (6)</b>
February 21 - May 6, 1994	
April 4 - June 17, 1994	
May 16 - July 29, 1994	
June 27 - September 9, 1994	
August 8 - October 21, 1994	

**Cook County Sheriff's Court Services Training Academy**

January 3 - March 15, 1994	<b>4</b>
April 4 - June 7, 1994	
July 5 - September 7, 1994	
September 19 - November 29, 1994	

**Police Training Institute**

January 3 - February 3, 1994	<b>4 (6)</b>
March 28 - April 29, 1994	
May 23 - June 23, 1994	
June 27 - July 28, 1994	
September 19 - October 20, 1994	





1. Approval of a certificate shall only be given to those conferences sponsored by mobile team units, certified academies or state associations.
2. Approval shall be for certificate only, no reimbursement.
3. The Board's 45-day rule for course submission shall not be waived.
4. Conference curriculum must be reviewed by the Curriculum and School Standards Committee and be approved by the Board. Blanket approval shall not be given and each offering must be resubmitted.
5. Literature advertising the conferences shall give recognition to the Board for certifying the conference.
6. Qualifications of individuals delivering the conferences shall be reviewed by Board staff.
7. Conference attendees must be full-time criminal justice personnel.
8. Conference attendees must be registered.
9. Complete attendance at the conference is required.
10. Daily attendance sheets are to be utilized with the conference Director responsible for daily attendance and verification.

**Motion was made by Gruber, seconded by McDonald and carried by all members present to approve the certificate of attendance and the criteria as stated.**

- B. Finance and Legislative Committee  
Meetings of November 3 and December 1, 1993  
(Hogan - Chairman)

Hogan referred to Jurkanin to give the report. Jurkanin read the motions made by the Finance and Legislative Committee and stated that many of the issues would be discussed on the Board's agenda:

Consideration of Supplement Grant Awards - Mobile Team Units

**Motion was made by Taylor, seconded by Richards and carried by all members present to expend Mobile Team Unit excess State funds prior to the end of the fiscal year and that staff work with the mobile team units to expend any remaining excess funds.**

**Motion was made by Sindles, seconded by Adams and carried by all members present to recommend approval of the increases in the mobile team unit budgets that were recommended by staff.**

Consideration of Course Fee Requests

**Motion was made by Taylor, seconded by Sindles and carried by all members present to recommend approval of the six courses as stated.**

*Motion was made by Sindles, seconded by Adams and carried by all members present to recommend approval of the annual tuition increases for the listed courses requesting recertification plus Lincoln Land Police Training Center's request.*

*Motion was made by Doria, seconded by Sindles and carried by all members present to accept the report and place it on file.*

- C. Executive Committee Meeting  
of December 1, 1993  
(Salmons - Chairperson)

Salmons reported that one formal motion was made by the Executive Committee and that the item was on the Board's agenda also. The motion made by the Executive Committee was:

Evaluation of Pre-Service Basic Training Pilot Program

*Motion was made by Gruber, seconded by Doneske and carried by all members present to recommend that the Chairman appoint a sub-committee of practitioners to work with Board staff on pre-service and to bring back recommendations to the Executive Committee.*

*Motion was made by Salmons, seconded by Gruber and carried by all members present to accept the report and place it on file.*

- D. Executive Institute Committee Meetings  
of September 21 and December 1, 1993  
(McDonald - Chairman)

McDonald referred to Jurkanin to give the report. Jurkanin reported that the Executive Institute Advisory Committee met on December 1, 1993 and made a recommendation that the Institute contract directly with Northwestern University to deliver the Executive Management Course. The course would be held over six weekends, twice a year, once in the northern part of the state and once in the southern region. It is anticipated that the first course offering would be in March, 1994. Fifty scholarships per year would be offered for the management level training. An application process would be developed through the mobile team units who in turn would review the applications and forward their recommendations to the Executive Institute Advisory Committee. The Advisory Committee would then select fifty students per year to attend the course. All tuition and housing costs would be paid by the Board.

The Advisory Committee is also developing a series of survival skill courses for executive level personnel. A curriculum committee was appointed by Chairman McDonald to review and organize those courses.

*Motion was made by Salmons, seconded by Sindles and carried by all members present to approve the course and to contract with Northwestern University to deliver the described course per the committee's recommendation.*

## VI. EXECUTIVE MATTERS

- A. Training Accomplishments and Reimbursements for FY93

Jurkanin called attention to Tab 15 containing the annual detailed report of training accomplishments and reimbursement for Fiscal Year 1993 broken out into various categories. A total of \$8 million was expended in grants and aids funds and 922 officers were trained in law enforcement basic training which was down from 1,751 in Fiscal Year 1992. Chairman Doneske commended staff for compiling the detailed and comprehensive report.

- B. Financial Matters
  - 1. Fiscal Report  
(Through November 8, 1993)
    - a. Summary of FY94 Budget
    - b. Projected FY94 Training
    - c. Receipts into TACCSF
    - d. TACCSF Balance
    - e. FY95 Budget Status
    - f. Long Term Budget and Training Trends

Krein reported and called attention to Tab 3. He stated that training has increased slightly from Fiscal Year 1993, but is still low by historical standards, particularly basic training. Based upon those projections, staff is anticipating the full 50% reimbursement for basic and non-basic training. This percentage could change depending upon funding needs such as supplemental funding of the mobile team units, etc. which would affect reimbursement for non-basic training. It should be noted that the cost of non-basic training has gone down by 50% over the last four fiscal years. Previously, it was estimated that approximately \$1.8 million was needed for non-basic training and that has been reduced to \$900,000.00. The reason for this can be attributed to more officers being trained through the ASSIST Program rather than the academy based advanced, specialized and in-service training courses. As of the end of November, receipts into the surcharge fund are estimated to be \$9.3 - 9.5 million which is approximately the same as last year. Based upon the projected receipts and the estimated training, the Board is in a very good position to consider funding other projects.

The Bureau of the Budget has forwarded the budget preparation guidelines for FY95 and staff has submitted the budget request. Staff will be working with the Bureau of the Budget over the next few weeks regarding same. Jurkanin stated that staff is hopeful that the Board's Long Range Plan will assist in acquiring some of the additional funding requested in the FY95 budget. A copy of the Long Range Plan was provided to Director Walters who strongly believes that a plan should be in place before a budget is prepared. All that the Board has requested in terms of the budget is in conjunction with the goals and objectives of the Long Range Plan.

**Motion was made by Taylor, seconded by Richards and carried by all members present to accept the report and place it on file.**

## 2. Expending Mobile Team Unit Reserve Funds

Jurkanin reported that some of the mobile team units have excess funds consisting of State and local monies. There are specific rules regarding how any funds that remain with the mobile team units must be obligated and expended. The Finance and Legislative Committee directed staff to request documentation of the excess funds and to work with each mobile team unit directly to expend those funds by the end of the fiscal year. Each mobile team unit was sent an Affidavit of Excess Funds for completion, signature and return attesting to those funds. The forms have been completed and returned and staff will work with the mobile team units over the next several months to obligate those funds.

3. Consideration of Supplemental Grant Awards -  
Intergovernmental Law Enforcement Officers  
In-Service Training Act - FY94

Janssen called attention to Tab 4 containing an updated chart of the Issue Papers for Fiscal Year 1994 submitted by the mobile team units for supplemental funds. At a special meeting of the Finance and Legislative Committee held on November 3, 1993, approval was given for the supplemental funds with the exception of the two personnel positions from Mobile Team Units #3 and #12. At the December 1, 1993 Finance and Legislative Committee meeting a motion was made on MTU #3's personnel request, but failed for lack of a second and no motion was made on MTU #12's request. Staff's recommendation to the Finance and Legislative Committee was to approve the supplemental grant awards and the personnel positions.

**Motion was made by McDonald, seconded by Gruber and carried by all members present to approve the mobile team unit supplemental grant awards including the personnel positions for Mobile Team Units #3 and #12 per staff's recommendation. Taylor voted Nay.**

- C. TACCSF Audits for Collection
1. County Audit of TACCSF for FY93
  2. Agency Tracking System
  3. Attorney General's Opinion Regarding Collections/  
Cook County Compliance
  4. Circuit Clerks Training Session - November 23, 1993

Jurkanin reported that staff places a high priority and works very closely to monitor the receipts into the Traffic and Criminal Conviction Surcharge Fund to ensure they are being properly collected and distributed. Random audits are performed each year on a number of counties throughout the state to verify that the funds are being properly collected and distributed. This year Ford and Will Counties were audited with no significant findings reported.

A computerized agency tracking system has been created that allows staff to monitor, on a monthly basis, the collection of surcharge by each county. If deviations are discovered, a letter is issued to that county inquiring as to the disposition of the funds.

A letter was prepared by Board staff to Judge Sheila Murphy, along with a copy of the Attorney General's Opinion regarding supervision/traffic schools reference to the Surcharge Fund, requesting that a directive be issued to the Cook County Circuit Clerk to comply with the provisions of the statutes and disburse monies to the State Treasurer. A copy of the response to Judge Murphy from the Office of the Circuit Court Clerk of Cook County was forwarded to the Board stating that Cook County was now in full compliance pursuant to the issuance of the Attorney General's Opinion. However, that has not been reflected in the collections on a monthly basis and staff will follow up to further verify same. This could amount to approximately \$300,000 to \$400,000 annually.

Jurkanin and Board's Legal Counsel attended the Circuit Clerks Training Session in Chicago and addressed the circuit clerks. Staff feels it is important to develop a relationship with the circuit clerks and they were very receptive to staff's presence. They provided input on certain problems they encounter and ways in which the Board could assist them.

- D. Agency On-Going Investigations
1. Shooting Incident

Jurkanin briefed the Board on the recent shooting incident which occurred following a training session held by one of the mobile team units wherein an auxiliary officer was fatally wounded. The Board contracted with Joseph Ondrula to conduct an investigation geared toward compliance with the administrative rules and directives which had previously been given to the mobile team units regarding safety measures, certified instructors, method of instruction, etc. The results of the investigation are on file in the Board office and confirm no fault related to the training.

- E. Legislative
  - 1. Final Report of 88th Legislative Session
  - 2. Planning for Spring Legislative Session

Busick reported there were twenty bills being tracked by staff during the 88th Legislative Session. Of those, four bills were signed and one resolution was adopted. The General Assembly will reconvene on January 12, 1994 to hear the Governor's State of the State address. The General Assembly will begin the second year of the 88th biennium on January 13 and 26 for purposes of appropriations and emergency legislation. The Board will be proposing some legislation pursuant to the Long Range Plan in the Spring Session.

- F. Agency Audit
  - 1. FY91-92 Audit Testimony Before Legislative Audit Commission

Jurkanin stated that as part of the final phase of the Board's FY91-92 Audit, he appeared before the Legislative Audit Commission to answer questions. The hearing went very well. The Board had reduced the audit findings to eight as compared to twenty-six findings in the previous audit.

- G. Personnel Matters
  - 1. Appointments of Board Staff

Jurkanin informed the Board of two new staff appointments. John Bucci has been employed as the new EDP Manager overseeing all of the Board's computer operations and the upgrading of same. He introduced Robert Rusciolelli, former Chief of Police in Riverton, Illinois, who will manage the community policing grant awarded to the Board by the Illinois Criminal Justice Information Authority.

## **VII. PROGRAM/PROJECT PROGRESS REPORTS - SECOND QUARTER**

- A. A Statewide System of In-Service Training (ASSIST) (John F. Janssen)
  - 1. ASSIST Annual Report for FY93
  - 2. Second Quarterly Report for FY94

Janssen briefly reported on the ASSIST Program. He stated that the ASSIST Annual Report for Fiscal Year 1993 has been completed and forwarded to the Governor and the General Assembly. He reviewed the various charts contained therein which detailed State, local and tuition funding, number of officers trained, hours of instruction administered, cost of instruction, projected training costs, etc.

**Motion was made by Taylor, seconded by Charles and carried by all members present to approve the report and congratulate staff and the mobile team units on another successful**

year.

- B. County Officials Training Program  
(Chevyoune Haig Wood)
1. Second Quarterly Report for FY94
  2. Sheriffs' Training Mandate
  3. Coroners' Training Mandate

Please refer to Tab 19 for written report.

- C. Police Traffic Services Training Project  
(Michael P. Moos)
1. 402 Highway Safety Grant
  2. 408 Alcohol Highway Safety Grant
  3. 410 DUI Incentive Recognition Grant
  4. SARA Hazardous Materials Grant
  5. HMTUSA Hazardous Materials Grant
  6. Certification for Accident Reconstruction Specialist  
(Hogan - Chairman)
  7. 3D Month Resolution

Please refer to Tab 20 for written report.

- D. Police Juvenile Justice Training Project  
(Shirley Major)
1. Second Quarterly Report for Grant 00500JJ
  2. Juvenile Justice Advisory Committee Report  
(Doneske - Chairman)
  3. Grant Application for FY94

Please refer to Tab 21 for written report.

- E. Drug Enforcement Training Project  
(Peter M. Van Dyke)
1. Final Report for Grant 4218
  2. First Quarterly Report for Grant 4338
  3. Course Participant Analysis Grant 4218

Please refer to Tab 22 for written report.

- F. Motor Vehicle Theft Prevention Project  
(Paul Shute)
1. Second Quarterly Report for Grant 92-002
  2. Motor Vehicle Theft Training Advisory  
Committee Meeting of October 27, 1993

Please refer to Tab 23 for written report.

- G. Grants from Illinois Criminal Justice Information Authority  
(Dawn R. Busick)
1. Grant #4097 Law Enforcement Coordination  
& Training - Gang Training

2. Grant #4264 System Response to Victims of Crime Training Program
3. Grant #4262 Law Enforcement Training Programs

Please refer to Tab 24 for written report.

**Motion was made by Gruber, seconded by Taylor and carried by all members present to accept the reports and place them on file.**

**Mobile Team Unit Application Chicago Police Department and Cook County**

Jurkanin stated that the Board has received a letter from Superintendent Rodriguez indicating that the Chicago Police Department and the Cook County Sheriff's Department are interested in establishing a mobile team unit for Chicago/Cook County. Superintendent Rodriguez was present and addressed the Board concerning this request. He stated that Chicago is taking a new approach to policing entitled CAPS which stands for "Chicago Alternative Policing Strategy" and centers around community policing. It was felt that the mobile team unit system is an excellent method for training in this respect. The City of Chicago, in conjunction with the Cook County Sheriff's Department, respectfully requests the Board's consideration of this request. Lt. Dennis Baker, on behalf of Sheriff Sheahan, stated that Sheriff Sheahan concurs with Superintendent Rodriguez and requests consideration of this request.

The following issues were discussed:

- \* A problem for the other mobile team units.
- \* Preclusion of other agencies from joining.
- \* Room for another mobile team unit.
- \* Funding availability.

Jurkanin stated that the formal application is in the process of being completed and will be submitted to the Board in the near future. He stated that the request deserves consideration by the Board. Staff's recommendation was that the Board give the authority, which is consistent with Board rule, to the Executive Committee to make that decision once the application is received. This would provide a quicker response to their request.

**Motion was made by Doria, seconded by Hogan to approve the concept of an additional mobile team unit in Cook County and Chicago.**

Salmons amended the motion: "**that the application be sent to the Executive Committee and a special meeting be held by that committee to review the application and to take action.**"

**Final Motion:**

**Motion was made by Doria, seconded by Hogan and carried by all members present to approve the concept of an additional mobile team unit in Cook County and Chicago and that the application be sent to the Executive Committee and a special meeting be held by that committee to review the application and to take action. Rodriguez abstained.**



## VIII. UNFINISHED BUSINESS

- A. Long Range Plan Implementation and Progress
  - 1. Evaluation of Basic Training Academies

Jurkanin briefly outlined the process developed to evaluate the basic training academies. A copy was provided to Board members. A team approach will be used. The Executive Committee recommended that Board staff develop policies relative to the evaluation process in terms of reporting procedures, how often evaluations would take place, the academy response process, etc. They would be approved and adopted by the Board. Staff will work with the Executive Committee for development of those policies.

- 2. Public Hearings on Basic Training Delivery System

Jurkanin stated that the Long Range Plan calls for an evaluation of the current basic training delivery system. In this regard, staff has scheduled five statewide public hearings to assist in receiving the necessary data and information to carry out this directive. The hearings will be publicized and information pamphlets mailed to all agencies. The hearings will be held:

January 19, 1994 - Oak Brook, Illinois  
 January 20, 1994 - Rochelle, Illinois  
 January 25, 1994 - Springfield, Illinois  
 January 27, 1994 - Collinsville, Illinois  
 January 28, 1994 - Mt. Vernon, Illinois

- 3. Communication with Executive Director of Board of Higher Education

Jurkanin reported that he met with the Executive Director, Dr. Richard Wagner, of the Board of Higher Education in reference to the Long Range Plan's directive to add an additional member to the Board. Dr. Wagner was very receptive to becoming a Board member and will support the proposed legislation necessary to carry out this directive.

- B. Evaluation of Pre-Service Basic Training Pilot Program
  - 1. Academy Reports
  - 2. Staff Summary and Analysis
  - 3. Discussion

Jurkanin stated that per Board's direction, staff has gathered the information on the pre-service basic training pilot program currently in existence in Illinois. The three certified academies which offer the program provided the necessary data. Staff summarized the data and presented it to the Board for their review. From the data collected, it has been noted that there is an under-representation of the minority populations in the pilot program. Jurkanin stated that staff is looking for direction from the Board as to how they want to proceed. The Executive Committee recommended that a sub-committee of practitioners be appointed by the Chairman to work with Board staff on pre-service and to bring back recommendations to the Executive Committee. Additional data was also requested such as if the individual was employed or continues to be employed, are the individuals performing at the same level as regular recruits, etc.

Charles gave a presentation on pre-service and recommended that members from the police and fire commission and municipal league be placed on the sub-committee. The Board discussed the continuation of the pre-service program at this time.

**Motion was made by Gruber, seconded by Doria and carried by all members present to continue with the Pre-Service Pilot Program at the present time.**

- C. Domestic Violence Training and Curriculum Task Force
  - 1. Meeting of August 25, 1993 Minutes
  - 2. Meeting of October 20, 1993 Minutes

Busick reported on the progress of the task force. Due to the enormity of the project and the number of entities involved, it will take up to one year before the complete protocol is finished. Presently, the law enforcement portion of the protocol is being completed. It will then be presented to the General Assembly and introduced as a legislative mandate that all agencies must have a domestic violence protocol. The State mandate will be a minimum guideline to assist the agencies in developing their own protocol.

- D. Police Pursuit Study Committee  
(Taylor - Chairman)
  - 1. Meeting of September 9, 1993 Minutes
  - 2. Meeting of October 6, 1993 Minutes
  - 3. Meeting of November 12, 1993 Minutes

Taylor reported that the draft pursuit policy is almost finished and the next meeting will be on December 13, 1993 in Normal, Illinois. It is anticipated that the committee will finish their work at that time. The Board will then receive a copy of the policy for their review and recommendation to the General Assembly.

- E. Law Enforcement Media Resource Center  
(Dr. Robert Fischer, WIU)

Dr. Fischer was not present, however, Jurkanin stated the transfer of the Law Enforcement Media Resource Center has been completed. Requests are now being taken for media resources.

- F. Nominations for Governor's Awards of Excellence
  - 1. Committee Appointments (Gruber, Doria, Charles)
  - 2. Timetable

Jurkanin reported that the deadline for receiving nominations is January 14, 1994. The application process has been modified so as not to restrict the committee in making the awards. The applications will be sent to the committee for their recommendations to the Board.

- G. Progress Report on Evaluation of Simulators

Jurkanin referred to Tab 7 containing a report from the Police Training Institute and Mobile Team Unit #3 on the driving simulator and the firearms training system. Charles gave a brief verbal report on the driving simulator and Brankin reported on the firearms training system.

## **IX. NEW BUSINESS**

None.

## **X. PUBLIC INPUT**

A. Northern Illinois Police Training Academy at  
College of DuPage (Update)

Jurkanin stated that the DuPage County Chiefs of Police Association submitted a written request for a pilot basic training academy at the College of DuPage and requested to be placed on the Board's meeting agenda. Previously, at the June Board meeting, the Board took under consideration the College of DuPage's proposal to become a certified basic training academy. At the time, the Board stated that due to directives contained in the Long Range Plan, it would be premature for the Board to consider that request. The Board, therefore, tabled the request.

President McAninch, College of DuPage, addressed the Board with their request along with various DuPage area chiefs.

Jurkanin responded that the Long Range Plan directs that prior to any new academies being certified, an evaluation process would be developed and conducted. Staff is working on that process and has scheduled five public hearings throughout the state to gather the necessary information. Staff has spoken with the Executive Director of the Board of Higher Education concerning the relationship of colleges and law enforcement training. All of these factors have put the Board on track to enable it to make the assessment necessary as to whether or not the current system adequately meets the needs of the departments. Jurkanin read Director Gainer's written response into the record.

**Motion was made by Taylor and seconded by Salmons to grant a temporary certification to coincide with the Long Range Plan study as established by this Board.**

McDonald proposed an amendment to the motion: "**that the vote be deferred to the June Board meeting.**" Taylor would not accept the amendment to his motion.

**Motion was made by Bond, seconded by McDonald and carried to table this request until the March Board meeting. Doria and Taylor voted nay.**

## XI. ANNOUNCEMENTS

- A. American Society of Law Enforcement Trainers  
Washington, D. C.  
January 4-8, 1994
- B. Illinois Association of Chiefs of Police Winter Conference  
Itasca, Illinois  
January 22 - 24, 1994
- C. Illinois Women in Police Meeting  
Peoria, Illinois  
January 26 - 28, 1994
- D. Illinois Sheriffs' Association Winter Conference  
Marion, Illinois  
January 29 - February 1, 1994
- E. Curriculum and School Standards Committee Meeting  
Springfield, Illinois  
February 10, 1994
- F. Hazardous Materials Training Conference  
Peoria, Illinois

February 16 - 18, 1994

- G. Mini-LEEDS Academy for IADLEST  
Quantico, Virginia  
February 28 - March 4, 1994
- H. Quarterly Board Meeting  
Champaign, Illinois  
March 3, 1994
- I. Law Enforcement Trainers Conference  
Champaign, Illinois  
March 3 - 4, 1994
- J. Public Hearings on Basic Training Service Delivery
  - 1. January 19, 1994  
9:00 a.m. - 12:00 Noon  
Hamburger University, Oak Brook, Illinois
  - 2. January 20, 1994  
9:00 a.m. - 12:00 Noon  
Rochelle Country Club, Rochelle, Illinois
  - 3. January 25, 1994  
9:00 a.m. - 12:00 Noon  
Board Office, Springfield, Illinois
  - 4. January 27, 1994  
9:00 a.m. - 12:00 Noon  
Quality Inn, Collinsville, Illinois
  - 5. January 28, 1994  
9:00 a.m. - 12:00 Noon  
Municipal West Building, Mt. Vernon, Illinois

**Motion was made by McDonald, seconded by Gruber and carried by all members present to approve out of state travel for the Executive Director.**

## **XII. ADJOURNMENT**

**Motion was made by Gruber, seconded by Bond and carried by all members present to adjourn.**

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Thomas J. Jurkanin, Ph.D.  
Secretary to the Board

**ILLINOIS LOCAL GOVERNMENTAL LAW ENFORCEMENT OFFICERS  
TRAINING BOARD  
600 SOUTH SECOND STREET, SUITE 300, SPRINGFIELD, IL 62704**

**MINUTES OF QUARTERLY BOARD MEETING  
CHAMPAIGN, ILLINOIS  
MARCH 3, 1994 - 9:00 A.M.**

**I.** The meeting was held at the Chancellor Hotel in Champaign, Illinois and was called to order by Chairman Doneske. Roll call was taken and a quorum was established. Jurkanin read the opening statement.

Board Members present:

Dick Adams  
C. DeWayne Bond, Sr.  
Roland W. Burris, represented by Art Stone  
Michael T. Charles  
Jeffrey W. Doherty  
Donald Doneske  
Richard P. Doria  
Terrance W. Gainer  
Charles A. Gruber  
Robert J. Hogan  
Charles McDonald  
Matt L. Rodriguez, represented by James Padar  
Valerie L. Salmons  
Michael F. Sheahan, represented by Dennis Baker  
Marilyn Sindles  
Donald E. Stukey, II  
James R. Taylor

Staff Members present:

Dr. Thomas J. Jurkanin, Executive Director  
Dawn R. Busick, Deputy Director  
Sheila A. Albright, Personal Assistant  
Eddie Edwards, Police Training Specialist  
William Hynes, Police Training Specialist  
John F. Janssen, Manager, Training and Field Services  
John Krein, Fiscal Officer  
Edward McAuliffe, Police Training Specialist  
Kevin T. McClain, Legal Counsel  
Shirley A. Major, Criminal Justice Specialist  
Lori S. Means, Administrative Assistant  
Michael P. Moos, Manager, Police Traffic Services Training Program  
Joseph Notini, Police Training Specialist  
Howard Rogers, Police Training Specialist  
Robert Rusciolelli, Manager, Community Policing Training Program  
Patrick Shea, Police Training Board  
Paul Shute, Manager, Motor Vehicle Theft Prevention Training Program

Peter Van Dyke, Manager, Drug Enforcement Training Program  
 Chevyoune Haig Wood, Criminal Justice Specialist

Others present:

Thomas Alisankus, Rock Valley College Police Department  
 Jolene Allen, Police Training Institute  
 Kevin Baxter, Aurora Police Department  
 Richard Beese, Mundelein Police Department  
 Jewett "Skip" Bennett, Director, Mobile Team Unit #14  
 Norman Boehm, Ph.D., Executive Director, California Peace Officer Standards and Training  
 William Brey, Public Safety Training and Consulting  
 Len Brezek, Riverdale Police Department  
 Noel C. Bufe, Director, Northwestern University Traffic Institute  
 Gilbert Cady, Sheriff, Henry County  
 Bruce Cameron, Editor, Law and Order Publications  
 Donald Carter, Chief, Champaign Police Department  
 William R. Carter, Director, Mobile Team Unit #8  
 James F. Chadwick, Rock Island Police Department  
 Greg Crouch, Moline Police Department  
 Dave Cromlish, Talking Hands  
 Suzanne Cromlish, Talking Hands  
 Leonard G. Deynzer, Director, Mobile Team Unit #7  
 Richard DiPompeo, Oak Brook Terrace Police Department  
 Paul Dollins, Chief, University of Illinois Police Department  
 Mark Edwards, Director, Mobile Team Unit #12  
 Victor F. Endress, Moline Police Department  
 Jerry Friend, Director, Mobile Team Unit #6  
 Richard Gambino, Law Enforcement Television Network  
 George Graves, Chief, Downers Grove Police Department  
 John Haley, Mobile Team Unit #3  
 Ken Haun, Mendota Police Department  
 Jay Hackler, Police Training Institute  
 Michael Hinko, Firearms Training Systems, Inc.  
 Roger Huner, Quincy Police Department  
 Anita Jones, Director, Mobile Team Unit #4  
 Sam Jordan, Southern Illinois University at Carbondale Police Department  
 Frederick Kallmayer, University of Illinois Police Department  
 Michael R. King, Bloomington Police Department  
 Leon Kuteke, Chief, Lombard Police Department  
 Bruce Longino, Naperville Police Department  
 Irvin McDougall, Director, Mobile Team Unit #5  
 Daniel McCollum, Elgin Police Department  
 Peggy Machon, Manager, Human Resource Development Center, College of DuPage  
 Melvin Mack, Chief, Addison Police Department  
 David Madigan, Sheriff, Champaign County  
 Richard H. Martin, Ph.D., Director, Elgin Community College  
 Howard Martin, Illinois State Police Academy  
 John Millner, Chief, Elmhurst Police Department  
 Michael J. Moran, Will County Sheriff's Department  
 Gerald "Windu" Nairn, Director, Mobile Team Unit #9

Terri Newbill, Mobile Team Unit #13  
 Michael Norrington, Director, Mobile Team Unit #15  
 Catherine D. Novak, Frankfort Police Department  
 Timothy Nugent, Director, Mobile Team Unit #16  
 Michael O'Connell, Chief, Riverdale Police Department  
 Fred Osborne, Will County Sheriff's Department  
 Charles Palazzolo, Deputy Director, Secretary of State Police Department  
 Paul Palumbo, Police Training Institute  
 Paul Pankiewicz, Cook County Sheriff's Department  
 Frank H. Pascher, Evanston Police Department  
 Mary Pearsall, Director, St. Clair County Corrections Academy  
 Jeffrey Phillips, J. Phillips and Associates, Inc.  
 John A. Phillips, J. Phillips and Associates, Inc.  
 Gary L. Propes, Pontiac Police Department  
 Richard Randall, Sheriff, Kendall County, Mobile Team Unit #3 Advisory Board  
 Hobart "Curley" Rogers, Executive Director, Illinois Police Benevolent and Protective Association  
 Thomas Roman, Glen Ellyn Police Department  
 H. Wayne Roosevelt, Champaign Police Department  
 Mary Royer, Director, Mobile Team Unit #10  
 Melvin Schallberg, Director, Mobile Team Unit #2  
 Gary Schira, Chief, Bloomingdale Police Department  
 Donald Smith, Director, Mobile Team Unit #1  
 Kenneth Snyder, Rockford Police Department  
 Robert Soltau, Champaign County Regional Planning Commission  
 Bill L. Sowards, President, Police Benevolent and Protective Association  
 Gerald J. Steffen, Morton Grove Police Department  
 Rusty Stephens, Chief, Newman Police Department  
 Denny Stewart, Director, Mobile Team Unit #13  
 Gary P. Stryker, Deputy Chief, Deerfield Police Department  
 Chris Tanner, Salem Police Department  
 Benetta Taylor, Springfield Police Academy  
 James Thompson, Knox County Sheriff's Department  
 Gregory S. Van Praag, Chief, Lovington Police Department  
 Patrick F. Vaughn, U. S. Attorney's Office, Springfield  
 Mike Vukson, Lake Forest Police Department  
 Alec Wade, Federal Bureau of Investigation, Springfield  
 Lois Welling, Police Training Institute  
 Joseph Wheeler, University of Chicago Police Department  
 Gary Wiczorek, Lake Forest Police Department  
 Marlene Woodward, Police Training Institute  
 Ivan Wright, Director, Lincoln Land Police Training Center

## **II. WELCOME CHIEF DONALD CARTER AND SHERIFF DAVID MADIGAN**

Chief Donald Carter of the Champaign Police Department and Sheriff David Madigan of Champaign County addressed the Board and welcomed everyone in attendance to Champaign.

## **III. INTRODUCTION OF GUESTS AND VISITORS**

Jurkanin asked the audience to please introduce themselves. He recognized Mark Edwards, Director of Mobile Team Unit #12 and Robert Soltau, Champaign Regional County Planning Commission, and thanked them for their hospitality during the Board meeting and the Trainers Conference.

#### IV. COMMENTS BY DR. NORMAN BOEHM, EXECUTIVE DIRECTOR, CALIFORNIA P.O.S.T.

Jurkanin introduced Dr. Norman Boehm, Executive Director of the California Peace Officer Standards and Training (P.O.S.T.). Dr. Boehm gave a brief presentation describing California's P.O.S.T.

#### V. APPROVAL OF MINUTES

- A. Finance and Legislative Committee Meeting  
(December 1, 1993)

*Motion was made by Doria, seconded by Charles and carried by all members present to approve the minutes of the Finance and Legislative Committee Meeting.*

- B. Executive Committee Meeting  
(December 1, 1993)

*Motion was made by Doria, seconded by McDonald and carried by all members present to approve the minutes of the Executive Committee Meeting.*

- C. Regular Quarterly Board Meeting  
(December 2, 1993)

*Motion was made by Adams, seconded by Sindles and carried by all members present to approve the minutes of the Regular Quarterly Board Meeting.*

- D. Executive Institute Committee Meeting  
(February 14, 1994)

*Motion was made by Bond, seconded by McDonald and carried by all members present to approve the minutes of the Executive Institute Committee Meeting.*

#### VI. REPORT OF STANDING COMMITTEES

- A. Finance and Legislative Committee  
Meeting of March 2, 1994  
(Hogan - Chairman)

Jurkanin read the motions made by the Finance and Legislative Committee Meeting on March 2, 1994:

*Motion was made by Taylor, seconded by Adams and carried by all members present to direct staff to initiate a study regarding alternative reimbursement methods for the basic training course to be presented at the June meeting.*

*Motion was made by Sindles, seconded by Adams and carried by all members present to adopt the motion as stated.*

*Motion was made by Taylor, seconded by Adams and carried by all members present to recommend that the Board continue to oppose Senate Bill 1005.*

*Motion was made by Gruber, seconded by Sindles and carried by all members present that the Board adopt the motion as stated.*



- B. Executive Committee  
Meeting of March 2, 1994  
(Salmons - Chairperson)

Salmons reported that the issues discussed at the Executive Committee meeting would be discussed later on the Board meeting agenda.

- C. 400 Hour Curriculum Committee  
Meeting of January 14, 1994  
(Gruber - Chairman)

Gruber reported that issues discussed by the 400 Hour Curriculum Committee were on the Board meeting agenda for discussion.

- D. Executive Institute Committee  
Meeting of February 14, 1994  
(McDonald - Chairman)

McDonald stated that the committee met on February 14, 1994, reviewed the applications submitted and selected those individuals to attend the first Executive Management Course scheduled to begin on March 10th at Pheasant Run in St. Charles. A second Executive Management Course will be held at Rend Lake in October. The committee continues to review other training initiatives.

## VII. EXECUTIVE MATTERS

- A. Financial Matters
  - 1. Fiscal Report  
(Through February 4, 1994)
    - a. Summary of FY94 Budget
    - b. Projected FY94 Training
    - c. Receipts into TACCSF
    - d. TACCSF Balance
    - e. FY95 Budget Status

Krein called attention to Tab 3 containing charts reflecting the fiscal report through February 4, 1994. Basic training is up slightly from last fiscal year but remains low by historical standards. Due to this fact, additional resources are available for the Board to consider for use in other areas as was done in FY93. Receipts into the Surcharge Fund for the fiscal year through February are \$6.2 million which puts the Board on track for \$9.1 - \$9.5 million consistent with what had been reported at the December Board meeting. The balance of receipts for the month of February was \$3 million which is approximately half million dollars above last year. Between the increased receipts received from the fine which was raised to \$75.00 and the reduction in basic training, the Board is in a very good cash position to make some choices later this year as how to expend funds for other training purposes.

Jurkanin reported that the Bureau of the Budget and the Governor reviewed the Board's FY95 budget request and the Long Range Plan which was submitted with the request. After doing so, they agreed to fund an increase of \$107,500 to begin implementation of the Long Range Plan and \$42,000 for two previously funded staff grant positions.

**Motion was made by Gruber, seconded by Sindles and carried by all members present**

to approve the report and place it on file.

2. Expending Mobile Team Unit Reserve Funds

Jurkanin reported that the Board had previously directed staff to work with the mobile team units to expend any excess funds for FY94 which were identified during the budget process. He asked Janssen to update the Board on this process. Janssen stated that all the mobile team units submitted reports identifying those excess funds. Staff reviewed the reports and seven mobile team units were then directed to submit a plan as to how they wanted to proceed to expend those funds. Staff has received, reviewed and approved those plans with conditions.

B. TACCSF Audits for Collection

1. Computerized Tracking System of TACCSF

Jurkanin stated that the Board has developed a computerized tracking system for monitoring the collection of funds remitted into the Traffic and Criminal Conviction Surcharge Fund on a monthly basis. Any deviation in collections noted in a particular county will result in a letter being automatically sent to the county clerk requesting verification.

2. Auditor General's Draft Report of Special Audit of Circuit Clerks

Jurkanin referred to the letter under Tab 5 to the Auditor General's office reference the study their agency conducted on all State funds that are collected by circuit clerks throughout the state and all agencies that receive monies from those funds. The Auditor General's office was directed to conduct the study and make recommendations back to the General Assembly as to how collections can be improved. The Board receives such funds through the Traffic and Criminal Conviction Surcharge Fund. At the outset of the study over a year ago, Board staff worked with the Auditor General's office providing them with documents and informing them of the extensive work done in this area by the Board. The Auditor General's office released the draft report of the study and it was not acceptable to the Board. Several meetings were held with the Auditor General's office during which staff related what they felt were inaccuracies contained within the report regarding the Board's role. Some changes were made as a result, but the report still does not reflect the extensive work done by the Board in terms of monitoring and protecting the collection of the Surcharge Fund. The Board is on record as disagreeing with the Auditor General's office as to whether or not the Board adequately monitors the Surcharge Fund. The final report has not yet been received from the Auditor General's office. The final outcome of the study may be that the General Assembly passes a bill to authorize the Auditor General's office to perform audits of all circuit clerks' offices.

3. County Audit of TACCSF for FY94

Jurkanin stated that the Board contracts with an independent auditor on an annual basis and selects three/four different counties throughout the state to be audited. The auditor reviews the records in the circuit clerks' offices on the collection of the Traffic and Criminal Conviction Surcharge Fund. The counties being audited this year are Iroquois, Menard, Mason and McLean. The audits will be conducted prior to the June Board meeting. Staff will then report back to the Board on those findings.

C. Legislative

1. Legislative Update for Spring, 1994

Busick gave an update of the Spring, 1994 legislation being monitored by Board staff. Senate Bill 1037, Amendment 15, is in reference to an increase in the death certificate fee of which \$1.00 will go to the Board for the training of coroners. Senate Bill 1005 refers to campus police being required to have an annual training curriculum reviewed and approved by the Board. As per the Board's direction, staff will continue to monitor the bill and stand as opposed to this bill.

## 2. Board's Proposed Legislation

Jurkanin reported that the Board has introduced one bill which originated from the Long Range Plan. The bill changes the Board's name, make some legislative language changes and adds one statutory member of the Board - the Executive Director of the Board of Higher Education. The bill is being supported by the Governor's office.

## 3. Illinois Police Coalition on Legislative Matters

Jurkanin reported that a coalition has been formed made up of all interested police groups, associations, etc. to meet on a monthly basis during the legislative session. The purpose of the meetings will be to review all bills related to law enforcement. The first meeting was held on February 18th in the Board office.

### D. Agency Audit - FY93-94

Jurkanin stated that the Board's FY93-94 Agency Compliance Audit will be upcoming in the near future. As of yet, no date has been set to begin the audit.

### E. Progress Report on POWER Test (Report Issued by Dr. Thomas Collingwood, Institute for Aerobics Research)

Jurkanin stated he had directed Board's legal counsel, McClain, to contact Dr. Thomas Collingwood for an updated report on the current validity of the POWER Test with regard to recent changes in the law such as the Americans with Disabilities Act, Civil Rights Act, etc. McClain stated that Dr. Thomas Collingwood issued a report which stated the test is still valid, job related, and based upon construct validity, it does meet the EEOC standards and requirements. The report was very positive and provided supporting data. McClain emphasized that the document is privileged and not available through the Freedom of Information Act and is for Board use only.

### F. Personnel Matters 1. Committee's Recommendation Regarding Executive Director's Annual Review (Sindles - Chairperson)

This agenda item will be discussed in Executive Session.

### 2. Board of Ethics, Statement of Economic Interest (Due April 30, 1994)

Busick informed Board members that the Statements of Economic Interest will be mailed out the first of March and must be completed and returned by April 30, 1994. Staff is available to assist Board members should they need assistance in completing the form.



## VIII. PROGRAM PROGRESS REPORTS

- A. A Statewide System of In-Service Training (ASSIST) Program  
(John F. Janssen)
1. Progress Report for FY94

Please refer to Tab 11 for the written report.

- B. County Officials Training Program  
(Chevyoune Haig Wood)
1. Progress Report for FY94
  2. Sheriffs' Training Mandate
  3. Coroners' Training Mandate

Please refer to Tab 12 for the written report.

- C. Police Traffic Services Training Program  
(Michael P. Moos)
1. 402 Highway Safety Grant
  2. 408 Alcohol Highway Safety Grant
  3. 410 DUI Incentive Recognition Grant
  4. Certification for Accident Reconstruction Specialist  
(Hogan - Chairman)

Moos reported on the 410 DUI Incentive Recognition Grant, outlining the program and the awards being given. The award is entitled the "Law Enforcement Recognition Award Program for the Prevention of Driving Under the Influence and Enforcement of the DUI Laws." Funding comes from the 410 grant which replaces the 408 monies. The purpose is to recognize DUI enforcement in the state of Illinois. There will be an official awards program, 50 prizes consisting of recognition certificates will be given to individuals that excel in the areas of the goals of the project, 40 recognition plaques will be given to departments that meet the goals of the project and the grand prize is ten awards of recognition plaques and complete video camera equipment for squad cars to be distributed to the departments. The committee has developed a brochure and application form which has been approved by the Illinois Department of Transportation and that information was mailed to all law enforcement agencies in Illinois. After the April 29th deadline, the committee will meet in May to review the applications and make their recommendations for submission to the Board as to the final nominations for the awards.

Moos reported that the Board officially formed a Telecommunications Advisory Committee in December. This was done in conjunction with direction in the Long Range Plan regarding telecommunicator's training. The first meeting will be held on April 6th in the Board's office to begin discussions on that training.

Hogan reported that Trooper John Clark, Illinois State Police, successfully completed all portions of the accident reconstruction certification exam and the advisory committee recommended that the Board certify him as an Accident Reconstruction Specialist.

Please refer to Tab 13 for the written report.

- D. Hazardous Materials Training Program  
(Michael P. Moos)
1. SARA Hazardous Materials Grant
  2. HMTUSA Hazardous Materials Grant

Please refer to Tab 14 for the written report.

- E. Police Juvenile Justice Training Program  
(Shirley Major)
  - 1. Progress Report for Grant 00600JJ

Please refer to Tab 15 for the written report.

- F. Drug Law Enforcement Training Program  
(Peter M. Van Dyke)
  - 1. Progress Report for Grant 4338

Please refer to Tab 16 for the written report.

- G. Motor Vehicle Theft Prevention Training Program  
(Paul Shute)
  - 1. Progress Report for Grant 94-002

Please refer to Tab 17 for the written report.

- H. Anti Drug Abuse Program  
(Robert Rusciollelli)
  - 1. Law Enforcement Management Training Program

Rusciollelli reported on the community policing, cultural diversity and crime analysis training programs. Staff has been working with various law enforcement officials to deliver the first programs in the Spring of 1994. The grant was received through the Illinois Criminal Justice Information Authority from the Anti-Drug Abuse Act of 1988. The first statewide community policing seminar will be held on April 27 and 28, 1994 at the Lisle/Naperville Hilton Hotel in Lisle, Illinois. The first statewide cultural diversity seminar will be held on May 4 and 5, 1994 at Sangamon State University in Springfield, Illinois. For both the community policing and cultural diversity seminars, there will be 200 free slots for chief law enforcement executives. There will also be three statewide seminars on crime analysis offered through the mobile team units. All of the seminars are geared toward the police executive.

Please refer to Tab 18 for the written report.

- I. Anti Drug Abuse Program  
(Dawn R. Busick)
  - 1. Law Enforcement Coordination and Training/Gang Awareness Program
  - 2. System Response to Victims of Crime Training Program

Please refer to Tab 19 for the written report.

**Motion was made by Salmons, seconded by Sindles and carried by all members present to accept the reports and place them on file.**

## **IX. UNFINISHED BUSINESS**

- A. Evaluation of Basic Training Academies
  - 1. Progress Report

a. Police Training Institute Evaluation - March 8-11, 1994

Busick called attention to Tab 20 containing information on the first academy evaluation which is scheduled to be conducted on March 8-11, 1994 at the Police Training Institute. The draft report will be completed by March 11, 1994. At the June Board meeting, a final report will be presented.

2. Report on Policy for Evaluating Academies

McClain called attention to Tab 20 containing the "Board Policy for Evaluating and Examining Board Certified Academies" which was drafted per Board's direction. The purpose of the policy was to allow the academies to know what the format was, what would be examined, the timetable, etc.

**Motion was made by Gruber, seconded by McDonald and carried by all members present to adopt the policy that "The Board will conduct academy evaluations as are needed to ensure the training systems are meeting the goals and objectives of the Board, the law, and the Act. Unless good cause exists, the Board's policy is to conduct a complete academy evaluation of academies no less than once every three years."**

B. Report of Public Hearings on Basic Training Delivery System.

Jurkanin stated that the public hearings conducted to gather input on the current basic training system in Illinois went very well and staff is in the process of transcribing the testimony gathered. The hearings provided a great deal of data and many expressed gratitude to the Board for coming into their regions to solicit information rather than asking them to travel in order to present their testimony. A summary of the testimony will be completed and provided to the Board.

C. Development of Future Model for Delivering  
Basic Law Enforcement Training

1. Job Task Analysis Study

Jurkanin reported that a formalized job task analysis pertaining to the patrol officer's position has not been performed by the Board for several years. However, certain portions of the previous analysis have been reevaluated for validity and reliability. With the approval of the FY95 budget and the Governor's recommendation, there will be funds available to complete a formalized job task analysis.

2. 400 Hour Curriculum Committee Formation  
of Study Groups

- a. Phase 1 - Educational Core
- b. Phase 2 - Core Police Skills
- c. Phase 3 - Field Training

Jurkanin reported that the 400 Hour Curriculum Committee met on January 14, 1994 and formed three subcommittees to study the feasibility of merging college education and academy training. Gruber, Chairman of the 400 Hour Curriculum Committee, stated the colleges, academies and field training officers would all work together to produce the best possible law enforcement officer. The three subcommittees will meet and bring back their recommendations to the 400 Hour Curriculum Committee for discussion. When a firm recommendation is developed, it will be presented to the Board for discussion and recommendations.

- D. Report of Academies on Pre-Service Activities
  - 1. Police Training Institute
  - 2. Belleville Area College Police Academy
  - 3. Lincoln Land Police Training Center

Jurkanin reported that the Board had asked the three academies which conduct pre-service training for additional information relative to employment of pre-service individuals. That data is contained under Tab 21. Staff feels that any review of the pre-service initiative at this point should be held off until the work by the 400 Hour Curriculum Committee is completed as it may impact the pre-service program.

- E. Police Pursuit Study Committee  
(Taylor - Chairman)
  - 1. Presentation of Model Pursuit Policy
  - 2. Discussion and Recommendation

Taylor reported that the model pursuit policy is completed and a copy is contained under Tab 22. The committee recommended that the Board accept the model and move forward to work with the General Assembly on the legislation.

**Motion was made by Taylor, seconded by Salmons and carried by all members present that the model policy be accepted by the Board and presented to the General Assembly as required.**

- F. Domestic Violence Training and Curriculum Task Force
  - 1. Meeting of December 8, 1993 Minutes
  - 2. Meeting of January 4, 1994 Minutes
  - 3. Meeting of February 8, 1994 Minutes

Busick called attention to Tab 23 containing the minutes from the Domestic Violence Training and Curriculum Task Force. An initial report has been presented to the General Assembly requesting additional time to draft the statewide protocol as directed by them. A draft of the law enforcement protocol has been completed and the state's attorneys protocol is being worked on at this time. Several subcommittees have been established to work on other areas in order to complete this task.

- G. Governor's Award of Excellence  
(Doria - Chairman)
  - 1. Committee Report

Doria reported that the committee met, reviewed the applications and unanimously nominated John B. McLaughlin from the Police Training Institute to receive the Governor's Award of Excellence for his outstanding work in law enforcement training.

**Motion was made by Doria, seconded by Gruber and carried by all members present to approve Professor John B. McLaughlin as recipient of the 1993 Governor's Award of Excellence.**

- H. Progress Report on Evaluation of Simulators

Jurkanin reported that two progress reports have been received: one from the Police Training Institute on the driving simulator and one from Mobile Team Unit #3 on the firearms



training simulator. Charles gave a brief overview of the report on the driving simulators and how the evaluation process is proceeding. He stated that recruits will be tested on the simulators in the near future.

I. Status Report of Chicago/Cook County MTU Application

Jurkanin reported that staff received the mobile team unit application for Chicago/Cook County, however, it was incomplete. It has been returned for completion and Chicago/Cook County are currently redoing the application which will be returned and submitted to the Board's Executive Committee for review.

J. Consideration of Pilot Suburban Law Enforcement Basic Training Academy at College of DuPage

Doria addressed the Board on the proposal from the College of DuPage for a Pilot Suburban Law Enforcement Basic Training Academy. He stated it was his intention to propose that the Board bring this issue to a vote with the following stipulations:

1. The certification would be approved on a pilot basis for a two year time period.
2. The first course would be offered in the Fall of 1994.
3. The academy would be identified as a Suburban Law Enforcement Academy located at the College of DuPage.
4. There would be established an advisory board composed of a representative number of law enforcement administrators from the suburban Chicago area to guide the operation of the academy.
5. The academy would be established and promoted as a suburban training facility.
6. The academy would accept only full time law enforcement officers as students. It would not be a pre-service academy.
7. The academy would offer no more than two courses per calendar year, one in the Fall and one in the Spring.

Doria stated that the College and the DuPage County Chiefs have agreed to the stipulations and it is understood that:

**Under this two year pilot basis, the academy would be subjected to the Board's evaluation and if it does not meet the criteria or if it is found to be an undue hardship on the other established academies, the program would cease and desist.**

Doria also stipulated that:

**The Board should state explicitly that until the pilot program for the suburban academy is completed, no other academy applications will be entertained.**

**Motion was made by Doria and seconded by Salmons to approve the basic law enforcement training course for the Suburban Law Enforcement Academy at the College of**

**DuPage as stated.**

Jurkanin indicated that five statewide public hearings have been conducted and the information gathered verifies that there is a large population of officers in the Chicago suburban area which would, therefore, justify and support an academy.

**Gruber expressed concern with not accepting any other academy applications during the two year period. Doria agreed to drop that portion of the motion and Salmons agreed.**

Gruber questioned the omitting of pre-service courses. Doria stated it was his understanding that the Board did not want to go further on pre-service as it was being conducted on an experimental basis and more information needs to be gathered. Jurkanin stated that the Board does not have the legislative authority to train private citizens even though there are some pilot programs currently in existence. The Board has the authority to train police officers exclusively stated Jurksnin.

Stone read a letter from Attorney General Burriss into the record concerning the proposed academy.

Chairman Doneske called for a vote: **The motion passed. Adams and Charles voted nay.**

Jurkanin stated that the College of DuPage must go through the normal process and submit their applications for curriculum, instructors and budgets to the Board committees for review and approval and then final approval by the Board.

**X. NEW BUSINESS**

**A. Report on Breath Alcohol Testing Courses**

Jurkanin reported that the Board certifies courses on an annual basis in December. This year the Police Training Institute and the Illinois State Police did not submit applications to conduct Breath Alcohol Testing (BAT) Courses. Staff contacted the Police Training Institute and they stated they would not conduct the BAT courses. Also contacted was the Illinois State Police who stated they do want certification to conduct the course for another year. That application will have to be submitted to the Curriculum and School Standards Committee for consideration.

**B. Law Enforcement Trainers Conference**

Jurkanin announced that the Board's second Law Enforcement Trainers Conference is being held in conjunction with the Board meeting and would begin with a luncheon after the Board meeting and continue through Friday noon. The theme of the conference is "Promoting Professional Policing through Technology."

**C. Certificate of Appreciation**

Jurkanin stated that there were two certificates of appreciation requested for approval by the Board: John B. McLaughlin in conjunction with the Governor's Award of Excellence and Sheriff Steven Allendorf as outgoing President of the Illinois Sheriffs' Association.

**Motion was made by Doria, seconded by McDonald and carried by all members present to approve certificates of appreciation for John B. McLaughlin and Sheriff Steven Allendorf.**

*Motion was made by Doria, seconded by McDonald and carried by all members present to go into Executive Session for the purpose of discussing personnel matters.*

#### RETURN TO OPEN SESSION.

*Motion was made by Gruber, seconded by Charles and carried by all members present to receive Jurkanin's annual review and that the recommendations discussed by the Board in Executive Session be approved.*

#### XI. PUBLIC INPUT

Jewett "Skip" Bennett, Director of Mobile Team Unit #14, addressed the Board and stated a resolution was passed by the General Assembly recognizing the Elderly Service Officer concept in Illinois. The agencies credited with this were the Illinois Local Governmental Law Enforcement Officers Training Board, the Illinois Attorney General's Office, the Illinois State Police, the Illinois Department on Aging, the Illinois TRIAD, Sangamon State University and the Southwestern Illinois Law Enforcement Training Commission.

#### XII. ANNOUNCEMENTS

- A. Academy of Criminal Justice Sciences  
1994 Annual Meeting  
Chicago, Illinois  
March 7 - 11, 1994
- B. Illinois Association of County Officials  
Spring Conference  
Springfield, Illinois  
April 23 - 26, 1994
- C. Curriculum and School Standards Committee Meeting  
Springfield, Illinois  
May 19, 1994
- D. Quarterly Board Meeting  
Bloomington, Illinois  
June 9, 1994
- E. International Association of Directors of Law Enforcement  
Standards and Training  
Santa Fe, New Mexico  
June 14 - 18, 1994

*Motion was made by Gruber, seconded by Sindles and carried by all members present to approve out of state travel for the Executive Director.*

#### XIII. ADJOURNMENT

*Motion was made by Bond, seconded by McDonald and carried by all members present to adjourn the meeting at 12:00 noon.*