

**NORTH EAST MULTI-REGIONAL TRAINING, INC.**  
**Mobile Team Unit # 3**

**Minutes for the Quarterly Meeting**  
***TRAINING AND CURRICULUM COMMITTEE***

**January 18<sup>th</sup>, 2017 10:00 am**  
**Oak Brook Police Department, Oak Brook, Illinois**

**I. CALL TO ORDER:** Committee Chairman Chief Elvia Williams called the meeting to order at 10:06 A.M.

**II. ROLL CALL: ESTABLISHMENT OF A QUORUM:**

- A. *Members Present:* Committee Chairman Elvia Williams; Committee Members Chief Douglas Flint, Chief John Krull, Chief Joseph Mullin, Chief Phillip Perlini, Chief Ed Rompa, Chief Carl Schnibben, Chief Steven Stelter, Lt. James Wagner; and ex officio member: Director Thomas Reasoner.
- B. *Members Absent/Excused:* Committee Members: Lt. Joseph Galvan, Training Director Brian Mowrer, Chief David Summer and Mr. Thomas Turek.
- C. *Guests, Visitors and Other Attending Parties:* NEMRT Staff members: Mr. Chuck Ghiloni, Deputy Director of Operations, Ms. April Morris, Basic Training and In-Service Training Program Manager, Ms. Shelley Johnson, Program Manager for Course Development, and Mr. Joseph Schweihs, IT Manager.
- D. *Welcome to New Committee Members:* Committee Chairman Chief Elvia Williams welcomed two new members to the Committee—Chief Steven Stelter of the Westchester Police Department and Chief Douglas Flint of the Glendale Heights Police Department.
1. Chief Douglas Flint, Glendale Heights Police Department
  2. Chief Steven Stelter, Westchester Police Department

**III. APPROVAL OF MINUTES: Minutes from the Quarterly Meeting October 19th, 2016:**

Lt. Wagner made a motion to approve the minutes of the October 19<sup>th</sup>, 2016 meeting of the Training and Curriculum Committee as published. After a second from Chief Krull, the motion passed unanimously.

**IV. PROGRAM/PROJECT PROGRESS REPORT:**

A. Status Report: FY 17 Supplemental Grant Requests: Director Reasoner reviewed the status of various grant requests.

1. FY 17, Police Traffic Services Grant:

- a) Director Reasoner reviewed the various IDOT grants NEMRT has applied for in FY 17. These grants fund a variety of courses related to BAT, DWI, DUI and SFST. NEMRT has requested a total of \$74,000 in IDOT grants.
- b) After additional discussion, the committee members accepted the report without taking formal action.

3. FY 17, Anti-Terrorism Supplemental Grant:

- a) Director Reasoner reviews the funds that NEMRT has applied for; however, he explained to the Committee that these funds have “dried up” and he is unsure if any funds will be distributed through this grant.
- b) After additional discussion, the committee members accepted the report without taking formal action.

3. FY 17, Crisis Intervention Team (CIT) Training Grant Program:

- a) Director Reasoner gave the report on CIT grants. He explained that several local agencies have received monies to run their own CIT programs; NEMRT assisted these agencies in the administration of those courses.
- b) NEMRT has applied for a total of \$89,000 in funds to run 6 CIT courses in FY 17.
- c) Director Reasoner also noted that CIT courses at other MTUs often do not fill; he promised to make NEMRT member agencies aware of open spots in CIT programs being run through other mobile teams.
- d) After further discussion, the committee members accepted the report without taking formal action.

B. Status Report: FY 17 Part-Time Police Training:

1. NEMRT Part-Time Training Summary:

- a) Program Manager Ms. April Morris updated the committee members on the status of the current program NEMRT is running at Moraine Valley Community College.

- b) After a brief discussion, the committee members accepted this report without taking formal action.

2. Status Report: Web Based Academy:

- a) Ms. Morris gave an update on the status of the ILETSB's transition to a 560 hour curriculum for basic training. She explained to the Committee that ILETSB is still planning to roll out the new curriculum on July 1, 2017. Ms. Morris stated that she has not received any material from ILETSB related to the curriculum or its breakdown of online content vs. classroom courses. She explained to the Committee that the start date of NEMRT's next academy is dependent upon receipt of those materials from ILETSB.
- b) After additional discussion, the committee members accepted this report without taking formal action.

C. NEMRT Course Certification Project:

Shelley Johnson gave the Committee a detailed report regarding the current course certifications. Ms. Johnson explained that due to the introduction of new training mandates for Illinois police officers in 2016, NEMRT has been in the process of re-submitting classes for certification—the new certification process involves getting ILETSB approval for which mandates each class meets.

- a) Ms. Johnson explained to the Committee that so far, ILETSB has approved 250 NEMRT courses with the mandates identified by the instructors. She stated that NEMRT had not anticipated that ILETSB would return class as not approved; however, she has had several sent back with the identified mandates not approved and/or requiring further documentation. Ms. Johnson further explained that there has been an influx of agencies submitting their in-house training for mandate certification. She stated that ILETSB has approved the Police Law Institute training as meeting all mandates except Lead Homicide Investigation.
- b) Ms. Johnson explained that she will be providing “packets” with instructions as to how to get in-house training approved as meeting training mandates. These packets will be made available to any interested agency. She stated that she is working with Bernie Hogancamp and Jeff Chudwin to develop a use of force train-the-trainer program that will assist agencies in meeting mandates and developing their in-house training.
- c) Following Ms. Johnson's report was an in-depth discussion regarding the certification of in-house courses and the process required to achieve certification/mandate approval, as well as how the state will be tracking the mandate requirements for officers. The Committee accepted this report without taking formal action.

D. Status Report: MEGGITT Firearms Training Simulators:

1. Director Reasoner gave the status report.
  - a) He noted that the current schedule for both MEGGITT simulators covers nearly all of 2017. At this time NEMRT has begun making scheduling commitments in 2018 already. He also noted that the departments utilizing the systems have been very pleased thus far.
  - b) In the FY 18 Grant Application and Line Item Budget, we will add the purchase of MEGGITT M16/M4 Rifle and possibly Tazer simulators. This is in response to members' requests. Director Reasoner also stated that he is looking into the feasibility of purchasing a third MEGGITT system.
2. After further discussion, the committee accepted this report without taking formal action.

E. Status Report: IMPAK and NEMRT website updates:

1. IT Manager Joe Schweihs gave a presentation to the Committee about the changes that have been made to the NEMRT website and the IMPAK system. Mr. Schweihs demonstrated various site functions and answered questions from Committee members. He also explained the transition from ISSI to Genica and stated that the move was going well.
2. After additional discussion, the committee accepted this report without taking formal action.

**V. REPORT OF THE DIRECTOR:**

A. Training Activity Reports: The Director made this report to the Committee.

1. "1st Quarter, FY 17, Actual Training Report":
  - a) Director Reasoner provided a brief review of training that has been provided within the 1<sup>st</sup> quarter of the fiscal year.
  - b) Lt. Wagner then made a motion to recommend to the Advisory Board of Directors their approval of the "1<sup>st</sup> Quarter, FY 17, Actual Training Report". After a second from Chief Stelter, and review and discussion, the motion passed unanimously.
2. "3rd Quarter, FY 17, Proposed Training Activity Report":
  - a) Reasoner then provided a brief review of training scheduled to take place during the 3<sup>rd</sup> quarter of the fiscal year.
  - b) After further discussion, Chief Rompa made a motion to recommend to the Advisory Board of Directors their approval of the "3<sup>rd</sup> Quarter, FY 17, Proposed Training Activity Report". Chief Mullin then seconded the motion and, after review and discussion, it passed unanimously.

- B. *Distribution of new or revised Policies or Procedures related to Training Issues:* The Director noted that there were no new or revised policies or procedures related to training.

**VI. OLD BUSINESS:**

A. *Status Report: FY 18 Grant Application and Line Item Budget Issues:*

1. FY 18, Grant Application and Line Item Budget:
  - a) Director Reasoner stated that the second quarter payment from the state had been received in pieces instead of one lump sum, but the full amount has been received. He explained that the state surcharge fund is at its lowest amount since 2002-2003. ILETSB has stated that they are attempting to keep the fund “off the radar” during budget negotiations to avoid the fund being swept.
2. The Committee took no formal action on this report.

B. *Severe Weather Closings:*

1. D/Director Ghiloni gave an update on the severe weather closing policy. He stated that he carries the closing/cancellation policy with him in his car at all times. There is no change to the policy at this time.
2. After further review and discussion, the committee accepted this report without taking formal action.

C. *Status Report, FY 17, Training Needs Analysis:*

1. D/Director Ghiloni gave the Committee an update on the Training Needs Analysis. He reported that 265 member agencies received the survey. Of those agencies, 68 responded, which equals a response rate of 37%. D/D Ghiloni reviewed the high and low training priorities.

2. Lt. Wagner made a motion to accept this report, with a second from Chief Krull. The motion passed unanimously.

**VII. NEW BUSINESS:**

A. *Status Report on the NEMRT Annual Meeting, March 21st, 2017:*

1. The Director noted that there had been a change of venue for the Annual Meeting as well as a change in the format of the meeting in 2016. Given the financial difficulties that NEMRT and the other MTU's found themselves in last fall, and given the need to cancel training classes, the Board of Directors felt it was inappropriate to spend \$15,000 on a brunch and nationally known speaker last year. Instead, the Board voted to move the location of the Annual Meeting to the Oak Brook Village Hall and to present merely the business portion, including the election, of the meeting.
2. For the current year, the Board of Directors has voted to return to the format of years past, with a few adjustments. The business meeting will be held first, to include the budget approval. Following the business meeting will be a 2-hour training session, and the Annual Meeting will conclude with a lunch at the end of the training. This year's meeting will be held at the Bloomingdale Golf Club.
3. After further review and discussion, the committee accepted this report without taking formal action.

**VIII. PUBLIC INPUT: None**

**IX. ANNOUNCEMENTS:**

A. Quarterly Committee Meetings:

1. NEMRT Policy and By-Laws Committee Meeting: **04/15/16**  
Lincolnwood Police Department, Lincolnwood, IL
2. NEMRT Personnel Committee Meeting: **04/22/16**  
Oak Brook Police Department, Oak Brook, IL
3. NEMRT Finance and Audit Committee Meeting: **01/13/16**  
Campton Hills Police Department, Campton Hills, IL
4. NEMRT Training and Curriculum Committee Meeting: **01/20/16**  
Oak Brook Public Library, Oak Brook, IL

B. Special Committee Meetings to Approve FY 17 Budget:

1. NEMRT Personnel Committee Meeting: **03/18/16**  
Oak Brook Police Department, Oak Brook, IL
2. NEMRT Finance and Audit Committee Meeting: **03/09/16**  
Campton Hills Police Department, Campton Hills, IL
3. NEMRT Training and Curriculum Committee Meeting: **03/16/16**  
Oak Brook Police Department, Oak Brook, IL

C. NEMRT Advisory Board Meetings:

1. NEMRT Advisory Board of Directors Meeting: **01/29/16**  
Oak Brook Police Department, Oak Brook, IL
2. NEMRT Annual Meeting, Election **03/15/16**  
Oak Brook Village Hall, Oak Brook, IL
3. NEMRT Special Meeting to Approve FY 17 Budget **03/25/16**  
Oak Brook Police Department, Oak Brook, IL

D. ILET SB Meetings:

1. ILET SB Committee Meetings: **03/02/16**  
Collinsville, IL
2. ILET SB Quarterly Meeting: **03/03/16**  
Collinsville, IL

X. **ADJOURNMENT:** Chief Flint made a motion to adjourn the meeting. With a second from Chief Stelter the motion passed unanimously. The meeting was adjourned at 11:37 a.m.