

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

CHAIRPERSON: Toni Brasher, Director		
MEETING DATE: 01/19/05	MEETING TIME: 1:30 PM	MEETING PLACE: Amarillo Public Library- Northwest Branch, Conference Room
RECORDER: Sibbie Sams		PREVIOUS MEETING: 10/19/04

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.	Stacey Urbanczyk PRPC
Joe Hataway Sheriff of Ochiltree Co. S.O.	Bo DeArmond Sheriff of Moore Co. S.O.	Bruce Zeller Warden TDC Clements Unit
Richard Martindale Assistant District Attorney, 47 th District Court-Potter County	Trevlyn Pitner Chief of Pampa P.D.	Damaris Schlong Dean Workforce & Economic Development
Bill Quackenbush Civilian	Rob Roach Chief of Panhandle P.D.	Toni Brasher Director of CJ Programs
Bob Russell Civilian	Terry Easterling Director Potter, Randall & Armstrong Counties CSCD	Sondra Beigle Associate Director of CJ Programs
Frankie Scott Sheriff of Hartley Co. S.O.	Joe Nunn Assistant Warden TDC Clements Unit	Eric Wallace Coordinator Intervention Programs
Perry Gilmore Captain, APD	Morice Jackson Constable, Precinct 2 Potter County	Alex Chancia Coordinator Criminal Justice Programs

Agenda Item	Action Discussion Information	Responsibility
Continuing Business:	Meeting called to order	Dale Alwan
	Approval of minutes	Dale Alwan
Advisory Committee Restructure, Expectations, & Responsibilities		Toni Brasher

CJ Programs-Education Report		Toni Brasher
Focus Groups		Toni Brasher
Academy-Law Enforcement In-Service Training Updates:		Sondra Beighle Alex Chancia
Upcoming Trainings, Co- Sponsorships, Committee Roundtable, & Miscellaneous:		Toni Brasher

MINUTES

Key Discussion Points	Discussion
Continuing Business:	<p>Meeting called to order at 1:35 p.m. by Dale Alwan, Chairman of Advisory Committee.</p> <p>Introductions were made around the room and Toni introduced Alex Chancia, as the new Coordinator of Criminal Justice Programs.</p> <p>Trevlyn Pitner made a motion to approve the minutes from the October Advisory Committee meeting. Frankie Scott seconded the motion. Motion carried.</p>
Advisory Committee Restructure, Expectations, & Responsibilities	<p>Using a power point presentation, Toni discussed the changes for the Advisory Committee. The Panhandle Regional Law Enforcement Academy, Criminal Justice Programs (Academic), and Intervention Programs Advisory Committees have been combined. This should help us become more efficient as one Committee will advise all areas of Criminal Justice Programs.</p> <p>A copy of the Amarillo College Advisory Committee Handbook was given to each member. Toni went over the expectations and responsibilities of the Advisory Committee and our responsibilities to the Committee.</p> <p>Toni informed the Committee members that their input was vital and pointed out how Criminal Justice Programs planned to use them.</p>
CJ Programs-Education Report	<p>Each meeting, Toni plans to do a brief report on what we are doing in our department. She went into detail describing each area of Criminal Justice Programs including the Law Enforcement Academy, Criminal Justice In-Service training, Intervention Programs, and Criminal Justice Academics.</p> <p>Several years ago, we expanded our Law Enforcement In-Service training to include training for Probation, Parole, Corrections, and CPS. Also, in 2002, we took over the Intervention Programs which covers DWI, DWI Repeat Offender, MIP, Adolescent Tobacco, Alcohol Seller, Anger Management, Defensive Driving, and Shoplifting.</p> <p>In the Criminal Justice Academic program, we have 200 declared majors. There are three degree options, Criminal Justice A.S., Criminal Justice Corrections A.A.S., and the Law Enforcement A.A.S. degree.</p> <p>Toni gave specifics for each degree plan. The core requirements on the Criminal Justice A.S. degree will transfer to any state college or university in Texas. The CJ Corrections A.A.S. degree was developed</p>

	<p>especially for Correctional Officers. If they attend the TDC Pre-Service training anywhere in the State, they can take a test and receive seven credit hours from AC toward the A.A.S. degree. The Law Enforcement Academy is 20 hours toward the 62 hour Law Enforcement A.A.S. degree.</p> <p>Toni gave information on the total enrollment, contact hours, and income for each Criminal Justice Programs area during the 2003/2004 year. She stated that she would give more information on contact hours and contact hour reimbursement at the next meeting.</p> <p>Toni was asked about the Security Officer training. The first class is scheduled for February 3. We will be training security officers for BSA and Northwest Texas Hospitals.</p>
<p>Focus Groups</p>	<p>One of the new plans for the CJ Programs will be formation of focus groups. Toni explained how the groups would be formed and how they would work.</p> <p>Each focus group will be comprised of 12 individuals from various areas of the criminal justice field. There will be three different focus groups who will meet for 90 minute sessions. We want to find out what you want, what we do well, and what we need to improve on.</p> <p>Some members of the Advisory Committee will be asked to attend the focus groups. A list of issues will be covered with ideas on each topic submitted to be discussed by the group. After all of the focus groups meet, we will compile a report and send it out to each member.</p>
<p>Academy-Law Enforcement In-Service Training Updates:</p>	<p>Alex gave the committee the latest news on the academies. We have 22 students in the 90th Academy getting ready to graduate in March. The 91st Academy started this month with 39 students.</p> <p>Discussion was held on the changes to the TCLEOSE "Basic Jail" course. Sondra told the Committee that the total hours for the course had been increased from 80 to 96 hours. TCLEOSE had talked about going to 120 hours, but finally agreed to the 96 hours.</p> <p>We have had a lot of requests for a "Basic Instructor" course and we waited for the expected increase in hours. Sondra said that she had been checking on this and the changes have not been posted by TCLEOSE, so she and Toni are going to go ahead and schedule the class for 40 hours.</p>
<p>Upcoming Training & Co-Sponsorships:</p>	<p>Discussion was held on "The Bulletproof Mind" scheduled for March 2, 2005. Lt. Dave Grossman will be teaching this at the B&I Polk Street Campus. This training will be free to all area law enforcement officers. For everyone else, it will cost \$149. Later in the meeting</p>

	<p>Bob Russell and Bill Quackenbush mentioned how important this training would be to individuals who work directly with the youth.</p> <p>March 7 to 11, we will have a "Clandestine Meth Lab" class scheduled through an agreement with DPS. This is by invitation only. If your agency is contacted and you need any other information, contact John Kiehl with PRPC. Toni thought there would be around \$6,000 worth of material given to the attendees. A place has been found at AC East Campus to set up for the Meth Lab.</p> <p>Toni went over other special training scheduled in the near future. An "Accident Investigation Level II" will be held on March 30 to April 1. This will be taught by Jamie Downs, DPS. Eric Wallace has been working on the "Psychology of Addiction" class to be held on April 4. This will be taught by Delbert Boone from New York. A 40-hour "Homicide Investigation" class with Stan Rickwartz instructing will be held on April 11 to 15.</p> <p>We are getting a lot of requests for a "Blood Spatter" class. Toni informed the Committee that we had \$1,200 left in the PRPC Specialized training fund to pay for this training. Discussion was held on who could teach a "Blood Spatter" class.</p> <p>Discussion was held on Co-Sponsorship classes. Toni is excited about using this format to schedule classes. Several agencies and Amarillo College can work together and pool their resources to the benefit of everyone.</p>
<p>Committee Roundtable, & Miscellaneous:</p>	<p>Toni turned the meeting over to the "roundtable" discussion. Each meeting she hopes to be able to let each member speak (if they want to) about news from their area.</p> <p>Leadership training was mentioned and Toni informed the Committee that our division (Workforce Development) provides seminars on "Leadership Skills". Damaris suggested the leadership training could be set up as an open enrollment class so only criminal justice professionals would be allowed to enroll.</p> <p>Joe Hataway mentioned the new fingerprinting database procedure to start in the near future. He said this would be of great help when booking prisoners. Joe also mentioned how hard it is to let officers off to be trained due to man power shortages.</p> <p>Warden Zeller told the Committee about the availability of tracking dogs. We can use the dogs to track even after 36 hours. This resource is available (no charge) to any agency, just call the TDC Clements Unit and ask for the Warden on duty.</p> <p>Perry Gilmore said their new range would be located West of Amarillo and should be completed in August. Within the next year or two, they</p>

plan to add a live fire shooting range. APD is pretty excited about this facility.

Perry had just returned from training at the National Academy and he was very impressed with the training he received. The management training was like the "Leadership Skills" training we talked about earlier. He was also enthused about the "News Media Relations" training he attended. He plans to copy their lesson plans to use in training his officers.

Perry was asked about his accelerated academy. The APD academy that just finished had nine officers who had completed the AC Law Enforcement Academy. Previously, a cadet had to have two years experience in law enforcement to attend the accelerated academy, but now that is not a requirement.

Some of the other training mentioned during the roundtable discussion was Crisis Intervention, SWAT, Internal Affairs, FTO (Field Training Officer).

The "Intoxilyzer" training was mention again. Sondra said that she had talked with DPS about this and found out that it would be too expensive. We would have to have special equipment to be able to hold this training and it is just not possible. The training is held in Midland and San Antonio. You can apply for the PRPC Out-of-Region training fund to pay the expenses to send your officers for training.

A questionnaire was given to each member and Toni explained how important it was to complete and return to her. This will help us keep current on what training is requested and needed. She plans to have this form at each meeting and plans to utilize the information to schedule future classes.

Toni mentioned the article on Bill Quackenbush and stated how proud we were to have him as a member of the Committee. Toni also mentioned Sonya Letson's retirement.

Meeting was adjourned.

CHAIRPERSON SIGNATURE:

DATE: 01/19/05

NEXT MEETING: 04/20/05