



WILEAG Governing Board Meeting Minutes January 25, 2016

Attendance: Bayer, Pederson, Wellins, Peterson, Rosch, Scrivner, Otterbacher, Ruzinski, Stojkovic, Christopherson, Ferguson

Others in Attendance: Staff-Rick Balistreri, Katie Wrightsman, Mike Jungbluth (Temporary Program Manager)

- **Call to Order-Called to order at 9:08 am by President Peterson.**
- **Approval of the Minutes for December 21, 2015 meeting: Motion by Ruzinski/Second by Bayer. Motion approved.**
- **Closed Session. Motion by Ruzinski/Second by Bayer. Motion approved at 9:10 am.**

-Hartland PD Accreditation (Nimmer) Chief Rosch was excused from closed session during presentation. Chief Nimmer provided a final report for consideration. Motion by Bayer/Second by Ruzinski to approve accreditation for a period of 3 years from January 25, 2016. Motion approved.

Motion by Stojkovic/Second by Ruzinski to come out of closed session for presentation to Chief Rosch and to allow Chief Rosch to stay when going back into closed session for Winnebago Co. and Elkhart Lake. Motion approved at 9:212 am.

-Motion by Ruzinski/Second by Bayer to go into closed session. Motion approved at 9:37am.

-Winnebago Co. Accreditation (Frank). Chief Frank provided a final report for consideration. Motion by Ruzinski/Second by Scrivner to approve accreditation for a period of 3 years from January 25, 2016. Motion approved.

-Elkhart Lake Core (Jungbluth/Balistreri) Staff provided a final report for consideration. Motion by Bayer/Second by Ruzinski to approve Core Verification for a period of 3 years from January 25, 2016. Motion approved.

Motion by Ruzinski/Second by Bayer to come out of closed session at 10:28 am. Motion approved.

- **Report of Officers (President, Treasurer, Secretary)**

President-Greg Peterson reported on the annual attendance for the Board. Tammy Mayzik did not achieve the % of meetings for 2015, but has a desire to stay on the Board, along with the proxy Ann Wellins. Motion by Ruzinski/Second by Bayer to allow Mayzik/Wellins to remain on the Board. Motion approved.

Treasurer-Bob Rosch reported a current balance of \$35340.49. Motion by Ruzinski/Second by Wellins to approve the treasurer report. Motion approved.

Secretary-Bob Rosch reported that a breakfast count of 31 were planning on attending the WCPA Conference/WILEAG sponsored breakfast on February 9, 2016.

- **Reports of Standing Committees**

-Training Committee: Rick Bayer reported that CVMIC will be hosting a round table discussion on PTSD and this will be open at all WILEAG members for free. This will be on April 12, 2016. Additional CVMIC training reported by Rick Bayer and Rick Balistreri included topics on drones, suicide prevention for law enforcement, media relations, and Core Assessor webinar.

Mike Jungbluth also reported on upcoming Accreditation Manager training, Assessor training, and Advanced Assessor training.

-Outreach: Anna Ruzinski reported on the WILEAG Challenge coin and showed an example. 200 will be ordered based upon previous approval. The coins will not be available for the February 9 breakfast, but will eventually be distributed to all WILEAG agencies and may also be available to purchase additional ones if a department chooses.

-Standards Committee: Greg Peterson reported on the document he had shared with the Board in a previous email titled 3 year review of 4th edition standards. The March 2016 meeting will have specific time set aside for further discussion.

-Process: No report

- **Reports of Ad Hoc Committees-No committee reports**
- **Old and Unfinished Business**

-Secretary Position-The Board discussed the current situation of Bob Rosch serving both as Secretary and Treasurer as was put into place in 2014 with the understanding it would only be for one year. Todd Christopherson agreed to serve in the position but the only way to make that happen would be to elect Sheriff Matz to the secretary position, then he could assign Todd as the proxy. Motion by Wellins/Second by Ruzinski to elect Sheriff Matz to position. Motion approved.

-2016 Budget: Jim Scrivner passed out a proposed 2016 budget. After review by the Board, Motion by Ruzinski/Second by Bayer to adopt the 2016 budget. Motion approved.

-WILEAG Insurance: Jim Scrivner reported on his research at getting insurance quotes. He reported that many carriers find the organization challenging and were not committed to providing a quote. The decision was made to stay with Meisrow Insurance and the premium has been paid for 2016.

-Facebook Use and Website Costing: Nothing to report on the Facebook usage as that was previously approved for Katie Wrightsman to manage that process. Mike Jungbluth reported on his process to work through GoDaddy for website use. There was also discussion on achieving a cellphone for WILEAG, primarily to have a constant phone number for

the organization. Any calls would be routed to Mike's personal phone so he can address matters. There was an attempt to get government pricing on a cellular account, but that proved to be unavailable. Bob Rosch added an additional line under the Hartland PD contract with Verizon and WILEAG will be expected to reimburse the PD for that monthly cost.

-Program Manager: Prior to this meeting, the Executive Committee chose Mike Jungbluth to fill the Program Manager position on a 1 year basis. The Board position for the FBI National Academy rep held by Mike Jungbluth will be temporarily be left open. Mike reported on his progress so far and on the help he received from Rick Balistreri and Katie Wrightsman in the transition.

A break from the meeting agenda was held so that a presentation of accreditation recognition could be completed with the staff from Hartland PD (Chief Rosch, Lt. Kelsey, Accreditation Manager Viki Dobbertin), and then the staff from the Winnebago County Sheriff's Department (Sheriff Matz, Todd Christopherson, Lara Vendola-Messer, Jeff Meyer.

-Standards review: As previously noted, this will be added to the March 2016 meeting agenda as a topic of discussion. 30 specific topics will be discussed.

- **New Business**

-De confliction Standard Discussion-This will be a March 2016 meeting agenda item

-CORE Process/Additional Requirements: The Board discussed a number of topics related to how CORE assessments should be managed so as to avoid confusion by the agency. It was decided that the assessors should share feedback with each other first, then a single message is given to the agency. In addition, the Program manager will assign one of the assessors to be the "Team Leader" for a point of contact. The Board also discussed several other ideas, such as doing a one day on-site for the CORE agencies and requiring the agency to do a mock. No decisions were made on these two topics.

- **Administrative Matters (Staff Report)-No staff report.**
- **Adjournment-Motion by Ruzinski/Second by Christopherson. Motion approved. Adjourned at 1:51 pm**

Next Meeting: Monday, February 22, 2016 9:00 am. CVMIC office.