

Open Session Minutes

**IOWA LAW ENFORCEMENT ACADEMY COUNCIL MEETING**

October 6, 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: Tim Carmody, Chair and Chief, Council Bluffs Police Department  
Diane Venenga, Vice Chair and Chief, North Liberty Police Department  
Ricardo Martinez II, Public Safety Director, Chief, Nevada Police Department  
Nathan Fulk, Colonel, Iowa State Patrol  
Elizabeth Quinn, Sergeant, Story County Sheriff's Office  
Gene Beinke, Citizen Member, Clinton, Iowa  
Tiffany Creekmur, Lieutenant, Mason City Police Department  
Vicky Long Hill, Citizen  
Melissa Henderson, Officer, Cedar Rapids Police Department  
Sadie Weekley, Lieutenant, Marshalltown Police Department  
Jim Steinkuehler, Sheriff, Crawford County Sheriff's Office

Members Absent: 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

Staff Present: Sherry Poole, Interim Director, ILEA  
Jack Heuton, Financial Manager, ILEA  
Donna Hallstrom, ILEA  
Nicole Stevens, ILEA  
Jennifer Rico, ILEA  
Katy Fukuda, ILEA  
Laurie Bolsenga, ILEA  
Anna Voss, ILEA

Guests Present:

Ben Scholl, Coordinator, Hawkeye Regional Academy  
Srdjan Golub, Director of Community Education, Hawkeye CC  
Megan McGhee, Community Education Assistant, Hawkeye CC  
Tim King, Indian Hills Community College  
Joshua O'Dell, Indian Hills Community College  
Robert Ball, Ankeny Police Department  
Darien Smothers, Officer, Vinton Police Department  
Ben Parmater, Captain, Vinton Police Department  
Cori Flatt, Officer, Pleasant Hill Police Department  
Amy Kramer, Lt. Pleasant Hill Police Department  
Benoit Leroy, Officer, Marion Police Department  
Owen Dalluge, Officer, Iowa State University Police Department  
Amber Williams, Officer, Humboldt Police Department  
Joel Sanders, Chief, Humboldt Police Department  
Beau Hoppe, Clay County Conservation Board  
Will Horsley, Director, Clay County Conservation Board  
Lane Kline, State Center Police Department  
Jon Thomas, Chief, State Center Police Department  
Brock Hofland, Sheffield Police Department  
Ed Walthall, Chief, Sheffield Police Department  
Ryley Botsford, Marengo Police Department  
Benjamin Gray, Chief, Marengo Police Department  
Jessica Klinker, WestCom Dispatch  
Pete Roth, Chief, Clear Lake Police Department  
Logan Holzappel, WestCom Communications  
David Donovan, Director, Scott County Communications  
Tracey Sanders, Deputy Director, Scott County Communications  
Chris Jasper, Muscatine EMA  
Sarah McClure, Ames Police Department  
Michael Newton, Chief, Iowa State University Police Department  
Evan Johnson, LSA  
Angie Dobyms, Pottawattamie County Communications  
Blake Derouchey, Department of Homeland Security, EMA  
Zach Engstrom

Tim Carmody called the meeting to order.

Tim Carmody 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.

Tim Carmody began with the welcome and introductions of the Academy Council, ILEA staff and guests.

Tim Carmody 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 had a conflict with Item# 10 on the Open Session Agenda..

Tim Carmody had conflicts with Council Bluffs Residency Ordinances on the Consent Agenda.

The second item (#2\*) on the agenda was the approval of the May 13, 2022 Open Session Council Minutes. Tim Carmody entertained a motion to approve the minutes from the May 13, 2022 Council Meeting. Diane Venenga made a motion to approve the Open Session minutes from the May 13, 2022 Council meeting. Nathan Fulk seconded the motion. **A group voice vote was taken. All-Aye, Motion carried.**

The third item (#3\*) on the agenda was the approval of the August 4, 2022 Open Session Council Minutes. Tim Carmody entertained a motion to approve the minutes from the August 4, 2022 Council Meeting. Ric Martinez made a motion to approve the Open Session minutes from the August 4, 2022 Council meeting. Sadie Weekley seconded the motion. **A group voice vote was taken. All-Aye, Motion carried.**

The fourth item (#4\*) on the agenda was the approval of the September 1, 2022 Open Session Council Minutes. Tim Carmody entertained a motion to approve the minutes from the September 1, 2022 Council Meeting. Ric Martinez made a motion to approve the Open Session minutes from the September 1, 2022 Council meeting. Nathan Fulk seconded the motion. **A group voice vote was taken. All-Aye, Motion carried.**

The fifth item (#5\*) on the agenda was the approval of the Consent Agenda as presented. Tim Carmody read through the Consent Agenda. Tim Carmody entertained a motion to approve all items on the Consent Agenda except for the Residency Ordinances. Melissa Henderson made a motion to approve the Consent Agenda items except for the Residency Ordinances. Diane Venenga seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Recuse; Tiffany Creekmur-Aye. 10-Aye, 1-Recuse. Motion carried.**

Diane Venenga entertained a motion to approve the Residency Ordinances presented on the Consent Agenda. Melissa Henderson made a motion to approve the Residency Ordinances as presented. Elizabeth Quinn seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Recuse; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 10-Aye, 1-Recuse. Motion carried.**

The sixth item (#6\*) on the agenda was public comment. There was none.

The seventh item (#7\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-13.2(1) for Logan Holzapfel on behalf of WestCom Communications.

Jessica Klinker introduced herself to the Council and advised that Logan was not able to attend due to having to work the night shift, and that she would be presenting on behalf of Logan today. Jessica explained that Logan has already completed the APCO 40-hour Telecommunicator Training through WestCom. Jessica is requesting that Logan be granted an extension based on what the outcome is from the future discussion of Telecommunicator training.

AAG Traynor advised the Council that this extension is considered under the waiver provisions of Chapter 16. AAG Traynor reviewed for the Council the four factors the Council needs to consider when determining their decision. The next ILEA Telecommunicator 40-hour School will be held November 14-18, 2022. Logan's time will have expired (November 1, 2022) by then and failure to complete training could result in termination.

Tim Carmody entertained a motion. Sadie Weekley made a motion to approve the Petition for Waiver of Iowa Administrative Code Rule 501-13.2(1) for Logan Holzapfel and extend the time frame until March 1, 2023 for when she can become certified. Nathan Fulk seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The eighth item (#8\*) on the agenda was the Petition for Extension of Iowa Administrative Code Rule 501-3.1(1) for Ryley Botsford on behalf of the Marengo Police Department.

Interim Director Sherry Poole summarized for the Council the extent of Mr. Botsford's injuries that he sustained while attending the Basic Academy. The injuries were significant and he will require extensive surgery. His surgery is scheduled for October 17, 2022 and will require a 6-month recovery period. AAG Traynor reviewed for the Council the four factors the Council needs to consider when determining their decision.

Tim Carmody entertained a motion. Jim Steinkuehler made a motion to approve the Petition for Extension of Iowa Administrative Code Rule 501-3.1(1) for Ryley Botsford. Nathan Fulk seconded the motion. This will be a 180-day extension starting on 3/14/2023 and expiring on 9/10/2023. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The ninth item (#9\*) on the agenda was the Petition for Extension of Iowa Administrative Code Rule 501-3.1(1) for Brock Hofland on behalf of the Sheffield Police Department.

Interim Director Sherry Poole advised the Council that Brock Hofland has failed the PT test twice. He failed the run both times. The next Academy class begins after his 1-year anniversary date and so he is asking for an extension of time. AAG Traynor explained that the 180-day extension, if granted, would begin on December 1, 2022.

Chief Walthall advised that Officer Hofland was hired before he became the Chief. Chief Walthall stated that the hardship for his agency if the extension was not granted, would be that he would be the only officer. Mr. Hofland explained to the Council that the hardship for him is that he will be terminated and he has a wife and three children to provide for. He advised that he is training and trying to get his run time down. Due to the fact that Mr. Hofland was previously employed with Remsen Police

Department and used his PT scores to be hired with the Sheffield Police Department, the petition for extension needs to be changed to a petition for waiver. Chief Walthall requested to change the waiver to the following: Petition for Waiver of Iowa Administrative Code Rule 3.1(5) and also ask for an extension under 3.1(3) for 180-days.

Council members stressed the fact that they do not like to grant extensions due to applicants failing the PT test. Chief Walthall advised that the plan is to have Mr. Hofland attend the January 2023 Basic Academy. Mr. Hofland stated that he has been training and practicing the run every week.

Tim Carmody entertained a motion. Melissa Henderson made a motion to approve the Petition for Waiver of Iowa Administrative Code Rule 501-3.1(5), which will allow the time frame from which he is to be certified to start from his hire date with his current employer. Diane Venenga seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Nay; Sadie Weekley-Aye; Ric Martinez-Nay; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Nay; Vicky Long-Hill-Nay; Elizabeth Quinn-Nay; Tiffany Creekmur-Aye. 6-Ayes, 5-Nays. Motion carried.**

Tim Carmody entertained a motion. Melissa Henderson made a motion to approve the Petition for Extension of Iowa Administrative Code Rule 3.1(3) until January 3, 2023. Diane Venenga seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Nay; Sadie Weekley-Aye; Ric Martinez-Nay; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Nay; Vicky Long-Hill-Nay; Elizabeth Quinn-Nay; Tiffany Creekmur-Aye. 6-Ayes, 5-Nays. Motion carried.**

The tenth item (#10\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-2.1(5) for Lane Kline on behalf of the State Center Police Department.

Interim Director Sherry Poole summarized the facts of the case. Mr. Kline was arrested and charged with Possession of a Firearm on school grounds and Possession of Alcohol by a minor in 2014. The charges were expunged from his record. These charges were back when he was in high school. He had his hunting rifle in the back of his truck at the time he was arrested. Since this time, he has matured and is a volunteer Firefighter and has over 700 hours of community service. He is married and has children. He is asking to be a Reserve Officer for the State Center Police Department. AAG Traynor reviewed for the Council the four factors the Council needs to consider when determining their decision.

Mr. Kline explained to the Council the circumstances of the case. He stated that back when he was in high school, he participated in a lot of high school parties. Mr. Kline stated that he was going to the high school parking lot to pick up a friend who needed a ride. While they were still in the parking lot, a member of the janitorial staff called the police to report them. Police arrived and found alcohol and then they searched Mr. Kline's vehicle. Mr. Kline advised that he had his hunting rifle and bow in the back of his truck because he was going hunting the next morning. Chief Thomas advised the hardship for his agency is that hiring is very difficult. Mr. Kline has roots in State Center and he has a lot of community knowledge. He is also a mechanic and can assist when they have issues with their patrol vehicles. Chief Thomas plans on hiring him as a full-time officer in the future. Mr. Kline stated that he is a CPR instructor and an Officer with the Fire Department and has over 700 hours of community service with the Police Department.

Tim Carmody entertained a motion. Nathan Fulk made a motion to approve the Petition for Waiver of Iowa Administrative Code Rule 501-2.1(5) for Lane Kline. Jim Steinkuehler seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Recuse; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-**

**Aye; Gene Beinke-Aye; Vicky Long-Hill-Nay; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 9-Aye, 1-Nay, 1-Recuse. Motion carried.**

The eleventh item (#11\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-3.1(3) for Beau Hoppe on behalf of the Clay County Conservation Board.

Mr. Hoppe was previously granted an extension of time to become certified through September 28, 2022. The extension was granted as his wife had been diagnosed with cancer and was undergoing aggressive medical treatment. Petitioner's family continues to address the physical, emotional and social challenges of the ongoing treatment. Petitioner plans to attend the next Basic Academy and has support in place to assist his attendance. Director Horsley supported Mr. Hoppe's request for waiver.

Tim Carmody entertained a motion. Jim Steinkuehler made a motion to approve the Petition for Extension of Iowa Administrative Code Rule 501-3.1(3). Vicky Long-Hill seconded the motion. The extension is granted until the end of the May 2023 Basic Academy. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The twelfth item (#12\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Richard Pfarrer on behalf of the University of Northern Iowa Police Department. **This item was taken off of the agenda due to the Petitioner not needing the waiver any longer.**

The thirteenth item (#13\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Darien Smothers on behalf of the Vinton Police Department.

Vinton Police Department is in need of firearms instructors due to significant staff turnover the past year, which included firearms instructors. Captain Parmater indicated that Officer Smothers has the requisite skill set to become a firearms instructor. Officer Smothers has been a peace officer for just over 18 months. Officer Smothers testified he was an instructor for defensive tactics as a jailer and has three years of experience as a jailer. Due to the lack of instructors in the department, the Chief is the instructor for 12-20 officers while on the range. Officer Smothers is concerned with the department's need to maintain minimum qualifications.

Tim Carmody entertained a motion. Nathan Fulk made a motion to approve the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Darien Smothers with the stipulation that he will have a mentor present at training. Melissa Henderson seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The fourteenth item (#14\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Cori Flatt on behalf of the Pleasant Hill Police Department.

Officer Flatt has been a peace officer for about ten months. Officer Flatt testified she has military training through the Iowa Air Guard, through which she has had additional training driving vehicles. Her department does not have a precision driving instructor. Officer Flatt is concerned with the department's need to maintain adequate training without a departmental instructor. Captain Kramer agreed that Officer Flatt has the requisite skill set to become a precision driving instructor.

Tim Carmody entertained a motion. Gene Beinke made a motion to approve the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Cori Flatt with the stipulation that she will have a mentor present at training. Vicky Long-Hill seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

Council took a break at 10:25am.

Council resumed Open Session at 10:35am.

The fifteenth item (#15\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Amber Williams on behalf of the Humboldt Police Department.

Officer Williams has been a certified officer since December 2020 and wishes to become a Firearms Instructor for the Humboldt Police Department. Chief Sanders spoke to the hardship his agency has in regards to finding qualified officers who want to be firearms instructors. Chief Sanders believes that Officer Williams has the experience and knowledge to be a great instructor. Humboldt Police Department does not currently have a firearms instructor. She is a Taser Instructor for their agency and a Field Training Officer.

Tim Carmody entertained a motion. Diane Venenga made a motion to approve the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Amber Williams with the stipulation that she will have a mentor present at training. Sadie Weekley seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The sixteenth item (#16\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Owen Dalluge on behalf of the Iowa State University Police Department.

Officer Dalluge completed the Bicycle Patrol Officer School in April 2021. Officer Dalluge was certified on 9/16/20. Due to growth at ISU PD, the agency would like to train bicycle patrol officers in house – providing flexibility in scheduling and allow the agency to staff bicycle patrol teams. Officer Dalluge asserts surrounding agencies would benefit as well.

Tim Carmody entertained a motion. Melissa Henderson made a motion to approve the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Owen Dalluge with the stipulation that he will have a mentor present at training. Gene Beinke seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The seventeenth item (#17\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Benoit Leroy on behalf of the Marion Police Department.

Benoit Leroy completed the Defensive Tactics Instructor School in September 2022, but will not have three years of experience as a certified peace officer until December 2024. Officer LeRoy is looking to fill a need locally due to agency needs. The agency has lost 14 officers since 2019 and will be losing another 10 officers in the next 2 years. Officer Leroy has been enthusiastic about wanting to become a Defensive Tactics Instructor. Marion Police Department has two DT Instructors. Officer Leroy was approved to attend the last ILEA Defensive Tactics Instructor School in 2022.

Tim Carmody entertained a motion. Nathan Fulk made a motion to approve the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Benoit Leroy with the stipulation that he will have a mentor present at training. Diane Venenga seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The eighteenth item (#18\*) on the agenda was the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Robert Ball on behalf of the Ankeny Police Department.

Officer Ball completed the Defensive Tactics Instructor School in September 2022, but will not have three years of experience as a certified peace officer until September 25, 2023. Officer Ball has trained (11 yrs) and served as an instructor (9 yrs) in two different disciplines of martial arts, teaching both adults and adolescents. He has personally trained and taught in various parts of the US and South Korea as well. Officer Ball holds a 3rd Dan Black Belt in Hapkido and a 1st Dan Black Belt in Taekwondo. He has taught self-defense classes at Simpson College and has 8 years of combative and defensive tactics experience in the Army. Officer Ball advised that he would like to assist ILEA with defensive tactics training as well.

Tim Carmody entertained a motion. Melissa Henderson made a motion to approve the Petition for Waiver of Iowa Administrative Code Rule 501-4.2(1)(a) for Robert Ball. Diane Venenga seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The nineteenth item (#19\*) on the agenda was the approval of the updated FY2023 Fee Schedule.

ILEA has added a Bicycle School Administration Fee of \$30.00.

Tim Carmody entertained a motion. Gene Beinke made a motion to approve the updated FY2023 Fee Schedule. Melissa Henderson seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The twentieth item (#20\*) on the agenda was the review of the site visit for Indian Hills Community College to hold a Level II Basic Academy.

AAG Traynor summarized how the proceedings would take place. She stated that the Council Chair will direct the flow of the meeting. There will be an opportunity for Indian Hills to provide comments to the Council before they deliberate. There will be an opportunity for the Council members who conducted the site visit to provide their findings. There likely be a chance for public comment. Once the Council goes into deliberation, there will be no further discussion between parties.

Tim King, Criminal Justice Program Director, and Joshua O'Dell, Criminal Justice Instructor, were present on behalf of Indian Hills Community College.

Tim Carmody referred to the Site Visit Committee to share their findings. Ric Martinez, Council member, presented the findings from the site visit which was conducted on August 9, 2022. The site visit



committee consisted of two Council members and two ILEA staff members. Ric Martinez gave an overview of the findings:

Indian Hills Community College is located in Ottumwa, Iowa. In regards to their Criminal Justice Program, Indian Hills offers an Associate of Arts degree and Applied Science degree. Indian Hills is looking at building a new facility on campus grounds which should be finished sometime in the Spring of 2023. The expectation would be for the Level II recruits to drive back and forth every day for class. As of right now, Tim and Josh are the only instructors listed for Level II, but they will be looking to add additional instructors for the future. They will continue to offer all of their specialty classes, Reserve Officer training along with the Level II Basic Academy. There was a bond referendum that was approved to build the new Criminal Justice facility.

Tim King advised that the construction of the new building is slated to be completed by the end of May 2023 and they will be moving in sometime in June 2023. Tim King stated that the current building is well equipped and can be utilized for classes before June 2023. The intention is to add adjunct instructors for the Level II Academy classes. They will go through instructor development training before they start teaching. They will add additional equipment (i.e. vehicles) in the future once they have been approved to hold the Level II. Their initial application indicated that they would like to start a Level II in January 2023, but with restraints, they have pushed that back to March 2023.

Tim Carmody advised that the Council needs to look at the adequacy of the training facilities, technology, physical training, the current/proposed/approved instructors and curriculum, structure/discipline of recruits, adequacy of the written procedures for the program, documentation and student records, accommodations and nutrition, evaluations and communication with hiring agency and ILEA.

Ric Martinez continued with the findings of the site visit and reviewed each topic:

**1. Does the training center have facilities (support structure and resources) to adequately implement the curriculum and training goals? (Classroom, firearms range, driving course)**

It was found that the classrooms/technology/parking were adequate and in good working condition. As of today, Indian Hills only has one vehicle. They do not want to purchase additional vehicles until they have been approved. They have a contract with the Ottumwa Police Department to use their firearms range. Indian Hills advised that they will have an area inside the new facility to hold defensive tactics training with mats and movable walls for room clearings/searches. They will have a 180-degree use of force simulator which they can pull in their vehicle. They also have a firearms simulator on site. Tim King advised that they plan on utilizing the Eddyville drag strip area for driving courses. This track is 14-miles from their campus. Tim King advised that all recruits that attend their Basic Level II Academy would have to be sponsored or employed by a law enforcement agency. Joshua O'Dell summarized for the Council their Reserve Officer program and what that entails. Tim King stated that at this time, they would like to schedule two Level II Basic Academies per year, along with a couple of Reserve Academies. If the numbers are there, they may do three.

**2. Does the training center have software and technology sufficient to support and implement the curriculum goals? (Computers, Internet, Projectors, Whiteboards etc.)**

The facility has a computer lab which is available for all recruits. They will be set up in the system just like their college students. They will be given ID's and student emails. They will be set up in the Blackboard system (Learning Management System) which is where they keep track of all of their courses, every test they take, every grade they have and they can go into that program anytime to see where they are at.

**3. Is the curriculum at the training center:**

**a. Aligned with ILEA current practices and outlines?**

Tim King advised that they do not have their curriculum set yet. If approved, they would like to have a meeting with ILEA, use ILEA's Lesson Objectives, and then they would put together their curriculum. There is a concern about a viable and guaranteed curriculum with limited instructors on site and limited LP, course outlines, etc. available.

**b. Reviewed regularly? (not set up yet)**

**c. Uploaded to a common shared space? (not set up yet)**

**4. During classroom instruction, does the written curriculum align with the taught curriculum?**

**What is the evidence of alignment?**

(Curriculum is not established yet)

This was discussed as there are no lesson plans in place, nor systems in place to audit/observe all instructors. Tim and Josh are in each other's classes most of the time, they said, and are able to observe each other frequently.

**5. What is the instructor: student ratio for training? (Include classroom, driving, firearms, etc.)**

Tim King advised that Indian Hills would not exceed 20 recruits per Academy class and would go as low as 6.

**6. What is the current workload of each employed instructor? Provide a roster of instructors that includes the number of primary instructional hours and assisting instructional hours for each.**

Tim King and Joshua O'Dell are the only instructors scheduled as of 10/1/2022. Currently the instructors on staff have a heavy teaching load between Reserves, Indian Hills students (class sizes of 15), and outside specialty schools. The curriculum application submitted included a large number of classes assigned to King/O'Dell as placeholders. They understand they will need to hire another person to cover academics, caseloads, etc. Indian Hills did submit a list of possible instructors. There are twelve courses that still need instructors. There are several courses that Tim/Josh have placed their names as "place holders" on the application. They would need assistance from other subject matter expert instructors. The Lead Administrator of the program should outline which instructors or support staff they will need to hire, what credentials those instructors will need and a plan in case someone gets sick or is gone long term. A revised curriculum application should be submitted that is accurately reflective of the workload proposed to each assigned instructor.

**7. What is the validation and onboarding process for employed instructors? How often are instructors observed for effectiveness? How are they coached to provide support and improved performance?**

Indian Hills plans to use ILEA certified instructors and adjunct instructors. At the present time, they only have two instructors. There would be an Indian Hills staff member assigned to evaluate classes and instructors. This has not been established yet. There is some oversight by Indian Hills in an evaluative process, but overall not a system in place for observation, coaching, alignment and support. The Lead Administrator of the program should have a system in place for evaluations, observation and rubric/survey of effectiveness.

**8. What is the system in place for remediation or academic interventions if needed for students?**

The recruits will have access to the computer lab; library, tutors and counseling. Tim King advised that for DT and Firearms training remediation, they would work with the individual who is struggling and do everything they could to assist them. Tim stated that some recruits won't make it and may have to take the course over. He stated that he would not pass someone just to pass them. Joshua O'Dell stated that they want to mirror ILEA's training so that all recruits are being trained the same with the same standards. Not a set system in place for identification (outside of Blackboard which gives academic progress automatically when things are submitted) and remediation of recruits. Asked for ILEA to assist with our process to mirror.

**9. What is the validation and onboarding process for external instructors? (Contract, volunteer, etc) Is there a system for consistent feedback on the effectiveness of external instructors and their training?**

(Not established yet)

**10. Does the training center have written procedures regarding the conduct of students specific to the law enforcement training program, that clearly defines discipline, academic progress, etc.?**

Tim King stated that they still have to make some "tweaks" to the disciplinary procedures for police recruits. Indian Hills does have a Code of Conduct for their college students and the police recruits will have to follow those guidelines in addition to other rules.

**11. Do the procedures in item 10 apply to hours outside of instruction?**

Students will, for the most part, be from close surrounding areas and go home each night. Very few will stay in dorms on site with other Indian Hills students. Code of Conduct Addendum added to student handbook for Indian Hills that mirrors Hawkeye. No handbook specifically made for L2 Recruits. Would like to use ILEA's and change accordingly.

**12. Does the training center have written procedures regarding the conduct of instructors specific to the law enforcement training program?**

All outside instructors would be ILEA certified or adjunct instructors. There would be an Indian Hills staff member in charge of evaluating classes/instructors. Indian Hills needs to establish a code of conduct specifically focused for instructors with L2 Recruits.

**13. What is the process for registering or releasing students from the law enforcement training program? Provide the policy for review.**

No systems in place yet.

**14. Provide the policy for review on the maintenance of records.**

Academically tracked on Blackboard. Need to hire someone to do caseloads, etc. Right now they have a shared administrator to help. No current system in place that was verified for psychomotor examination. Indian Hills needs to create and submit a policy or system around record keeping for all areas—academics, practical, etc.

**15. Does the meal accommodation provide a healthy/safe environment? Is the location onsite or offsite? Are the meals provided of nutritional value?**

In the new building, the cafeteria will be right there. If they do not wish to eat there, they can go into town and eat at one of the restaurants or bring their own lunch.

**16. Do lodging accommodations provide a healthy/safe environment? Is the location onsite or offsite?**

Partner with local hotels, have dorms available with student population, but estimate most will be able to drive home each night.

**17. Provide the evaluations completed by recruits and department and other key stakeholders. Do the evaluations give an opportunity to provide feedback for systems improvements?**

Feedback surveys given to outside instructors.

**18. Provide the policy on Recruit Progress Reports to hiring agencies.**

Notifications would be worked out per agency/recruit. If an agency wants weekly notification, they will do weekly notifications. If a recruit is struggling or does not show up for class, they will contact the agency.

**19. Who is the identified primary and secondary POC to serve as liaison with ILEA?**

Tim King would be the primary contact. Josh O'Dell would be the secondary contact.

**20. Provide a training schedule for review.**

Indian Hills has not completed a training schedule yet. They are waiting for approval first.

**The Council asked Tim King, if the Council approved their application today, how could the Council be certain that Indian Hills would have all of the above items in place?**

Tim King stated that they do not have any facility issues at this time. If approved, then they will hire additional staff, set a curriculum/fees/instructors, meet with ILEA to set objectives. Tim King stated that they have a lot of little things to "tidy up" but don't want to do any of that until they are approved. Indian Hills does not provide academic credit for their academy at this time. Tim King stated that they are estimating the cost for their Level II Academy to be \$6,200.00 dollars per recruit. Any funds needed to purchase additional equipment/cars etc, will come out of the continuing education budget. Tim and Josh advised that at this time, they are only looking at a Level II Basic, but they are not ruling out sometime in the future, holding a Level I.

Interim Director Sherry Poole stated that she felt that after the site visit and after the discussion today, that there are some systemic gaps in their proposed application. Sherry asked if there was a system in place to ensure that the recruits would be getting the high level of rigorous training that they need. Tim King advised that they need ILEA's objectives in order to set their lesson plans and training. The Council had concerns that Indian Hills, at the present time, lacks instructors for their Level II program. There is no immersive experience on campus.

The discussion was opened up for public comment at this time.

Pete Roth, Chief, Clear Lake Police Department, stated that he supports Indian Hill's application for a Level II Basic Academy and likes the idea of community colleges having the ability to hold a Level I/Level II.

Council took a break at 12:25pm

Council resumed Open Session at 12:35pm

The Academy Council began deliberations at this time.

Nathan Fulk stated that there is still a lot of work to be done establishing a curriculum and finalizing instructors. Melissa Henderson agreed and felt that there were just too many gaps at the present time. Melissa advised that setting up a curriculum and lining up instructors takes several months. There was some discussion in regards to if the Council had authority to approve the Level II with specific conditions in place. Specifically, a two-step process. AAG Traynor advised the Council that ILEA's Administrative Rules state that they have two options. Approve as a Regional Facility, or disapprove as a Regional Facility. AAG Traynor advised that if the Council disapproves the application today, Indian Hills can come back and re-apply at a later date once they have all gaps filled or they can appeal the Council's decision. The Council agreed that curriculum/objectives should all be the same so the framework is the same across the state. There needs to be an audit system in place for Indian Hills and ILEA. Gene Beinke posed the question, "Do we want/need another Regional Academy in the state?" Tim Carmody answered by stating that the data right now shows that there is not a need for another Regional. Recruits are not being turned away from ILEA or other Regionals. ILEA has never had to turn anyone away. Sadie Weekley thought that there may not be a "need" but thought "timing" has become an issue for agencies.

Tim Carmody entertained a motion. Sadie Weekley made a motion to disapprove the Level II Regional Training facility for Indian Hills Community College at this time, and moved that the Council authorize the Chair to issue a written decision consistent with the discussion previously held. Melissa Henderson seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Nay; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 10-Aye, 1-Nay Motion carried.**

The twenty-first item (#21\*) on the agenda was the review of the site visit for Hawkeye Community College to hold a Level I Basic Academy.

Ben Scholl and Srdjan Golub were present on behalf of Hawkeye Community College.

Tim Carmody referred to the Site Visit Committee to share their findings. Ric Martinez and Sherry Poole gave an overview of the findings from the site visit which was conducted on August 11, 2022. The site visit committee consisted of two Council members and two ILEA staff members. Hawkeye Community College is located in Waterloo, Iowa. They currently hold a Level II Basic Regional Academy. Their DT/PT facilities are located on the main campus. Both classrooms have large whiteboards and projectors. The Firearms range has 10 turning/moving targets on the indoor range, and we have 20 additional stationary target stands outdoors, mats are available at both the ILEA location and

at the HESC building for Defensive Tactics. DT training Tools (Batons, Cuffs, bags, etc) are stored at the ILEA building but are transported to the training location as needed. They have 20 Ipads reserved for recruits. Ben Scholl advised that they have hired 35 new adjunct instructors. Hawkeye has a separate site that has classrooms and is close to the driving course and firearms range. Instructors are vetted and observed. Aligned with ILEA LP. The coordinator has been to Instructor School and is familiar with best practices. Feedback is given by Ben if needed. They use Google to share content and LPs are updated on a regular basis.

They have an indoor and outdoor firearms range. The police recruits do not stay on campus. Hawkeye has partnered with local hotels for a special rate for their recruits. There is no immersive experience on campus. There is a handbook and curriculum in place for their Level II. They have been running their Level II Basic Academy since 1979. They use Google Drive and Canvas for their learning management system. They primarily partner with surrounding agencies. Hawkeye stated that they do not have any intentions to hold more than one Level I per year. The class size would be capped at 20. They are looking at possibly hiring another staff member to assist Ben in the future. Ben is listed as teaching eight courses. They currently hold two Level II Regional Academies a year. They have a Simulation Room and a Splatter Room to do scenarios. The importance of "framework" was brought up. Ben stated that one of his goals for this process is to have the Level I Regional Academy make their Level II that much better.

The discussion was opened up for public comment at this time.

Pete Roth, Chief, Clear Lake Police Department, stated that he is in favor of Hawkeye to hold a Level I Regional Academy. He stated that in the future, the Academy will be full and there will be issues. He stated that we need to look toward the future and be flexible regarding training.

Michael Newton, Chief, Iowa State University Police Department, stated that he has hired several great officers who have come from Hawkeye's Regional program. He sees the value of having options. Chief Newton stressed that it can be tough getting officers into ILEA due to timing.

The Academy Council began deliberations at this time.

The Council stated that they value the partnership between ILEA and Hawkeye. Some members of the Council do not believe in "decentralizing" the Academy. Melissa Henderson spoke to the fact that they need to conform to a new generation and that law enforcement is different today than it was twenty years ago. Diane Venenga stated that part of their job is to maximize training opportunities and that ILEA has a great partnership with Hawkeye and they have seen quality officers coming out of Hawkeye. One of the concerns is what does this look like in the future for other community colleges who want to start a Regional Academy. Nathan Fulk posed the question of "what do other states do and how does it work? Does the framework in Iowa need to be changed?" Nathan Fulk stated that he believes that the framework in Iowa is working well and does not see a need to change it at this time. Tim Carmody stated that he is concerned that there are fundamental principles that we follow and that have to be in place, and if we start to sacrifice those, even to gain more people, training could suffer. Tim Carmody stated that the Council has options in this situation. The Council, if they agree, could approve Hawkeye to hold a Level I Regional Academy one time to see how it affects the system and how well it works. Then the Council could re-evaluate if they saw any issues and Hawkeye could re-apply to hold another Level I in the future. Ric Martinez stressed the importance of the immersion aspect. He stated that putting people together with different backgrounds, forcing them to live together and get to know each other is so beneficial to the

profession. The recruits have to live and interact with different ethnic groups and races and learn how to get along. This interaction will only make them better police officers once they are out on the street. The knowledge that they are going to get from that interaction, will equate to them and the people they have to deal with. Ric Martinez stated that he believes that conducting a Level I Regional Academy, where the recruits come to class and then go home every night, they lose the benefits of the immersion process. This is why he likes the centralized academy. Jim Steinkuehler stated that he believes that the officers coming out of the colleges are not as disciplined as the ones coming from the centralized academy. Melissa Henderson stated that there are advantages and disadvantages to both experiences and believes that the Council should look at all of the possibilities. Melissa brought up that there are smaller class sizes at Hawkeye then at ILEA, and this allows the students more one-on-one time with instructors and more reps. Tiffany Creekmur stated that her concern is making sure that all training/standards are the same across the board. There is fear that recruits may not get the same level of training at different academies. This could create a safety concern if the recruits are not gaining the knowledge they need to be successful out on the street. Elizabeth Quinn posed the question of "Where does ILEA see itself in 10 years?" It seems that the current trend is that the need for training is growing. How are we going to support that? Is ILEA working toward essentially growing? If ILEA is unable to grow with current and future trends, then Elizabeth advised that she would be more open to the idea of other Level I academies. The Needs Assessment that was conducted shows the past/current trends. The numbers show that there is not a need for another Level I at this time.

Tim Carmody entertained a motion. Diane Venenga made a motion to approve Hawkeye Community College to conduct a one-time Level I Regional Training Academy which must be completed by October 1, 2023, including that it be required to comply with all regulations for curriculum, approval of instructors, and with the protocols required by ILEA for all regional training facilities and authorize the Chair to issue a written decision consistent with the discussion previously held. Melissa Henderson seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Nay; Sadie Weekley-Aye; Ric Martinez-Nay; Melissa Henderson-Aye; Tim Carmody-Nay; Diane Venenga-Aye; Nathan Fulk-Nay; Gene Beinke-Aye; Vicky Long-Hill-Nay; Elizabeth Quinn-Nay; Tiffany Creekmur-Nay. 4-Aye, 7-Nay Motion denied.**

Council took a break at 2:00pm

Council resumed Open Session at 2:10pm

The twenty-second item (#22\*) on the agenda was the review of Telecommunicator Board/Training Discussion.

Sherry Poole gave a little background to Telecommunicator training. The Telecommunicator Training Board met back in August 2022. WestCom Communications and Ames Police Department have applied to hold their own 40-hour Telecommunicator training using APCO, NENA and the International Academy of Emergency Dispatchers (Scott County Communications uses this). Scott County currently conducts this training which was verbally approved by the former Director back in 2017. This training was never brought before the Academy Council for approval. There is a question regarding Iowa Code regarding who has the authority to approve these trainings.

AAG Traynor reviewed the legal aspects of whether or not the Academy Council has the authority to approve a Regional Training School for Telecommunicators under Iowa Code section 80B.13.

Jessica Klinker (WestCom), David Donovan, Director, Scott County Communications and Tracey Sanders, Deputy Director, Scott County Communications were present for this discussion.

David Donovan stated that Scott County received verbal approval from the previous Director, Judy Bradshaw, to hold their own 40-hour Telecommunicator training back in 2017. They have been conducting their own 40-hour training since that time.

AAG Traynor advised that per Iowa Code, the Academy Director/Interim Director could enter into an agreement with each specific agency regarding their own 40-hour training. The Director/Interim Director could include a sunset date as to when that training must be completed. The Director/Interim Director would then take that agreement to the Academy Council for their approval/disapproval.

**Interim Director Sherry Poole proposed the following agreements:**

**Scott County Communications:**

Telecommunicator Trainings must be approved in advance through the Iowa Law Enforcement Academy (501-13.3(1)). Interim Director enters into a limited agreement with Scott County Emergency Communications Center under Iowa Code section 808.12 upon consideration of a past verbal agreement (2017) in place with Scott County to hold their own training. This agreement is to provide a 6-month window to provide a single, limited training opportunity for SCOTT COUNTY EMERGENCY COMMUNICATIONS CENTER consistent with the terms below.

During this timeframe, the Public Safety Telecommunicator Training Board ("PSTTB") will meet to further investigate the validity of proposed teachings and the needs of the State of Iowa around an initial 40-Hour Basic Telecommunicator training. After careful review of the proposed curriculum and discussions around data and evidence gathered during the investigative period, the Board will then propose to the director of the Iowa Law Enforcement Academy what training(s) may be in the best interest to serve the people of Iowa.

**PARAMETERS OF TRAINING**

SCOTT COUNTY EMERGENCY COMMUNICATIONS CENTER and Interim Director enter into a LIMITED agreement under Iowa Code section 808.12 to hold a SINGLE training consistent with the requirements in 501 IAC Ch. 13 with the intent to revisit this entire issue upon the appointment of a Director.

***SPECIFICS OF AGREEMENT:***

- Scott County Emergency Communications Center may only train their own employees.
- If the training occurs on-line, it must take place when the telecommunicator can start and finish full sections of training without interruption.
- All training on-line or in-person must be completed by April 6, 2023.
- Attendance of training must be verified through certificate of completion which shows proficiency of learning.
- If training used is a national curriculum program, supplemental training specific to Iowa liability and legal issues would need to be provided from a subject matter expert.
- All instructors need to be approved by the Council (consistent with the Rules).

Tim Carmody entertained a motion. Jim Steinkuehler made a motion to approve the agreement between Scott County Emergency Communications Center and Interim Director Sherry Poole as set forth in the record, and give the Chair/Vice Chair of the Council the approval to sign off on the agreement. Melissa Henderson seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane**



Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.

### **Ames PD Communications Center:**

Telecommunicator Trainings must be approved in advance through the Iowa Law Enforcement Academy (501- 13.3(1)). Ames P.D./P.S. Communications Center has requested approval to hold their own 40-Hour Telecommunicator Training using NENA's established curriculums. This agreement is to provide a 6-month window to provide a single, limited training opportunity for AMES P.D./PS COMMUNICATION CENTERS.

During this timeframe, the Public Safety Telecommunicator Training Board (NPSTTB") will meet to further investigate the validity of the proposed teachings and the needs of the State of Iowa around an initial 40-Hour Basic Telecommunicator training. After careful review of the proposed curriculum and discussions around data and evidence gathered during the investigative period, the PSTTB will then propose to the director of the Iowa Law Enforcement Academy what training(s) may be in the best interest to serve the people of Iowa.

### **PARAMETERS OF TRAINING**

AMES P.D./P.S. Communications Center and the Interim Director enter into a ***LIMITED*** agreement under Iowa Code section 80B.12 to hold a ***SINGLE*** training consistent with the requirements in 501 IAC Ch. 13, with the intent to revisit this entire issue upon the appointment of a Director.

### **SPECIFICS OF AGREEMENT:**

- Ames P.D./P.S. Communications may only train their own employees.
- If the training occurs on-line, it must take place when the telecommunicator can start and finish full sections of training without interruption.
- All training on-line or in-person must be completed by April 6, 2023.
- Attendance of training must be verified through certificate of completion which shows proficiency of learning.
- If the selected training used is a national curriculum program, supplemental training specific to Iowa liability and legal issues would need to be provided from a subject matter expert.
- All instructors need to be approved by the Council (consistent with the Rules).

Tim Carmody entertained a motion. Tiffany Creekmur made a motion to approve the agreement between Ames Police Department/Communications Center and Interim Director Sherry Poole as set forth in the record, and give the Chair/Vice Chair of the Council the approval to sign off on the agreement. Sadie Weekley seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

### **Westcom Communications:**

Telecommunicator Trainings must be approved in advance through the Iowa Law Enforcement Academy (501- 13.3(1)). Westcom Emergency Communications has requested approval to hold their own 40-Hour Telecommunicator Trainings using the APCO established curriculums. This agreement is to provide a 6-month window to provide a single, limited training opportunity for WESTCOM EMERGENCY COMMUNICATIONS as set forth below.

During this timeframe, the Public Safety Telecommunicator Training Board (“PSTTB”) will meet to further investigate the validity of proposed teachings and the needs of the State of Iowa around an initial 40-Hour Basic Telecommunicator training. After careful review of the proposed curriculum and discussions around data and evidence gathered during the investigative period, the Board will then propose to the director of the Iowa Law Enforcement Academy what training(s) may be in the best interest to serve the people of Iowa.

**PARAMETERS OF TRAINING:**

WESTCOM EMERGENCY COMMUNICATIONS, and the Interim Director will enter into a LIMITED agreement under Iowa Code section 808.12 to hold a SINGLE training consistent with the requirements in 501 IAC Ch. 13 with the intent to revisit this entire issue upon the appointment of a Director.

**SPECIFICS OF AGREEMENT:**

- Westcom Emergency Communications may only train their own employees.
- If the training occurs on-line, it must take place when the telecommunicator can start and finish full sections of training without interruption.
- All training on-line or in-person must be completed by April 6, 2023.
- Attendance of training must be verified through certificate of completion which shows proficiency of learning.
- If the selected training used is a national curriculum program, supplemental training specific to Iowa liability and legal issues would need to be provided from a subject matter expert.
- All instructors need to be approved by the Council (consistent with the Rules).

In addition, the following Telecommunicators have already completed the APCO curriculum and standards consistent with approval from Interim Director Sherry Poole and the Council, their prior training will satisfy their initial 40 Hour training requirements.

Logan Holzapfel  
Chelsey Stadtmueller  
Brooke Wilson  
Mackenzie Taffae

Tim Carmody entertained a motion. Vicky Long-Hill made a motion to approve the agreement between Westcom Communications and Interim Director Sherry Poole as set forth in the record, and give the Chair/Vice Chair of the Council the approval to sign off on the agreement. Jim Steinkuehler seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weeldy-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The twenty-third item (#23\*) on the agenda was ILEA reports.

Interim Director Poole advised the Council that the 305 and 306 Basic Classes are doing well and things are going smoothly.

Donna Hallstrom updated the Council on Regional Academies. All five are currently in session. All classes graduating by December 2, 2022.

Specialty Schools are very busy and full. Interim Director Poole will be traveling for ILEA's Outreach program in the month of October/November.

Interim Director Poole updated the Council on Hy-Vee and the food issues. Things are going much better and the quality of food has improved immensely.

Laurie Bolsenga advised that the Reserve Office training NexTest will be phased out and ending on December 31, 2022. There are currently four Reserves that need to finish their training modules in this program.

The twenty-fourth item (#24\*) on the agenda was the discussion on Iowa Code 321.231B.

Under Iowa code 501 – 3.1(1) police agencies have the option to wait a year to send their newly hired officer to an approved law enforcement training facility. During this time, the agency may elect to allow this newly hired officer to work patrol before they become formally certified at a law enforcement academy. Iowa code 321.231 discusses the exemptions to the 321 code that officers have when responding to a true emergency. This includes pursuits of perpetrators of a felony or misdemeanor, response to an incident dangerous to the public, and response to fire alarms. 321.231(2) and 321.231(3) cover the specific exemptions.

There was a new section (321.231B) added to the code on May 24<sup>th</sup> 2022. This code discusses the training requirement necessitated for the officers to avoid liability for the consequence of any injury or loss arising from the operation of an authorized emergency vehicle in response to an emergency call or to an incident dangerous to the public.

**Sec. 4. Section 321.231, Code 2022, is amended by adding the following new subsection:**

**NEW SUBSECTION. 3A. A peace officer operating an authorized emergency vehicle may execute a pursuit intervention technique if such execution is reasonable under the circumstances based on the information perceived by the officer at the time, and the officer has completed a training course approved by the Iowa law enforcement academy that instructs participants in the proper execution of pursuit intervention techniques. For purposes of this subsection, "pursuit intervention technique" means a method by which a peace officer operating a motor vehicle in pursuit of a fleeing motor vehicle causes or attempts to cause the fleeing motor vehicle to stop, including by use of reasonable force. This subsection shall not be construed to limit a peace officer's objectively reasonable use of force in connection with a pursuit.**

**NEW SECTION CLARIFICATION:** You are granted the ability to do a PIT IF you have attended a course approved by ILEA.

**CONFUSION:**

- PIT is defined by code as: “*method by which a peace officer operating a motor vehicle in pursuit of a fleeing motor vehicle causes or attempts to cause the fleeing motor vehicle to stop including by use of **reasonable** force.*”
- This **COULD** be interpreted as termination techniques such as ramming, rolling road blocks, channeling, etc. These techniques are outside of typical PIT training which teaches officers to induce an oversteer condition in a fleeing vehicle in order to stop it.

**NEW SECTION CLARIFICATION:** Under section C, a peace officer or reserve officer must have completed an approved emergency vehicle operations course and any applicable continuing education requirements established or approved by the Iowa Law Enforcement Academy (ILEA).

*In short, an officer who has been hired by a police agency must complete an Emergency Vehicle Operations Course approved by ILEA before they have liability coverage when responding in emergency mode to a call. This includes those officers who have not attended an approved law enforcement training facility. Those officers who are waiting to attend a law enforcement training facility must successfully complete an emergency driving course conducted by an ILEA approved Precision Driving Instructor (PDI) before they are granted this liability.*

The twenty-fifth item (#25\*) on the agenda was Attorney General Reports. There were none

The twenty-sixth item (#26\*) on the agenda was to move into Closed Session.

Tim Carmody entertained a motion. Sadie Weekley made a motion that the Council go into closed session for the purpose of discussing closed session minutes, to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent, 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), (c), (d), and (f). Jim Steinkuehler seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Aye; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 11-Aye. Motion carried.**

The twenty-seventh item (#27\*) on the agenda was to vote on items discussed in Closed Session.

For time purposes, the only items from the Closed Session agenda that were discussed and voted on were items: #6, #8, #10, #11 and #12.

**Proposed Settlement Agreement ILEA Case# 17-009:**

Tim Carmody entertained a motion. Melissa Henderson made a motion that in Case 22ILEA0008, the Council approve the agreement written by the parties and suspend the officer’s certification for a period of 30-days. Tiffany Creekmur seconded the motion. **An individual voice vote was taken. Jim Steinkuehler-Aye; Sadie Weekley-Aye; Ric Martinez-Aye; Melissa Henderson-Aye; Tim Carmody-Aye; Diane Venenga-Aye; Nathan Fulk-Aye; Gene Beinke-Aye; Vicky Long-Hill-Recuse; Elizabeth Quinn-Aye; Tiffany Creekmur-Aye. 10-Aye; 1-Recusal. Motion carried.**

**Proposed Default Decision ILEA Case# 21-024**

Tim Carmody entertained a motion. Sadie Weekley made a motion that in Case 22ILEA0026, the Council not initiate review of the proposed decision 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 and

permanently revoke the officer's certification. Nathan Fulk seconded the motion. **A group voice vote was taken. 11-Aye, Motion carried.**

**Proposed Decision ILEA Case# 18-026**

Tim Carmody entertained a motion. Gene Beinke made a motion that in Case 22ILEA0021, the Council approve the findings of the ALJ and suspend the officer's certification for a period of 18-months. Elizabeth Quinn seconded the motion. **A group voice vote was taken. 10-Aye, 1-Recuse Motion carried.**

**Proposed Order ILEA Case# 20-025**

Tim Carmody entertained a motion. Diane Venenga made a motion that in Case 22ILEA0011, the Council approve the final decision and permanently revoke the officer's certification. Melissa Henderson seconded the motion. **A group voice vote was taken. 11-Aye, Motion carried.**

**Case Inquiry-Criminal Subpoena Compliance ILEA Case# 22-033 and 22-034**

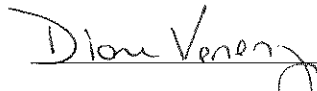
Tim Carmody entertained a motion. Elizabeth Quinn made a motion to approve the subpoena order allowing AAG Traynor to release all records pertaining to ILEA Case# 22-033 and 22-034 to the Iowa Attorney General's prosecutor in the case. Diane Venenga seconded the motion. **A group voice vote was taken. 11-Aye, Motion carried.**

The twenty-eighth item (#28\*) on the agenda was future agenda items. Nothing was presented.

The twenty-ninth item (#29\*) on the agenda was future Council meetings:

a) December 1, 2022 at 9:00am, Iowa Law Enforcement Academy-Camp Dodge

Tim Carmody entertained a motion to adjourn. Jim Steinkuehler made a motion to adjourn the meeting at 4:00pm.

 \_\_\_\_\_ 12/1/22  
Diane Venenga, Vice Chair Date  
Iowa Law Enforcement Academy Council

