

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

**October 28, 2010**

MEMBERS PRESENT: Colonel David Murphy  
Retired Chief Ivin Lee  
Retired Lieutenant Terry Miller  
Retired Lieutenant Steve Walker  
Ms Suzan Singleton  
Ms Patty Hamilton

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

MEMBERS ABSENT: Mayor Arthur Auxer

STAFF: Retired Captain Chuck Sadler  
Ms Leslie Boggess

The October 28, 2010 meeting of the Law Enforcement Training (LET) Subcommittee, conducted in the Professional Development Center located on the West Virginia State Police Academy grounds at Dunbar, West Virginia, was called to order by the Chair, First Sergeant Tilley, at 10:02 a.m. with nine (9) members either present or represented at the meeting.

Ms Hamilton had to leave the meeting at a later point and was not able to return due to prior commitment. Ms Hamilton left at 11:42 a.m. while the subcommittee was in executive session. There were eight (8) members present of the ten (10) members after her departure for the balance of the meeting.

First Sergeant Tilley then asked the members present, as relating to agenda item 1, 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 approval to have three items added to the agenda for discussion during this meeting.

He noted that the first would be a discussion under current agenda item 7 which had reflected that there were no orders to stop working when the agenda had been set, but that there was an item now that was to be presented to them for information purposes.

The second would be under current agenda item 11 and would become item 11C as to the recommendation for the approval as certified officers the officers who had completed the equivalent certification component of the three week training program which had been held at the PDC during September 2010.

The third would become agenda item 17 and would involve a discussion as to recommended changes in the schedule of classes presented to the officers participating in the Basic Classes as part of their required entry level training to gain certification as West Virginia law enforcement officers.

A motion was made by Sheriff McComas, seconded by Ms Singleton, that the discussion for informational purposes under existing agenda item 7, the recommendation to made under new agenda item 11C for certification of individuals and the discussion under new agenda item 17 as to recommended changes to the Basic Class entry level curriculum be made a part of the agenda for this 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 were any other adjustments to the schedule agenda as mailed. Hearing none he moved to address agenda item 2.

As to agenda item 2 First Sergeant Tilley noted to the members present that the minutes of the September 30, 2010 meeting of the LET Subcommittee had been mailed to the subcommittee members as part of the agenda packet for this meeting. He 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 Sheriff McComas, seconded by Retired Chief Stephens, that the minutes of the September 30, 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 3 as to the LET Fund Financial Report by asking Retired Captain to report on it. Retired Captain Sadler advised the subcommittee members that as reflected on page 1 of the mailed materials with the agenda, that the LET Fund Balance Report dated October 21, 2010 reflected that there was a balance of \$613,791 in the LET Fund.

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 4. He advised the members present that it addressed the below listed individual who was seeking to be approved as a law enforcement instructor in the areas of expertise listed.

Corporal T N Mooney  
Fayette County Sheriff's Office

Police Firearms Instructor –  
Handgun  
Police K-9 Handler  
Basic SWAT

First Sergeant Tilley asked Retired Captain Sadler if this individual met the standards to become certified as a law enforcement instructor in the areas listed. He indicated that he did and recommended his approval as such.

First Sergeant Tilley asked if there were any questions or discussion concerning the recommendation for this individual to be approved as an instructor in the areas of expertise recommended. Hearing none he asked if there was a motion to be made concerning him.

A motion was made by Chief Stephens, seconded by Retired Lieutenant Miller, that Corporal T Mooney, Fayette County Sheriff's Office, be certified as a law enforcement instructor 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 5 by advising that it addressed the applications of the below listed individuals, 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:

|   |   |
|---|---|
| Deputy Adam Ballard<br>Mercer County Sheriff's Office             | Police Traffic Radar/Lidar                          |
| Corporal Charles Bradshaw<br>Huntington Police Department         | Police Traffic Radar/Lidar                          |
| Mr Earl Cook<br>West Virginia Governor's<br>Highway Safety Office | Police Traffic Radar/Lidar                          |
| Trooper Keith Corley<br>West Virginia State Police                | Police Traffic Radar/Lidar                          |
| Patrolman First Class R Goodrich<br>Bridgeport Police Department  | Basic SWAT<br>Active Defense & Breaching Techniques |
| Lieutenant Glenn Macher<br>Martinsburg Police Department          | Police Traffic Radar/Lidar                          |
| Corporal Mike McConihay<br>Charleston Police Department           | Police Traffic Radar/Lidar                          |
| Deputy Steven McRobie<br>Monongalia County Sheriff's Office       | Police Traffic Radar/Lidar                          |
| Corporal Gary Queen<br>Huntington Police Department               | Police Traffic Radar/Lidar                          |
| Lieutenant Gary Ruth<br>Bluefield Police Department               | Police Traffic Radar/Lidar                          |
| Corporal Keith Sigulinsky<br>Ranson Police Department             | Police Traffic Radar/Lidar                          |
| Captain Glenn Stevens<br>Charles Town Police Department           | Police Traffic Radar/Lidar                          |
| Corporal Joshua Stewart<br>Beckley Police Department              | Police Traffic Radar/Lidar                          |
| Detective Matt Wilfong<br>Bridgeport Police Department            | Active Defense & Breaching Techniques               |

First Sergeant Tilley asked Retired Captain Sadler if these previously certified law enforcement instructors met the standards to become certified in the

additional areas listed. He indicated that they 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 Sheriff McComas, 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 6A by advising the members present that it 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 2011 Training Year were presented for consideration and approval:

**AARP – CHARLESTON**

Five (5) hours                      19 Oct 10  
Law Enforcement Track – Financial Scams  
Instructor: Adjunct Staff National AARP Association Offices  
                  Sheriff Jeff Sandy – Wood County Sheriff’s Office  
                  Retired Federal Agent  
Charleston, WV

**AHIDTA**

Twenty (20) hours                      14-15 Nov 10  
Advanced Indoor Marijuana Cultivation Class  
Instructor: Retired Inspector Les Kjemhus  
                  Nationally recognized expert on subject  
                  Adjunct DEA Instructor  
Lexington, KY

**BECLEY POLICE DEPARTMENT**

Eight (8) hours                      23 Oct 10  
K-9 Training – Tracking and Protective Work  
Instructor: Sergeant J Corey  
                  LET Certified Instructor in subject area  
Beckley, WV

**CHARLESTON POLICE DEPARTMENT**

Eight (8) hours                      13 and 14 Oct 10  
Police Motorcycle Operator Re-Certification Training  
Instructor: Senior Patrolman R H Coleman  
                  LET certified instructor in subject area  
Charleston, WV

Seven (7) hours                      28 Sep 10  
SWAT Sniper Training – Nighttime Operations and Building Sector Searches  
Instructor: Lieutenant H P Hickman  
                    Corporal Chad Snodgrass  
                    LET Certified Instructors in subject area  
Charleston, WV

Two Hundred and Sixty Four (264)                      15 Sep 10 to 29 Oct 10  
K-9 Handler Training  
Instructor: Corporal Charles Young  
                    LET Certified Instructor in subject area  
Charleston, WV

**ELKINS POLICE DEPARTMENT**

Sixteen (16) hours                      3-4 Nov 10  
NIMS 300  
Instructor: Mr Larry Allen  
                    Barbour County 911 Director  
                    RESA Certified Instructor in subject area  
Elkins, WV

**HARRISON COUNTY SHERIFF'S OFFICE**

Eight (8) hours                      20 Oct 10  
Management Development – Building a Personal Agenda for Growth  
Instructor: Mr Stephen M Gower  
                    Nationally recognized management trainer  
                    Multiple prior management classes by this instructor previously  
                    Approved by LET Subcommittee  
Nutter Fort, WV

**HUNTINGTON POLICE DEPARTMENT**

Eight (8) hours                      18 Oct 10  
Police Bike Rider Refresher Training Course  
Instructor: Mr Dwight Edwards  
                    IPMBA Certified Instructor in subject area  
Huntington, WV

**HURRICANE POLICE DEPARTMENT**

Twenty four (24) hours                      15-17 Nov 10  
Advanced Narcotic K-9 Interdiction  
Instructor: Mr Chris Aycock  
                    North Carolina POST Certified Instructor in subject area  
Hurricane, WV

**INCLUSIVE PREPAREDNESS CENTER**

Four (4) hours

4 Nov 10

Evacuation Planning for People With Disabilities Tabletop Exercise

Instructor: Dr Frances Norwood

Ph.D., Director Inclusion Research and Preparedness Center (IRI/IPC)

Dr Brian Gerber

Ph.D., Assistant Professor of Public Administration – WVU

Shepherdstown, WV

**KANAWHA COUNTY PROSECUTOR'S OFFICE**

Seven (7) hours

12 and 13 Oct 10

2010 Kanawha County Law Enforcement Seminar

Instructor: Captain J P Agee

Lieutenant Greg Young

Sergeant Shawn Williams

LET Certified Instructors in subject area

Mr Charles Miller

Mr Mark Sorsaia

Ms Reagan Whitmyer

Attorneys at Law – Federal and State Prosecuting Attorneys

Charleston, WV

**KANAWHA COUNTY SHERIFF'S OFFICE**

Eight (8) hours

27 Sep 10 and 25 Oct 10

NIMS/ICS 100

Instructor: Lieutenant S Crosier

Sergeant K Vititoe

LET Certified Instructors in subject area

Charleston, WV

Eight (8) hours

28 Sep 10 and 26 Oct 10

NIMS/ICS 200

Instructor: Lieutenant S Crosier

Sergeant K Vititoe

LET Certified Instructors in subject area

Charleston, WV

Eight (8) hours

15 and 18 Oct 10

Initial Law Enforcement Response to Suicide Bombing Attacks

Instructor: Sergeant K Vititoe

LET Certified Instructor in subject area

Charleston, WV

Eight (8) hours

15 Nov 10

Property Crimes Investigations

Instructor: Lieutenant G S Young

Retired Sergeant R Ingram

LET Certified Instructors in subject area

Charleston, WV

Four (4) hours                      5, 6, 7 and 8 Oct 10  
Basic Digital Photography  
Instructor: Lieutenant G S Young  
                    Retired Sergeant R Ingram  
                    LET Certified Instructors in subject area  
Charleston, WV

Twenty four (24) hours      3-5 Nov 10 and 13-15 Dec 10  
Interview and Interrogation  
Instructor: Captain D Scurlock  
                    Lieutenant S Crosier  
                    LET Certified Instructors in subject area  
Charleston, WV

Four (4) hours                      7, 8, 9 and 10 Dec 10  
Evidence Collection and Preservation  
Instructor: Lieutenant G S Young  
                    Retired Sergeant R Ingram  
                    LET Certified Instructors in subject area  
Charleston, WV

Four (4) hours                      16, 17, 18 and 19 Nov 10  
Latent Print Development  
Instructor: Lieutenant G S Young  
                    Retired Sergeant R Ingram  
                    LET Certified Instructors in subject area  
Charleston, WV

**KEYSER POLICE DEPARTMENT**

Eight (8) hours                      2 Feb 11  
Basic Digital Photography for Rural Law Enforcement Officers  
Instructor: Adjunct Staff – Federal Law Enforcement Training Center (FLETC)  
Keyser, WV

**MARSHALL UNIVERSITY in conjunction with  
DIGITAL FORENSICS UNIT – WEST VIRGINIA STATE POLICE**

Four (4) hours                      21 Oct 10  
Cell Phone Forensics Overview  
Instructor: Mr C Casto  
                    Adjunct Professor – Marshall university  
Dunbar, WV

**MOOREFIELD TRAINING CENTER**

Four (4) hours                      Dates to be set

Patrol Rifle Familiarization Training

Instructor: Mr Scott Littlejohn

Mr Larry Connolly

NRA Certified Instructors

Military trained firearms instructors

Moorefield, WV

**PARKERSBURG POLICE DEPARTMENT**

Sixteen (16) hours                      21-22 Oct 10

Patrol Rifle Course

Instructor: Lieutenant J Young

LET Certified Instructor in subject area

Parkersburg, WV

**PUTNAM COUNTY SHERIFF'S OFFICE**

Eight (8) hours                      16 Nov 10

Shotgun Familiarization Course

Instructor: Corporal Harry Teare

LET Certified Instructor in subject area

Eleanor, WV

**RALEIGH COUNTY SHERIFF'S OFFICE**

Eight (8) hours                      18 Oct 10

The Bulletproof Mind – Preparing for Combat

Instructor: Lieutenant Colonel D Grossman

Nationally recognized management and officer safety trainer

Multiple prior management classes by this instructor previously

Approved by LET Subcommittee

Beckley, WV

Eight (8) hours                      4, 5, 6, 7 and 8 Oct 10

Taser Operator Training

Instructor: Corporal W Killen

LET Certified Instructor in subject area

Beckley, WV

**ROANE COUNTY SHERIFF'S OFFICE**

Eight (8) hours                      22 Oct 10

Handgun Training

Instructor: Chief Deputy Todd Cole

LET certified instructor in subject area

Spencer, WV

**SOUTH CHARLESTON POLICE DEPARTMENT**

Three (3) hours                      Dates to be set

Defensive Edged Weapons Training

Instructor: Mr Ernie Boggs

American Society of Law Enforcement Trainer

Personal Defense Systems International Defensive Tactics Instructor

Nationally recognized expert in Martial Arts

Dunbar, WV

**WEST VIRGINIA DIVISION OF NATURAL RESOURCES**

Eight (8) hours                      6 Oct 10

Field Training Officer (FTO) Program

Instructor: Lieutenant Tim Coleman

LET certified instructor in subject area

Farmington, WV

Four (4) hours                      6, 13, 14 and 19 Oct 10

Patrol Rifle Training

Instructor: Lieutenant T Coleman

Sergeant V Nosse

Sergeant R Clark

Sergeant B Johnson

Sergeant W Brogan

Sergeant T Tolley

LET Certified Instructors in subject area

Multiple locations within state

**WEST VIRGINIA FOUNDATION FOR RAPE INFORMATION AND SERVICES**

Eight (8) hours                      13 Oct 10

Technology: The Good, The Bad and The Unknown

Instructor: Ms Joy Airaudi

Ms Jessamyn Tracy

Stalking Resource Center Staff

Ms Cynthia Fraser

National Network to End Domestic Violence Staff

Corporal C Casto

LET Certified Instructor in subject area

Bridgeport, WV

**WEST VIRGINIA REGIONAL COMMUNITY POLICING INSTITUTE**

Eight (8) hours                      19 Oct 10

A Coordinated Community Response to Sexual Assault

Instructor: Retired Lieutenant L Nelson

LET Certified Instructor in subject area

Concord, WV

**WEST VIRGINIA UNIVERSITY POLICE DEPARTMENT**

Eight (8) hours                      18 Oct 10  
Firearms – Level 1 Refresher Training Course  
Instructor: Captain Danny Camden  
                    LET Certified Instructor in subject area  
Morgantown, WV

Sixteen (16) hours                      21-22 Oct 10  
Police Radar Operator  
Instructor; Sergeant P Lemon  
                    LET Certified Instructor in subject area  
Morgantown, WV

First Sergeant Tilley asked Retired Captain Sadler 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.

Ms Singleton made a motion, seconded by Sheriff McComas, 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 6B by presenting the following classes for approval as supervisory in-service during the 2011 Training Year:

**HARRISON COUNTY SHERIFF’S OFFICE**

Eight (8) hours                      20 Oct 10  
Management Development – Building a Personal Agenda for Growth  
Instructor: Mr Stephen M Gower  
                    Nationally recognized management trainer  
                    Multiple prior management classes by this instructor previously  
                    Approved by LET Subcommittee  
Nutter Fort, WV

**INCLUSIVE PREPAREDNESS CENTER**

Four (4) hours                      4 Nov 10  
Evacuation Planning for People With Disabilities Tabletop Exercise  
Instructor: Dr Frances Norwood  
                    Ph.D., Director Inclusion Research and Preparedness Center (IRI/IPC)  
                    Dr Brian Gerber  
                    Ph.D., Assistant Professor of Public Administration – WVU  
Shepherdstown, WV

**KANAWHA COUNTY SHERIFF'S OFFICE**

Eight (8) hours                      15 and 18 Oct 10  
Initial Law Enforcement Response to Suicide Bombing Attacks  
Instructor: Sergeant K Vititoe  
                    LET Certified Instructor in subject area  
Charleston, WV

**RALEIGH COUNTY SHERIFF'S OFFICE**

Eight (8) hours                      18 Oct 10  
The Bulletproof Mind – Preparing for Combat  
Instructor: Lieutenant Colonel D Grossman  
Nationally recognized management and officer safety trainer  
                    Multiple prior management classes by this instructor previously  
                    Approved by LET Subcommittee  
Beckley, WV

First Sergeant Tilley asked Retired Captain Sadler if these classes met the criteria to be approved as supervisory in-service classes for the 2011 Training Year. He 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 Ms Singleton, that the classes presented and recommended be approved for supervisory in-service credit 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 6C by presenting the following classes for approval as personal in-service for the 2011 Training Year:

**CHARLESTON POLICE DEPARTMENT**

Supervisory In-Service  
Sergeant Shawn Williams  
Sergeant Nicholas Null  
Thirty-two (32) hours              25-28 Oct 10  
Comprehensive Staff Inspections  
Institute of Police Technology and Management (IPTM)  
Jacksonville, FL

**HURRICANE POLICE DEPARTMENT**

Annual In-Service

Lieutenant Steve Pate

Eight (8) hours                      13 Oct 10

Introduction to the Investigation of Animal Fighting

U. S. Department of Agriculture in conjunction with the

American Humane Association

Beltsville, MD

**MORGANTOWN POLICE DEPARTMENT**

Annual In-Service

Officer Troy Ball

Twenty-four (24) hours            9-11 Jan 11

Establishing Expertise as an Ethical Expert Witness

The University of Texas Law School

Austin, TX

**WETZEL COUNTY SHERIFF'S OFFICE**

Annual In-Service

Deputies to be Named

Twenty-four (24) hours            9-11 Nov 10

The Reid Technique of Interviewing and Interrogation – Basic Course

John E. Reid and Associates

Marietta, OH

Annual In-Service

Deputies to be Named

Eight (8) hours                      12 Nov 10

The Reid Technique of Interviewing and Interrogation – Advanced Course

John E. Reid and Associates

Marietta, OH

First Sergeant Tilley asked Retired Captain Sadler if these classes met the criteria to be approved as personal in-service classes as annual or supervisory as reflected for the 2011 Training Year. He indicated that they did and recommended their approval as such.

First Sergeant Tilley asked if there were any questions concerning the recommended classes. Ms Hamilton had a question concerning the John E Reid training as to the experience of the company concerning the training provided. Retired Lieutenant Walker responded that it was a nationally recognized firm and that their interview and interrogation techniques were considered to be some of the best in the country.

First Sergeant Tilley asked is there were any other questions concerning the classes being recommended for approval as personal in-service. Hearing no others he asked if there was a motion for their approval.

Ms Singleton made a motion, seconded by Sheriff McComas, 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 asked the subcommittee members for their consensus approval to take up discussion of agenda item 17 at this point of the meeting in that Sergeant David Lee, West Virginia State Police Academy staff member, was present to speak with them on this matter and that moving the discussion to this point of the agenda would allow him to return to his staff duties. Such consensus approval was made by the subcommittee members present.

First Sergeant Tilley then addressed agenda item 17 by advising the members present that it addressed a presentation by Sergeant Lee as to proposed changes being presented for their consideration as to the curriculum and schedule of future Basic Class entry level training classes. He noted that the information was being presented for informational purposes at this time to allow them to review it for consideration and approval during the December 9, 2010 subcommittee meeting.

Such approval at that meeting would allow the changes to be put in place as part of the 145<sup>th</sup> Basic Class that would be starting January 3, 2011. First Sergeant Tilley asked Sergeant Lee to talk with the members present as to the proposed changes.

A copy of the proposed Basic Training Curriculum was provided to each of the members present by Sergeant Lee. A copy of that curriculum is under Appendix One of these minutes. In that his provided copy was color coded to reflect changes to be considered the attachment copy has had notations as to the recommended changes made on it.

Sergeant Lee then informed the members present that the proposed changes were being made to allow the officers attending the entry level training classes as part of the Basic Class to receive the training necessary to prepare them for their duties as law enforcement officers in the state. The length of the training program would remain the same, sixteen weeks.

The primary change being made was the addition of an eight hour block of instruction on speed measuring to allow officers to be in compliance with the requirement passed during the 2010 session of the legislature that certified officers receive that minimum amount of speed measuring training to be able to use the devices. First Sergeant Tilley noted that in line with prior discussions during previous LET Subcommittee meetings that a schedule for that eight hour block of speed measuring training was being prepared by Academy staff members and would also likely be presented to them during the December 9<sup>th</sup> meeting.

Sergeant Lee noted that one additional block of instruction was being recommended for addition to the curriculum, a two hour block on service of civil

process and mental hygiene related paperwork. This was being recommended because of multiple requests that the Academy staff had received to address this area.

To allow the overall length of the program to remain the same he advised that the following classes were either being altered or removed:

1. History and principles of law enforcement – this segment would be incorporated into the block of instruction on the overview of the criminal justice system.
2. Community supervision – would be covered within existing classes addressing probation and parole responsibilities.
3. Forensic dentistry
4. A modification in the hours presented as part of the Critical Review at the end of Basic Class.

With these changes the number of hours presented as part of the entry level training curriculum would increase to 843 from 835 now presented, but as noted the overall length of the training program would be the same.

Retired Chief Stephens had a question for Sergeant Lee as to the officers being NIMS compliant with the training now, and to be presented in the Academy. Sergeant Lee responded that with the NIMS 100, 200 and 700 level course being presented that yes they were and that these classes would remain a part of the curriculum.

Hearing no other questions for Sergeant Lee First Sergeant Tilley asked the members present to review the proposed curriculum before the next meeting and asked that if they had any changes as to additional classes, subject material to contact either Major DeBord or himself. He did note that with the existing and proposed curriculum that the officers were now receiving close to fifty hours of instruction each week. Any other major changes to the program would likely require that the length of the Basic entry level training program be increased to seventeen weeks.

First Sergeant Tilley then advised the members present that as to the regularly set agenda items 7 through 10 which address personnel related issues that there was no discussion needed on agenda items 8 and 10 but that there was items to be discussed under 7 and 10. As such he asked for a motion to go into executive session concerning them.

Retired Lieutenant Walker made a motion, seconded by Retired Chief Stephens, that the LET Subcommittee go into executive session to address the personnel related matters concerning agenda items 7 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 10:33 a.m. It came out of executive session at Noon following a discussion on these agenda items

and on the motion made by Retired Chief Lee and Ms Singleton to come out of executive session which was approved unanimously by the members present. As noted previously Ms Hamilton had to leave during this time period due to another commitment.

First Sergeant Tilley noted that there was no action required concerning agenda items 8 and 10 as no individuals required review under agenda item 8 or had requested review under agenda item 10.

First Sergeant Tilley noted that there was no motion/action required on the item pertaining to agenda item 7 as it had been made part of the agenda discussion for informational purposes for the subcommittee members.

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

Retired Lieutenant Walker made a motion concerning agenda item 10, seconded by Retired Chief Lee, that the review of the certification of the officer in question be tabled until the December 9, 2010 LET Subcommittee and that the arresting officers involved and the Chief of the officer who was being reviewed, be once again invited to come before the subcommittee to discuss the incident which led to the conviction and as to process of his hiring at the current agency.

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 items 11, A-C, noting that they addressed the certification of individual who had completed applicable training requirements to become certified officers. He noted that agenda item 11A addressed the approval of the officers who had completed the 143<sup>rd</sup> Basic Class as West Virginia law enforcement officers. He noted that Major DeBord, Director of Training for the West Virginia State Police Academy was present and asked him to speak concerning these officers.

Major DeBord advised the members present that listed on page 45 of the agenda packet had all successfully completed the entry level training program and recommended that as such they be certified.

Retired Lieutenant Miller made a motion, seconded by Retired Chief Stephens, that the officers who had successfully completed the 143<sup>rd</sup> Basic Class be certified as West Virginia law enforcement officers. 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.

First Sergeant Tilley then addressed agenda item 11B stating that it addressed the certification of Princeton Police Department Officer C Winkler. He noted that Officer Winkler had now completed all of the training requirements for

certification as a West Virginia law enforcement officer and recommended his certification as such.

Hearing no questions on his recommendation he asked if there was a motion to be made concerning it.

Retired Chief Stephens made a motion, seconded by Sheriff McComas, that Officer C Winkler, Princeton Police Department, be certified as a West Virginia law enforcement officer as he had completed all of the entry level training requirements to do so. 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.

First Sergeant Tilley then addressed agenda item 11C stating that it addressed the equivalent certification of the officers who had participated in the equivalent training program held during September 2010 at the PDC. He provided a listing of the officers who had so completed this training, a copy of which is under Appendix 2 of these minutes. He noted that the listed officers had now completed all of the training requirements for equivalent certification as a West Virginia law enforcement officer and recommended their certification as such.

Hearing no questions on his recommendation he asked if there was a motion to be made concerning it.

Retired Lieutenant Walker made a motion, seconded by Sheriff McComas, that the listed officers, be certified as a West Virginia law enforcement officers as they had completed all of the legislative training requirements to do so for officers seeking such certification under the equivalent certification process. 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.

First Sergeant Tilley then initiated discussion on agenda item 12 by advising the members present that it addressed the status of the approval of the proposed changes to Legislative Rules CSR 149-2 that they had previously recommended. The proposed rules changes as had been modified and moved forward to discussion/approval during the 2011 session of the legislature by the applicable legislative interim committee were provided for their review as part of the agenda mailing packet.

There was no discussion concerning the changes as they stood at this point. First Sergeant Tilley did note that any proposed legislation the Senator Laird might introduce concerning expanding the role of the LET Subcommittee as to officer certification actions might require changes in the rules as well. It was the consensus desire of the subcommittee members present to invite Senator Laird to the December 9<sup>th</sup> meeting to discuss the status of the changes he was proposing. Such an invitation will be extended to him.

First Sergeant Tilley then initiated discussion on agenda item 13 by advising the members present that it addressed an update on the required actions to be

taken by them from legislation passed during the 2010 legislative session. As had been discussed earlier in this meeting they were to receive a proposed training program for the now required eight hour minimum of training for officers to use speed measuring devices at the December 9<sup>th</sup> meeting.

He continued that as to the requirement for the development of a state consent to search form that he would be in contact with the staff of the West Virginia Prosecuting Attorneys Institute to arrange meetings with applicable experts in this area to develop a proposed form. He noted that he would keep the members informed on the status of that form's development.

As to the requirement to have anti-racial profile training developed Corporal Errol Randel of the Charleston Police Department had expressed an interest to work with subcommittee members on that training. Retired Captain Sadler and himself would be working on the development of that training. First Sergeant Tilley did ask for any subcommittee members interested in assisting on that training to contact him.

As to all of the time frames set by the various pieces of legislation as to action/approval by the subcommittee members First Sergeant Tilley noted that the required actions would all be well met by the set deadlines.

First Sergeant Tilley then initiated discussion on agenda item 14 by advising the members present that the proposal to be considered by them that would allow for the awarding of in-service hours to officers participating in the Fellowship Program at the Academy would be made at a subsequent subcommittee meeting as it was not ready to be presented and discussed at this time.

First Sergeant Tilley then addressed agenda item 15 by advising the subcommittee members that it addressed the development of legislation that would allow individuals who had resigned from the entry level training program for personal related reasons to, after time periods to be set by the statute and type of resignation, to once again be hired as sworn law enforcement officers. As set by statute now such individuals could only gain certification as a law enforcement officer by being approved and then completing the entry level training program as a private citizen.

He noted that work on this was being done by Mr Jeff Estep, Deputy Director, West Virginia Division of Justice and Community Services. It was not ready to be presented to them at this time, but would be by their December 9<sup>th</sup> meeting. He did ask if any members had recommendations concerning this proposed legislation to contact either Mr Estep or himself.

First Sergeant Tilley then addressed agenda item 16 advising the members present that there were no actions taken by Retired Captain Sadler on their behalf since the September 30, 2010 meeting that had been presented for their review under this agenda item.

First Sergeant noted that agenda item 17 had been previously discussed with their approval. He reminded the members present that by their prior approval that the subcommittee meetings starting in January 2011 would be starting at 9:00 a.m. He further reminded them that with the holiday schedule during November and December, as was their regularly approved practice, that there was no scheduled meeting during November 2010 and that the December meeting was early in the month, this year Thursday, December 9<sup>th</sup>.

First Sergeant Tilley did ask for their consensus approval that with the items projected to be discussed during that December meeting if it too could be started at 9:00 a.m. and noted to them that it would be held in the Executive Conference Room, next to the Academy cafeteria to facilitate the meeting. Such consensus approval was noted.

There being no other approved business to discuss First Sergeant Tilley asked if there was a motion to bring this meeting to a close.

Ms Singleton made a motion, seconded by Sheriff McComas, that the October 28, 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 October 28, 2010 meeting of the LET Subcommittee was brought to a close at 12:37 p.m.

# APPENDIX 1

## Proposed Basic Training Curriculum

# APPENDIX TWO

Officers to be certified  
under the Equivalent  
Certification process