



## **WILEAG Governing Board Meeting Minutes 24 February 2014**

The meeting, held at CVMIC offices in Wauwatosa, was called to order at 9:03AM by Greg Peterson. There was a quorum with 9 of 14 Board members (Bayer, Corr, Christopherson (Matz proxy), Kohl, Peterson, Ruzinski, Wellens (Mayzik proxy), Rosch and Otterbacher present. Jungbluth arrived while the meeting was in progress. Guests included Mark Ferguson (WI-PAC), Stephanie Pederson (new DOJ rep & soon to be proxy for O'Keefe), Lara Vendola-Messer (Winnebago County Sheriff's Office), Steve Kopp (Team Leader) Chief Brad Keil and Capt Noel Kakuske (Middleton Police Department).

*After review, the minutes of the 20 January 2014 meeting were approved on a voice vote following a motion by Wellens and second by Ruzinski.*

**Middleton PD accreditation hearing and decision.** The board went into executive session at 9:13am. The written on-site report had been sent to board members in advance of the meeting. Team Leader Chief Steve Kopp and team member Lara Vendola-Messer provided a summary covering the process and findings. Chief Kopp then responded to specific questions from Board members. Discussion followed. *There was a motion by Ruzinski, seconded by Kohl and passed on a voice vote to grant reaccreditation under the WILEAG 4<sup>th</sup> Edition to the Middleton Police Department for a period of 3 years, effective 2/24/2014.*

*The Board reconvened in open session on a voice vote following a motion by Ruzinski and second by Wellens.*

### **OFFICER REPORTS**

#### **President's report**

Peterson sent a letter to Chief Schauf of the Baraboo PD informing him of the Board's January decision to grant reaccreditation to the Baraboo PD. Conditions were attached to the letter.

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Secretary's report - none

Treasurer's report.

Rosch reported a balance of \$18007.60 in the US Bank checking account, \$1630.94 in the Chase checking account and \$0 in the Money Market account with total cash of \$19638.54. The cash in the Money Market was transferred to the checking account per Board approval. ***After review, the treasurer's report was accepted on a voice vote following a motion by Ruzinski and second by Corr.***

**OLD BUSINESS**

**Winter conference** Program manager noted this conference was the best thus far with 5 agencies seeking additional information on the full accreditation process and 7 agencies seeking more information on the Core Standards Program. The reputation of WILEAG seems to be consistently improving and growing.

**Vacant Board seat**

The WI-PAC representative should be named at their next meeting in early March.

**Core Standards Program**

There was considerable discussion about initial reactions to the program and what, if any, adjustments should be made at this time. The focus was on the agency size eligibility threshold, fee structure and assessors (pay, agency contributions.....). Ultimately the following decisions were made:

1. The population threshold was re-affirmed by lack of formal action to change it.
2. ***With the condition that it be reviewed a year from now, the fee structure for the Core Standards Program was modified to include only an application fee of \$100.00 (onetime cost) and a \$300.00 annual fee on a motion by Ruzinski and second by Corr which passed on a voice vote.***
3. Assessors; ideas on how to get more assessors, paying/not paying assessors and impacts on fees and agencies getting involved, discussion on retirees becoming assessors. CEO assigning personnel to be assessors and consequences when agencies don't provide assessors.

***Motion was made by Bayer and seconded by Rosch which passed on a voice vote to change the requirement to reflect that agencies make a commitment to have 1 assessor in a 3 year accreditation cycle and for assessors to participate in training***

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What to do for a penalty for failure to comply with agency commitment will be forwarded to a committee (to be formed) for its review and assessment on how to move forward.

**WRIGHTSTOWN CORE STANDARDS PROGRAM:** Only notable challenge was items identified as “NOT APPLICABLE” specific to the communications center. Agency was informed they needed to comply with the communications standards, which was completed.

***There was a motion by Rosch, seconded by Bayer and passed on a voice vote to grant verification recognition, under the WILEAG Core Standards Program, to the Wrightstown Police Department for a period of 3 years, effective 2/24/2014.***

Chief Brad Keil and Capt Noel Kakuske of the Middleton Police Department joined the meeting. Discussion followed regarding their on-site and the Board's decision. Peterson advised a formal presentation would be made at the summer Chiefs' conference and that a WILEAG representative would make a local presentation at a venue of the agency's choosing.

### **COMMITTEE MEETINGS**

**Training-** Not live with all webinars, working on Adobe connect. Ideas on future Webinars, looking for content on these subject areas: 1) Top 5 challenges for accreditation and re-accreditation. 2) Changes made by the board; 5-10 minute webinar. 3) Common errors made by assessors 4) What to expect with 4<sup>th</sup> edition. No good #'s yet on attendance reference mentor series. Policy development training was canceled.

Had a training opportunity presented by Milwaukee PD for May & October, they are looking for sponsors, CVMIC assessing content and their level of support. Discussion that at a minimum the WILEAG Assessment Team for Milwaukee's accreditation group should attend. The training is larger agencies.

**Outreach** – Reach out to GM and other police supporters such as Blauer and 511. Discussion on WILEAG members receiving discounts from these suppliers in support of Accreditation. Will reach out to Verizon. Continue to work on rolling out Core Standards Program.

**Process / forms** – Begin working on Assessors procedure for the on-site assessment that matches the expectations shared with the 4<sup>th</sup> edition Accreditation Standards.

**Standards-** No report

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**New business**

None

**Staff report**

Previously submitted. There were no questions or comments

***The meeting was adjourned at 1:15PM on a voice vote following a motion by Wellens and second by Ruzinski.***

***Respectfully submitted***

***Jim Scrivner, Secretary***

*(based on notes and input graciously provided by Lisa Otterbacher, Rick Balistrieri and Greg Peterson)*