

Open Session Minutes

**IOWA LAW ENFORCEMENT ACADEMY COUNCIL MEETING**

June 2, 2022, at 9:00am  
ILEA, Room 201  
Camp Dodge  
7105 NW 70<sup>th</sup> Avenue  
Johnston, Iowa 50131

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

Members Present: Diane Venenga, Vice Chair and Chief, North Liberty Police Department  
Ricardo Martinez II, Public Safety Director, Chief, Nevada Police Department  
Chad Leonard, Sheriff, Dallas County Sheriff's Office  
Nathan Fulk, Colonel, Iowa State Patrol  
Tiffany Creekmur, Lieutenant, Mason City Police Department  
Vicky Long Hill, Citizen  
Melissa Henderson, Officer, Cedar Rapids Police Department  
Jim Steinkuehler, Sheriff, Crawford County Sheriff's Office  
Sadie Weekley, Lieutenant, Marshalltown Police Department

Members Absent: Tim Carmody, Chair and Chief, Council Bluffs Police Department  
Elizabeth Quinn, Sergeant, Story County Sheriff's Office  
Gene Beinke, Citizen Member, Clinton, Iowa  
David Lorenzen, Iowa DOT Motor Vehicle Enforcement  
Senator Chris Cournoyer, Iowa Senate, District 49  
Representative Henry Stone, Iowa House of Representatives  
Senator Kevin Kinney, Iowa Senate, District 39  
Matthew Roberts, Group Supervisor, United States Drug Enforcement Administration  
Robert M. DeWitt, Senior Supervisory Resident Agent, Federal Bureau of Investigation

Legal Counsel Present: Kristi Traynor, Assistant Iowa Attorney General  
John Lundquist, Assistant Iowa Attorney General  
Madalyn Grask, Intern Assistant, Iowa Attorney General's Office

Staff Present: Wes Breckenridge, Interim Director, ILEA  
Sherry Poole, Acting Assistant Director, ILEA  
Laurie Bolsenga, Executive Assistant, ILEA  
Donna Hallstrom, Clerk Specialist, ILEA  
Nicole Stevens, Admin; ILEA  
Jennifer Rico, Admin; ILEA  
Katy Fukuda, Admin; ILEA

Guests Present: Alex Leu, Chief, Pocahontas Police Department  
Christopher Howland, Reserve Officer, Pocahontas Police Department  
Douglas Riniker, Colonel, Linn County Sheriff's Office  
Travis Rhone, Linn County Sheriff's Office  
Beverly Conrad, City Clerk, City of Wayland  
Dustin Stuelke, Chief, Wayland Police Department  
Jessica Hinz  
Michele Kearney, Reserve Officer, Johnson County Sheriff's Office  
Doran Williams, Sergeant, Johnson County Sheriff's Office  
Amy Kramer, Captain, Pleasant Hill Police Department  
Matthew Dutcher, Police Officer, Pleasant Hill Police Department  
Angela Dobyms, Pottawattamie County Communications  
Sam Arkfeld, Lieutenant, Pottawattamie County Sheriff's Office  
Ben Scholl, Coordinator Hawkeye Regional Academy

Diane Venenga called the meeting to order.

Diane Venenga stated the proceedings are being recorded and reminded Council members that they are to abstain from participating in and/or voting on any action items involving a potential conflict of interest.

Diane Venenga began with the welcome and introductions of the Academy Council and ILEA Staff.

Diane Venenga 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. Diane Venenga advised that she would need to recuse herself on Action Item #7.**

**The second item (#2\*) on the agenda was the approval of the April 7, 2022, Open Session Council Minutes. Diane Venenga entertained a motion to approve the minutes from the April 7, 2022, Council Meeting. Jim Steinkuehler made a motion to approve the Open Session minutes from the April 7, 2022, Council meeting. Melissa Henderson seconded the motion. An individual voice vote was taken. Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Vicky Long-Hill-Aye, Nathan Fulk-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.**

**The third item (#3\*) on the agenda was the approval of the Consent Agenda as presented. Diane Venenga reviewed the items as listed on the Consent Agenda and asked the Council if there were any changes or amendments. Discussion was had regarding Tim King and his application to be an instructor. This topic was tabled for the time being, until the Rules Committee can discuss it. Diane Venenga entertained a motion. Jim Steinkuehler made a motion to approve the items on the Consent Agenda. Tiffany Creekmur seconded the motion. An individual voice vote was taken. Vicky Long-Hill-Aye; Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Nathan Fulk-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.**

The fourth item (#4\*) on the agenda was the Public Comment. There was none.

**The fifth item (#5\*) on the agenda was the Petition for Extension of Iowa Administrative Code Rule 501-3.1(1) for Dustin Stuelke on behalf of the City of Wayland Police Department.**

Chief Stuelke had an injury and may require surgery and is not able to attend the Basic Academy at this time. His one-year expiration date will be July 1, 2022. The extension, if granted, would move his expiration date to December 28, 2022, and allow him time to heal and attend the Academy. The hardship for the city is that he is the only officer in town. He has been approved to attend Hawkeye Regional Academy in August. Diane Venenga entertained a motion. **Jim Steinkuehler made a motion to approve the 180-day extension for Chief Stuelke of the Wayland Police Department. Melissa Henderson seconded the motion. An individual voice vote was taken. Vicky Long-Hill-Aye; Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Nathan Fulk-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.**

**The sixth item (#6\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-2.1(5) for Travis Rhone on behalf of the Linn County Sheriff's Office.**

Travis has previous charges from 2009. Travis explained to the Council that back in 2009, he stole a movie dvd from a store. Amount of the movie was \$19.99. Travis stated that he was young and immature and was not proud of what he did. Colonel Riniker stated that Travis was honest and forthcoming about the charges when he applied to the Linn County Sheriff's Office. The Academy Council had some questions regarding some other charges which were a possession of a controlled substance and an OWI. Travis stated that he has changed his life around by hanging out with a new group of people and reading books. Travis stated that he wants to be a role model for kids who may be going down the wrong path. The Academy Council asked if his drinking habits had changed, and Travis acknowledged that he doesn't drink very much anymore and stays at home. Diane Venenga entertained a motion. **Jim Steinkuehler made a motion to grant the Petition for Waiver for Iowa Administrative Code Rule 501-2.1(5) for Travis Rhone. Nathan Fulk seconded the motion. An individual voice vote was taken. Vicky Long-Hill-Aye; Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Nathan Fulk-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.**

**The seventh item (#7\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-10.1(5) for Michele Kearney on behalf of the Johnson County Sheriff's Office.**

Michele had some charges back in 2007 and 2011 for Disorderly Conduct and Public Intoxication. Michele stated that her mother was dying during that time and that she lost her way. Since then, she has turned her life around. She has stopped drinking, got married and has been working at the Anamosa State Penitentiary as an Executive Officer. Ric Martinez entertained a motion. **Chad Leonard made a motion to grant the Petition for Waiver for Iowa Administrative Code Rule 501-10.1(5) for Michele Kearney. Jim Steinkuehler seconded the motion. An individual voice vote was taken. Vicky Long-Hill-Aye; Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Nathan Fulk-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye; Diane Venenga-Recuse. Motion carried 8-1(Recuse).**

**The eighth item (#8\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-3.1(5) for Jessica Hinz on behalf of herself.**

AAG Traynor explained to the Council the rule that was being waived. Ms. Hinz stated the hardship if the waiver is not granted, she would have to wait 12-months to be hired by an agency. She stated that she is in four hiring processes at the current time. Diane Venenga entertained a motion. **Ric Martinez made a motion to grant the Petition for Waiver of Iowa**

**Administrative Code Rule 501-3.1(5) for Jessica Hinz. Jim Steinkuehler seconded the motion. An individual voice vote was taken. Nathan Fulk-Aye; Vicky Long-Hill-Aye; Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.**

**The ninth item (#9\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Matthew Dutcher on behalf of the Pleasant Hill Police Department.**

Officer Dutcher started by summarizing his firearms experience. The waiver he is requesting is to allow him to become a firearms instructor even though he has not been a certified officer for 3 years. He has been an avid hunter since he was a young boy. In 2019, his son joined the Indianola Trap team and Officer Dutcher was asked to be an assistant coach on the team. He got his shotgun certification through the DNR. He stated that his biggest thing is safety. He would like to give back to his department and the Academy and assist with firearms instruction. The hardship for the department is that they are short firearms instructors. Diane Venenga entertained a motion. Chad Leonard made a motion to grant the Petition for Waiver for Iowa Administrative Code Rule 501-4.2(1)(a) for Matthew Dutcher.

**Melissa Henderson seconded the motion. An individual voice vote was taken. Vicky Long-Hill-Aye; Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Nathan Fulk-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.**

**The tenth item (#10\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-10.1(5) for Christopher Howland on behalf of the Pocahontas Police Department.**

Mr. Howland wrote a bad check to a grocery store back in 2017. He stated that he and his wife were going through some financial difficulties and at the time he wrote the check, he thought he had enough money in his account at the time. He stated that another check cleared before he thought it would, which left his bank account short. He pleaded guilty and was honest with Chief Leu about the past charge. He is a volunteer EMT/Firefighter for the city. Chief Leu stated that the hardship for his agency would be that they have a lot of special events like Ragbrai coming up and his department is short on officers/reserves. Mr. Howland advised that he has not had any financial issues since. Diane Venenga entertained a motion. Jim Steinkuehler made a motion to grant the Petition for Waiver for Iowa Administrative Code Rule 501-10.1(5) for Christopher Howland on behalf of the Pocahontas Police Department. Melissa Henderson seconded the motion. An individual voice vote was taken. Vicky Long-Hill-Aye; Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Nathan Fulk-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.

**The eleventh item (#11\*) on the agenda was the Petition for Extension of Iowa Administrative Code Rule 501-13.2(1) for Colleen Sylvis on behalf of the Pottawattamie County Sheriff's Office. The one-year anniversary date has passed. The next Telecommunicator course is in August 2022. They are currently eight dispatchers short and going into the busiest time of the year. They are wanting her to go to the November course. Angela Dobyns advised that it was a clerical error on her part. She explained that she has been the training coordinator for thirteen years and has never made this mistake in the past. Diane Venenga entertained a motion. Jim Steinkuehler made a motion to grant the extension to allow Colleen Sylvis to attend the November 2022 telecommunicator course. Nathan Fulk seconded the motion. An individual voice vote was taken. Vicky Long-Hill-Aye; Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Nathan Fulk-Aye, Ric Martinez-Nay, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 8Aye-1Nay.**

**Council took a break at 10:15am.  
Council resumed Open Session at 10:26am**

**The twelfth item (#12\*) on the agenda was to vote on the updated ILEA FY 2023 Fee Schedule. Council was given the opportunity to review the new fiscal year ILEA fee schedule. There was some discussion on the wording/naming of TASER/Electronic Control Device. Council decided to make the change to say “Taser and/or Electronic Control Device”. Diane Venenga entertained a motion. Melissa Henderson made a motion to approve the FY 2023 schedule as amended. Tiffany Creekmur seconded the motion. An individual voice vote was taken. Vicky Long-Hill-Aye; Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Nathan Fulk-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.**

**The thirteenth item (#13\*) on the agenda was ILEA Reports.**

- a) Update on the 303<sup>rd</sup> and 304<sup>th</sup> Basic Classes (Interim Director Breckenridge)  
Classes are going well and they are all doing very well. Graduation will be on August 19, 2022 at 11:00am and 2:00pm. (Creekmur 11am/Martinez 2pm)
- b) Update on Regional Academies (Interim Director Breckenridge)  
May 9th: 81st DSM Academy starts  
June 6th: 50th Cedar Rapids Academy  
July 8th: 47th DPS Academy  
August 15th: 74th Hawkeye Academy
- c) Update on Specialty Schools and Outreach Program: Survey (Acting AD Poole)  
749 attendees in-person for Specialty Schools  
398 attendees on-line for Specialty Schools  
658 Jail certifications/134 Telecommunicator certifications  
PIO school 2024.  
SRO school will be in October 2022.  
Looking at getting a new learning management system.  
TRACS and TIMS training coming in the Fall  
Annual outreach will be coming up in the Fall  
Create a “testing” committee to look at PT/POST standards

**The fourteenth item (#14\*) on the agenda was the Attorney General Reports. There were none.**

**The fifteenth item (#15\*) on the agenda was to move into Closed Session pursuant to 21.5(1)(a),(d), and (f) of the Code of Iowa. Diane Venenga entertained a motion. Jim Steinkuehler made a motion that the Council go into closed session for the purpose of discussing closed session minutes, whether to initiate licensee disciplinary investigations or proceedings, and 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). Sadie Weekley seconded the motion. There was no further discussion. An individual voice vote was taken. Melissa Henderson-Aye, Diane Venenga-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Vicky Long-Hill-Aye, Nathan Fulk-Aye, Ric Martinez-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.**

The Council moved into Closed Session at 10:51am.  
The Council resumed Open Session at 11:57am.

The sixteenth item (#16\*) on the agenda was to vote on items discussed in the Closed Session.

- a) **Approval of April 7, 2022 Closed Session Council Minutes.** Diane Venenga entertained a motion to approve the Closed Session minutes from the April 7, 2022 Council Meeting. Ric Martinez made a motion to approve the Closed Session minutes from the April 7, 2022 Council meeting. Jim Steinkuehler seconded the motion. **An individual voice vote was taken. Ric Martinez-Aye; Diane Venenga-Aye, Melissa Henderson-Aye, Sadie Weekley-Aye, Jim Steinkuehler-Aye, Vicky Long-Hill-Aye, Nathan Fulk-Aye, Tiffany Creekmur-Aye; Chad Leonard-Aye. Motion carried 9-0.**

b) **Administrative Closure Cases**

**12-008:** Review for Administrative Closure. Interim Director Breckenridge summarized the facts of the case. **Diane Venenga entertained a motion. Melissa Henderson made a motion that the Council accept the recommendation to administratively close case number 12-008. Jim Steinkuehler seconded the motion. A group voice vote was taken. Motion carried 9-0.**

**18-010R:** Review for Administrative Closure. Interim Director Breckenridge summarized the facts of the case. **Ric Martinez entertained a motion. Sadie Weekley made a motion that the Council accept the recommendation to administratively close case number 18-010R. Nathan Fulk seconded the motion. A group voice vote was taken. Motion carried 8-(1)-Recusal-Venenga**

**20-022:** Review for Administrative Closure. Interim Director Breckenridge summarized the facts of the case. **Diane Venenga entertained a motion. Nathan Fulk made a motion that the Council accept the recommendation to administratively close case number 20-022. Tiffany Creekmur seconded the motion. A group voice vote was taken. Motion carried 9-0.**

c) **Voluntary Surrender Files**

**16-007R:** Review for Voluntary Surrender. Interim Director Breckenridge summarized the facts of the case. **Diane Venenga entertained a motion. Melissa Henderson made a motion that the Council accept the voluntary surrender for case number 16-007R. Sadie Weekley seconded the motion. A group voice vote was taken. Motion carried 9-0.**

**21-026:** Review for Voluntary Surrender. Interim Director Breckenridge summarized the facts of the case. **Diane Venenga entertained a motion. Tiffany Creekmur made a motion that the Council accept the voluntary surrender for case number 21-026. Melissa Henderson seconded the motion. A group voice vote was taken. Motion carried 9-0.**

**d) Decertification Files**

**12-002R:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Sadie Weekley made a motion on ILEA Case Number 12-002R that the Council send this case back to ILEA for further investigation. Jim Steinkuehler seconded the motion. A group voice vote was taken. Motion carried 8-(1)-Recusal-Leonard

**13-010R:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Melissa Henderson made a motion on ILEA Case Number 13-010R that the Council send this case back to ILEA for further investigation. Tiffany Creekmur seconded the motion. A group voice vote was taken. Motion carried 8-(1)-Recusal-Weekley

**15-013R:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Sadie Weekley made a motion on ILEA Case Number 15-013R that the Council find probable cause to establish a violation of the following provisions of the Iowa Administrative Code, 501 Iowa Administrative Code Rule 6.2(1)(f) and 6.2(2)(b) and order this case set for hearing. Melissa Henderson seconded the motion. A group voice vote was taken. Motion carried 9-0.

**16-005:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Nathan Fulk made a motion on ILEA Case Number 16-005 that the Council find probable cause to establish a violation of the following provisions of the Iowa Administrative Code, 501 Iowa Administrative Code Rule 6.2(2)(b), (2)(c), and (2)(e)(4) and order this case set for hearing. Tiffany Creekmur seconded the motion. A group voice vote was taken. Motion carried 9-0.

**16-009R:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Jim Steinkuehler made a motion on ILEA Case Number 16-009R that the Council find probable cause to establish a violation of the following provisions of the Iowa Administrative Code, 501 Iowa Administrative Code Rule 6.2(2)(b) and (e)(4) and order this case set for hearing. Melissa Henderson seconded the motion. A group voice vote was taken. Motion carried 9-0.

**17-011R:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Tiffany Creekmur made a motion on ILEA Case Number 17-011R that the Council find probable cause to establish a violation of the following provisions of the Iowa Administrative Code, 501 Iowa Administrative Code Rule 6.2(2)(b) and (2)(e)(4) and order this case set for hearing. Sadie Weekley seconded the motion. A group voice vote was taken. Motion carried 9-0.

**e) Proposed Order**

**20-025:** Diane Venenga entertained a motion. Melissa Henderson made a motion that the Council issue an order in case number 22ILEA0011, granting the Respondent's appeal to review, and setting the briefing schedule. Tiffany Creekmur seconded the motion. A group voice vote was taken. Motion carried 9-0.

AAG Traynor recused herself from this discussion.

f) **Proposed Decisions**

**11-002:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Sadie Weekley made a motion that Council not initiate review of the proposed decision in case number 22ILEA0006, and allow the proposed decision to become the final decision of the Council unless an appeal is taken by one of the parties within the time allowed by rule. Melissa Henderson seconded the motion. A group voice vote was taken. Motion carried 9-0. AAG Traynor recused herself from this discussion.

**17-019:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Melissa Henderson made a motion that Council not initiate review of the proposed decision in case number 22ILEA0016, and allow the proposed decision to become the final decision of the Council unless an appeal is taken by one of the parties within the time allowed by rule. Tiffany Creekmur seconded the motion. A group voice vote was taken. Motion carried 9-0. AAG Traynor recused herself from this discussion.

**18-001:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Nathan Fulk made a motion that Council not initiate review of the proposed decision in case number 22ILEA0019, and allow the proposed decision to become the final decision of the Council unless an appeal is taken by one of the parties within the time allowed by rule. Chad Leonard seconded the motion. A group voice vote was taken. Motion carried 9-0. AAG Traynor recused herself from this discussion.

**17-010:** Interim Director Breckenridge summarized the facts of the case. Diane Venenga entertained a motion. Sadie Weekley made a motion that Council accept the final decision as reviewed and presented today for case number 22ILEA0007. Chad Leonard seconded the motion. A group voice vote was taken. Motion carried 9-0. AAG Traynor recused herself from this discussion.

i) **Proposed Settlement Agreements**

**15-007R:** AAG Traynor summarized the facts of the case. Diane Venenga entertained a motion. Melissa Henderson made a motion that Council accept the agreement submitted by the parties on case 22ILEA0023, and issue an order permanently revoking the certification with no possibility of reinstatement. Tiffany Creekmur seconded the motion. A group voice vote was taken. Motion carried 9-0.

**17-012R:** AAG Traynor summarized the facts of the case. Diane Venenga entertained a motion. Nathan Fulk made a motion that Council accept the agreement submitted by the parties on case 22ILEA0022, and issue an order permanently revoking the certification with no possibility of reinstatement. Tiffany Creekmur seconded the motion. A group voice vote was taken. Motion carried 9-0.



The seventeenth item (#17\*) on the agenda was future Agenda Items. None

The eighteenth item (#18\*) was future Council meetings:  
Thursday, August 4, 2022 at 9:00am.

The Council adjourned at 12:36pm.

*Diane Venenga*      8/4/22  
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Diane Venenga, Vice Chair      Date  
Iowa Law Enforcement Academy