

**Panhandle Regional Law Enforcement Academy-Criminal Justice Programs  
Advisory Committee Meeting Minutes**

CHAIRPERSON: Toni Brasher, Director		
MEETING DATE: 08/17/05	MEETING TIME: 1:30 PM	MEETING PLACE: Amarillo Public Library- Northwest Branch, Conference Room
RECORDER: Sibbie Sams		PREVIOUS MEETING: 04/20/05

**MEMBERS PRESENT:**

**OTHERS PRESENT:**

Name and Title		Name and Title		Name and Title	
	Dale Alwan Chief of Dumas P.D.		Lt. Dale Davis for Bobby Griffin Chief of Canyon P.D.		John Kiehl PRPC
	Dave Thurman for Joel Richardson Sheriff of Randall County		Bo DeArmond Sheriff of Moore Co.		Damaris Schlong Dean Workforce & Economic Development
	Bill Quackenbush Civilian		Trevlyn Pitner Chief of Pampa P.D.		Toni Brasher Director of CJ Programs
	Bob Russell Civilian		Wes Langham, Ph.D. Civilian		Sondra Beigle Associate Director of CJ Programs
	Perry Gilmore Captain Amarillo Police Dept.		Terry Easterling Director Potter, Randall & Armstrong Counties CSCD		Eric Wallace Coordinator Intervention Programs
	Ken Farren for Mike Shumate Sheriff of Potter Co.				Alex Chancia Coordinator Criminal Justice Programs

Agenda Item	Action Discussion Information	Responsibility
Continuing Business:	Meeting called to order	Toni Brasher
	Approval of minutes	Toni Brasher

CJ Programs Education Report:		Toni Brasher
Academy-Law Enforcement In-Service Training Updates:		Alex Chancia
Committee Roundtable:		Toni Brasher
Miscellaneous:		Toni Brasher

MINUTES

Key Discussion Points	Discussion
Continuing Business:	<p>Meeting was called to order at 1:40 p.m. by Toni Brasher, Director of Criminal Justice Programs.</p> <p>A motion was made to approve the minutes from the April 20, 2005, Advisory Committee meeting. Motion was seconded and carried.</p>
CJ Programs Specialized Training:	<p>At our next meeting Sarah Uselding will do a presentation on the Criminal Justice Academic Web class we are now offering. Toni informed the Committee of the new Criminal Justice motto, "Justice Through Education".</p> <p>Using a power point presentation, Toni outlined the upcoming training scheduled for the remaining year.</p> <p>Effective Report Writing will be held in Canadian on August 22 and 23, 2005. Jim Burgess and Jason Whisler will teach a Basic Fingerprint Comparison class on August 22 through 26. This class will be limited to 20 students.</p> <p>A copy of a memo from John Kiehl regarding the Clan Lab-Related ITX Training scheduled for August 25 was handed out. A total of 25 area departments are participating in this program and each department will be receiving one of the ITX units. Each department is allowed to bring one or two individuals to the training. Toni and Karen will pull up the roster from the last class and mail out this information to everyone who attended.</p> <p>Court Security training is scheduled to be taught by Robert Williams from Austin. The course will be held on September 29 at a cost of \$69. This instructor uses practical exercises and scenarios in covering topics for law enforcement and court systems personnel (clerks, judges, and district attorneys). Court safety and security will be the main focus of this training. The last two hours will cover personal safety geared for people who have to go out into the field.</p> <p>John Kiehl informed the Committee about the AFIS (Automated Fingerprint Information System) training to be held in September. There will be two different work sessions, with 7 of the 15 agencies being trained on September 12 &amp; 13 and the other 8 agencies will train on September 23 &amp; 24. The training will be held in the Amarillo Police Department training room on the 4th floor. SPEC Forensics is handling the hardware and software for the two-day training. SPEC will set up the equipment, do the training, and then take the equipment to the individual agencies to set it up for them.</p>

John wanted the Regional AFIS Program to issue a memo of understanding of the qualifications needed for individuals who will run this equipment. In the end, it will be each department's decision on who will run their equipment. If they use the wrong people, who may not be qualified, they risk contaminating the information in the database. This will ruin the information for everyone.

Toni plans to schedule an Intermediate Fingerprint Comparison class in October or November to be taught by Charles Parker. She will schedule another Basic Fingerprint in February or March and later have another intermediate class. This will keep the training cycle going. Toni would also like to have an Advance Fingerprint class next year.

A SCANS class is scheduled to be held on October 11 and 12, but we may have to re-schedule.

On October 12, we will hold a Drug Endangered Children conference sponsored by the Texas Alliance for Drug Endangered Children. Toni and Eric are on the committee with 30 individuals from courts, law enforcement and CPS. This will cost \$10 per person as we are using a grant for funding. The training will help to establish procedures for all departments to follow when children are found in Meth Labs.

Kelle Hall from Randall County S.O. called Toni to let her know they were holding a Performance & Accountability class on October 12 & 13 with Marin Consulting. Toni said that we would partner with Randall County S.O. to sponsor the class. We held this class last year with an enrollment of 32 officers and we were pleased with the training through Marin & Associates.

We are having a Criminal Justice Leadership conference on October 18 & 19 with Brian Polansky from Arkansas. Not all of the training is geared to law enforcement personnel, but you can use what you learn in any field. The cost will be \$89 and will be held at the Polk Street Campus, B&I Auditorium. Alex mentioned that anyone wanting more information could pull up brainpolansky.com on the web and find out exactly what will be covered.

Street Crimes with Reid & Associates is scheduled for June 21, 22, 23 of 2006. A Gang conference is planned for March 2006. A Domestic Violence training will be held in April 2006 in conjunction with the Child Abuse Prevention Committee.

Toni mentioned again how much she appreciated the input from the Focus Groups. It has been a big help in planning what training to schedule.

At the end of her presentation, Toni handed out instructor lists for the Law Enforcement Academy and the L.E. In-Service classes. Each list contains instructors' names, what they teach, and where they work. There are several instructors listed on both as they teach in the

	<p>Academy and In-Service. Toni asked the Committee members to look over the lists to see if there are any instructors they did not want to teach for them. Please contact Alex if you have a problem with anyone on the lists. We want to provide quality instructors for everyone.</p>
<p>Academy-Law Enforcement In-Service Training Updates:</p>	<p>Alex reminded everyone of the 91<sup>st</sup> Academy graduation on August 26 at 6:00 pm. We are holding the graduation at the Oasis Southwest Baptist Church at 8201 Canyon Drive. The class is too big (39 students will graduate) to hold the graduation service at Ordway Hall on Washington Street Campus.</p> <p>Kelle Hall is going to hold a #3232, Special Investigative Topics, and #3939, Cultural Diversity, at Randall County Sheriff's Office in October. Alex has scheduled several Legislative Update classes during October. Jason Henderson and Darrin Bridges, DPS Officers, will teach a Drug Interdiction class this fall.</p> <p>Alex said to notice the AR-15 class will be held at the Potter County Range. Alex also mentioned our new web address, <a href="http://www.actx.edu/cj">www.actx.edu/cj</a>.</p>
<p>Committee Roundtable, &amp; Miscellaneous:</p>	<p>Toni turned the meeting over to the "roundtable" discussion.</p> <p>Discussion was held on the size of the Academy class. Dave Thurman and Dale Davis taught the Police Driving portion of the 91<sup>st</sup> Academy. They both agreed that 39 students were too many to teach at one time, especially with only 3 cars. The students would wait for 4 hours just to drive 2 laps around the track. They asked if it would be possible to divide the class. Teach half of the class Police Driving and the other half Firearms, and then switch over to complete the training for each student. They were very concerned that too many students meant too little time on the skills or hands on training (driving, firearms, and defensive tactics). This puts the college and the instructor at a huge liability. Toni said to half the class was an excellent suggestion and we would definitely think about that.</p> <p>Damaris was asked about the newest development on the Frank Phillips College situation. We will not know the final decision until the TCLEOSE meeting on September 22 and 23. No matter what the outcome, Damaris stated that Amarillo College Criminal Justice Programs wants the best training for all Criminal Justice professionals in the top 26 counties. If Frank Phillips College is awarded a TCLEOSE provider number, the only difference will be the nine counties in FPC area will be pulled from our marketing and scheduling.</p> <p>Ken Farren asked John Kiehl about NIMS (National Incident Management System) training. Farren was not sure that every department was aware of the training requirement and the deadline. He asked Damaris if it would be possible to schedule a meeting to inform every one of the requirements and timeline. Damaris said that we could schedule the meeting through AC even if we had to use the</p>

	<p>Civic Center in order to have a large enough facility.</p> <p>John asked for this to wait until he spoke with the Regional Committee. He did not want to interfere with the plans of the City of Amarillo.</p> <p>John said the IS-700 has to be done by October 1, 2006, and if you do not come into compliance with the federal regulations, you will jeopardize your eligibility for federal funding. You can do the IS-700 4-hour training on-line or PRPC has certified instructors who can teach this class. We would like to get together all different disciplines to train at the same time.</p> <p>Meeting was adjourned at 2:30 p.m.</p>
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CHAIRPERSON SIGNATURE:	DATE: 11/02/05	NEXT MEETING: 11/16/05
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