

**Law Enforcement Training (LET) Subcommittee
Meeting
28 May 09
Professional Development Center
West Virginia State Police Academy
Dunbar, WV**

Members Present: Colonel D Murphy
Sheriff M Rutherford
Retired Chief I Lee
Retired Lieutenant T Miller
Retired Lieutenant S Walker
Ms S Singleton

Members Represented By: Colonel T Pack by
First Sergeant C Tilley
Chief K Gessler by
Chief T Stover

Members Absent: Ms P Hamilton

There remains a vacancy open from the prior resignation
of the public at large representative.

Staff Present: Retired Captain C Sadler
Ms L Boggess

First Sergeant Tilley, Chair of the LET Subcommittee called this 28 May 09 meeting of the LET Subcommittee to order at 10:07 a.m. This meeting was held at the Professional Development Center (PDC) on the grounds of the West Virginia State Police Academy. Eight (8) members of the LET Subcommittee were either present or represented by a designated individual.

First Sergeant Tilley initiated discussion on agenda item 1 by indicating to the members that a copy of the 30 Apr 09 LET Subcommittee meeting minutes had been mailed as part of the agenda packet for this meeting. First Sergeant Tilley asked if there were any corrections or additions to be made concerning these minutes. There were none offered so he asked if there was a motion to be made concerning their acceptance.

Sheriff Rutherford made a motion, seconded by Retired Chief Lee, that the minutes of the 30 Apr 09 LET Subcommittee meeting be accepted as presented. There being no questions or comments made on the motion First Sergeant Tilley called for questions and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley then initiated discussion on agenda item 2 by asking Retired Captain Sadler to give the LET Fund Financial Report. Retired Captain Sadler advised that as reflected on the financial report sent as part of the agenda packet that there was \$413, 006 in the LET Fund as of the date the report was prepared. He advised that the funds approved during the 30 Apr 09 LET Subcommittee meeting from the LET Fund for the reimbursement of salaries of five of the Academy's civilian support staff had been awarded under other funds available within the DCJS Office accounts. As such those funds remained in the LET Fund available for awarding/use by the subcommittee members for training related activities as approved by them.

Retired Captain Sadler continued that all of the tuition payments for the 138th Basic Class, that had recently graduated, had been received and were reflected within the \$413,006 figure reflected in the LET Fund Report. He further noted that invoices for the tuitions for officers now attending the 139th Basic Class had been mailed earlier this week. As such there was approximately \$85,000 in pending tuition payments to the LET Fund that were not reflected within the \$413,006.

First Sergeant Tilley noted the application for funding for the 139th Basic Class would be submitted in time for consideration/approval at the 25 Jun 09 LET Subcommittee meeting. The amount to be requested would be approximately \$140,000. Retired Captain Sadler advised that there was still approximately \$60,000 available in the other DCJS funds that could be directed towards this cost, leaving \$90,000 to be funded from the LET Fund.

First Sergeant Tilley asked if there were any questions or comments to be made concerning the LET Fund Financial Report. Hearing none he asked if there was consensus approval to accept the report as presented. Such approval was indicated by the members present.

First Sergeant Tilley then initiated discussion on agenda item 3 by advising that the below listed officer was seeking to be approved as a certified instructor in the areas of expertise reflected:

Sergeant L Stephens
West Virginia State Police

Police Firearms Instructor – Handgun
Police Firearms Instructor – Shotgun
Police Firearms Instructor – Patrol Rifle

First Sergeant Tilley asked Retired Captain Sadler if this Trooper met the qualification requirements to be so approved. Retired Captain Sadler advised that he did and recommended that he be approved as a certified instructor in the areas listed. First Sergeant Tilley asked the members if there was a motion to be made concerning the recommendation made.

Sheriff Rutherford made a motion, seconded by Chief Stover, that this individual be approved as a certified instructor in the areas of expertise listed.. There being no questions or comments made on the motion First Sergeant Tilley called for questions and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley then initiated discussion on agenda item 4 by advising that the below listed officers were previously approved certified instructors seeking to be approved as a certified instructor in the additional areas of expertise reflected:

Corporal R Knight
Huntington Police Department

Defensive Tactics

Corporal W Nunley
Nicholas County Sheriff's Office

PPCT – Ground Avoidance/Ground Escape

Sergeant T Riffe
Wyoming County Sheriff's Office

Crime Scene Processing
Interview and Interrogation
Report Writing
Injury and Death Investigations
Investigation of Sex Related Offenses
Evidence Collection and Processing

First Sergeant Tilley asked Retired Captain Sadler if these instructors met the qualification requirements to be so approved. Retired Captain Sadler advised that he did and recommended that they be approved as a certified instructor in the additional areas listed. First Sergeant Tilley asked the members if there was a motion to be made concerning the recommendation made.

Ms Singleton made a motion, seconded by Sheriff Rutherford, that these individuals be approved as certified instructors in the additional areas of expertise listed..

There being no questions or comments made on the motion First Sergeant Tilley called for questions and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley then initiated discussion on agenda item 5 by indicating that this item addressed recommended classes to be approved for annual or supervisory in-service credit for officers attending. Items 5A-5C addressed training to be presented during the 2009 Training Year that ran through 9 Jul 09 and Items 5D-5E addressed training to be presented during the 2010 Training Year during the dates of 10 Jul 09 to 9 Jul 10. First Sergeant Tilley advised that each sub item would be presented, discussed as necessary and a motion made concerning it.

First Sergeant Tilley presented agenda item 5A to the members indicating that these were training classes that had been recommended for approval as annual in-service during the 2009 Training Year. The classes were as follows:

First Sergeant asked Retired Captain Sadler if these classes met the criteria to be so approved. Retired Captain Sadler recommended that these classes be approved as presented for annual in-service during the 2009 Training Year.

First Sergeant Tilley asked the members if there were any questions or discussion concerning these classes. Retired Lieutenant Miller advised that the methamphetamine class listed for presentation by the West Virginia Deputy Sheriffs Association was actually to be presented on 19 Jun 09 and for four hours in conjunction with the other training being recommended for approval for that association. Retired Captain Sadler noted that correction, advising that this had been an oversight on his part during the preparation of the agenda packet.

First Sergeant Tilley asked if there were any other corrections or questions concerning the recommended classes. Hearing none he asked if there was a motion concerning the recommended approval of these classes with the change noted as to the methamphetamine training.

Retired Lieutenant Miller made a motion, seconded by Ms Singleton, that these classes, with the changes noted for the methamphetamine training, be approved as annual in-service training for the 2009 Training Year. There being no questions or comments made on the motion First Sergeant Tilley called for questions and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley presented agenda item 5B to the members indicating that these were training classes that had been recommended for approval as supervisory in-service during the 2009 Training Year. The classes listed were as follows:

NITRO POLICE DEPARTMENT

Eight (8) hours 11-12 Jun 09, 4 hrs each day

Response to and Management of Crime Scenes

Instructor: Captain D Scurlock

Nitro, WV

NOTE: This class is to be recommended for annual and supervisory in-service training approval in that the class addresses management concepts in dealing with the subject matter, in this case the role of the supervisor in these areas.

WEST VIRGINIA DEPUTY SHERIFF'S ASSOCIATION

Eight (8) hours 19 Jun 09

Meth Lab Awareness for Supervisors

Instructor: Captain R Woodyard

Annual Conference Site

Four (4) hours 20 Jun 09

Legal Updates for Managers on Confessions & Search & Seizure

Instructor: Mr C Chiles, Esquire

Annual Conference Site

WEST VIRGINIA OFFICE OF HOMELAND SECURITY

Twenty-four (24) hours 30 Jun 09 – 2 Jul 09

Public Safety WMD Response – Sampling Techniques and Guidelines

Instructor: Adjunct Staff Louisiana State University

Martinsburg, WV

First Sergeant Tilley asked Retired Captain Sadler if these classes met the criteria to be so approved. Retired Captain Sadler recommended that these classes be approved as presented for supervisory in-service during the 2009 Training Year.

First Sergeant Tilley asked the members if there were any questions or discussion concerning these classes. Retired Lieutenant Miller advised, as with the annual in-service classes, that the methamphetamine class listed for presentation by the West Virginia Deputy Sheriffs Association was actually to be presented on 19 Jun 09 and for four hours in conjunction with the other training being recommended for approval for that association. Retired Captain Sadler noted that correction, advising that this had been an oversight on his part during the preparation of the agenda packet.

First Sergeant Tilley asked if there were any other corrections or questions concerning the recommended classes. Hearing none he asked if there was a motion concerning the recommended approval of these classes with the change noted as to the methamphetamine training.

Retired Lieutenant Miller made a motion, seconded by Ms Singleton, that these classes, with the changes noted for the methamphetamine training, be approved as supervisory in-service training for the 2009 Training Year. There being no questions or

comments made on the motion First Sergeant Tilley called for questions and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley presented agenda item 5C to the members indicating that these were training classes that had been recommended for approval as personal in-service training as either annual or supervisory in-service as reflected for the listed classes during the 2009 Training Year. The classes listed were as follows:

CHARLESTON POLICE DEPARTMENT

Annual In-Service
Patrolman M Kinder
Patrolman J Tate
Sixty (60) hours 8-19 Jun 09
Homicide Investigation Course
Southern Police Institute
Louisville, KY

**KANAWHA COUNTY SHERIFF'S OFFICE
NITRO POLICE DEPARTMENT**

Annual In-Service
Captain Don Scurlock
Deputy G Young
Deputy S Snuffer
Deputy J Burns
Sixteen (16) hours 18-19 May 09
Mobile Phone Forensics
National White Collar Crime Center
Fairmont, WV

PARKERSBURG POLICE DEPARTMENT

Annual In-Service
Officer to be named
Nineteen (19) hours 26-28 May 09
2009 Regional Law Enforcement Training on Violence Against Women
Office on Violence Against Women – U S Department of Justice
National Harbor, MD

WEIRTON POLICE DEPARTMENT

Annual In-Service
Patrolman R Scott
Eighty (80) hours 15-26 Jun 09
Precision Rifle Operator Instructor Class
Ohio Peace Officer's Academy
London, OH

First Sergeant Tilley asked Retired Captain Sadler if these classes met the criteria to be so approved. Retired Captain Sadler recommended that these classes be approved as presented for the indicated type of in-service reflected in the agenda mailing packet during the 2009 Training Year.

First Sergeant Tilley asked the members if there were any questions or discussion concerning these classes. Sheriff Rutherford noted that the reason that crime scene management training listed was reflected as being with both the Kanawha County Sheriff's Office and the Nitro Police Department was that the Sheriff's Office and the east end law enforcement agencies had combined their detective units into one run out of the Kanawha County Sheriff's Office.

First Sergeant Tilley asked if there were any other corrections or questions concerning the recommended classes. Hearing none he asked if there was a motion concerning the recommended approval of these classes.

Retired Lieutenant Miller made a motion, seconded by Ms Singleton that these classes be approved as annual or supervisory in-service training as noted for the 2009 Training Year. There being no questions or comments made on the motion First Sergeant Tilley called for questions and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley presented agenda item 5D to the members indicating that these were training classes that had been recommended for approval as annual in-service during the 2010 Training Year. The classes listed were as follows:

CONCORD UNIVERSITY POLICE DEPARTMENT

Sixteen (16) hours 13-14 Jul 09

Combat Challenges in Reduced Light

Instructor: Detective R Combs

Athens, WV

FEDERAL BUREAU OF INVESTIGATION

Forty (40) hours 4-10 Nov 09

Basic Instructor Development Training

Instructor: Mr H Carlile

Clarksburg, WV

GLENVILLE STATE

Forty (40) hours 13-17 Jul 09

Criminal Investigation Techniques

Instructor: Adjunct Staff Institute of Police Technology and Management (IPTM)

Glenville, WV

Sixteen (16) hours 20-21 Jul 09

Criminal Investigation Techniques

Instructor: Adjunct Staff Institute of Police Technology and Management (IPTM)
Martinsburg, WV

Sixteen (16) hours 24-25 Aug 09

Homicide Investigation Techniques

Instructor: Adjunct Staff Institute of Police Technology and Management (IPTM)
Martinsburg, WV

Twenty-four (24) hours 23-25 Sep 09

Crime Scene Reconstruction

Instructor: Adjunct Staff Institute of Police Technology and Management (IPTM)
Martinsburg, WV

OFFICE OF CHIEF MEDICAL EXAMINER

Twenty-four (24) hours 5-8 Oct 09

Forensic Death Investigation

Instructor: Doctors Kaplan, Arden and Haikal, PhD's Kraner and Owsley and
Ms McClung
Sutton, WV

PARKERSBURG POLICE DEPARTMENT

Eight (8) hours 23 Jul 09

The Bulletproof Mind – Psychological Preparation for Combat

Instructor: Lieutenant Colonel D Grossman
Parkersburg, WV

SAINT ALBANS POLICE DEPARTMENT

WEST VIRGINIA UNIVERSITY DEPARTMENT OF PUBLIC SAFETY

Eight (8) hours 14 Jul 09 and 16 Jul 09

Leadership and Training For The Fight

Instructor: Mr P Howell
St Albans and Morgantown, WV

SHEPHERDSTOWN POLICE DEPARTMENT

Sixteen (16) hours 18 – 19 Aug 09 and 2-3 Nov 09

Taser Instructor Training Class

Instructor: Officer R Nelson
Fayette County and Hurricane, WV

TRI-STATE K-9 SERVICES

Fourteen (14) hours 3-4 Sep 09

Grant Writing Seminar

Instructor: Ms M Stark
Eleanor, WV

UNITED STATES ATTORNEY'S OFFICE – NORTHERN DISTRICT

Twelve (12) hours 17-18 Aug 09

2009 Drug task Force Commander Training

Instructor: Detective D Comfort

Roanoke, WV

UNITED STATES CUSTOM SERVICE

One Hundred Thirty Two (1332) hours

9-29 Jul 09, 6-26 Aug 09

and 9-29 Sep 09

Intermediate Force Instructor Training Program

Instructor: Special Agent K Etheridge

Harpers Ferry, WV

WEST VIRGINIA OFFICE OF HOMELAND SECURITY

Twenty-four (24) hours 29-31 Jul 09

WMD Tactical Commanders Training

Instructor: Adjunct Staff Louisiana State University

Dunbar, WV

Sixty (60) hours 5-9 Oct 09

WMD Advanced Tactical Operations

Instructor: Adjunct Staff Louisiana State University

Dunbar, WV

WEST VIRGINIA GOVERNOR'S HIGHWAY SAFETY PROGRAM

Four (4) hours 15 Jul 09

Operation of Sobriety Checkpoints

Instructor: Retired Captains C Sadler and J D Meadows

White Sulphur Springs, WV

WEST VIRGINIA PROSECUTING ATTORNEYS INSTITUTE

Eight (8) hours 5 Aug 09, 6 Aug 09, 7 Aug 09 and 14 Oct 09

Law Enforcement Training 2009

Instructor: Attorneys with the Institute

Keyser, Flatwoods and White Sulphur Springs, WV

Four (4) hours 15 Jul 09

2009 Traffic Safety Law Enforcement Training

Instructor: Traffic Safety Resource Prosecutor B Lanham

White Sulphur Springs, WV

Forty (40) hours 20-24 Jul 09 and 26-30 Oct 09

Finding Words 2009

Instructor: Ms M Runyon and Mr T Vickers

Wheeling and Dunbar, WV

WEST VIRGINIA STATE POLICE

Forty (40) hours 31 Aug – 4 Sep 09
Statement Analysis and Interviewing Techniques
Instructor: Sergeant M Lynch
Dunbar, WV

WYOMING COUNTY SHERIFF'S OFFICE

Sixteen (16) hours 16-17 Jul 09
Crime Scene Investigation Techniques
Instructor: Sergeant T Riffe
Pineville, WV

First Sergeant Tilley asked Retired Captain Sadler if these classes met the criteria to be so approved. Retired Captain Sadler recommended that these classes be approved as presented for annual in-service during the 2010 Training Year.

First Sergeant Tilley asked the members if there were any questions or discussion concerning these classes. Hearing none from the other members First Sergeant Tilley asked if Retired Captain Sadler knew how many training slots would be available to outside agency officers for the training to be presented by Lieutenant Colonel Grossman for the Parkersburg Police Department. Retired Captain Sadler noted that he did not specifically know, but noted that it was to be held on the campus of the facilities of West Virginia University at Parkersburg so it was his assumption that it would be for a large number of officers. Retired Captain Sadler advised First Sergeant Tilley that he would get that information to him.

First Sergeant Tilley asked if there were any other questions concerning the recommended classes. Hearing none he asked if there was a motion concerning the recommended approval of these classes for annual in-service training during the 2010 Training Year.

Retired Chief Lee made a motion, seconded by Retired Lieutenant Miller, that these classes be approved as annual in-service training for the 2010 Training Year. There being no questions or comments made on the motion First Sergeant Tilley called for questions and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley presented agenda item 5E to the members indicating that these were training classes that had been recommended for approval as supervisory in-service during the 2010 Training Year. The listed classes were as follows:

GLENVILLE STATE

Sixteen (16) hours Dates to be set
First Line Supervision
Instructor: Adjunct Staff Institute of Police Technology and Management (IPTM)

Martinsburg, WV

**SAINT ALBANS POLICE DEPARTMENT
WEST VIRGINIA UNIVERSITY DEPARTMENT OF PUBLIC SAFETY**

Eight (8) hours 14 Jul 09 and 16 Jul 09

Leadership and Training For The Fight

Instructor: Mr P Howell

St Albans and Morgantown, WV

UNITED STATES ATTORNEY'S OFFICE – NORTHERN DISTRICT

Twelve (12) hours 17-18 Aug 09

2009 Drug task Force Commander Training

Instructor: Detective D Comfort

Roanoke, WV

WEST VIRGINIA OFFICE OF HOMELAND SECURITY

Twenty-four (24) hours 29-31 Jul 09

WMD Tactical Commanders Training

Instructor: Adjunct Staff Louisiana State University

Dunbar, WV

Sixty (60) hours 5-9 Oct 09

WMD Advanced Tactical Operations

Instructor: Adjunct Staff Louisiana State University

Dunbar, WV

WEST VIRGINIA GOVERNOR'S HIGHWAY SAFETY PROGRAM

Four (4) hours 15 Jul 09

Management of Sobriety Checkpoints

Instructor; Retired Captains C Sadler and J D Meadows

White Sulphur Springs, WV

First Sergeant asked Retired Captain Sadler if these classes met the criteria to be so approved. Retired Captain Sadler recommended that these classes be approved as presented for supervisory in-service during the 2010 Training Year.

First Sergeant Tilley asked the members if there were any questions or discussion concerning these classes. Hearing none from the other members First Sergeant Tilley asked if Retired Captain Sadler knew over what dates the sixteen hours of the First Line Supervision training course from Glenville State was to be presented. Retired Captain Sadler noted that the date had been provided after the agenda preparation and mailing, that it was to be over the dates of 27-28 Jul 09.

First Sergeant Tilley asked if there were any other questions concerning the recommended classes. Hearing none he asked if there was a motion concerning the

recommended approval of these classes for supervisory in-service training during the 2010 Training Year.

Ms Singleton made a motion, seconded by Sheriff Rutherford, that these classes be approved as supervisory in-service training for the 2010 Training Year. There being no questions or comments made on the motion First Sergeant Tilley called for questions and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley then initiated discussion on agenda item 6 noting that it addressed the listing of officers and deputies who had recently completed the 138th Basic Class and their recommended approval by the subcommittee members as certified law enforcement officers in the state. Major DeBord noted that the list contained the name of Officer Eric Pugh, Princeton Police Department and advised that this officer had been injured during a segment of the 138th Basic Class that had caused him to be unable to fully participate in and complete the Emergency Vehicle Operation Course (EVOC) component of the training. Officer Pugh was to complete that EVOC training with the 139th Basic Class before the 25 Jun 09 LET Subcommittee meeting. He had been able to complete all of the other course requirements of the entry level training program.

The members present discussed the action to be taken concerning the certification of Officer Pugh. Retired Lieutenant Walker recommended that the approval of his certification be tabled until the 25 Jun 09 LET Subcommittee meeting when the Academy staff could report that he had completed the required EVOC training. There was consensus agreement by the members present that this was the proper course of action to be taken.

Retired Chief had a question as to the number of female officers who had completed the 138th Basic Class. First Sergeant Tilley advised that there had been three females officers who had completed that training program. He advised as well that the number of female officers to participate in the 139th Basic Class, set to start 29 Jun 09, was to be determined when the training program started.

First Sergeant Tilley asked if there were any other questions or comments concerning agenda item 6. Hearing none he asked if there was a motion to be made concerning this agenda item.

Sheriff Rutherford made a motion, seconded by Chief Stover, that the officers listed as completing the 138th Basic Class, with the exception of Officer E Pugh whose certification recommendation was to be tabled until the 25 Jun 09 LET Subcommittee meeting pending the submission of verification of his completion of the required EVOC training, be approved as certified law enforcement officers within the State of West Virginia.

Hearing no questions or comments on the motion First Sergeant called for questions on the motion as presented and asked for those in favor and against the motion

as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley then initiated discussion on agenda item 7 by advising that it addressed the approval of training entitled “Role of the First Responder Training Series” to be presented by Ross Tactical Training Services LLC in the Buckhannon area on 31 Jul 09 and 3 Aug 09. He asked Retired Captain Sadler to discuss the reasons that this training had been set for separate discussion as to its approval instead of being listed under agenda item 5D.

Retired Captain Sadler responded that at the time that the agenda packet was being put together for mailing that insufficient information to support this training being approved under agenda item 5D had not been received. At that time the training had also been tied to being part of the training to be discussed under agenda item 8. He noted that following the mailing of the agenda packet that sufficient information had been received as to the training qualifications of the presenters for this particular class to allow that it be recommended for approval. He had also clarified in that same time frame that while the training was being sponsored by the same organization that was sponsoring the training to be discussed under agenda item 8 that this particular training was separate from it.

With this information Retired Captain Sadler indicated that he was now prepared to recommend that this training class be approved as annual in-service for the 2010 Training Year. First Sergeant Tilley asked if there were any questions from the members concerning this class. Hearing none he asked if there was a motion from the members concerning this training class.

Ms Singleton made a motion, seconded by Sheriff Rutherford, that the training entitled “Role of the First Responder Series” to be presented by Ross Tactical Training Services be approved for annual in-service credit during the 2010 Training Year. Hearing no questions or comments on the motion First Sergeant called for questions on the motion as presented and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley then initiated discussion on agenda item 8 by indicating that it addressed a request by Mr. David Taylor, West Virginia Wesleyan College and the National Center for Public Safety Training, to present a large number of training classes during the 2010 Training Year within the state. He asked Retired Captain Sadler to discuss the information that had been submitted in conjunction with these training classes, noting to the members that Retired Captain Sadler and he had been in discussion about these classes leading up to this meeting and had felt that the training classes needed to be reviewed and discussed by the subcommittee members.

Retired Captain Sadler noted that Mr. Taylor and Chief Gregory, Buckhannon Police Department, were present at the meeting to answer any questions that the members might have concerning these classes. He continued that Mr. Taylor was employed during 2009 as the Director of Extended Learning at West Virginia Wesleyan College. The

National Center for Public Safety Learning was, and is, a training company established and operated by Mr. Taylor. Mr. Taylor had been trained and certified as a law enforcement officer in West Virginia and then had worked as a law enforcement officer in Florida. He had not worked in either state as an officer for a number of years.

He had also completed law school but was not a member of the bar in neither West Virginia nor any state that Retired Captain Sadler was aware of. Additionally Mr. Taylor was not a POST certified instructor in any state. It was noted that he had completed training classes as an instructor for the Public Agency Training Council (PATC) which was an organization whose training has regularly been approved by the LET Subcommittee in the past. Mr. Taylor's background, experience and training classes that he had completed had been provided as part of the agenda packet mailed in reference to this meeting. Mr. Taylor provided resource and reference materials concerning the classes and his training as well during the meeting.

First Sergeant Tilley noted that the primary concern that Retired Captain Sadler and he had as to these classes was the number of training classes, in effect that blanket approval was being requested for a large number of classes and that there had not been sufficient information presented as to reasons that the LET Subcommittee could exempt him, or any individuals training on his behalf, as instructors for these classes in that there had been information submitted reflecting that he, or they, were POST certified instructors in any other state, or that they met the requirements in West Virginia to be so certified. Beyond Mr. Taylor's name being listed as an instructor, no other names of the instructors who would, might be involved with these classes had been, or were presented.

Mr. Taylor noted that the classes had been broken down into a series of training courses from a class that he had previously presented for the PATC and in conjunction with his training company. The members present discussed the number and type of classes to be presented in conjunction with the background and experience of Mr. Taylor and other presenters, unnamed at this time, for the classes.

As a result of this discussion it was the consensus agreement of the members present that the approval of the overall series of training classes presented by Mr. Taylor be tabled until he was prepared to submit individual classes for consideration. These individual classes could be submitted when dates, training locations and names of the presenters were set for the training. At that time Retired Captain Sadler could review the training class/es as to whether they met the criteria to be approved for in-service approval for West Virginia officers attending and if necessary refer them to the subcommittee members for review and a decision to be made.

Mr. Taylor and Chief Gregory were advised that they could work with Retired Captain Sadler on providing the necessary information to consider the individual classes for approval. Retired Captain Sadler would provide them with specific information addressing the legislative rules and approval of instructors and training classes. Mr. Taylor and Chief Gregory thanked the members for their consideration of the classes and

advised that they would submit the necessary information as it was developed for specific courses.

First Sergeant Tilley advised the members present that agenda items 9 and 10 addressed personnel related discussions and asked the members for a motion to go into executive session to discuss them. Ms. Singleton made a motion, seconded by Sheriff Rutherford, that the LET Subcommittee go into executive session to discuss agenda items 9 and 10 in that they addressed personnel related matters. Hearing no questions or comments on the motion First Sergeant called for questions on the motion as presented and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

The LET Subcommittee went into executive session at 10:58 am and came out of it at 11:06 am.

First Sergeant Tilley asked the members present if there were motions to be made concerning agenda items 9 and 10.

As to agenda item 9 Ms Singleton made a motion, seconded by Retired Chief Lee, that the tabled request from the 30 Apr 09 LET Subcommittee meeting by Former Officer M McKinney, 137th Basic Class, that he be allowed to attend the entry level training program as a private citizen be removed from further agenda discussion until he could show that he would be present at a subcommittee meeting to discuss the matter.

Hearing no questions or comments on the motion First Sergeant called for questions on the motion as presented and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

As to agenda item 10 Retired Chief Lee made a motion, seconded by Sheriff Rutherford, that the tabled request from the 30 Apr 09 LET Subcommittee meeting by Former Officer M Hull, Mabscott Police, to have the 90 day order in place against him be rescinded be removed from further agenda discussion until he could show that he would be present at a subcommittee meeting to discuss the matter.

Hearing no questions or comments on the motion First Sergeant called for questions on the motion as presented and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

First Sergeant Tilley then initiated discussion on agenda item 11 by indicating that this item addressed actions taken by Retired Captain Sadler on behalf of the LET Subcommittee since the 30 Apr 09 LET Subcommittee meeting. He asked the members present if there were any questions concerning the items presented in the agenda mailing relating to this item.

Hearing none First Sergeant Tilley asked if, in relation to agenda item 12, if there was any other business to be discussed at this meeting by the members present. Hearing none from the other members he indicated that he was aware that Retired Captain Sadler had two items to discuss and asked him to do so.

Retired Captain Sadler advised that he wanted to bring the members up to date on two funding awards that had been made by the DCJS Office from Perdue Pharma related funds in support of law enforcement related training efforts. The first was \$85,000 to be used to update the 1994 Job Task Analysis Study which served as the basis of the establishment of rules relating to the training and certification of law enforcement officers within the state.

Retired Captain Sadler noted that it was his desire to move forward on securing the services of Dr Val Lubans, of System Design Services, who had been involved in the 1994 study. It was his opinion that Dr Lubans was well qualified to conduct the update and in that it was his firm that had produced the original study that a sole source arrangement could be made with the state purchasing office.

The members present agreed that the study needed updated to ensure that West Virginia's training and certification programs were in accord with recognized national training, court and legislative standards. They were not in agreement however as to securing a sole source arrangement with Dr Lubans. Based on their consensus direction Retired Captain Sadler indicated that he would work to develop a Request for Proposal (RFP) seeking a vendor to do the update of the job task analysis and related review of the legislative rules addressing training and certification of law enforcement officers.

Retired Captain Sadler noted that the second item which he wanted to bring to the member's attention was the awarding of \$250,000 for the updating, or replacement, as determined to be the best course of action, of the Officer Training Information System (OTIS) He advised them that the platform that OTIS was built on was based on 1996 software with periodic updates and modifications having been made to it over the years. Even with these having been made the system was at risk of system failure which would cause serious ramifications to the ability of the LET Program to track the training and certification of law enforcement officers within the state.

At this time the DCJS staff and he were working the West Virginia Office of Technology to determine the action to be taken concerning OTIS. The review that the Office of Technology would determine if they had programmers on staff capable of completing the necessary review and upgrade or replacement, or if the work would be better handled by an outside vendor. The use of an outside vendor would be to either complete the upgrade work or to allow for the replacement of OTIS with a program used in other POST states modified as necessary to track the information required by the LET Program concerning West Virginia officers.

First Sergeant Tilley asked if there was any other business that the members wanted to discuss. Sheriff Rutherford indicated that he wanted to make the members

aware that the West Virginia Sheriff's Association had been notified that it was to be the recipient of a impending 3.4 million grant award to address law enforcement related GPS mapping and aerial photography of addresses within the state. As the association moved forward on carrying out the award he would keep the members advised as to the program's activities, with emphasis being on areas related to law enforcement training within the state as to the implementation of the program.

First Sergeant Tilley asked if there was any other business items that the members wished to discuss. Hearing none he asked if there was a motion by the members present to bring the meeting to a close.

Colonel Murphy made a motion, seconded by Chief Stover, that this 28 May 09 meeting of the LET Subcommittee be brought to a close. Hearing no questions or comments on the motion First Sergeant called for questions on the motion as presented and asked for those in favor and against the motion as presented. All present voted in favor of the motion as presented, with no members voting against the motion.

The 28 May 09 meeting of the LET Subcommittee was brought to a close at 11:20 am.