

**AMMENDED MINUTES**

**LAW ENFORCEMENT TRAINING SUBCOMMITTEE  
West Virginia State Police Academy  
Professional Development Center  
Dunbar, West Virginia  
June 26, 2008**

- MEMBERS PRESENT: Colonel David Murphy  
Sheriff Rodney Miller  
Retired Lieutenant Steve Walker  
Ms. Suzan Singleton
- MEMBERS REPRESENTED: Colonel D. Lemmon by  
Sergeant Curt Tilley  
Chief Kevin Gessler by  
Chief Steve Stephens  
Retired Lieutenant Terry Miller by  
Retired Deputy Dave Gentry  
Retired Ivin Lee by Retired Sergeant  
James Johnson  
Ms. Patty Hamilton by Jack McClung
- MEMBERS ABSENT: The position occupied by Dr. Ervin V. Griffin Sr.  
is vacant due to his resignation from the  
LET Subcommittee and the vacancy as  
yet not being filled.
- STAFF: Mr. Jeff Estep  
Barbara White

**AMMENDED MINUTES**

The June 26, 2008 meeting of the Law Enforcement Training (LET) Subcommittee, conducted at the Professional Development Center of the West Virginia State Police Academy, located in Institute, West Virginia, was called to order by the Chair, Sergeant Curt Tilley, at 10:04 a.m. with nine (9) members either present or represented at the meeting.

The minutes of the May 29, 2008 meeting of LET Subcommittee had been mailed to the members prior to the meeting. Sergeant Tilley asked if there were any changes/corrections to be made to the minutes. Retired Lt. Steve Walker stated there was a spelling error on the word Department under the Weirton Police Department listing that needed to be corrected on page nine of the minutes. Jack McClung made a motion, seconded by Colonel Dave Murphy, that the minutes of the May 29, 2008 meeting of the LET Subcommittee be accepted with the correction to be made. There being no discussion on the motion Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

Sergeant Tilley asked for the presentation of the financial report by DCJS Staff, Jeff Estep, Deputy Director. Mr. Estep provided the members with a copy of a balance sheet for the LET Fund dated 19 June 08. He advised the members that as reflected on the account balance sheet that there was a balance of \$73,352.00 in the LET Fund. Mr. Estep informed the Committee that the unobligated funds did not include the \$195,623 salary grant to start on July 1 which reflects the continuing funding difficulties faced by the fund. The funds secured under the Perdue Pharma forfeiture will be used to address that salary grant and the funding difficulties.

There were no questions about the financial report as presented so Sergeant Tilley asked if there was a motion to be made by the members present to accept the financial report as presented. Ms. Suzan Singleton made a motion, seconded by Sheriff Rodney Miller, that the LET Fund's financial report be accepted as presented. There being no discussion on the motion Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

Sergeant Tilley then initiated discussion on agenda item three. The applications of the below named individuals seeking to be certified as law enforcement training instructors were presented for consideration:

Sergeant Scott Carl  
Morgantown Police Department

M26 Advanced Taser and Taser X26

Mr. Steve Holmes  
ASF Corp.  
Former U. S. Army Special Forces

Police Firearms Instructor – Handgun  
Police Firearms Instructor – Patrol Rifle  
Risk Assessment Methodology for  
Communities  
Tracking Techniques

Senior Patrolman Eric Loudermilk  
Charleston Police Department

Verbal Judo Instructor

Deputy Dayton L. Mayle  
Taylor County Sheriff's Office

Police Firearms Instructor – Handgun  
M26 Advanced Taser and Taser X26

Sergeant Tilley asked staff if these individuals met the standards to become certified law enforcement instructors. Mr. Jeff Estep indicated that they did and recommended their approval as such.

A motion was made by Retired Lieutenant Steve Walker, seconded by Retired Sergeant James Johnson, that these individuals be certified as law enforcement instructors. There being no discussion on the motion Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

Sergeant Tilley then initiated discussion on agenda item number four by indicating that he would be presenting each of the courses listed under item 4.A. to 4. D. as to the individual areas and ask if there were any questions on that area. If there were they would be addressed at time and that he would then move to the next course area. After all the courses had been presented under agenda items 4.A.-D. a motion would be entertained concerning them at the point.

The following annual level in-service training programs to be conducted during the 2008 Training Year were presented for consideration and approval:

### **2008 Training Year**

#### **APPLICATIONS FOR APPROVAL OF ANNUAL IN-SERVICE TRAINING PROGRAMS SPONSORED BY DEPARTMENT/ORGANIZATION:**

##### **CHARLESTON POLICE DEPARTMENT**

Eight (8) hours                      3 Jun 08

Bus Assaults for SWAT Team

Instructor: Sergeant H Hickman and Corporals Snodgrass and McConihay  
Charleston, WV

Ten (10) hours                      24 Jun 08

Police K-9 Monthly Training

Instructor: Corporal T Hawley  
Charleston, WV

##### **FAYETTE COUNTY SHERIFF'S OFFICE**

Four (4) hours                      Date to be set

Search Techniques for Safely Locating and Recovering Concealed Weapons

Instructor: Detective Sergeant J Sizemore  
Montgomery, WV

**KANAWHA COUNTY SHERIFF'S OFFICE**

Eight (8) hours                      16 Jun 08  
Clandestine Lab Re-Certification Training  
Instructor: Deputies Oakley and Snuffer  
Charleston, WV

**OHIO COUNTY SHERIFF'S OFFICE**

Forty (40) hours                      9-13 Jun 08  
High Risk Tactical Team Tracking Training  
Instructor: Mr. Steve Holmes  
Wheeling, WV

**POCA POLICE DEPARTMENT**

Eight (8) hours                      30 Jun 08 – 1 Jul 08  
ATV Accident Investigation  
Instructor: Officer D Underwood  
Poca, WV

**RANSON POLICE DEPARTMENT**

Sixteen (16) hours                      30 Jun 08 – 1 Jul 08  
Taser Instructor Training  
Instructor: Officer Richard Nelson  
Ranson, WV

**WOOD COUNTY SHERIFF'S OFFICE**

Eight (8) hours                      24and 26 Jun 08  
Project Lifesaver Update and Practical Exercise Course  
Instructor: Captain Mark King  
Parkersburg, WV

Sergeant Tilley asked if these classes met the criteria to be approved as annual in-service classes. Mr. Estep indicated that they did and stated that staff recommended they be approved. Sergeant Tilley asked if there were any questions concerning them. Hearing none he moved to agenda item 4.B.

The following annual level in-service training programs to be conducted during the 2009 Training Year were presented for consideration and approval:

**2009 Training Year**

**APPLICATIONS FOR APPROVAL OF ANNUAL IN-SERVICE TRAINING PROGRAMS SPONSORED BY DEPARTMENT/ORGANIZATION:**

**CHARLESTON POLICE DEPARTMENT**

Twenty-one (21) hours                      21-23 Jul 08  
Street Crimes Program  
Instructor: Retired Officer F Goff  
Charleston, WV

**FBI UNIFORMED POLICE – CLARKSBURG/FAIRMONT CENTER**

Forty (40) hours      6-10 Oct 08  
Defensive Tactics – Surviving Attacks  
Instructor: Corporal James Newlon  
Fairmont, WV

Four (4) hours      31 Jul 08  
ASP Baton Training  
Instructor: Corporal James Newlon  
Tucker County, WV

**EAST BANK POLICE DEPARTMENT**

Four (4) hours      15 Jul 08 Morning  
OC/Pepper Spray  
Instructor: Chief J Inclenrock  
East Bank, WV

Four (4) hours      15 Jul 08 Afternoon  
Firearms Usage, Safety and Maintenance  
Instructor: Chief J Inclenrock  
East Bank, WV

**MORGANTOWN POLICE DEPARTMENT**

Eight (8) hours      dates to be set during period 21 Jul 08 to 10 Aug 08  
Use of Force Application Training  
Instructor: Sergeants Carl, Soloman, Powell and Charlton  
Morgantown, WV

**NCLETTTC**

Forty (40) hours      4-8 Aug 08  
High Risk Entry Instructor  
Instructor: Mr. Michael Younger  
Moundsville, WV

Eight (8) hours      21 Jul 08  
Baton and OC Spray User Training  
Instructor: Officer Jeff Murray  
Bethany, WV

Eight (8) hours      11 Aug 08, 16 Sep 08, 7 Oct 08, 4 Nov 08  
Taser User Certification Course  
Instructor: Mr. Mike Younger  
Moundsville, WV

Sixteen (16) hours                      Dates to be set

Arson 1

Instructor: To be announced, course previously approved during 2008 Training Year. LET Coordinator will insure individual recognized instructor.

Moundsville, WV

Sixteen (16) hours                      Dates to be set

Basic Crime Scene Investigation

Instructor: To be announced, course previously approved during 2008 Training Year. LET Coordinator will insure individual recognized instructor.

Moundsville, WV

Six (6) hours                              Dates to be set

Basic Handcuffing Techniques

Instructor: To be announced, course previously approved during 2008 Training Year. LET Coordinator will insure individual recognized instructor.

Moundsville, WV

Twenty (20) hours                      Dates to be set

Basic Public Information Officer Course

Instructor: To be announced, course previously approved during 2008 Training Year. LET Coordinator will insure individual recognized instructor.

Moundsville, WV

Twenty-four (24) hours                      Dates to be set

Center Axis Relock (CAR) Close Quarters Combat Course

Instructor: To be announced, course previously approved during 2008 Training Year. LET Coordinator will insure individual recognized instructor.

Moundsville, WV

Eight (8) hours                              Dates to be set

Detecting Deception

Instructor: To be announced, course previously approved during 2008 Training Year. LET Coordinator will insure individual recognized instructor.

Moundsville, WV

Forty (40) hours                              Dates to be set

Duty Handgun Instructor

Instructor: To be announced, course previously approved during 2008 Training Year. LET Coordinator will insure individual recognized instructor.

Moundsville, WV

Eight (8) hours                              Dates to be set

Duty Hangun

Instructor: To be announced, course previously approved during 2008 Training Year. LET Coordinator will insure individual recognized instructor.

Moundsville, WV

Eight (8) hours                      Dates to be set  
Expandable Straight Baton  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Twenty-four (24) hours                      Dates to be set  
Hostage Negotiations for Teams  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
Hostage Negotiations for 1<sup>st</sup> Responders  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Sixteen (16) hours                      Dates to be set  
Immediate Response to Active Shooter  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
OC/Chemical Irritant  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
Patrol Rifle  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Sixteen (16) hours                      Dates to be set  
STOPS – Strategies and Tactics of Patrol Stops  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
SWAT I Phase I Close Quarter Handgun  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
SWAT I Phase II Low Light & Distraction  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
SWAT I Phase III High Risk Entry  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
SWAT I Phase IV Rifle & Shotgun for Close Quarter Combat  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
SWAT I Phase V Officer Survival  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
SWAT I Review and Certification  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
Tactical Handgun I  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Eight (8) hours                      Dates to be set  
Tactical Handgun II  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV

Sixteen (16) hours                      Dates to be set  
Taser Instructor  
Instructor: To be announced, course previously approved during 2008 Training  
Year. LET Coordinator will insure individual recognized instructor.  
Moundsville, WV



**2008 Training Year**

**APPLICATIONS FOR APPROVAL OF  
PERSONAL IN-SERVICE TRAINING PROGRAMS:**

**FAYETTE COUNTY SHERIFF'S OFFICE**

Annual In-Service

Detective Sergeant Jim Sizemore

Forty (40) hours 23-27 Jun 08

Crime Scene Survey, Documentation and Reconstruction

FBI in conjunction with Marshall University

Huntington, WV

**HURRICANE POLICE DEPARTMENT**

Annual In-Service

Sergeant J Moore

Forty (40) hours 15-20 Jun 08

North American Police Work Dog Association 2008 National Workshop

Indiana Law Enforcement Canine Association

Indianapolis, IN

**JEFFERSON COUNTY SHERIFF'S OFFICE**

Annual In-Service

Lieutenant David Colbert

Deputy George Bradshaw

Twenty-four (24) hours 23-25 Jun 08

Domestic and International Terrorism

Northern Virginia Criminal Justice Training Academy

Ashburn, VA

**MORGANTOWN POLICE DEPARTMENT**

Annual In-Service

Patrolman First Class Mark Trump

Patrolman Jason Ammons

Eighty (80) hours 3-12 Jun 08

Basic Police Sniper School

FBI

Fort Dix, NJ

**POCAHONTAS COUNTY SHERIFF'S OFFICE**

Annual In-Service

Chief Deputy T A McCoy

Twenty-four (24) hours 30 Jun 08 – 2 Jul 08

Concealed Carry Pistol Instructor for Law Enforcement

Sig Sauer Inc.

Epping, NH

**ST MARYS POLICE DEPARTMENT**

Annual In-Service  
Sergeant R. J. Jenkins  
Seven (7) hours 19-20 Jun 08  
Handling Victimization of Teens  
Bureau of Justice Assistance  
St Marys, WV

Sergeant Tilley asked Mr. Estep if these classes met the standards to be approved for personal in-service training. Mr. Estep stated that all the classes listed did and recommended their approval. Sergeant Tilley asked if there were any questions concerning these personal in-service classes. Hearing none he moved to agenda item 4D.

The following personal in-service class to be completed during the 2009 Training Year was presented for consideration.

**2009 Training Year**

**APPLICATIONS FOR APPROVAL OF  
PERSONAL IN-SERVICE TRAINING PROGRAMS:**

**CHARLESTON POLICE DEPARTMENT**

Annual In-Service  
Corporal Tom Ranson  
Eighty (80) hours 21 Jul 08 – 1 Aug 08  
Evidence Technician Training  
Ohio Peace Officers Training Academy  
London, OH

**SHEPHERDSTOWN POLICE DEPARTMENT**

Annual In-Service  
Officer Gregory Scappini  
Nineteen (19) hours 21-23 Jul 08  
2008 National Institute of Justice (NIJ) Conference  
U S Department of Justice  
Washington, DC

Sergeant Tilley asked Mr. Estep if these classes met the standards to be approved for personal in-service training. Mr. Estep stated that they did and recommended their approval. Sergeant Tilley asked if there were any questions concerning these personal in-service class.

Hearing none he asked if there was a motion concerning the classes presented under agenda item 4 A-D.

A motion was made by Ms. Suzan Singleton seconded by Retired Lieutenant Steve Walker that the listed classes for applicable in-service credit under agenda item 4A – 4D be approved with the exception of those addressed in

Retired Lieutenant Walker's recommendation following the presentation of the annual in-service classes for the 2009 Training Year as relating to the NCLETTTC training classes. There being no discussion on the motion Sergeant Tilley called for questions. All present voted in favor of, with no negative votes cast, for the motion as made.

Sergeant Tilley then addressed agenda item 5 with the members present. Sergeant Tilley informed the Committee that a full Governor's Committee on Crime, Delinquency and Correction meeting will be held at the Charleston Civic Center on Thursday, August 28, 2008, with the LET Subcommittee meeting be held that morning from 10:00 – 12:00 and the full committee meeting at 1:30 p.m.

Sergeant Tilley then addressed agenda item 6, updating the Committee on the present status of the Legislative Rule – title 149. Sergeant Tilley reviewed what had been accomplished at the working retreat the previous month at Chief Logan State Park and commended the Committee for their hard work and efforts.

Sergeant Tilley then requested that staff, Mr. Jeff Estep, give the Committee an update on the status of the funding request of the WV State Police for \$195,622 for civilian support staff salaries at the Academy for FY 2009, which was approved at the May 29, 2008 meeting. Mr. Estep then informed the Committee that the appropriation of the Purdue Pharma monies was based on the Governor's call. The status at this time is up in the air, but progress is slowing being made in transitioning that money into the right agency accounts for distribution.

Sergeant Tilley then told the members present agenda items listed under items 8, 9, 10, 11, 12, 13, 14, and 15 all pertain to personnel issues and inquired if there was a motion to move into executive session to hear these matters. At this time Sheriff Rodney Miller moved, and Suzan Singleton seconded, that the Committee moved into executive session to discuss these matters. Vote was unanimous by all members present.

The LET Subcommittee went into executive session. After coming out of executive session Sergeant Tilley inquired of the Committee if there were any motions pertaining to Items 8-15 at this time.

Suzan Singleton made the following motion: "As far as the matter under Item No. 9 on the agenda, the appeal of Officer Morris, I move that the Committee move forward as we discussed before." Retired Sergeant Johnson seconded the motion. Sergeant Tilley inquired if there was any discussion in this matter, being none, all present voted in favor of, with no negative votes cast, for the motion as made.

Retired Lieutenant Steve Walker made the following motion: "As to Item No. 13 on the agenda, pertaining to Deputy Justin Smith, I make a motion that we allow him to proceed in the process." Sheriff Rodney Miller seconded the motion. Sergeant Tilley inquired if there was any discussion in this matter, being none, all present voted in favor of, with no negative votes cast, for the motion as made.

As to Item No. 14 on the agenda, Dave Gentry made the following motion: "I move that Mr. Longwell be permitted to come back to the Academy as a private citizen and not be acting as a police officer until he has successfully completed the academy and received his certification." Retired Lieutenant Walker seconded the motion. Sergeant Tilley inquired if there was any discussion in this matter, being none, all present voted in favor of, with no negative votes cast, for the motion as made.

There being no other motions pertaining to the agenda items discussed in executive session Sergeant Tilley addressed agenda item 16 by advising the members that pages 95 to 120 addressed actions taken by staff on their behalf since the May 29, 2008 meeting. He asked if there were any questions concerning this information. There were none.

Sergeant Tilley asked if there was any other business to conduct. Hearing none he asked for a motion to bring this meeting of the LET Subcommittee to a close. Sheriff Rodney Miller made a motion, seconded by Retired Deputy Gentry, that the June 26, 2008 meeting of the LET Subcommittee be brought to a close. Hearing no questions on the motion Sergeant Tilley called for questions. All present voted in favor of the motion as made with no negative votes cast.

The June 26, 2008 meeting of the LET Subcommittee was brought to a close at 12:34 p.m.