

Open Session Minutes

IOWA LAW ENFORCEMENT ACADEMY COUNCIL MEETING

December 4, 2025 9:00am

ILEA Building, Room 201

7105 NW 70th Avenue

4640 Burma Road

Johnston, IA 50131

A meeting of the Iowa Law Enforcement Academy Council was held as a hybrid of in-person and online attendance.

Members Present: Ricardo Martínez II, Academy Council Chair
Diane Venenga, Vice Chair and Chief, North Liberty Police Department
Nathan Fulk, Colonel, Iowa State Patrol
Vicky Long Hill, Citizen of Iowa (online)
Melissa Henderson, Officer, Cedar Rapids Police Department (online)
Dave McDaniel, Sheriff, Hardin County Sheriff's Office
Daniel Jansen, Captain, West Des Moines Police Department
Sadie Weekley, Lieutenant, Marshalltown Police Department
Aaron McClelland, Captain, Waterloo Police Department
Kevin Schneider, Sheriff, Polk County Sheriff's Office
Eric Gjerde, Representative
Charles McClintock, Senator (online)

Members Absent: Elizabeth Quinn, Sergeant, Story County Sheriff's Office
Ryan Ridout, DOT Director, Bureau of Investigation and Identity Protection
Jana Abens, Citizen of Iowa
Judd Lawler, Representative
Izaah Knox, Senator

Legal Counsel Present: Eric Dirth, Assistant Iowa Attorney General
Erin Hardisty, Assistant Iowa Attorney General

Staff Present: Sherry Poole, Assistant Director, ILEA
Kristi Traynor, Legal Counsel, ILEA
Jack Heuton, Financial Manager, ILEA
Katy Fukuda, ILEA
Jennifer Rico, ILEA
Nicole Stevens, ILEA

Guests Present: Joshua Richter Robert Roquet Rocky Merritt
Greg Staples Austin DeFord Chris Hansen
Kevin Miller Derek Anderson Austin Anderson
Isaac Gallardo Skylar Limkemann

Guests Online:

Robert Millin
Rob Johansen
Brandon Bublitz

Anna Hyatt
Shelley Towne

Joe Raaymakers
AG's Office

Ric Martinez called the meeting to order. Ric Martinez began with the welcome and introductions of the Academy Council, ILEA staff and guests.

Ric Martinez determined there was a quorum.

The first item (#1) on the agenda was the disclosure of potential conflicts of interest on the Open Session agenda.

Sadie Weekley advised that she would recuse herself from Item #15 on the Open Session agenda. Nathan Fulk advised that he would recuse himself from the Consent agenda.

The second item (#2) on the agenda was public comment. Western Iowa Tech Administrative Program Coordinator, Richard Niles, introduced himself and addressed the Council. He advised that he is excited and looking forward to working with ILEA and Director Carney. He stated that he has been very impressed with the Academy staff and they have all been extremely helpful.

The third item (#3) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-2.1(5) and 501-10.1(5) for Kevin Miller.

Kristi Traynor summarized the provisions of the waiver. Kevin Miller requested to go into Closed Session for the purposes of discussing medical records.

Ric Martinez entertained a motion. Melissa Henderson made a motion that the Council move into Closed Session for the purpose of discussing records that are required or authorized by state law to be kept confidential pursuant to Iowa Code section 21.5 (1)(a). Diane Venenga seconded the motion. An individual voice vote was taken. Kevin Schneider-Aye; Dave McDaniel-Aye; Dan Jansen-Aye; Nathan Fulk-Aye; Sadie Weekley-Aye; Aaron McClelland-Aye; Melissa Henderson-Aye; Diane Venenga-Aye; Ric Martinez-Aye; Vicky Long-Hill-Aye; All Aye 10-0, motion carried.

Council went into Closed Session at 9:15am.

Council resumed Open Session at 9:32am.

Ric Martinez entertained a motion. Sadie Weekley made a motion that the applicant move forward with the evaluations discussed in Closed Session as directed. Dave McDaniel seconded the motion. A group voice vote was taken. All Aye; 10-0, motion carried.

Kevin Miller advised the Council that he wanted to table his waiver until the evaluations were completed. Council agreed and the waiver was tabled at this time.

The fourth item (#4) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-2.1(5) for Derek Anderson.

Kristi Traynor summarized the provisions of the waiver. Derek Anderson was charged with OWI 1st and Excessive Speeding in 2022. He was going 102 miles an hour at the time he was stopped by law enforcement. Derek Anderson stated that he regretted the incident and has since changed. Since the incident, he has graduated from Grand View college with a criminal justice degree.

Ric Martinez entertained a motion. Sadie Weekley made a motion to approve the petition for waiver for Derek Anderson. Kevin Schneider seconded the motion. An individual voice vote was taken. Kevin Schneider-Aye; Dave McDaniel-Aye; Dan Jansen-Aye; Nathan Fulk-Aye; Sadie Weekley-Aye; Aaron McClelland-Aye; Melissa Henderson-Nay; Diane Venenga-Aye; Ric Martinez-Nay; Vicky Long-Hill-Aye; 8-Aye; 2-Nay, motion carried.

The fifth item (#5) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-2.1(5) for Isaac Gallardo.

Kristi Traynor summarized the provisions of the waiver. Isaac Gallardo was charged with OWI 1st and Open Container back in 2022. His BAC level was .236. Gallardo has worked in corrections for the past four years. Gallardo stated that he does not drink much any longer and has learned from his mistake.

Ric Martinez entertained a motion. Dan Jansen made a motion to approve the petition for waiver for Isaac Gallardo. Diane Venenga seconded the motion. An individual voice vote was taken. Kevin Schneider-Aye; Dave McDaniel-Aye; Dan Jansen-Aye; Nathan Fulk-Aye; Sadie Weekley-Aye; Aaron McClelland-Aye; Melissa Henderson-Nay; Diane Venenga-Aye; Ric Martinez-Nay; Vicky Long-Hill-Aye; 8-Aye; 2-Nay, motion carried.

The sixth item (#6) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-10.1(5) for Joshua Richter.

Kristi Traynor summarized the provisions of the waiver. Joshua Richter was charged with Public Intoxication and Interference with Official Acts back in 2007 and 2010. He was also charged with Public Intoxication in 2008. In 2011, a request for a 236 protective order was filed against him by an ex-girlfriend. Richter stated that she broke up with him and he kept calling her. The ex-girlfriend requested to dismiss the order one month after. She is now his wife and they have four children. Since the incident, he has obtained his EMT license, became a volunteer firefighter and has a great career at John Deere and only wants the waiver to become a Reserve Officer in order to give back to his community.

Ric Martinez entertained a motion. Diane Venenga made a motion to approve the waiver for Joshua Richter. Sadie Weekley seconded the motion. A group voice vote was taken, 9-Aye, 1-Recuse (McClelland), motion carried.

The seventh item (#7) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-10.1(5) for Chris Hansen.

Kristi Traynor summarized the provisions of the waiver. Chris Hansen was charged with non-domestic, serious assault in 2021 when he saw his ex-girlfriend with another man in a bar. In 2010, he was charged with underage possession of alcohol. In 2011, he was charged with OWI 1st. Since the incident, he stated that he has stopped all use of alcohol and tobacco. He is the VP of Millwrights Local 2158, Vice Chair of the Neighborhood Improvement Committee and on the Board of Directors for the Downtown Clinton Alliance.

Ric Martinez entertained a motion. Aaron McClelland made a motion that Council requires that the waiver is conditioned upon Petitioner receiving a "suitable for law enforcement" outcome on a psychological evaluation through Dr. Tatman or Dr. Ascherman. As a temporary waiver is not practical, the waiver is deemed indefinite. Chris Hansen's request for waiver of 501 Iowa Administrative Code 10.1(5) is granted indefinitely so long as he completes a psychological evaluation (MMPI II or III) with Dr. Tatman or Dr. Ascherman and receives a "suitable for law enforcement" outcome. Kevin Schneider seconded the motion. A group voice vote was taken, 8-Aye; 2-Nay (Fulk/Henderson), motion carried.

Council took a break at 10:40am.

Council resumed Open Session at 10:51am.

The eighth item (#8) on the agenda was the Petition for Extension of Iowa Administrative Code Rule 501-10.3(2) and Petition for Waiver of Iowa Administrative Code Rule 501-10.3(4) for Layne McGinnis. (Withdrew his extension/waiver)

The ninth item (#9) on the agenda was the Review of CTE Application for Rocky Merritt.

Kristi Traynor summarized the provisions of the CTE application request. Rocky Merritt was certified as a law enforcement officer in Missouri on April 14, 2017 after completing a 728 hour basic law enforcement training course. He worked for the Kirksville Police Department and Truman State University Department of Public Safety for three years and five months as a sworn officer after his certification. He only worked as a part-time officer during his final year at Truman State. He would like to become certified in Iowa through the certification through examination process.

Ric Martinez entertained a motion. Dave McDaniel made a motion to approve the CTE application for Rocky Merritt. Dan Jansen seconded the motion. A group voice vote was taken, 9-Aye; 1-Nay (Martinez), motion carried.

The tenth item (#10) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-2.1(8) for Austin DeFord.

Kristi Traynor summarized the criteria for the waiver. Austin DeFord would like to be eligible to become a law enforcement officer, but does not possess a public high school diploma or GED equivalency certificate. He was home schooled. He provided a detailed home school transcript and his score from the ACT. He also holds a real estate license and owns his own business.

Ric Martinez entertained a motion. Nathan Fulk made a motion to approve the waiver for Austin DeFord. Melissa Henderson seconded the motion. A group voice vote was taken. All Aye, 10-0, motion carried.

The eleventh item (#11) on the agenda was the review of the Screening Committee Consent Agenda.

Waivers:	Jesse Scherer	Noah Schilling	Brandon Hudson	Ryan Jergens
	Jeff Kirk	Joseph Sylvia	Jack Kyle	Mirian Parada
CTE:	James McKinstry	Martin Deutsche	Jack Kyle	Brock Cislaghi
Military Reciprocity:	Lane Reinke			

Ric Martinez entertained a motion. Sadie Weekley made a motion to approve the Screening Committee Consent agenda. Dave McDaniel seconded the motion. A group voice vote was taken. All Aye, 10-0, motion carried.

The twelve item (#12) on the agenda ILEA Reports.

Director Carney advised that the Basic Academy currently has 71 recruits and they are in week 14 of 16. Graduation will be at Rising Sun Church in Pleasant Hill, IA. PT testing will be on Monday, December 8th for the January cycle. The State Auditor's report came back with no findings for ILEA. The new Drive Track is still a go but got delayed during the vetting process which pushed it back about three weeks. ILEA was given some money by the Governor's Office to begin to design a law enforcement designated firearms range on Camp Dodge. There was no feedback at the public hearings for the reciprocity rules. ILEA staff has met with the Rules Committee twice and once with the Curriculum Committee. ILEA staff will meet with the Screening Committee sometime in the near future. Once all rules have been reviewed, they will be brought in front of the full Council for their review.

The thirteenth item (#13) on the agenda was approval of the Open Session Council Minutes from October 2, 2025. Ric Martinez entertained a motion. Melissa Henderson made a motion to approve the October 2, 2025 Open Session council minutes. Diane Venenga seconded the motion. A group voice vote was taken. All Aye, 10-0, motion carried.

The fourteenth item (#14) on the agenda was the approval of the Consent Agenda as presented. Ric Martinez entertained a motion. Dan Jansen made a motion to approve the Consent agenda. Melissa Henderson seconded the motion. A group voice vote was taken, 9-Aye; 1-Recuse (Fulk), motion carried.

The fifteenth item (#15) on the agenda was the Request for Oral Argument
DOCKET NO. 24ILEA0011/ILEA Case No. 22-011

AAG Eric Dirth advised that back on August 15, 2025, the Council moved on its own to review the proposed decision. The Council had ordered that it would proceed without oral arguments in this matter. There was a written request to present oral argument by the petitioner's attorney. Neither party filed a brief.

Ric Martinez entertained a motion. Melissa Henderson made a motion that the Council allow oral arguments from the parties. Nathan Fulk seconded the motion. An individual voice vote was taken. Kevin Schneider-Aye; Dave McDaniel-Aye; Dan Jansen-Aye; Melissa Henderson-Aye; Ric Martinez-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Aaron McClelland-Aye; Vicky Long-Hill-Aye; Sadie Weekley-Recuse. 4-Aye; 5-Nay; 1(Recuse), motion was denied. There will be no oral arguments in this matter.

The sixteenth item (#16) on the agenda was to move into Closed Session pursuant to Iowa Code sections 21.5(1)"a", "d", and "f".

Ric Martinez entertained a motion. Diane Venenga made a motion that the Council move into Closed Session for the purpose of discussing closed session minutes, whether to initiate licensee disciplinary investigations or proceedings, to discuss the decisions to be rendered in a contested case conducted according to the provisions of chapter 17A, pursuant to Iowa Code sections 21.5(1)(a), (d), and (f). Dan Jansen seconded the motion. An individual voice vote was taken. Kevin Schneider-Aye; Dave McDaniel-Aye; Dan Jansen-Aye; Nathan Fulk-Aye; Sadie Weekley-Aye; Aaron McClelland-Aye; Melissa Henderson-Aye; Diane Venenga-Aye; Ric Martinez-Aye; Vicky Long-Hill-Aye; All Aye 10-0, motion carried.

Council went into Closed Session at 11:32am.
Council resumed Open Session at 3:02pm.

Council took a break at 3:02pm. (It should be noted that Kevin Schneider left the meeting)
Council resumed Open Session at 3:10pm.

The seventeenth item (#17) on the agenda was

Approval of the 2025 Closed Session Council Minutes

Ric Martinez entertained a motion. Melissa Henderson made a motion to approve the October 2, 2025 Closed Session Council minutes. Dave McDaniel seconded the motion. A group voice vote was taken. All Aye, 9-0, motion carried.

Review of Final Decisions

22-034: Ric Martinez entertained a motion. Sadie Weekley made a motion to adopt the written draft decision as final. Aaron McClelland seconded the motion. A group voice vote was taken. All Aye, 9-0, motion carried.

23-017: Ric Martinez entertained a motion. Diane Venenga made a motion to adopt the written draft decision as final. Aaron McClelland seconded the motion. A group voice vote was taken. 7-Aye; 2-Recuse (McDaniel/Weekley), motion carried.

Review of Proposed Decision

22-011: Ric Martinez entertained a motion. Diane Venenga made a motion that the Council request Assistant Attorney General Eric Dirth draft a written decision consistent with the Council's Closed Session discussion. Dan Jansen seconded the motion. A group voice vote was taken. 8-Aye; 1-Recuse (Weekley), motion carried.

Review of Settlement Agreement Files

25ILEA0009/24-005: Ric Martinez entertained a motion. Dan Jansen made a motion that legal counsel draft a final decision consistent with the Council's discussion. Diane Venenga seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25ILEA0010/25-049: Ric Martinez entertained a motion. Melissa Henderson made a motion that legal counsel draft a final decision consistent with the Council's discussion. Aaron McClelland seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

Review of Voluntary Surrenders

25-045: Ric Martinez entertained a motion. Aaron McClelland made a motion that the Council accept the waiver of hearing and voluntary surrender in case number 25-045 and issue an order permanently revoking the certifications with no possibility of reinstatement. Diane Venenga seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

Review of Settlement Agreements

25-012: Ric Martinez entertained a motion. Sadie Weekley made a motion that the Council accept the agreement submitted by the parties and issue an order approving the settlement. Dave McDaniel seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25-021: Ric Martinez entertained a motion. Dan Jansen made a motion that the Council accept the agreement submitted by the parties and issue an order approving the settlement. Melissa Henderson seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25-026: Ric Martinez entertained a motion. Diane Venenga made a motion that the Council accept the agreement submitted by the parties and issue an order approving the settlement. Melissa Henderson seconded the motion. A group voice vote was taken. 8-Aye; 1-Recuse (Weekley), motion carried.

25-029: Ric Martinez entertained a motion. Nathan Fulk made a motion to accept the agreement submitted by the parties and issue an order permanently revoking the certification with no possibility of reinstatement. Aaron McClelland seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25-039: Ric Martinez entertained a motion. Dan Jansen made a motion to accept the agreement submitted by the parties and issue an order permanently revoking the certification with no possibility of reinstatement. Melissa Henderson seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25-042: Ric Martinez entertained a motion. Diane Venenga made a motion to accept the agreement submitted by the parties and issue an order permanently revoking the certification with no possibility of reinstatement. Sadie Weekley seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

26ILEA0002/25-019: Ric Martinez entertained a motion. Melissa Henderson made a motion to accept the agreement submitted by the parties and issue an order permanently revoking the certification with no possibility of reinstatement. Dan Jansen seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

Review of Investigative Files

25-002: Ric Martinez entertained a motion. Nathan Fulk made a motion that the Council find probable cause of a violation of 501 IAC rules 6.2(2)(b) and (2)(e)(4) and order the Academy to proceed with the case. Sadie Weekley seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25-003: Ric Martinez entertained a motion. Dan Jansen made a motion that the Council find probable cause of a violation of 501 IAC rules 6.2(2)(a), (2)(c), and (2)(e)(4) and order the Academy to proceed with the case. Dave McDaniel seconded the motion. A group voice vote was taken. 8-Aye; 1-Recuse (Henderson), motion carried.

25-030: Ric Martinez entertained a motion. Sadie Weekley made a motion that the Council find probable cause of a violation of 501 IAC rules 6.2(2)(b), (2)(e)(2), and (2)(e)(5) and order the Academy to proceed with the case. A group voice vote was taken. All Aye; 9-0, motion carried.

25-035: Ric Martinez entertained a motion. Aaron McClelland made a motion that the Council find probable cause of a violation of 501 IAC rules 6.2(2)(a), (2)(c), and (2)(e)(4) and order the Academy to proceed with the case. Dan Jansen seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25-040: Ric Martinez entertained a motion. Melissa Henderson made a motion that the Council find probable cause of a violation of 501 IAC rule 6.2(2)(b) and (2)(e)(4) and order the Academy to proceed with the case. Dan Jansen seconded the motion. A group voice vote was taken. 8-Aye; 1-Recuse (McDaniel), motion carried.

25-043: Ric Martinez entertained a motion. Dan Jansen made a motion that the Council find probable cause of a violation of 501 IAC rules 6.2(2)(a) and (2)(c) and order the Academy to proceed with the case. Melissa Henderson seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25-048: Ric Martinez entertained a motion. Nathan Fulk made a motion that the Council find probable cause of a violation of 501 IAC rules 6.2(1)(e); 6.2(2)(a), (2)(c), and (2)(e)(4) and order the Academy to proceed with the case. Melissa Henderson seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25-055: Ric Martinez entertained a motion. Sadie Weekley made a motion that the Council find probable cause of a violation of 501 IAC rule 6.2(2)(b) and order the Academy to proceed with the case. Melissa Henderson seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

25-056: Ric Martinez entertained a motion. Dan Jansen made a motion that the Council find probable cause of a violation of 501 IAC rules 6.2(2)(a) and (2)(e)(4) and order the Academy to proceed with the case. Sadie Weekley seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

Review of Case Reconsideration

23-014: Ric Martinez entertained a motion. Melissa Henderson made a motion that the Council find that, after considering the additional information received by the Council, that although the documents gathered in the course of the investigation may constitute a technical violation of the administrative rules; the evidence before the Council indicates that adequate steps have been taken to remedy the violation and to ensure that incidents of a similar nature do not occur in the future. The Council will withdraw its prior finding of probable cause and will not pursue formal disciplinary action in this matter. Sadie Weekley seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.

The eighteenth item (#18) on the agenda was the discussion on narrowing moral turpitude waivers.

Director Carney spoke about defining the parameters for moral turpitude waivers. Back in August 2025, the Council agreed that Trespass and Vandalism did not need a waiver. Kristi Traynor researched case law and found that OWI 1st is not considered moral turpitude, OWI 2nd has not been decided on and there is no case law, and that OWI 3rd is moral turpitude. The vast majority of waivers that the Council is seeing is related to alcohol in some fashion. Whether it is public intoxication, minor in possession and/or OWI. Director Carney is looking for clarity from the Council in order to give consistent guidance to hiring agencies across the state. Council members discussed the various charges and what that looks like. With OWI, the tough part is the contributing circumstances with the charge. The Academy Council members had consensus that OWI 1st does not constitute moral turpitude.

Ric Martinez entertained a motion. Dan Jansen made a motion that for purposes of a waiver, moral turpitude will be defined by what is outlined in 501-2.1(5) and all indictable offenses, except for OWI 1st. Nathan Fulk seconded the motion. A group voice vote was taken. All Aye; 9-0, motion carried.


The nineteenth item (#19) on the agenda was future agenda items. There were none.

The twentieth item (#20) on the agenda was future Academy Council Meeting dates.
The next Council meeting is on January 15, 2026 and February 5, 2026.

The twenty-first item (#21) on the agenda was adjournment.

Ric Martinez entertained a motion. Diane Venenga made a motion to adjourn the meeting.
Melissa Henderson seconded the motion. A group voice vote was taken. All Aye; 9-0, motion
carried.

The meeting adjourned at 4:07pm.



Ricardo Martinez II, Chair
Iowa Law Enforcement Academy Council



Date