



WILEAG Governing Board Meeting Minutes

May 2, 2016

The meeting, held at the CVMIC offices in Wauwatosa, was called to order at 0903 by Greg Peterson. There was a quorum with 10 of 14 Board members- Peterson, Christopherson (Matz proxy), Ruzinski, Cole, Ferguson, Scrivner, Bayer, Wesson, Mayzik, Stojkovic, Program Manager Jungbluth, Program Assistant Katie Wrightsman. Guests included Rick Balistreri (CIVMIC), and Lara Vendola-Messer (Winnebago County Sheriff's Office). Rosch, O'Keefe, Otterbacher, and Palmer excused.

After review, the minutes of the March 28, 2016 meeting were approved on a unanimous voice vote following a motion by Bayer, seconded by Ruzinski.

Committee meetings and reports- none

Officer reports

President- Provided a copy of the Treasurer's Report submitted by Rosch. ***After review, the Treasurer's Report was approved on a unanimous voice vote following a motion by Ruzinski, seconded by Scrivner.***

Wrightsmen is currently working on the new Standards manual, as well as a crossover "4.1" document; both of which are nearly complete. ACRs will be next item she works on. May 2, 2016 will be the listed review date for all standards within the manual.

Special Announcement – Today is Jim Scrivner's last meeting. Scrivner has been a charter member of the Board since its second meeting in 1996. It was noted that without his commitment and dedication, we would be struggling and would have far fewer participating agencies. The Board presented Scrivner with an award in recognition of his dedication and commitment to WILEAG.

Secretary – no report

Staff Report - Program Manager Jungbluth sent a written report to the Board in advance of the meeting.

April 1 Program Manager training was well attended with 28 participants representing 13 agencies. After the training was complete, all of the trainers agreed that it is time to re-tool the class, noting slides and teaching topics should make an overall shift to electronic files.

Pro-phoenix and Lexipol are both moving forward with document handling and distribution systems, and will work to incorporate the new WILEAG standards once adopted.

Jungbluth will be connecting with Deer Creek to see if there is an interest in becoming an official WILEAG sponsor.

Total number of agencies signed on to date is 73 (3 yet possibly pending).

Large Agency Protocol- Ruzinski reported on progress made by the Large Agency Sub-committee (which also included Jungbluth and Wellens). The process Milwaukee PD plans to use for randomly selecting districts is solid. The discussion focused on how to ensure all districts are complying with the standards. The committee decided to allow for a random sampling of districts and to supply one proof for all standards. The requirement of providing two proofs for higher risk standards was discussed but it was later decided that one proof was sufficient to demonstrate compliance. Procedurally, the random sample would not be determined until 60 days prior to the onsite. If for some reason the selected district would be N/A for the standard, the randomizer would select another district. Milwaukee PD will include the randomizer process as part of compliance review during the on-site.

Following a motion by Ruzinski, seconded by Stojkovic, at 0929 hours the Board convened in closed session on a unanimous voice vote.

West Allis PD re-accreditation hearing and decision. The written on-site report had been sent to the Board in advance of the meeting. Team Leader Captain Jill Kallay provided a summary covering the process and findings. She then responded to specific questions from Board members which included certain required proof for standard 1.4.4.5. Discussion followed. ***There was a motion by Ruzinski, seconded by Cole and passed on a unanimous voice vote to grant WILEAG accreditation under the 4th Edition for a period in three years, effective May 2, 2016.***

Following a motion by Mayzik, seconded by Bayer, at 1005 hours the Board reconvened in open session on a unanimous voice vote.

Final Standards Review – Greg Peterson sent several Standards Review documents in advance of the Board meeting. The remaining standards that were tabled at the March 28, 2016 Board meeting were subsequently reviewed as follows:

- Change #42- approved
- Change #45- 6.6.3.5 change to status offenders only
- Change #47- approved

Change #48- inclusion of disabled person's statutes approved
Change #58- title only approved
Change #62- Approved
Move 7.2.8 to new dimension 7.2.4.7- approved; delete standard 7.2.8
Chapter 11 changes- approved
Proposed new 6.3.11 PDMP law- approved

There was a motion by Ruzinski, seconded by Ferguson, to approve the changes as discussed, including the addition of the newly proposed 6.3.11 and to amend 1.4.4.5 to "read, acknowledge, and understand". The motion passed on unanimous voice vote.

Announcement of Re-Accreditation Decision – West Allis PD –Captain Bayer and Accreditation Manager Sgt. Phil Noche were present representing the department. Peterson informed them of the Board's decision to grant re-accreditation status for the third time. They were advised as to the timing of the formal award presentation at the Winter Chief's Association Conference and that a local presentation could be made beforehand if they requested.

By Law Change- Designated Seat

At the March 28, 2016 Board meeting it was discussed that the departure of Scrivner will leave a vacant Board seat which was designated for the Insurance Alliance representative. The Insurance Alliance is no longer interested in filling the Board seat, so the by-laws need to be changed to allow for another member. Discussion ensued regarding Designated Board seats which have indefinite terms versus At-large Board seats which have specific terms.

Ruzinski make motion to change the Designated Insurance Alliance seat to an At-large seat with preference of non-law enforcement representation, seconded by Scrivner. Discussion ensued regarding interpreting or amending the Insurance Alliance Designated seat as encompassing all segments of the insurance industry to include CIVMIC or risk management agencies. Scrivner reminded the Board that WILEAG by-laws require that Designated Board seats be filled by appointment letter from the sanctioning body. ***Following analysis of this information, the original motion as made by Ruzinski, seconded by Scriver was reaffirmed and passed on unanimous voice vote.***

Next meeting – Confirmed: at CVMIC, Monday, June 27, 2016 at 9:00AM

The meeting was adjourned at 12:04 on unanimous voice vote following a motion by Scrivner, seconded by Ruzinski.

Respectfully submitted,

Todd Christopherson, Secretary