

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

CHAIRPERSON: Toni Brasher, Director		
MEETING DATE: 11/16/05	MEETING TIME: 1:30 PM	MEETING PLACE: Amarillo Public Library- Northwest Branch, Conference Room
RECORDER: Sibbie Sams		PREVIOUS MEETING: 08/17/05

MEMBERS PRESENT:

OTHERS PRESENT:

Name and Title		Name and Title		Name and Title	
	Dale Alwan Chief of Dumas P.D.		Michael Hubbs Civilian		Jeffrey Snyder PRPC
	Dave Thurman Chief Deputy Randall County S.O.		Richard Martindale 47 th District Attorney's Office		Toni Brasher Director of CJ Programs
	Bo DeArmond Sheriff of Moore Co.		Joe Nunn Assistant Warden TDCJ Bill Clements Unit		Sondra Beighle Associate Director of CJ Programs
	Trevlyn Pitner Chief of Pampa P. D.		Wes Langham, Ph.D. Civilian		Eric Wallace Coordinator Intervention Programs
	Jeff Lester Lt. of Training and Personnel Amarillo P. D.		Richard Bernal Deputy Director of Potter, Randall & Armstrong Counties CSCD		Alex Chancia Coordinator Criminal Justice Programs
	Captain Russell Wheeler Potter County S. O.		Donald Gaines Assistant Chief of Potter County Juvenile Probation		Sarah Uselding Criminal Justice Academic Instructor

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

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

MINUTES

Key Discussion Points	Discussion
<p>Continuing Business:</p>	<p>Meeting was called to order at 1:30 p.m. by Toni Brasher, Director of Criminal Justice Programs.</p> <p>Wes Langham made a motion to approve the minutes from the August 17, 2005, Advisory Committee meeting. Motion was seconded and carried.</p> <p>Introductions were made and Toni welcomed the following new members: Donald Gaines, Michael Hubbs, Dave Thurman, Russell Wheeler, and Jeff Lester. The membership of this Advisory Committee is based on three year rotating terms in order to comply with Amarillo College Advisory Committee rules.</p>
<p>CJ Programs Education Report: CJ Academics</p>	<p>Toni introduced Sarah Uselding, Criminal Justice Academic Instructor. With over 200 majors in Criminal Justice, Sarah works hard to meet the needs of all of her students. She is an excellent instructor with great organizational skills and has wonderful rapport with the students.</p> <p>The meeting was turned over to Sarah who gave a presentation on the Criminal Justice Academic Web class we are now offering.</p> <p>We offered "Introduction to Criminal Justice" as an on-line class for the first time in Fall 2005. Sarah started with 37 students and currently has an enrollment of 20. She pointed out that this was normal for on-line classes as the drop out rate is high. Sarah has tried to keep the level of difficulty comparable with the classroom instruction. Students who enroll thinking that the class will be easy often find the Web class too difficult and Sarah transfers them back into the classroom.</p> <p>In Spring 2006 semester, we will offer "Crime in the America". Plans are to offer another on-line class in Summer 2006. Sarah's goal is to have all of the Criminal Justice classes formatted to be offered on-line and then rotate them each semester. Eventually a student will be able to complete the CRIJ.AS Degree completely on-line.</p> <p>To access the Web classes, go to our home page and go through Web CT. AC issues the student a log-in that gives them access to only the on-line class and class calendar they are enrolled in. The Web course is set up with different interactive modules. The student is required to complete one module before they have access to another. Every week the list is updated and as they finish one module, they will receive access to the next one.</p>

	<p>Sarah went over specifics for the on-line testing. The tests are on-line (only) and for a 100 question test the students have 1 ½ hours to complete. Once they log in, they have to complete the test. The student cannot log out and try again later. The tests are not printable and cannot be saved or e-mailed out. Sarah noted that we cannot be 100% sure that it is the student who is taking the test. The students are told <u>not</u> to use their books or notes, but there is no way to be sure they comply with that rule. The tests are limited by time where a student really does not have time to look up answers to the questions; they will need to know the material in order to pass the tests. Sarah was asked "what would happen if some computer problem occurred while a student was taking a test?" Students have support information if they have trouble. AC E-Learning Center can actually see what happens and they will determine if the problem was computer failure.</p> <p>Sarah was asked if she liked the Web classes and she told the Committee that she preferred the classroom setting with personal contact with the students. The Web classes are more work. For example, since class started last month, she has had over 583 e-mails to deal with. Sarah believes there is a real need for this type of class and she already has several law enforcement officers who are taking the on-line class. It works well with their schedule as they can log on whenever they want.</p> <p>After answering a few questions regarding specifics on Web classes, Sarah finished her presentation and turned the meeting over to Toni who informed the Committee on how hard Sarah had worked to develop the Web class. This first on-line class took Sarah over 100 hours to complete.</p>
<p>Academy-Law Enforcement In-Service Training Updates:</p>	<p>We started the 92nd Academy in October with an enrollment of 30 students. Alex changed the recruit uniform requirement and Toni was pleased with the new look. This class will take the TCLEOSE exam on March 9 and will graduate on March 10 at the Oasis Southwest Baptist Church.</p> <p>Alex currently is interviewing for the 93rd evening Academy that begins in January. He has already interviewed or has scheduled to interview 20 applicants.</p> <p>Discussion was held on Specialized training for this year. Toni informed the Committee that we had the largest specialized class we have ever had in October with 320 enrolled in the "Drug Endangered Children Conference" sponsored by the Texas Alliance for Drug Endangered Children. Other sponsors for this conference included Potter and Randall Counties, The Bridge, CPS, and Panhandle Assessment Center. With their help we were able to bring instructors from Dallas, Austin, and San Antonio. Northwest Texas Hospital provided snacks and drinks.</p>

	<p>Also, we held a "Court and Workplace Security" training taught by Robert Williams from Austin. Brent Harrison recommended this instructor and course. The course received great evaluations.</p> <p>We held an "Effective Report Writing" class taught by Wade Ford from Lubbock and he was outstanding. This was recommended by Trevlyn Pitner.</p> <p>Charles Parker just taught the "Intermediate Fingerprint Comparison" class with Jim Burgess assisting. Toni was very impressed with Charles Parker and plans to have him back two to three times per year. She will schedule another "Basic Fingerprint" in February or March. Jason Whistler may teach a one-day "DNA for Dummies" class.</p> <p>"Critical Incident Stress Management" taught by Mike Haley from Ohio is scheduled for next month.</p> <p>We have scheduled a two-day "PowerPoint A-Z" training for February 23 & 24, 2006. Toni highly recommends this training as she took this class in one of the breakout sessions at a TCLEOSE meeting and felt like she had learned more in one hour than she had from all of her other PowerPoint training.</p> <p>Alex is working to set up a "Gang Symposium" in March or April. Steve Powers with APD is helping with this too. Pac Man will be the main speaker with Delbert Boone coming in on the last day. Boone's specialty is drugs but a lot of his information relates to gangs.</p> <p>We held a "Criminal Justice Leadership" conference on October 18 & 19 with Brian Polansky from Arkansas. We received good reviews from this class. Toni reminded everyone that "Street Crimes" will be here in June 2006.</p> <p>Alex asked everyone to take a moment to fill out a form. Please note any training you need or would like to see on our in-service training schedule.</p>
<p>Committee Roundtable, & Miscellaneous:</p>	<p>Toni turned the meeting over to the "roundtable" discussion.</p> <p>Discussion was held on the "Crisis Intervention Training" mandate from TCLEOSE. Every officer is required to take the 16-hour training unless they have completed the "CIT Train the Trainer" or the 40-hour "Mental Health Officer" course. If an officer has been licensed less than two years, he/she will be required to take the training within the next two years. All other officers will have four years to take the training. Alex will put this on the schedule in January. Sondra mentioned that anyone working on their Intermediate certification would want to take the training as soon as possible.</p> <p>Frank Phillips College received their provider number from TCLEOSE this month. Right now we will not be allowed to advertised or set up</p>

classes in the FPC area. Alex stated that Amarillo College Criminal Justice Programs wants the best training for all Criminal Justice professionals in the top 26 counties. Any officer who is from a county under the FPC provider area may attend any of our classes and they will be covered by PRPC.

Toni told Jeff Lester how proud she was that his academy had a 100% passing rate on their first TCLEOSE testing.

Discussion was held on TCLEOSE mandated training, TCLEOSE POSEIT problems, and upcoming TCLEOSE audits. Main concern discussed was the Training Provider audits. During the TCLEOSE audit, they will ask to see the instructor qualification data sheet, lesson plan, class roster, class evaluations, and tests on all training reported to TCLEOSE. They also will be checking to be sure training is held for the time allotted and the instructors are covering objectives.

Toni reminded everyone that we now have a new web address, www.actx.edu/cj.

Meeting was adjourned at 2:30 p.m.

CHAIRPERSON SIGNATURE:	DATE: 02/03/06	NEXT MEETING: 02/15/06
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