

**LAW ENFORCEMENT TRAINING SUBCOMMITTEE  
Professional Development Center  
West Virginia State Police Academy  
Dunbar, WV**

**June 24, 2010**

MEMBERS PRESENT: Retired Chief Ivin Lee  
Retired Lieutenant Terry Miller  
Retired Lieutenant Steve Walker  
Ms Suzan Singleton

MEMBERS REPRESENTED: Colonel T Pack by  
First Sergeant Curt Tilley  
Colonel David Murphy by  
Lieutenant Colonel Jerry Jenkins  
Chief William Roper by  
Chief Steve Stephens  
Sheriff Richard Ferguson by  
Sheriff by Sheriff T McComas

MEMBERS ABSENT: Ms. Patty Hamilton  
The position represented by a member of the  
public is vacant due to the resignation of  
the previous representative and as yet  
has not been filled.

STAFF: Ms Leslie Boggess

The June 24, 2010 meeting of the Law Enforcement Training (LET) Subcommittee, conducted in the Executive Conference Room located on the West Virginia State Police Academy grounds at Dunbar, West Virginia, was called to order by the Chair, First Sergeant Tilley, at 10:00 a.m. with eight (8) members either present or represented at the meeting.

First Sergeant Tilley then asked the members present if there were any items that needed to be added to the agenda that had not been previously set to the agenda. There being no additions noted by the members present First Sergeant Tilley did note that he would like their consensus approval to have agenda item 11, as to the discussion on the Train the Trainer program to be discussed after agenda item 5 in that it addressed an in-service training program. Such consensus agreement was indicated by the members present.

First Sergeant Tilley asked if there were any other adjustments to the schedule agenda as mailed. Hearing none he moved to address agenda item 1.

As to agenda item 1 First Sergeant Tilley noted to the members present that the minutes of the May 27, 2010 meeting of the LET Subcommittee had been mailed to the subcommittee members prior to this meeting. First Sergeant Tilley asked the members present if there were any questions or corrections concerning the minutes as sent. Hearing none he asked if there was a motion to be made concerning their approval.

A motion was made by Retired Lieutenant Walker, seconded by Retired Chief Lee, that the minutes of the May 27, 2010 LET Subcommittee meeting be accepted as presented. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley then initiated discussion on agenda item 2 as to the LET Fund Financial Report by asking Ms Boggess to report on it. Ms Boggess advised the subcommittee members that as reflected on page 1 of the mailed materials with the agenda, that the LET Fund Balance Report dated June 15, 2010 reflected that there was a balance of \$601,689 in the LET Fund. She did note that with the previously approved salary grant award for the civilian support staff at the Academy, which was not yet reflected on this report, that the actual balance in the LET Fund was approximately \$400,000.

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

First Sergeant Tilley then initiated discussion on agenda item 3. He advised the members present that it addressed the below listed individuals who were seeking to be approved as law enforcement instructors in the areas of expertise listed.

Patrolman First Class Rondal Bleigh  
Martinsburg Police Department

Police Firearms Instructor –  
Handgun & Shotgun  
Response to Active Shooters  
High Risk Warrant Service  
Advanced Breaching Techniques  
Tactical Team Operations

Detective Lawrence Hasley  
Morgantown Police Department

Sexual Assault Investigations

Retired Officer Bob Kane  
Panhandle Highway  
Safety Program

Total Occupant Protection Eastern  
Systems (TOPS)  
Child Passenger Safety  
Restraint Systems

Corporal Keith Washburn  
Kanawha County Sheriff's Office

Explosives Recognition  
Bomb Threat Analysis  
And Countermeasures  
Bomb Technician Assistant  
Police Firearms Instructor –  
Handgun

Detective Matt Wilfong

Police Firearms Instructor –  
Handgun, Shotgun and  
Patrol Rifle

First Sergeant Tilley asked Ms Boggess if these previously certified law enforcement instructors met the standards to become certified in the areas listed. She indicated that he did and recommended their approval as such.

First Sergeant Tilley asked if there were any questions or discussion concerning the recommendation for these individuals to be approved as instructors in the areas of expertise recommended. Hearing none he asked if there was a motion to be made concerning them.

A motion was made by Ms Singleton, seconded by Sheriff McComas, that these individuals be certified as law enforcement instructors in the areas of expertise listed. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley then initiated discussion on agenda item 4 by advising that it addressed the applications of the below listed officers, previously certified as law enforcement instructors, who were seeking to be certified in the additional area/s of expertise listed. The following individuals were presented for consideration:

Captain Danny Camden  
West Virginia University  
Police Department

Police Firearms Instructor – Shotgun  
Police Firearms Instructor – Patrol Rifle  
Chemical Munitions, Less Lethal,  
Flash Bang and Aerosol Devices

Officer Charles Clay  
Sophia Police Department

Crash Investigation Techniques

Sergeant Vernon Nosse  
West Virginia Division of  
Natural Resources

Close Quarters Battle (CQB) Instructor

First Sergeant Tilley asked Ms Boggess if these previously certified law enforcement instructors met the standards to become certified in the additional areas listed. She indicated that he did and recommended their approval as such.

First Sergeant Tilley asked if there were any questions or discussion concerning the recommendation for these individuals to be approved as instructors in the additional areas of expertise recommended. Hearing none he asked if there was a motion to be made concerning them.

A motion was made by Retired Lieutenant Miller, seconded by Chief Stephens, that these individuals be certified as law enforcement instructors in the additional areas of expertise listed. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley then initiated discussion on agenda item number 5A by advising the members present that due to the time of the year as relating to the training cycle that there would be training classes considered under agenda item 5 for the 2010 Training Year that ran through July 9, 2010 and the 2011 Training Year which would begin on July 10, 2010. Each training year's classes would be addressed separately as to the type of in-service if was.

First Sergeant Tilley noted the agenda item 5A addressed training programs that had been submitted for consideration for approval as annual in-service. The following annual level in-service training programs to be conducted during the 2010 Training Year were presented for consideration and approval:

**BROOKE COUNTY RESA**

Eight (8) hours                      25 Jun 10

CPR/First Aid

Instructor: Mr Bob Fowler

RESA Certified Instructor in subject area

American Heart Association Instructor

Brooke County, WV

Two (2) hours                      26 Jun 10  
Blood Borne Pathogens  
Instructor: Mr Bob Fowler  
                RESA Certified Instructor in subject area  
Brooke County, WV

Two (2) hours                      26 Jun 10  
Use of Fire Extinguishers by Emergency Services Personnel  
Instructor: Mr Bob Fowler  
                RESA Certified Instructor in subject area  
Brooke County, WV

**CLARKSBURG POLICE DEPARTMENT**

Four (4) hours                      13 Jun 10 am  
DUI/SFST Update Training  
Instructor: Retired Captain Chuck Sadler  
                LET Certified Instructor in subject area  
                Sergeant Michelle Cross  
                LET Certified Instructor in subject area  
Clarksburg, WV

Four (4) hours                      13 Jun 10 pm  
Crisis Intervention/Hostage Negotiation for Law Enforcement Officers  
Instructor: Sergeant Michelle Cross  
                LET Certified Instructor in subject area  
Clarksburg, WV

**FAYETTE COUNTY EVIDENCE CENTER**

Eight (8) hours                      25 Jun 10  
Homicide Crime Scene Investigations – Indoors and Outdoors  
Instructor: Mr David Weaver  
                LET Certified Instructor in subject area  
Mount Hope, WV

**HARRISON COUNTY SHERIFF'S OFFICE**

Eight (8) hours                      15 Jun 10  
Emergency Vehicle Operations Course (EVOC)  
Instructor: Deputy Chad Wilson  
                LET Certified Instructor in subject area  
Bridgeport, WV

**HUNTINGTON POLICE DEPARTMENT**

Eight (8) hours                      3, 11, 22, 25 and 29 Jun 10  
Defensive Tactics Update  
Instructor: Corporal Rich Knight  
                LET Certified Instructor in subject area  
Huntington, WV

Sixteen (16) hours            21-22 Jun 10  
NIMS 300  
Instructor: Mr Jerry Beckett  
                 LET Certified Instructor in subject area  
Huntington Police Department

Eight (8) hours                23 Jun 10  
NIMS 400  
Instructor: Mr Jerry Beckett  
                 LET Certified Instructor in subject area  
Huntington Police Department

**KEYSER POLICE DEPARTMENT**

Four (4) hours                30 Jun 10  
Firearms Decision Training – Low Light and Day Light Conditions  
Instructor: Sergeant Robert Clark  
                 LET Certified Instructor in subject area  
Keyser, WV

**MARION COUNTY SHERIFF'S OFFICE**

Sixteen (16) hours            23-24 Jun 10  
Radar Operator Training  
Instructor: Chief Deputy R Wright  
                 LET Certified Instructor in subject area  
Marion County, WV

**MONTGOMERY POLICE DEPARTMENT**

Eight (8) hours                13 Jun 10  
Highway Interdiction Techniques  
Instructor: Patrolman Conrad Carpenter  
                 LET Certified Instructor in subject area  
Montgomery, WV

**MORGANTOWN POLICE DEPARTMENT**

Six (6) hours                 24 Jun 10  
LoJack for Laptops Training  
Instructor: Ms Paige Green  
                 Company representative for LoJack Inc  
                 Trained instructor in use of system  
Morgantown, WV

**NITRO POLICE DEPARTMENT**

Eight (8) hours                12 Jun 10  
Taser Operator Training  
Instructor: Lieutenant Brian Oxley  
                 Sergeant Richard Foster  
                 LET Certified Instructors in subject area  
Nitro, WV

**SOPHIA POLICE DEPARTMENT**

Sixteen (16) hours                      28-29 Jun 10

Fundamentals of Crash Investigation

Instructor: Patrolman E Clay

LET Certified Instructor in other areas

Recommended for approval in this subject area under this agenda

Sophia, WV

**UNITED STATES ATTORNEYS OFFICE –  
SOUTHERN DISTRICT OF WEST VIRGINIA**

Eight (8) hours                      9 Jun 10

Law Enforcement Intelligence Sharing Components

Instructor: Adjunct Staff – U. S. Department of Justice

Oak Hill, WV

**WEST VIRGINIA COALITION AGAINST DOMESTIC VIOLENCE**

Sixteen (16) hours                      17-18 Jun 10

Batterer Intervention Prevention Program Symposium

Instructor – Mr Chuck Gerry

Gender Violence Institute

Recognized National Expert in subject area

Adjunct Staff – U S Department of Justice's –

Violence Against Women Program

Lakeview, WV

**WEST VIRGINIA DIVISION OF NATURAL RESOURCES**

Eight (8) hours                      26 May 10

Boat Operations and Enforcement Activities

Instructor – Lieutenant Tim Coleman

LET Certified Instructors in subject area

Parkersburg, WV

Sixteen (16) hours                      29-30 Jun 10

Man Tracking and Rural Operations

Instructor: Conservation Officer Wes Billing

Virginia DCJS Certified Instructor in subject area

Dunbar, WV

**WEST VIRGINIA STATE POLICE**

Sixteen (16) hours            1-2 Jun 10

Lost Person Behavior

Instructor: Mr Robert Koester

Mr Rob Speiden

Mr Roger Bryant

Instructors with:

Virginia Department of Emergency Management

Tactical Tracking Operations – Scott Donelan Tracking School

Joel Hardin Tracking Services

Members of International Society of Professional Trackers

Dunbar, WV

Eight (8) hours                16 Jun 10

Body Recovery from Streams

Instructor: Mr Roger Bryant

RESA Certified Instructor in subject area

Dunbar, WV

Sixteen (16) hours            22-23 Jun 10

GPS and Mapping Training

Instructor: Mr Robert Koester

Mr Rob Speiden

Mr Roger Bryant

Instructors with:

Natural Awareness Tracking School

Virginia Department of Emergency Management

Tactical Tracking Operations – Scott Donelan Tracking School

Joel Hardin Tracking Services

Members of International Society of Professional Trackers

Dunbar, WV

Sixteen (16) hours            8-9 Jul 10

Short Term Wilderness Survival

Instructor: Mr Robert Koester

Mr Rob Speiden

Mr Roger Bryant

Instructors with:

Natural Awareness Tracking School

Virginia Department of Emergency Management

Tactical Tracking Operations – Scott Donelan Tracking School

Joel Hardin Tracking Services

Members of International Society of Professional Trackers

Dunbar, WV

**WEST VIRGINIA UNIVERSITY POLICE DEPARTMENT**

Eight (8) hours                      3 Jun 10  
Firearms – Level 1 Refresher Training  
Instructor: Captain Danny Camden  
                    LET Certified Instructor in subject area  
Morgantown, WV

Sixteen (16) hours                      10-11 Jun 10  
Basic Active Shooter Response Course (ALERRT)  
Instructor: Captain Danny Camden  
                    LET Certified Instructor in subject area  
Morgantown, WV

Eight (8) hours                      1 Jun 10  
Report Beam Crash Report  
Instructor: Sergeant Peggy Runyon  
                    LET Certified Instructor in subject area  
Morgantown, WV

First Sergeant Tilley asked Ms Boggess if these classes met the criteria to be approved as annual in-service classes for the 2010 Training Year. She indicated that they did and recommended they be approved as such.

First Sergeant Tilley asked if there were any questions or comments concerning the recommended classes. Hearing none he asked if there was a motion to be made concerning them.

Sheriff McComas a motion, seconded by Ms Singleton, that the listed classes be approved for annual in-service hours as presented for the 2010 Training Year. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley then initiated discussion on agenda item 4B by presenting the following classes for approval as supervisory in-service during the 2010 Training Year:

**HUNTINGTON POLICE DEPARTMENT**

Sixteen (16) hours                      21-22 Jun 10  
NIMS 300  
Instructor: Mr Jerry Beckett  
                    LET Certified Instructor in subject area  
Huntington Police Department

Eight (8) hours                      23 Jun 10  
NIMS 400  
Instructor: Mr Jerry Beckett  
                    LET Certified Instructor in subject area  
Huntington Police Department

First Sergeant Tilley asked Ms Boggess if these classes met the criteria to be approved as supervisory in-service classes. She indicated that they did and recommended their approval as such. First Sergeant Tilley asked if there were any questions concerning these classes. Hearing none he asked if there was a motion concerning the approval of these classes.

Sheriff McComas made a motion, seconded by Retired Lieutenant Miller, that the classes presented and recommended be approved for supervisory in-service credit as presented for the 2010 Training Year. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley then initiated discussion on agenda item 5C by presenting the following classes for approval as personal in-service for the 2010 Training Year:

**CHARLESTON POLICE DEPARTMENT**

Annual In-Service  
Senior Patrolman Mark Kinder  
Eighty (80) hours                7-18 Jun 10  
Evidence Technician  
Ohio Peace Officer Training Academy (OPOTA)  
London, OH

**HARDY COUNTY SHERIFF'S OFFICE**

Annual In-Service  
Deputy T McCausely II  
Sixteen (16) hours                14, 18 and 20 Jun 10  
Emergency Vehicle Operations  
RESA 8  
Moorefield, WV

**MASON COUNTY SHERIFF'S OFFICE**

Annual In-Service  
Patrolman D Downing  
Eight (8) hours                30 Jun 10  
Inside the Mind of a Serial Killer  
Cumberland Police Department  
Cumberland, MD

Annual In-Service  
Patrolman D Downing  
Eight (8) hours                1 Jul 10  
Gang Specialist Training  
Cumberland Police Department  
Cumberland, MD

**MORGANTOWN POLICE DEPARTMENT**

Supervisory In-Service  
Sergeant Marc A Jones  
Forty (40) hours                    7-11 Jun 10  
First Line Supervision  
Ohio Peace Officer Training Academy (OPOTA)  
London, OH

**SAINT ALBANS POLICE DEPARTMENT**

Annual In-Service  
Patrolman Mike Paige  
Eight (8) hours                    30 Jun 10  
Inside the Mind of a Serial Killer  
Cumberland Police Department  
Cumberland, MD

**WEST VIRGINIA DIVISION OF NATURAL RESOURCES**

Annual In-Service  
Officers to be named  
Eight (8) hours                    16 Jun 10  
Table Top Exercise Addressing River Based Terrorism and Emergency Events  
United States Coast Guard  
Robert C Byrd Locks and Dam

Supervisory In-Service  
Sergeant Robert Waybright  
Three (3) hours                    15 Jun 10  
Employee Performance Training – Level 1  
West Virginia Division of Personnel  
Charleston, WV

First Sergeant Tilley asked Ms Boggess if these classes met the criteria to be approved as personal in-service classes as annual or supervisory as reflected. She indicated that they did and recommended their approval as such.

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

Chief Stephens made a motion, seconded by Sheriff McComas, that the classes presented and recommended be approved for personal in-service credit for the 2010 Training Year. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley then indicated that the discussion on agenda items 5D to 5F would be addressing classes being submitted for consideration during the 2011 Training Year. As to agenda item 5D the following annual level in-service

training programs to be conducted during the 2011 Training Year were presented for consideration and approval:

**BARBOUR COUNTY TACTICAL SEARCH AND RECOVERY TEAM**

Twenty (20) hours                      8-10 Oct 10

2010 Trailing Seminar

Instructor: Adjunct Staff – Barbour County Tactical Search and Recovery Team Supervisors

Recognized experts in subject areas to be covered as to tracking  
And trailing

Barbour County, WV

**CHALESTON POLICE DEPARTMENT**

Eighty (80) hours                      12-23 Jul 10

DEA Basic Narcotics Investigator School

Instructor – Adjunct Instructors – To be named Special Agents with the United States Drug Enforcement Agency (DEA)

Charleston, WV

**MARSHALL UNIVERSITY in conjunction with the  
WEST VIRGINIA STATE POLICE**

Four (4) hours                      28 Jul 10 am session

Today's Smoking Gun – An Introduction to Digital Evidence

Instructor – Mr John Sammons

Assistant Professor – Marshall University's  
Forensic Science Center

Huntington, WV

Four (4) hours                      28 Jul 10 pm session

Internet Investigations

Instructor – Mr Josh Brunty

Assistant Professor – Marshall University's  
Forensic Science Center

Huntington, WV

Eight (8) hours                      29 Jul 10

Windows 7 Forensics and USB Device Tracking

Instructor – Mr Dustin Hurlbut

Adjunct Professor – Marshall University's  
Forensic Science Center

Instructor with Access Date – Provider of Digital Forensic Software

Huntington, WV

**WEST VIRGINIA CHILD AND YOUTH ADVOCACY CENTER**

Six (6) hours                      27 Aug 10

Restoring Safety to a Vulnerable Population

Instructor: Dr Nora Baladerian

Licensed medical doctor

Recognized national expert on subject of sex offenders

[www.norabaladerian.com](http://www.norabaladerian.com)

Charleston, WV

**WEST VIRGINIA DIVISION OF CRIMINAL JUSTICE SERVICES**

Forty (40) hours                      2-6 Aug 10

Conflict Resolution

Instructor: Captain Ron Smith

LET Certified Instructor in subject area

Teays Valley, WV

**WEST VIRGINIA - OFFICE OF THE CHIEF MEDICAL EXAMINER**

Twenty-four (24) hours                      25-28 Oct 10

Forensic Death Investigation Seminar

Instructor: Dr James W Kaplan

Licensed medical doctor

Chief Medical Examiner for the State of West Virginia

Dr Nabila Haikla

Licensed medical doctor

First Deputy Chief Medical Examiner for the State of West Virginia

Dr John Carson

Licensed dentist

Chief Dental Examiner for the State of West Virginia

Dr Jonathan Arden

Licensed medical doctor

Mr Mark Plants

Licensed West Virginia attorney

Prosecuting Attorney of Kanawha County

Lieutenant Greg Young

Kanawha County Sheriff's Office

LET Certified Instructor in subject area

Sergeant David Castle

Huntington Police Department

LET Certified Instructor in subject area

Sutton, West Virginia

**WEST VIRGINIA PROSECUTING ATTORNEY'S INSTITUTE**

Eight (8) hours                      4, 5 and 6 Aug 10

2010 Law Enforcement Annual Training

Instructor: Mr Phil Morrison

- Licensed West Virginia attorney  
Director – West Virginia Prosecuting Attorney's Institute
- Mr Mark Sorsia
- Licensed West Virginia attorney  
Prosecuting Attorney of Putnam County
- Ms Brandy Sims
- Licensed West Virginia attorney  
Assistant Prosecuting Attorney of Jefferson County
- Mr Scott Reynolds
- Licensed West Virginia attorney  
Assistant Prosecuting Attorney of Kanawha County
- Ms Jodie Boylen
- Licensed West Virginia attorney  
Assistant Prosecuting Attorney of Wood County
- Ms Perri DeChristopher
- Licensed West Virginia attorney  
Assistant Prosecuting Attorney of Monongalia County
- Mr James Shay Jr
- Licensed West Virginia attorney  
Assistant Prosecuting Attorney of Preston County
- Ms Terri Tarr
- Licensed West Virginia attorney  
Domestic Violence Resource Prosecutor with the  
West Virginia Prosecuting Attorney's Institute

First Sergeant Tilley asked Ms Boggess if these classes met the criteria to be approved as annual in-service classes for the 2011 Training Year. He indicated that they did and recommended they be approved as such.

First Sergeant Tilley asked if there were any questions or comments concerning the recommended classes. Hearing none he asked if there was a motion to be made concerning them.

Sheriff McComas a motion, seconded by Retired Lieutenant Walker, that the listed classes be approved for annual in-service hours as presented for the 2011 Training Year. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley then initiated discussion on agenda item 5E by advising that there had been no classes submitted for consideration as supervisory in-service during the 2011 Training Year for consideration during this meeting.

First Sergeant Tilley then initiated discussion on agenda item 5F by presenting classes for approval as personal in-service for the 2011 Training Year

that had been submitted on behalf of the officers attending. The classes discussed and subsequently approved are listed under Appendix 1 at the end of these minutes.

First Sergeant Tilley asked Ms Boggess if these classes met the criteria to be approved as personal in-service classes as annual or supervisory as reflected. She indicated that they did and recommended their approval as such.

First Sergeant Tilley asked if there were any questions concerning the recommended classes. Chief Stephens asked if it would be possible to get a copy of the scheduled training for the FBI National Academy Program that West Virginia supervisors were now routinely attending. That curriculum could then be approved in advance for the applicable number of hours of personal supervisory in-service. With that approval Retired Captain Sadler would not have to make individual requests for approval each time an officer was invited to a National Academy class. First Sergeant Tilley advised that he would work with Retired Captain Sadler to see that the curriculum was so approved.

First Sergeant Tilley asked if there were any other questions or comments concerning the recommended personal in-service classes. Hearing none he asked if there was a motion for their approval.

Retired Lieutenant Walker made a motion, seconded by Ms Singleton, that the classes presented and recommended be approved for personal in-service credit for the 2011 Training Year. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley then, with the consensus prior approval of the members present, moved to address agenda item 11. He advised that it addressed a request submitted by Chief Roberts, West Virginia University Police Department to have a Train the Trainer Program he was to teach approved as annual in-service and that this training be considered to be the equivalent of the Basic Instructor Development Course required for individuals to become certified law enforcement instructors.

First Sergeant Tilley noted that Retired Captain Sadler had brought this request to his attention in that Chief Roberts, while a certified law enforcement instructor, was not certified to teach in the area of basic instructor development or general train the trainer programs. Applicable records had been requested from Chief Roberts as to his background/expertise with this class and what he had submitted had been made part of the agenda mailing.

First Sergeant Tilley noted that at the present time that three individuals had been previously approved to teach the basic instructor development course, a representative of the FBI at the CJIS Center in Clarksburg, Retired D Underwood and himself. As noted Chief Roberts did not have specific recent training in the area of teaching in this subject area. Chief Stephens made a recommendation that Chief Roberts attend either a current Basic Instructor Development course and

work with the instructor concerning teaching this class himself or that he locate a course on training instructors to teach a comparable basic instructor development or train the trainer course.

There was consensus agreement by the members present as to this recommendation. First Sergeant Tilley asked if there were any other recommendations to be made or if there were questions concerning the one made by Chief Stephens. Hearing none he asked if there was a motion concerning the Train the Trainer class submitted by Chief Roberts.

Chief Stephens made a motion, seconded by Ms Singleton, that until Chief Roberts attended either a current Basic Instructor Development course and worked with the instructor concerning teaching this class himself or that he locate a course on training instructors to teach a comparable basic instructor development or train the trainer course that the requested class be denied for in-service purposes and that it could not be considered by individuals completing it as meeting the criteria of the basic instructor development course.

There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley then addressed agenda item 6 by advising the members present that there were no new stop work orders that had required review or action by the subcommittee members. He noted that the one order that had been issued by Retired Captain Sadler since the May 27, 2010 subcommittee meeting had been rescinded with the approval of Retired Captain Sadler and himself upon discussion with a department administrator and the compliance by the applicable officer/agency as to the submitted information in the time frame set by their discussion.

First Sergeant Tilley then advised the members present that agenda items 7 through 10 would address personnel related issues and that he was be asking for a motion to go into executive session concerning them. Retired Lieutenant Miller made a motion, seconded by Retired Lieutenant Walker, that the LET Subcommittee go into executive session to address the personnel related matters concerning agenda items 7, 8, 9 and 10. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

The LET Subcommittee went into executive session at 10:46 a.m. It came out of executive session at 12:24 pm following a discussion on these agenda items.

First Sergeant Tilley asked if there was any motion to be made concerning agenda item 7A.

Sheriff McComas made a motion concerning agenda item 7A, seconded by Chief Stephens, that the application of the officer in question to the entry level

training program be accepted based on the review of the details of his prior criminal conviction. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

Sheriff McComas made a motion concerning agenda item 7B, seconded by Retired Lieutenant Walker, that the application of the officer in question to the entry level training program be accepted based on the review of the details of his prior criminal conviction. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley noted that as to agenda item 8A that there was no subcommittee action required in that the certification review concerning this officer had been continued to the July 29, 2010 regularly scheduled meeting of the LET Subcommittee due a scheduled circuit court hearing on the same date and time of this meeting.

First Sergeant Tilley noted that as to agenda item 8B that there was no subcommittee action required in that the certification review concerning this officer had been continued to the July 29, 2010 regularly scheduled meeting of the LET Subcommittee at the involved officer's request to allow him to secure an attorney.

First Sergeant Tilley asked if there was any motion to be made concerning agenda item 8C.

Chief Stephens made a motion concerning agenda item 8C, seconded by Ms Singleton, that the Position Statement sent with the agenda mailing for this meeting pertaining to the action of the LET Subcommittee members at their May 27, 2010 meeting to revoke the certification of Sergeant Derrick Pearson, Logan County Sheriff's Department, be approved as the statement of the reasons for the decision to so revoke his certification. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley noted that as to agenda item 8D that no subcommittee action was required as this item had been for the purposes of letting the subcommittee members be made aware of the appeal of their action on agenda item 7B from the April 29, 2010 meeting. As such their action to revoke the law enforcement certification of Robert Alkire II had been appealed to the Executive Director of the Governor's Committee on Crime, Delinquency and Correction. Mr N Federspiel. He advised that as action was taken concerning this appeal that the subcommittee members would be advised at subsequent meetings.

First Sergeant Tilley asked if there was any motion to be made concerning agenda item 8E.

Retired Lieutenant Walker made a motion concerning agenda item 8E, seconded by Sheriff McComas, that any review of the complaint against the

involved officer be tabled indefinitely as there was no new information available to consider from what has been previously known by the subcommittee members concerning this officer. If additional new or different information were to become available as to either a criminal conviction or other information it could be reviewed during a subsequent meeting. There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley asked if there was any motion to be made concerning agenda item 9.

Retired Lieutenant Miller made a motion concerning agenda item 9, seconded by Sheriff McComas, that the request by the involved individual to participate in the entry level training program be denied based on the subcommittee's previous decision to modify the statute and related legislative rule to allow individuals who had been separated for two years or more to be able to be once again hired as a sworn officer. Until such legislation was acted on they would not be approving any requests for private citizen participation.

Retired Lieutenant Walker expressed his opposition to that being the position taken on this matter as to this specific request and for private citizen requests in general. It was his expressed position that until the legislation passed that each such request should be reviewed on the facts concerning it, that no single standard should be set as they were doing by this motion.

There being no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

First Sergeant Tilley initiated discussion on agenda item 10 by advising that it had been provided for informational purposes to bring the subcommittee members up to date on the status of the appeal to Mr Federspiel by an individual who had been denied participation as a private citizen in the entry level training process by the subcommittee members. Mr Steve Compton, Attorney-at-Law, Counsel for the LET Subcommittee advised that each side had presented its position to the attorney handling the appeal and that proposed findings of facts had been submitted to him. That attorney would be subsequently making a recommended finding to Mr Federspiel to make a decision on the appeal.

First Sergeant Tilley noted that by prior consensus approval of the subcommittee members that agenda item 11 had been addressed following agenda item 5. He then initiated discussion on agenda item 12 as to the response to the Freedom of Information Act (FOIA) request that had been submitted by Charleston Gazette reporter Gary Harki. Retired Captain Sadler had responded to this request following discussion with Mr Estep, Deputy Director of the Division of Justice and Community Services (DJCS).

The response, generated from what had been determined to be public records sections of the Officer Training Information System (OTIS) had provided a

listing of the following information to Mr Harki, who had been present earlier in this meeting during the open public section prior to the executive session addressing agenda items 7 to 10, but had not returned following that session:

1. The names, agencies and dates of employment, as available, for all individuals who had worked as law enforcement officers within West Virginia during the past three year period.
2. A listing of all classes completed by each law enforcement officer, by name of officer with all reported classes listed, within the past five year period within the state.

First Sergeant Tilley noted to the members present that no action was required on their part concerning agenda item 12, that it had been provided for informational purposes.

First Sergeant Tilley initiated discussion then on agenda item 13 by advising that the proposed legislative rules changes that they had made had been posted with the Secretary of State's Office by Retired Captain Sadler in acord with the timetable set concerning such rules. That period would end on July 15, 2010. He further noted that the public comments received to when the agenda packet had been sent had been a part of the mailing and addressed comments and questions concerning the proposed rule changes as to firearms qualifications.

The comments were supportive of the changes recommended with one comment being opposed to the separation period being set between qualification periods due to the cost to the agency involved. It was noted to the subcommittee members that this proposed change was to only clarify the need for a separation between the required semi-annual qualification periods as was the original intent of the legislative rules.

First Sergeant Tilley noted to the members present that no action was required on their part concerning agenda item 13, that it had been provided for informational purposes.

First Sergeant Tilley then addressed agenda item 14 advising the members present that it addressed actions taken by Retired Captain Sadler on their behalf since the May 27, 2010 meeting. He asked if there were any questions concerning the materials provided concerning this agenda item. Hearing none First Sergeant Tilley asked if there was a motion to bring this meeting to a close.

Chief Stephens made a motion, seconded by Sheriff McComas, that the June 24, 2010 meeting of the LET Subcommittee be brought to a close. Hearing no discussion on the motion First Sergeant Tilley called for questions. All present voted in favor of the motion as made with no negative votes cast.

The June 24, 2010 meeting of the LET Subcommittee was brought to a close.

# APPENDIX 1

## Personal In-Service Classes 2011 Training Year

