

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

CHAIRPERSON: Toni Brasher, Director		
MEETING DATE: 02/15/06	MEETING TIME: 1:30 PM	MEETING PLACE: Amarillo Public Library- Northwest Branch, Conference Room
RECORDER: Sibbie Sams		PREVIOUS MEETING: 11/16/05

MEMBERS PRESENT:

OTHERS PRESENT:

Name and Title		Name and Title		Name and Title	
	Dale Alwan Chief of Dumas P.D.		Joe Nunn Assistant Warden TDCJ Bill Clements Unit		Captain Russell Wheeler Potter County S.O.
	Michael Hubbs Civilian		Wes Langham, Ph.D. Civilian		Jeffrey Snyder PRPC
	Richard Martindale 47 <sup>th</sup> District Attorney's Office		Ken Farren Chief Deputy Potter County S.O.		Toni Brasher Director of CJ Programs
	Jeff Lester Lt. of Training and Personnel Amarillo P. D.		Dale Davis For Chief Bobby Griffin Canyon Police Department		Eric Wallace Coordinator Intervention Programs
	Donald Gaines Assistant Chief of Potter County Juvenile Probation				

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

CJ Programs Education Report: In-Kind Contribution and Co-Sponsorship Agreements		Toni Brasher & Eric Wallace
Academy-Law Enforcement In- Service Training Updates:		Toni Brasher
Committee Roundtable:		Toni Brasher
Miscellaneous:		Toni Brasher

MINUTES

Key Discussion Points	Discussion
<p>Continuing Business:</p>	<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 November 16, 2005, Advisory Committee meeting. Motion was seconded and carried.</p>
<p>CJ Programs Education Report: In Kind Contributions and Co-Sponsorship Classes</p>	<p>Toni gave a brief presentation covering the In-Kind and Co-Sponsorship type of classes.</p> <p>Everyone is familiar with the standard type of training we provide where you pay a fee, issue a letter of billing, or bill tuition to PRPC. Criminal Justice Programs also provides training through In-Kind Contribution and Co-Sponsorship Agreements.</p> <p>The largest portion of the training we do is covered by In-Kind Contribution Agreements and Co-Sponsorships. Toni referred everyone to the handouts showing examples of the type of agreements required for this type of training.</p> <p>If you want a neutral facility (away from your agency where officers will not be disturbed) or just a classroom with all of the instructional equipment provided, you may want to check on this type of training. It benefits both parties. Amarillo College receives contact hour reimbursement from the state for every hour a student is in class. Toni informed the Committee that we did not receive the monies directly but the reimbursement goes into the Amarillo College funds. The state reimbursement rate has been drastically reduced and will probably decrease again, but currently the rate for Law Enforcement training is \$3.04 per contact hour. We do not get the whole amount, but the funding we do receive does help.</p> <p>To be funded for contact hour state reimbursement, courses must be at least 7 hours in length. If the course is less than 7 hours, it must go through a special approval process from the Texas Higher Education Co-Board to receive contact hour reimbursement. Toni gave the 4-hour "Identity Theft" class as an example of the special approval for funding.</p> <p>With this type of training, we must have an agreement signed by both parties in the class file. This is required by the Co-Board and stays in the file for future state audits. The agreement will state all of the specifics on the course along with contact information. It will also include a list of responsibilities for both parties.</p> <p>Benefits for the agency, other than use of our facilities and equipment, would be the records we provide. Every class held through Amarillo College is recorded and, at any point in time, proof of training</p>

	<p>will be detailed on an individual's transcript. We also report training to TCLEOSE and can provide proof of training to TCLEOSE at any time.</p> <p>Completing her presentation, Toni stated that any type of class can be set up under an In-Kind Agreement. It can be a one day or a 40-hour class and it can be at your location or at any of our campuses. One of our biggest In-Kind Agreements is with TDCJ. They use our office, computers, and classrooms and we receive the contact hour reimbursement for all of their In-Service training.</p> <p>Eric asked everyone to look over the green handout showing the DPS training to be held on Tuesday, February 21, 2006. This training will be held at the Polk Street Campus Auditorium and will cover information on the Sex Offender Registration Form used by Law Enforcement and Probation officers. There will be two training sessions, one at 9:00 a.m. and another at 1:30 p.m. Everyone is welcome to come; there is no charge for this training and you are not required to pre-register. TCLEOSE credit will be issued for the training.</p> <p>If we have an agreement with a Federal agency to Co-Sponsor a class, we charge \$19 per hour if the class is funded and \$75 per hour if it is non-funded.</p> <p>Eric reminded the Members that they could help Amarillo College if they were doing their own training. If you schedule the class through us, we would do the registration and evaluation and you would always have a permanent record of the training. If you are ever interested in having an In-Kind Agreement arrangement or Co-Sponsoring a class, please contact Toni.</p>
<p>Law Enforcement Academy &amp; In-Service Training Updates:</p>	<p>Twenty-nine students from the 92<sup>nd</sup> Academy will graduate on March 10, 2006. The graduation will be held at the Oasis Southwest Baptist Church at 6:00 p.m. We will mail out the invitations soon.</p> <p>Any agency interested in our recruits should plan to attend the Career Day scheduled on March 6. Toni informed everyone that Alex had reserved a classroom and planned the whole day to allow agencies to provide their information on requirements and benefit packages to the 92<sup>nd</sup> Academy recruits. We have some agencies that have already reserved a place for their presentations including Dallas and Houston Police Departments.</p> <p>Dale Alwan stated that he could not compete with Houston or Dallas P.D. Those larger agencies are able to offer huge signing bonuses plus other benefits. Discussion was held on why we would invite agencies outside of the Panhandle. Toni agreed with the Committee and will talk with Alex about limiting the Career Day to agencies in the top 26 counties after this time.</p> <p>Toni stated that we did <b>not</b> advertise the Career Day to anyone outside the Panhandle; however Dallas and Houston P.D.s got the</p>

information somehow. When they called to request a space, we agreed that they could attend. After the discussion, Toni agreed with the Members of the Committee that we should restrict our Career Day to only agencies from the Panhandle of Texas, however, this time we will have to allow Houston and Dallas Police Departments to present their information.

The 93<sup>rd</sup> Academy (evening) has 30 students who will graduate on August 25<sup>th</sup>.

Toni went over the upcoming in-service and specialized training. The "PowerPoint A-Z" training scheduled on February 23 & 24 is going to make. We had to have a minimum enrollment of 30 and we have 35 right now. Ken Farren informed the Committee that he took the class at the TCLEOSE meeting and he was very impressed. He immediately thought about prosecutors and how valuable the training would be to use in a courtroom.

A "Latent Fingerprint" class taught by Jim Burgess will be held in March. There will be an "Advance Fingerprint Comparison" class taught by Charles Parker in April. Parker will teach both "Intermediate" and "Advance Fingerprint" again next year. Toni plans to schedule another "Basic Fingerprint Comparison" in August or September.

Discussion was held on the "Tactical Communication" class taught by Ken Albright. This is a type of "Verbal Judo" to teach officers how to de-escalate crisis situations by verbal communication.

Discussion was held on the "Effective Report Writing" class taught by Wade Ford from Lubbock. Great instructor and great class. We have planned a Child Abuse conference entitled "Domestic Violence and Child Abuse Collide" to be held on April 12<sup>th</sup>. This conference has not been finalized, but it will cost \$10 and lunch will be provided.

We will have a "Gang Symposium" in June. Pac Man (Tony Moreno) will be the speaker on the 14<sup>th</sup> with Delbert Boone coming on the 15<sup>th</sup>. The last day we will have a local and Lubbock perspective and a segment on "Security Threat Groups In The Prison".

Also, the Office of Attorney General is having two-day training on April 6<sup>th</sup> and 7<sup>th</sup> on "Victims' Rights", "Victimology", and "Crime Victim's Compensation". The training may include a workshop on grants and will be held in the West Campus Lecture Hall. There will be no charge for this training and we will send out information as soon as they provide the material.

Alex and Sondra are teaching a 16 hour "CIT Train the Trainer" to about 20 officers so they can go out and teach #3841 throughout the Panhandle.

Toni was asked about the "Civil Process" mandated training for

	<p>Constables and Deputies. The mandate was issued in 2004/2005 and officers have four years to comply. Toni will check on someone to teach this training.</p> <p>Dale Davis asked about the "Open Meetings and Public Information" requirement from the Attorney General's Office. Russell Wheeler said to go to OAG of TX Website and click on Public Information link. You will see a 1-800 number to call for training CDs or go on-line and do the training in about an hour.</p> <p>Toni informed the Committee of the latest Frank Phillips College (FPC) update. College officials from Amarillo College and FPC have agreed to market in each other's areas. Toni was happy to pass on this news, as it was complicating things to advertise only in our area.</p>
<p>Committee Roundtable, &amp; Miscellaneous:</p>	<p>Toni turned the meeting over to the "roundtable" discussion. Russell Wheeler mentioned to Toni that several of his officers were enrolled in CJ Web courses this semester. Toni said that Sarah Uselding, our Criminal Justice Academic instructor, was doing a wonderful job with the academic program. For Fall 2006, she has scheduled a Hybrid class which is a combination of on-line and classroom instruction.</p> <p>Jeff Lester asked if anyone knew about the TCLEOSE and CLETE connection. Discussion was held on what might be changing if backgrounds are investigated through TCLEOSE for every applicant. Everyone felt that their own agency was capable of doing their own investigation.</p> <p>Discussion was held on the NIMS (National Incident Management System) required training. FEMA is the presiding agency with the Forrest Service as secondary approval. The IS100 and IS700 must be completed by November 2006. Lesson plans for the training have been revised after Katrina. The best option right now is to have your officers get on-line to do their training. The exam following the on-line training is difficult so you better pay close attention. The links for training are on the TCLEOSE Website under FEMA.gov. You must have an e-mail address in order to complete the training. All local governments will have to be in compliance with FEMA's requirements to qualify for grants. If you are not in compliance, this might affect your PRPC funding.</p> <p>Ken Farren asked if anyone knew about cuts in law enforcement funding from the federal and state governments. Discussion was held on the funding cuts and what percent of cuts we might expect next year. Ken suggested everyone should contact their state and federal officials to voice their opinions on the budget cuts.</p> <p>Meeting was adjourned at 2:30 p.m.</p>

CHAIRPERSON SIGNATURE:	DATE: 02/15/06	NEXT MEETING: 05/17/06
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