



# WILEAG Governing Board Meeting Minutes

February 24, 2023

The dual format meeting held in-person at the CVMIC offices in Wauwatosa and virtually via Zoom, was called to order at 1005 hours by President Mark Ferguson.

Present: Ferguson, Nasci, Grill, Christopherson, Peterson, Styka, Pederson, Jaeger, Zilavy, Groszczyk, Nimmer, Braun, and Misko.

Excused: Stojkovic, Palmer, and Hingiss

Others: Katie Wrightsman, Dan Meyer, and Lara Vendola-Messer

The minutes from the January 13, 2023 meeting were sent in advance of the meeting. ***After review, the meeting minutes of the January 13, 2023 were approved on a unanimous voice vote following a motion by Braun, seconded by Pederson.***

## **Standing and Ad-hoc Committee Reports**

- **Training Committee-** Styka reviewed the upcoming training events occurring at CVMIC which included WILEAG Accreditation Manger and Assessor training. While discussing the calendar of events, using the WILENET website to advertise WILEAG training was discussed. There was consensus amongst the Board to use this platform as an additional means to attract enrollment.
- **Standards and Process Committee –** Nothing to report
- **Outreach Committee –** Misko reported having contact with several police chiefs who are interested in pursuing accreditation. Wrightsman reported the enrollment of several new agencies to include Winneconne PD and Horicon PD for the CORE program and Grafton PD for full accreditation. Vendola-Messer reported she was afforded the opportunity to provide a brief overview of accreditation at the recent new chiefs and sheriffs training. Ferguson and Nasci advised they will be participating in a Lexipol webinar on March 7, 2023 that discusses the benefits accreditation.

- **Large Agency Committee** – Nasci reported that Milwaukee PD completed their one-day mock assessment and overall things went well. He confirmed they were adhering to the assessment requirements which includes the use a randomizer program to select standards for review. The formal on-site review will occur May 22-26, 2023 with Deputy Chief Bob Fletcher serving as the Team Leader.

## **OFFICER’S REPORTS**

- **President’s Report** – Ferguson discussed the anticipated absence of a Board member and the requirement of attending more than half of the Board meetings annually to remain in good standing. He also reviewed the provision in place to allow a Board member with deficient attendance to remain in their role. Following discussion, there was consensus amongst the Board to use the existing process to address any long-term absences rather than pursue special Board action. Next, Ferguson reviewed that during the last Board meeting he was asked to send out a letter to participating agency chiefs and sheriffs reviewing the requirement to provide assessors for on-site assessments. The letter would outline that agencies who fail to meet this requirement may see increased annual fees, additional on-site assessment fees, or their request for re-accreditation may not be acted upon by the Board. Ferguson informed the Board that he intentionally delayed sending out this letter as he felt the timing was not good following the complaints that were received regarding the 2023 Annual Dues invoices. Now that this issue has been resolved, he will be sending out this letter. To create additional transparency, Wrightsman will add chiefs and sheriffs to her distribution list when soliciting assessors and team leaders for agency on-sites.
- **Vice President’s Report** – Nothing to report.
- **Treasurer's Report** – The financial report completed by Grill was submitted to the board in advance, and detailed a current balance of \$65,007.54. Following discussion and review, ***a motion was made by Nimmer, seconded by Jaeger and passed on a unanimous voice vote to accept the Financial Report.***
- **Secretary’s Report** – Nothing to report.

**Staff Report**- Wrightsman reviewed the Executive Director's report that was provided in advance of today's meeting. Accreditation Manager training is scheduled at CVMIC for March 10, 2023 with 17 students enrolled. Assessor Training is scheduled at CVMIC for March 14, 2023 with 18 students enrolled. Wrightsman also reported that to provide geographical variety, the fall training sessions for each of these programs will occur at Middleton PD.

## Old and Unfinished Business

**2023 Annual Dues Amended Invoices-** In December 2022, payment options for annual dues were approved to include the availability of electronic payment. While the annual dues amount remained the same, additional user fees created discrepancy between the invoice that was sent to agencies and the required final payment. A letter was sent to each participating agency wherein WILEAG apologized for the confusion and accepted responsibility for not doing a better job communicating newly enacted changes. At their request, participating agencies were subsequently sent an amended invoice that showed the actual amount owed depending on the payment option they chose. In retrospect, the short time frame between approving changes and sending out invoices was not beneficial. Moving forward, there was consensus amongst the Board to be more deliberate in the future when enacting operational changes of this magnitude.

**Cyber Liability Insurance Policy-** Included in the annual renewal of WILEAG's insurance policies was a quote for cyber liability coverage. Grill reviewed with the Board the additional costs, deductibles, and policy limits. Because WILEAG does not maintain any personally identifying information, the only exposure to a cyber-attack would be if our website was held for ransom. After discussion and review, *there was a motion by Ferguson, seconded by Nasci, and passed on a unanimous voice vote to forego cyber liability insurance coverage and purchase an external hard drive to backup WILEAG's website and any electronic files.*

## New Business

**Board Member Practices/Procedures Questions – None**

**Winnebago County Dispatch Extension Request-** Sheriff John Matz submitted a written request to extend the certification of the Winnebago County Dispatch Center for an additional year to encompass the 2021-2024 assessment period. The request was being made so the dispatch certification and law enforcement accreditation cycles better aligned. After discussion and review, *there was a motion by Nasci, seconded by Pederson, and passed on a unanimous voice vote with Christopherson abstaining to extend Winnebago County Dispatch certification status for an additional year to encompass the 2021-2024 assessment period.*

## Agency Accreditation Review

*Following a motion by Braun, seconded by Misko, at 1058 hours the Board convened in closed session following unanimous voice vote.*

**Evansville PD-** The written report was sent to board members in advance of the meeting. Team Leader Chief Dan Meyer provided a summary of the process and responded to specific questions from Board members. After discussion and review, *there was a motion by Braun, seconded by Nasci, and passed on a unanimous voice vote to grant WILEAG reaccreditation status for a period of three years to Evansville PD, effective February 24, 2023.* Evansville PD will be invited to the next Board meeting for formal recognition of their accredited status.

**Middleton PD-** The written report was sent to board members in advance of the meeting. Team Leader Captain Lara Vendola-Messer provided a summary of the process and responded to specific questions from Board members. After discussion and review, ***there was a motion by Misko, seconded by Jaeger and passed on a unanimous voice vote to grant WILEAG reaccreditation status for a period of three years to Middleton PD, effective February 24, 2023.*** Middleton PD will be invited to the next Board meeting for formal recognition of their accredited status.

***Following a motion by Misko, seconded Jaeger, at 11:25 hours the Board reconvened in open session following unanimous voice vote.***

***The meeting was adjourned at 11:27 hours on a unanimous voice vote following a motion by Misko, seconded by Nasci.***

**Next meeting** – Monday March 27, 2023 in-person at CVMIC and via Zoom.

Respectfully submitted,  
Todd Christopherson-Secretary