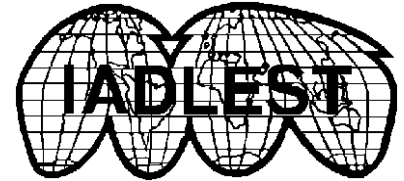


# NEWSLETTER

International Association of Directors of Law Enforcement Standards and Training  
3287 Tasa Drive; Meridian, Idaho 83642-6444



<http://www.iadlest.org>

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June 1, 2009

Dear POST Directors and IADLEST Members:

As you are probably aware, IADLEST as a part of the motorcycle grant with the National Highway Traffic Safety Administration is about to roll out a "Motorcycle Safety and Enforcement" Instructor workshop grant from NHTSA. The curriculum development and training effort is being led by the Vermont Criminal Justice Training Council (VCJTC) Assistant Director June Kelly. She is also a motorcycle instructor for Vermont in her spare time.

This grant provides for a minimum of 20 train-the-trainer workshops throughout the United States, with a proposal of two trainings in each NHTSA region. From that effort, a minimum of 20 workshops are planned for law enforcement officers, traffic safety instructors, supervisors and administrators. The proposed training represents 20 Safety and Enforcement Instructor classes containing 20 instructor/train-the-trainers and then offering the Motorcycle Safety and Enforcement Workshop with approximately 40 students attending. The classes would be conducted jointly to get trainers ready to go with the materials. This training model proposes the two day trainings back to back to take advantage of bringing in a local motor vehicle laws instructor familiar with state specific laws.

The train-the-trainer workshop is 16 hours in length. The train-the-trainer should be attended by master instructors familiar with motorcycling and who are preferably riders themselves.

### **Motorcycle Safety & Enforcement – Train-the-Trainer (TOT - 16 hours) Motorcycle Safety & Enforcement Workshop (Second day – 8 hours with lunch break included)**

Despite everyone's best efforts, motorcycle fatalities around the country continue to rise. Nationwide, in 2007 there was a 7% increase in motorcycle fatalities over the year before. Over the past ten years, fatalities have more than doubled. The fatality rate itself, measured either in fatalities per vehicle or by fatalities by miles driven, have each increased substantially.

Traffic safety strategies include programs that are multi-pronged and include two major components of education and enforcement. This workshop is intended for law enforcement personnel, highway safety officers, traffic enforcement personnel and commanders, and others working in the area of motorcycle safety. Specifically, it is for personnel who are likely to:



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- Be involved in motorcycle safety training, public education and conducting enforcement details.

This workshop will introduce you to national and state specific motorcycle enforcement issues. It includes the best practices to reduce motorcycle fatalities and injuries. Critical enforcement issues to be covered include:

- Officer & Motorcyclist Safety
- Strategies for Stopping Motorcycles & Avoiding a Pursuit
- Motorcycle Laws
- DUI/Impairment Detection
- Licensing – Motorcycle Endorsements
- Required Motorcycle Equipment
- Non-compliant helmets

This course material will be covered through an active training workshop environment. We will use a variety of formats that encourage discussion and participation that will take advantage of the experiences of the participants. The train-the-trainer class strongly encourages attendance by officers who are (legally licensed) motorcyclists themselves. Knowledge of the equipment and firsthand experience on the issues to be dealt with in the classroom will be a great asset to the course as it is later presented around their state and region.

The slots are reserved for master instructors in your state who will train other police officers on motorcycle enforcement issues at various academies around their state and region. If you have master instructors in your state who you would like to send to an initial TOT and have them return with the curriculum and train other instructors in your state to deliver this training to your agencies and/or associations, we need to hear from you so we can work with you to develop a plan for your state and see what funding is available. We are presently scheduling a handful of field evaluation delivery of Train-the-trainer sessions dates until the end of the federal fiscal year.

Our grant provides limited funding for travel and per diem for instructors attending the train-the-trainer. There is also funding to compensate the motor vehicle law instructors for their teaching time provided they are not teaching on agency time. We are soliciting stakeholder partners through IACP, NSA, FOP and Governor's Highway Offices to help with the marketing and distribution of this training.

The purpose of this letter is to solicit your interest in providing or hosting this training in your state.

If your agency does not have the infrastructure to deliver and provide these TOT and workshop sessions, we need to know that, so we can plan training workshops in your State with your approval. We are under a very short time frame to accomplish this training and **need to hear back from you in the next 30 days**. To receive your input as quickly as possible, we have provided a response sheet. If you already sent one in response to my email inquiry, please disregard this one.

**We ask that you respond no later than July 15, 2009** to give us time to organize the rest of the field evaluations and plan the rest of the training roll-out. Please call or email Assistant Director /Project Manager June Kelly at [June.Kelly@state.vt.us](mailto:June.Kelly@state.vt.us) or by telephone at (802) 483-2733, or Mike Becar, IADLEST at (208) 559-4751 [MikeBecar@yahoo.com](mailto:MikeBecar@yahoo.com). Thank you for prioritizing this effort and sending your responses or thoughts back to us.

Michael Crews  
President, IADLEST

June Kelly  
Project Manager



**International Association of Directors of Law Enforcement  
Standards & Training**

**Motorcycle Safety and Enforcement Response Sheet**

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Street

City

State

Zip

Respondent: \_\_\_\_\_

Name & Title

Phone

Email

\_\_\_\_\_ We would like to develop our own plan for training instructors and providing workshops throughout our state, and we plan on sending one or two master instructors to an upcoming TOT.

\_\_\_\_\_ We are willing to host TOT and/or workshops around our state and would request your assistance in identifying and providing instructors.

Name of contact to schedule training \_\_\_\_\_

Address \_\_\_\_\_

Street

City

State

Zip

Phone

Email

\_\_\_\_\_ We do not have the staff or resources to schedule workshops and request IADLEST work directly with our agencies to schedule workshops and/or TOT sessions in our state.

\_\_\_\_\_ Other: Please explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Mail to: June Kelly; VCJTC 317 Academy Road; Pittsford, VT 05763**



*Editorial Note: The IADLEST Newsletter is published quarterly. It is distributed to IADLEST members and other interested persons and agencies involved in the selection and training of law enforcement officers.*

*The IADLEST is a nonprofit, tax-exempt organization comprised of law enforcement training managers and leaders. Its mission is to research and share information, ideas, and innovations that assist in the establishment of effective and defensible standards for the employment and training of law enforcement officers.*

*All professional training managers and educators are welcome to become members. Additionally, any individual, partnership, foundation, corporation, or other entities involved with the development or training of law enforcement or criminal justice personnel are eligible for membership. Recognizing the obligations and opportunities of international cooperation, the IADLEST extends its membership invitation to professionals in other democratic nations.*

*Newsletter articles or comments should be sent to IADLEST; 2521Country Club Way; Albion, MI 49224*

### ANNUAL CONFERENCE HELD

The IADLEST held its annual conference in Sparks, Nevada, June 14-17, 2009. Presentations were made on the Federal Law Enforcement Training Center's Rural Police Institute (RPI), RPI and IADLEST collaboration, validating physical performance standards, the federal air marshal service, flying while armed. Panel discussions addressed training commander's issues and preserving POST agencies.

### MEETING SCHEDULED

The Fall IADLEST Business meeting is scheduled for October 3 and 4, 2009, in conjunction with the IACP's Denver, Colorado conference. The IADLEST annual conference is scheduled for June 20-23, 2010, in Corpus Christi, Texas.

### CALIFORNIA POST CELEBRATES 50<sup>TH</sup> ANNIVERSARY



Legislation signed by Governor Edmund G. "Pat" Brown on July 11, 1959, created the California Commission on

Peace Officer Standards and Training (POST). The first agency of its kind in the nation celebrates its 50<sup>th</sup> anniversary this year.

California Attorney General Edmund G. "Gerry" Brown, Jr., the son of Governor Pat Brown, will attend the anniversary reception. The anniversary book, detailing the history and accomplishments of POST, includes a congratulatory letter from the 2009 IADLEST president, Ray Beach. An open house at POST headquarters will display the history and current activities of the Commission. Video interviews with four former directors, Brad Koch, Norm Boehm, Ken O'Brien, and Hal Snow, spanning the period from 1978 to 2008, will provide their views of the history, growth, and future of POST.

The motto of the 50<sup>th</sup> Anniversary is ***Honor the Past - Shape the Future.***

The Commission and staff are proud of the honor as the first POST organization and a series of "first" accomplishments, including minimum basic training requirements, minimum selection standards for background, medical, and psychological exams, television training programs broadcast by satellite, Command College and Supervisory Leadership Institute, required field training, and the use of driving simulators.

POST was an original member of NASDLET and is an active member of IADLEST. Two 50<sup>th</sup> Anniversary notebooks were contributed to the silent auction at the annual IADLEST conference. POST staff is proud of their history and contributions to law enforcement standards and training and grateful for the assistance of our colleagues in IADLEST. Bring on the next 50 years!

### WELCOME NEW MEMBERS

The IADLEST is proud and privileged to add the following new members. These professionals complement our Association's already extensive wealth of talent and expertise. We welcome them to the IADLEST.

Kenneth Alessio, New Mexico DPS, Santa Fe, NM  
Chuck Bayn, Wyoming Academy, Douglas, WY  
Leslie Boggess, West Virginia POST, Charleston, WV  
Ray Farris, Tennessee Trng. Academy, Nashville, TN  
Ron Ferrell, Director, OPOTA, London, Ohio  
Dolores Ford, POST, Randolph, MA

Victoria Gatien, OPOTA, London, Ohio  
Ashley Heiberger, Lt. Bethlehem PD, Bethlehem, PA  
John Helenberg, Texas POST, Austin, TX  
Mike Lanier, S. Carolina Academy, Columbia, SC  
Donna Lavallee, Police Academy, Lincoln, RI  
Steve Lettic, Washington State POST, Burien, WA  
Jerry Lucas, President TeleStrategies, McLean, VA  
Debbi Mealy, Washington State POST, Burien, WA  
Eric Parker, Maine Academy, Vassalboro, ME  
Glenn Rehberg, Wisconsin POST, Madison, WI  
John Rogers, St. Petersburg PD, St. Petersburg, FL  
David Schubot, Wisconsin POST, Madison, WI  
Kelly Sparks, Utah POST, Salt Lake City, Utah  
Andrea Spillars, Missouri POST, Jefferson City, MO  
Rebecca Taylor, Louisiana POST, Baton Rouge, LA  
Bruce Von Goerres, Lt., State Police, Dover, DE  
Jennifer Wooldridge, Illinois POST, Springfield, IL

### POST DIRECTOR CHANGES

**Arizona:** Lyle Mann was appointed Director of the Arizona Peace Officer Standards and Training upon the retirement of Tom Hammarstrom. Lyle came to the Arizona POST in August 1995 after 22 years with the Tucson Police Department, where he rose through the ranks to the level of Captain. Prior to command assignments at the Tucson PD, he spent time in uniform patrol, and as a detective. Lyle is also the IADLEST West Region representative.

### 2009-10 IADLEST EXECUTIVE COMMITTEE INTRODUCTIONS

A new IADLEST Executive Committee was installed June 16, 2009, at the IADLEST business meeting held in Sparks, Nevada. The following is a brief biographical sketch of each of the Committee members.

**President Michael Crews** was appointed Director of the Florida Department of Law Enforcement Programs. He began his career with the Florida Department of Law Enforcement (FDLE) in 1987 as a Standards and Training Specialist in the Professionalism Program. Over the next several years, he held the positions of Research and Training Specialist, Field Services Specialist, and Training and Research Manager.

Mike was the manager of the Criminal Justice Information Program's Help Desk and Sexual Predator Program. He also served as the Training Manager in the newly created Leadership Center. He oversaw the development, delivery, and maintenance of the Foundational Leadership Program and worked closely with the training delivered through the Florida Criminal Justice Executive Institute. Mike served as the Bureau Chief of Standards in the Professionalism Program overseeing Florida's Officer Discipline and Alcohol Testing Programs, as well Training Trust Fund, and Field

Services Sections. In February 2004, Chief Crews was appointed as the Director of the FDLE Leadership Center and Florida Criminal Justice Executive Institute. In July 2004, the FDLE Leadership Center and Executive Institute were consolidated under the Professionalism Program, and Director Crews was appointed to oversee all programs.

Prior to joining FDLE, he was employed as a certified correctional officer at Apalachee Correctional Institute and as a correctional probation officer in Tallahassee. He has also worked with the Florida Wildlife Conservation Commission as a part-time officer. Mike is a graduate from Florida State University. He and his wife, Teri, have two children, Jennie and Kelly.

**First Vice-President Rusty Goodpaster** served with the Bloomfield, Indiana, Police Department and Greene County Sheriff's Department prior to joining the staff at the Indiana Law Enforcement Academy (ILEA) in June of 1983.

In December 2005, Mr. Goodpaster was named Executive Director of the ILEA. Prior to that time, he was the Director of the Emergency Vehicle Operations training from 1985-1990, the Basic Recruit Training Commander from 1990-1995, and Deputy Director from 1995-1997 when he left to work in the field of drug prevention and education for two and a half years before returning to the ILEA in 2000. Mr. Goodpaster served as Director of Support Services upon his return until April of 2002 when he was once again named Deputy Director.

Rusty graduated in the 64th Basic Session at the ILEA, the 170<sup>th</sup> session of the FBI National Academy, the Executive Development for Law Enforcement Standards and Training Directors presented by the FBI in conjunction with IADLEST. He holds a Baccalaureate Degree in Criminal Justice from the University of Indianapolis.

**Second Vice-President Richard Clark** is the POST Executive Director for the Nevada Peace Officer Standards and Training Commission. He retired from the Los Angeles Police Department in 1991 as a Communications Division Watch Commander after twenty six years of dedicated service. During his time with the department, he also served as a Patrol Officer, Traffic Officer, Investigator, and Supervisor.

He served four years with the L.A.P.D. Academy as a PT / Defensive Tactics Instructor, a Field Supervisor for 20 years. During this time he worked three years in deep undercover intelligence, 12 years as a motorcycle Sergeant, and three years as Chairman of the Department's Peer Counseling Program. He spent three years teaching L.A.P.D. Sergeant School Conflict Management, Counseling and Communication Skills for Supervisors.

Mr. Clark won Silver Medals in the Police Olympics in 1970/71. He was a member of the Los Angeles Police Department's cross country team that set a world's record for the longest run in history. This run spanned from L.A. to Montreal Canada in 1976. In 1995 he won the Silver medal in "The Toughest Competitor Alive" category at the World Police and Fire Games in Melbourne, Australia.

After a brief tour during retirement as a consultant in Conflict Management for Law Enforcement, he began his second career in law enforcement with the State of Nevada then called POST Committee in August 1993. He started as a training officer with the Nevada Law Enforcement Academy. In 1994, he advanced to the position of Chief of POST. In July 1999, he was appointed the Executive Director of the Nevada Commission on Peace Officers' Standards and Training.

Mr. Clark has earned an AA Degree in Pre-veterinary Science, a BA Degree in Biology, and has a Master's Degree in Psychology. Mr. Clark is also a graduate of the Northwestern University School of Police Staff and Command.

**Secretary Lloyd Halvorson** is the Director of Peace Officer Training and Law Enforcement Degree Programs at Lake Region State College in Devils Lake, North Dakota. The Peace Officer Training Program is a one-semester North Dakota POST Certified Basic Academy, training and certifying approximately 60 police officers each year for the state.

Lloyd has a Bachelor's and Master's Degree in Criminal Justice from Minot State University and over 1,600 hours of certified law enforcement training. He spent ten years (1992-2002) with the Bismarck, North Dakota, Police Department, serving as a patrol officer, investigator, accreditation manager, and patrol supervisor.

He was appointed to the North Dakota POST Board by the North Dakota Attorney General in October 2003. Lloyd completed his academy training in 1992 and is a licensed police officer in the state. In addition, he is a sworn Deputy Sheriff with the Ramsey County, North Dakota Sheriff's Department, is a volunteer 5<sup>th</sup> grade

football coach, and has previously held elected positions as both a school board president and ambulance service squad leader.

**Treasurer E.A. "Penny" Westfall** is the Director of the Iowa POST. Prior to her appointment to the Iowa POST, Penny was the Commissioner of Public Safety; Chief Deputy from the Story County Sheriff's Office; an assistant attorney general in Iowa; as well as a former county attorney in Pottawattamie County in Iowa.

**Northeast Representative Patrick Bradley** became the Director of the Maryland Police and Correctional Training Commission March 17, 2004. Pat is a native of Erie, Pennsylvania, and started his law enforcement career with the Baltimore City Police Department in 1970 after receiving his Bachelor of Science degree in Law Enforcement and Corrections from Penn State University. Pat rose through the ranks of the department while serving in various administrative and operational positions. In 1984, he was promoted to major and assigned as Director of the Police Academy, an Academy he had attended less than 14 years earlier. Over the next decade, his Academy would graduate nearly 1,300 recruit officers for Baltimore City and surrounding jurisdictions. While running the largest Police Academy in Maryland, he re-entered school and graduated in 1991 with his Juris Doctorate from the University of Maryland School of Law.

In January 1994, Mr. Bradley retired from the Baltimore Police Department to accept an appointment as Deputy Director for the Maryland Police and Correctional Training Commissions. In that capacity, he is responsible for the training of over 32,000 Police and Correctional Officers, Probation and Parole Agents, and Juvenile justice employees throughout Maryland. In 1974, he received his Master's Degree in Liberal Arts from the Johns Hopkins University. He returned to Johns Hopkins where, in 2000, he received a Graduate Certificate in Teaching in Higher Education.

Mr. Bradley is a member of the International Association of Chiefs of Police, the Maryland Chiefs of Police Association, The Maryland Correctional Administrators Association, the FBI National Academy Associates, the International Association of Directors of Law Enforcement Standards and Training, and the Maryland Bar Association. He serves on the Board of

Directors for the Maryland Network Against Domestic Violence and on the criminal justice advisory boards for the Carroll Community College and Community College of Baltimore County. Pat also served as the IADLEST 2006-07 President.

**Southern Representative Peggy Schaefer** has been in law enforcement since 1981, starting as a Deputy Sheriff with the Guilford County Sheriff's Office and then transferring to the Greensboro Police Department (GPD). With GPD, Schaefer worked on patrol, as a vice-narcotics detective, and as the personnel, recruiting, and training officer. Since 1988, Schaefer has taught at the North Carolina Justice Academy specializing in Officer Safety, SWAT, Physical Fitness, and Instructor Development topic areas. She has also been sworn as a reserve officer with the Fayetteville Police Department since 1988 as well. Since 1998, she has worked in a management capacity, rising through the ranks to the Director position in April 2006. Schaefer earned a Bachelor of Science degree from Guilford College with a double major in Sociology and Administration of Justice and holds a Master's in Public Management from the University of Pembroke in 2004. She is married to a Fayetteville Police Sergeant, Steve Bates, and has four children.

**Central Representative Charles "Chuck" Melville** joined the Kentucky Department of Criminal Justice Training after serving 30 years as a police officer, first with the City of Southgate, KY(1975-77) then at the Cincinnati/Northern Kentucky International Airport (1977-2005) eventually rising to the rank of Chief of Police. He has been with the agency since 2005 when he was appointed to the position of Executive Director of the Kentucky Community Preparedness Program (KCPP). KCPP was a grant program funded through the Kentucky Office of Homeland Security to provide vulnerability assessments to small- and medium-sized communities throughout the Commonwealth. Melville served as the Branch Manager for Advanced Individual Training prior to his appointment as Director of the Training Operations Division in December 2007.

Mr. Melville received a B.S. degree in Police Administration from Eastern Kentucky University in 1977. He is a graduate of the 151<sup>st</sup> Session of the FBI National Academy and the US Secret Service Dignitary Protection Program. Melville is a member of the International Association of Chiefs of Police. He has served as the president of the Northern Kentucky Police Chiefs Association and is a life member of the Kentucky Association of Chiefs of Police where he chaired the Professional Standards Committee which oversaw the Kentucky Law Enforcement Accreditation Program.

He has served on the Executive Board for the FBI's Northern Kentucky Joint Terrorism Task Force and the

US Attorney's Anti-Terrorism Advisory Committee for the Eastern District of Kentucky.

Currently, Mr. Melville serves on the Board of the Kentucky Law Enforcement Memorial Foundation and the Training Committee of the Kentucky Association of Chiefs of Police.

Chuck and his wife Tina have two adult daughters.

**Midwest Representative Mark E. Damitio** began his involvement with law enforcement in 1971 with the Thurston County Sheriff's Office, Olympia, Washington, as a volunteer. In 1978, he was hired as a police officer by the Kent, Washington, Police Department. He graduated as the top academic student of the Seattle Police Academy class #104. In 1982, he was appointed as the department's Training Coordinator. In 1986, he was assigned by request of the Washington State Criminal Justice Training Commission for a two year special assignment coordinating advanced training programs. From 1988 to 1997, Mark served with the Washington State Criminal Justice Training Commission beginning as an Assistant Training Coordinator and rising to Division Manager.

He was appointed Deputy Director of the New Mexico Department of Public Safety Training & Recruiting Division in July 1997. He supervised the day-to-day operations of the New Mexico Law Enforcement Academy and was responsible for the licensing and state compliance of ten satellite law enforcement academies. In February 2004, Mark was appointed Deputy Assistant Director at the Kansas Law Enforcement Training Center where he is responsible for the Continuing Education program.

Mark is a graduate of Highline Community College with an Associate's Degree in Administration of Justice and with a Bachelor's Degree in Society and Justice from the University of Washington. He is a graduate of the FBI Northwest Law Enforcement Command College and the Central States LEEDS. He holds Law Enforcement Executive Certifications from the Washington State Criminal Justice Training Commission and the New Mexico Law Enforcement Academy.

**West Representative Lyle W. Mann** was appointed Director for the Arizona Peace Officer Standards and Training Board (AzPOST) in June



2009. Lyle came to the AzPOST in August 1995 after 22 years with the Tucson Police Department, where he has risen through the ranks to the level of Captain. Prior to command assignments, he spent time in uniform patrol and as a detective.

While working for the AzPOST, he served as the Basic Training Project Manger, the In-service Training Manager, and the Compliance Manager. His current responsibilities include video projections, academy training, school calendar, emergency vehicle operator training and instructor certification programs. He is also the Boards' legislative lobbyist and responsible for the Administrative Rules under which the Boards operates.

Lyle has holds a Bachelor's of Science Degree in Public Administration from the University of Arizona, and a Master's in Leadership, is a graduate of the Arizona Law Enforcement Leadership Institute, and a graduate of the Senior Management Institute for Police presented by Harvard University's John F. Kennedy School of Government.

#### **GRANT UPDATE**

*by: Mike Becar, IADLEST Grants Manager*

I thought I would give you a brief overview of some of the changes, extensions, or modifications in the grants that IADLEST is administering.

**Pursuit Workshops:** To date, over 400 instructors across the United States have been trained to present the four-hour pursuit policy workshops, but we are not seeing many workshops scheduled. The primary goal of this grant is to present a minimum of 150 workshops across the country. We are asking for POST and Academy Directors' assistance in scheduling pursuit policy workshops in your states. If you can assist us in scheduling a workshop at your academy, an agency, or conference, please contact Aly Troy at 1-888-902-1088 with the dates and host agency information. We will provide the instructors and student handouts. There is no cost for the hosting agency and no tuition to attend this training.

**Older Driver Training Grant:** A second year continuation of this training grant was recently approved by National Highway Traffic Safety Administration (NHTSA) for \$110,262.68 to conduct 14 additional train-the-trainer workshops. If you can host one of these four-hour classes, please contact Doug Graves at (208) 407-8640.

**Enforcement of Motorcycle Laws:** This grant was to develop a training curriculum for training law enforcement officers on how to effectively enforce

motorcycle laws and help prevent motorcycle-involved accidents. June Kelly from the Vermont Law Enforcement Academy has completed most of the curriculum and is in the process of pilot testing the training at this time. A second year extension for this grant was recently submitted to NHTSA for \$211,102.85 to present 20 two-day train-the-trainer classes in the ten NHTSA regions throughout the United States. If you are interested in hosting one of these classes, please contact June Kelly at (802) 483-2733.

#### **National Law Enforcement Academy**

**Resource Network (NLEARN):** This on-line network is up and running. The goal is to connect all law enforcement academies in the US, to collect and distribute model training programs, lesson plans, instructional resources and best practices, as well as develop course and resource directories, and online discussions and collaboration. With almost 200 users on-line, IADLEST is asking your help in getting law enforcement academies in your states involved. If you have not sent a list of your academies with contact information, please forward to Ray Franklin as soon as possible so he can send them information and email blasts from the NLERN site.

One of the additions to NLEARN will be a professional accreditation and authorization of courses offered by outside vendors, where POST directors can go to one source and view lesson plans to make decisions on providing course credit for the training. The NHTSA Law Enforcement Training Template would be a good addition on this site. Again, please contact Ray Franklin at (410) 875-3604 or email: [rfranklin@iadlest.org](mailto:rfranklin@iadlest.org) to provide information on the law enforcement academies you oversee in your state. Also, if you are not registered on this site as yet, registration is easy. Just point your web browser to <http://www.nlearn.org> and follow the instructions.

#### **Law Enforcement Instructional Systems Development (ISD) Template:**

Since completion of all five regional meetings, the training template is in the final stages of completion. Follow-up is being done with a few states who were unable to attend the regional meetings and who have not responded to our request to review and update the template. The next step is to obtain approval for the template by NHTSA and then make it available on the

IADLEST or National Law Enforcement Academy Resource Network (NLEARN) website.

**Standardized Field Sobriety Testing (SFST) Database Grant:** The current SFST data base grant has been extended several times recently, with the latest extension to IADLEST approved for \$50,000 to continue the database until September 2009. It is unclear if additional extensions will be approved after that time.

**SFST Assessments:** Shortly after receiving this NHTSA grant, a standardized field sobriety training assessment was conducted for the State of Washington. Since that time, no assessments were requested until recently, when the State of Maine requested one during the first part of June. Since that assessment, the State of Michigan has request an assessment in August with additional interested from Virginia, Louisiana, South Carolina, and Colorado.

**POST-Net Grant:** The 2004 POST-Net grant was closed, and IADLEST is currently operating the IADLEST website under the 2005 POST-Net Grant for \$50,000 awarded by the COPS office. A continuation grant for \$42,000 was recently approved by the COPS office and awarded to NHTSA to continue this work.

**National Decertification Index (NDI) Database:** The NDI continues to be operational with 27 states participating and over 10,000 records of decertified officers in the database. IADLEST is presently requesting new funding from DOJ to update and enhance this database and working on getting the non-participating states involved.

**National Training Partnership Grant with United States Department of Justice (DOJ):** A new grant, suggested by Ray Franklin, was recently submitted to DOJ under the 2009 Recovery Act, Edward Byrne Memorial Competitive Grant Program, to develop a partnership with DOJ to develop new curriculum, test classroom and online training as needed by Justice. This partnership would be similar to the umbrella agreement IADLEST presently has with NHTSA. No word has been received from DOJ on the status of this grant request.

I would like to express my appreciation to our grant sub-contractors, Doug Graves, June Kelly, and Ray Franklin and his Maryland team for the work and effort they have done, as well as all IADLEST members for your continued support of these projects.

#### **IADLEST POST-NET UPDATE**

*by: Ray Franklin, Assistant Director Maryland Police and Correction Training Commissions*

**Sobriety Testing Resource Center:** A nine month extension to our successful National Sobriety Testing

Resource Center initiative has been approved by the National Highway Traffic Safety Administration. The supplemental grant funding will carry us until September 30, 2009.

Our registered user base reached the 7,300 mark on May 8, following the addition of 40 new members in a 5-day period. The Center continues to see logarithmic growth in membership and use.

**Nation Law Enforcement Academy Resource Network (NLEARN):** There are now 180 registered users of our National Law Enforcement Academy Resource Network (NLEARN) information system, representing police academies throughout the United States.

Please help us in our effort to expand our member base by passing on the word to academy directors in your jurisdiction. Registration is easy. Just point your web browser to <http://www.nlearn.org> and follow the instructions.

**National Decertification Index (NDI):** I am pleased to announce the addition of Oklahoma to the list of contributing POST agencies. That brings it to 27 states!

A no-cost extension of the current BJA funded cooperative agreement has been approved through December 31, 2009.

A new grant application to provide for continuing operation and expanded certification research was prepared for Recovery Act Byrne Grant submission. The grant was not a good match for the available categories and submission was not made by our Association. The regular, annual Byrne Grant cycle later this year may afford an additional opportunity to secure this funding. The proposal is available for your review at <http://www.pocis.net/nrisi>. Please take a look at it.

Finally, I am proud that Maryland POST was successful in appropriating \$5,000 in budget funds for subscription to the NDI. While we remain committed to no-cost access by all POST agencies, a statewide fee basis for hiring entity query access may provide the only means of sustaining operation upon cessation of federal funding.

**2009 Survey on Post Certification Practices:** Thank you to all POSTs for participating in our

2009 Survey of POST Agencies Regarding Certification Practices. Most agencies were quick in responding to this important follow up to our original 2005 research. I am looking forward to sharing the results with members in the near future.

If you haven't yet responded, there is still time. Your information is appreciated...and needed by your POST associates. Give me a call at 410-875-3606 if you have any questions.

**Department of Redundancy Department:** I am generally available on Wednesdays from 1:30 to 7:30 pm ET to update your state's information and links, answer questions about using the system, and generally support your Internet endeavors. Call anytime if it is urgent. My telephone number is 410-875-3604. You may e-mail me at [rfranklin@iadlest.org](mailto:rfranklin@iadlest.org).

*This project was supported by cooperative agreement 97CKWX0022 / 2002CKWXK045 / 2003CKWXK072 / 2004CKWXK010 / 2005CKWXK010 / 2008CKWXK007 awarded by the Office of Community Oriented Policing Services, U.S. Department of Justice. Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice.*

**CONFRONTATIONAL VS.  
NON-CONFRONTATIONAL**  
*by: Shane Sturman CFI®, President  
Wicklender-Zulawski & Associates, Inc.*

There are really only two ways to interrogate a suspect, either by being aggressive or using non-confrontational methods. Some interrogators think being aggressive brings admissions that would be obtainable in no other way. Certainly, Jack Bauer, on the TV show 24, would agree since he extracts information in ways that violate the Constitution and the Geneva Convention. Still, it is interesting how the use of aggression is a favorite approach. The military refers to it as the "fear up" technique; police the "good cop/bad cop", but regardless, it confronts the individual on his primal emotional level - fear.

What is even more interesting, these aggressive methods contradict the most successful techniques used by American and German interrogators during World War II. A common thread between the most successful World War II interrogators was the use of rapport to open lines of communication between the interrogator and his subject. Yet in light of the success of the non-confrontative approach, investigators continually return to a confrontational interview or interrogation style.

The confrontational approach forces the suspect to initially deny his involvement in the incident under investigation. Once the suspect has lied to the interrogator, he is now committed to protect that position

with further denials. In essence, the suspect now has to admit not only his crime, but also the fact he has lied to the interrogator. The direct accusation often limits a suspect's admission to a single issue while limiting the possibility of obtaining additional admissions to other crimes.

The non-confrontational approach provides an interrogator many more opportunities to succeed. If the confrontational approach is successful, one can almost always be certain the suspect would have confessed more quickly and with less of a struggle using the non-confrontational method. The non-confrontational approach encourages the suspect to make a rational, rather than an emotional decision to confess. In addition, the non-confrontational approach may reveal a pattern of criminal behavior, rather than the single incidence the investigation had revealed.

When we examined the structured non-confrontational method of interrogation in property crimes, we found that those interrogators conforming to the non-confrontational structure had a confession rate of 73 to 85% depending on the group examined. In addition, the interrogator's overall admissions were three times higher and with a greater variety of methods used to steal than interrogators using a confrontational or unstructured approach.

It seems clear a non-confrontational method of interrogation is likely to provide an easier path to confession for both the suspect and the interrogator. As the World War II interrogators discovered, a non-confrontational approach to interrogation delivers multiple benefits.

There is another benefit to be considered by those departments recording their interviews and interrogations. The non-confrontational approach often leads directly to an admission of guilt without the suspect ever having said they were not involved in the crime. Viewing a non-confrontational interrogation easily illustrates the voluntariness of the suspect's admissions and ultimate confession.

*About the Author: Shane G. Sturman, CFI®, is the President of Wicklander-Zulawski & Associates, Inc. He is a nationally-recognized speaker on interview and interrogation techniques and has presented hundreds of seminars on the topic to federal agencies, law enforcement, and the private sector. As an investigator, Mr. Sturman has personally conducted thousands of interviews and*

*interrogations for both private and public agencies.*

*Mr. Sturman received his Bachelor of Science degree in Business Management from the University of Phoenix. Mr. Sturman is also a member of the American Society for Industrial Security, a member of the ASIS Retail Council, a Certified Protection Professional (CPP), and a Certified Forensic Interviewer (CFI®).*

**National Network of  
Regional Community Policing Institutes  
Human Trafficking Training Program  
Free Internet-Based Training Course**  
*by: Richard Mears, Executive Director  
Maine Institute for Public Safety Innovation*

In an effort to extend the reach and impact of the Regional Community Policing Institute (RCPI) National Network's Human Trafficking training program, agencies can now access the online version of the basic "Introduction to Human Trafficking" training course. The web-based multimedia lessons include an audio presentation track, instructional graphics and text, and learner interactives that provide a superior user experience when compared to typical online offerings. A Learning Management System aids agency administration of the training while ID and password protection limit access to only those employees registered by participating organizations.

The National Network of Regional Community Policing Institutes would be pleased to have IADLEST and the individual state members, assistance in promoting the use of these valuable resources within the nation's law enforcement community.

Additional information on the training materials includes the following:

- Developed in partnership with an experienced law enforcement online training developer, Justice Planning and Management Associates.
- Lesson plan constructed by the Florida Community Policing Institute in a program supported by the Bureau of Justice Assistance.
- Includes videos created by DOJ and the IACP for police roll call training.
- Now available nationwide as part of a training program by the DOJ and the Network of Regional Community Policing Institutes.

***Class 1 – Awareness of Human Trafficking:*** This class is an overview of the problem of human trafficking in the

United States. Its emphasis is on understanding the scope of the problem and the legal framework in place to help address it. After completion of this class, the learner will be able to:

- Describe the problem of Human Trafficking.
- Detail the scope of the problem.
- Identify the characteristics of traffickers.
- Detail the roles of various organizations in human trafficking investigations.
- Discuss the relevant federal law in place to assist trafficking victims.

***Class 2 – Responding to Human Trafficking:***

This class is an overview of the basics of law enforcement response to human trafficking situations. Its emphasis is on adopting a victim centered approach to achieve successful conclusions in trafficking cases, to include victim rescue and care, and trafficker prosecution. After completion of this class, the learner will be able to:

- Identify investigative considerations in a human trafficking case.
- Detail the information requirements for successful interventions and investigations.
- Detail the methods by which traffickers are identified.
- Discuss the victim issues that such cases entail.
- Identify strategies for interviewing victims.

To register an agency and begin training visit <http://www.jpmaweb.com/map/index.html> and select the appropriate state. State POSTs and other training entities that would like to offer their agencies direct access to their state's specific training portal and project higher state POST visibility on that portal should contact our online systems partner (Justice Planning and Management Associates) at [jpmaisted@jpmaweb.com](mailto:jpmaisted@jpmaweb.com) or via telephone at (207) 621-8600.

Author information: Richard Mears, Executive Director, Maine Institute for Public Safety Innovation (207) 621-3281; [rmears@maine.edu](mailto:rmears@maine.edu)

APPLICATION FOR  
IADLEST MEMBERSHIP

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Area Code

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Area Code

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Sponsoring State Director Member

Type of Membership Requested:

\_\_\_\_\_  
Director (\$400)

\_\_\_\_\_  
Sustaining (\$200)

\_\_\_\_\_  
General (\$100)

Made check payable to **IADLEST** and mail  
with application to:

**IADLEST**  
c/o 3287 Tasa Drive  
Meridian, ID 83642-6444

MEMBERSHIP

Membership in the Association is available in one of the following categories:

**Director Member** is an agency membership available to the director or chief executive officer of any board, council, commission, or other policy-making body. This agency is established and empowered by state law and possesses sole statewide authority and responsibility for the development and implementation of minimum standards and/or training for law enforcement, and where appropriate, correctional personnel.

**General Member** is available to any professional employee of an agency represented by a director; any member of the board, council, commission, or other policy-making body of any state, to which a director is responsible; any professional employee of a criminal justice academy or training center at a national, state, or local level, or other persons actively involved in the training/education of law enforcement personnel; or individuals employed by or within any country other than the United States whose employment and responsibilities are deemed equivalent.

**Sustaining Member** is limited to any individual, partnership, foundation, corporation, or other entity involved with the development or training of law enforcement or other criminal justice personnel.

General and Sustaining members must have the sponsorship of a state director member upon application for membership.

RECRUIT A NEW MEMBER  
SHARE IADLEST WITH A COLLEAGUE

We ask each IADLEST member to recruit other distinguished law enforcement professionals. If each member recruited one other member, we would double in size overnight! The more members we have, the greater influence we will have on law enforcement standards and training. There is no reason why we should keep the IADLEST organization our best-kept secret.

**Why should you become a member?**

**You can:**

- Belong to an international association of professional law enforcement training directors, managers, leaders, and educators.
- Exchange information and advice with other professionals.
- Participate in national conferences and keep abreast of state-of-the-art training and employment standards.
- Access the IADLEST POST-NET (Internet) national curriculum library.
- Use the IADLEST POST-NET (Internet) national training calendar to list your training programs.
- Access IADLEST research studies and training products, e.g., Emergency Driving Training Guide, Radar/LIDAR Training Manuals, *IADLEST Sourcebook*, etc.
- Provide input on national policies affecting law enforcement standards and training.

**EXECUTIVE COMMITTEE  
CONFERENCE CALL: SPECIAL MEETING  
1:30 PM (CT) AUGUST 21, 2008**

**Members Present:** Ray Beach, Lyle Mann, Peggy Schaefer, Mark Damitio, George Gotschalk, Rusty Goodpaster, Lloyd Halvorson, Mike Crews, and Pat Bradley. **Members Absent:** Penny Westfall, Pat Judge, Chuck Melville

Meeting was called to order at 1:34 PM CDT by President Beach. President Beach informed the members that the purpose of this conference call meeting was to:

- I. Consider the selection of a Contracts/Grants Manager.
- II. Obtain insurance and bonding update from the President.
- III. Consider Texas for our 2010 conference.
- IV. Obtain general updates from the President.

**I. Contracts/Grant Manager:** President Beach informed the members that he assembled a committee of Mike Crews, Rusty Goodpaster, and George Gotschalk to interview the three finalists for the position of Contracts/Grants Manager. The interviews took place in Washington, DC, on August 13, 2008.

Mike Crews stated that the three finalists were, Pat Judge, Spears Westbrook, and Michael Becar. Crews stated that all were qualified and interviewed well. He stated the interview committee provides a unanimous recommendation to the Executive Committee to offer the position to Michael Becar. Crews said that Becar seemed best suited for this role and had an unparalleled passion for IADLEST. Rusty Goodpaster agreed stating that Becar has excellent people skills and appeared to be the best candidate. Gotschalk stated that Becar had a great interview and agreed that the position should be offered to Becar.

The President stated he would entertain a motion. **MOTION** by Lyle Mann to offer the position to Becar. **SECOND** by Peggy Schaefer. Discussion. Halvorson stated he was surprised that Pat Judge applied for the position as Mr. Judge stated, in Washington, DC, that he did not have the time. Halvorson asked if Judge had a change of heart. Crews stated that Judge has been serving in that role since January 2008 and felt he was now well suited for it and could perform both functions. Lyle Mann asked if there was a specific conversation regarding his ability to do both. Crews stated they did not have a specific conversation on the details of how that would work should Judge be offered the position.

Mark Damitio asked about an apparent conflict of interest as Becar is a contractor already on the Older Driver

initiative. President Beach stated that we will have to work through that with Becar possibly stepping down from that project if he should be offered and accept this position. No further discussion and roll call vote on the motion was taken. **MOTION CARRIED** with 7 yes votes and 2 opposed (Damitio and Bradley).

**II. Insurance/Bonding Update:** President Beach stated he has been working with an insurance carrier on some estimates for approximately \$2 million in professional liability coverage for the association and leadership, including both bonding and errors and omissions insurance. He stated the carrier was very concerned that an organization like ours does not already have insurance. The carrier also stated that we need to have good contracts in place with our contractors and we need to get indemnification from them. Beach stated the insurance will cost the association approximately \$5,000 to \$8,000 per year.

Beach also stated that the State of Vermont has refused to indemnify IADLEST on their project but that we should be able to get a certificate of insurance from them in the near future.

**III. 2010 Conference:** President Beach stated that Connecticut must back out of hosting the 2010 conference due to other commitments that summer. Texas has agreed to step in and host the conference if the board approves. **MOTION** by Crews to award the 2010 conference host to the State of Texas. **SECOND** by Goodpaster. **MOTION CARRIED** with all in favor.

**MOTION** by Bradley to authorize the \$10,000 seed money for the conference as soon as Texas makes the request. **SECOND** by Gotschalk. **MOTION CARRIED** with all in favor.

Damitio asked if Connecticut requested the advance that was pre-approved for them at the same time the advance was approved for Nevada. President Beach stated that to his knowledge Connecticut never requested the funds.

**IV. Updates:** President Beach informed the members that the specifics of the umbrella agreement with NHTSA has changed considerably both in terms of work/projects and the value of those projects.

President Beach stated that FLETC has expressed interest in hosting a conference in the

future; and Gotschalk stated that Washington, DC, has expressed interest as well. Damitio stated that Idaho may consider hosting a conference in 2012.

Beach stated that the SFST project has been bid out and awarded, and IADLEST was not chosen. A meeting with Earl Hardy from NHTSA will take place soon to help clarify where we are with the projects and the umbrella agreement.

President Beach stated that he has sent the contract out to Dr. Christenberry regarding the content manager position on the N-Learn Project. President Beach thanked Bradley and Franklin for their work on the contract.

Meeting Adjourned.

8-27-2008 lwh

*Approved, Sparks, NV-6-14-2009*

**EXECUTIVE COMMITTEE  
CONFERENCE CALL: SPECIAL MEETING  
10:00 A.M. (CT), SEPTEMBER 15, 2008**

**Members Present:** Lyle Mann, George Gotschalk, Ray Beach, Mark Damitio, Charles Melville, Lloyd Halvorson, Mike Crews, Pat Judge. **Guests:** Mike Becar.  
**Members Absent:** Pat Bradley, Penny Westfall, Rusty Goodpaster, and Peggy Schaeffer.

Meeting was called to order by President Beach at 10:05 am. The agenda items for this meeting were:

- I. Grants Manager
- II. NHTSA Umbrella Agreement
  - A. Pursuit Project
  - B. Curriculum Template
  - C. New request
- III. Minutes Publication
- IV. Insurance Purchase and Related Meeting

**I. Grants Manager:** President Beach informed the members that NHTSA has signed the Umbrella Agreement which allowed the association to move forward with the hiring of a grants manager. Mike Becar has accepted the position of Grants/Project Manager for the association.

**II. NHTSA Umbrella Agreement:**

- A. Beach stated the umbrella agreement looks largely the same as it did in the beginning, but it does not contain the second year of funding for the pursuit project. Mike Becar will meet with Earl Hardy on Oct. 2 regarding the pursuit project and funding. ALERT received the

second year of pursuit funding in the amount of \$500,000.

- B. NHTSA has asked IADLEST to begin work on Work Order #6 which is the creation of a curriculum template that will satisfy the POST requirements in all states. Beach stated the regions would be very involved with this project as it will be through the regional meetings and regional representatives that the information would be collected. Becar stated that the grant for this project can help fund the travel expenses for regional meetings, provide for the expenses of a facilitator and himself to attend. Becar stated that he could help the regions coordinate this and would begin the process as soon as approval is given to accept the project. **MOTION** by Gotschalk to accept the grant from NHTSA regarding the curriculum template project. **SECOND** by Mike Crews. Halvorson asked what the total value of the work order would be for meeting, analyzing, and producing the document and template. Beach stated the project value is approximately \$100,000. Mann asked what the time line for completion was. Beach stated that NHTSA would like us to put this on the top of our list and complete the project in 6-8 months. Mann asked who would coordinate this. Beach stated that we would need to decide if this is something Mike Becar would do as Grants Manager. No further discussion. **MOTION CARRIED** with all in favor.
- C. Beach informed the members that NHTSA has several ongoing projects which they need to wrap up. NHTSA would like to be able to provide IADLEST with funds so they can have us utilize them to put the finishing touches on them. They were comfortable with reimbursing IADLEST for the costs involved in holding these funds. It would involve the tail end of projects they currently have going on, where the funds have not all been spent, but the grant time is expiring. In order to keep the dollars, NHTSA must "park" them somewhere in order to complete the project. The current request from NHTSA is for funds from two projects that total

approximately \$30,000. There is another project on the horizon with a value of \$80,000 to \$100,000. Our responsibilities with these projects could include making copies of documents, distributing documents, setting up meetings, facilitating and arranging meetings, etc. **MOTION** by Gotschalk to accept NHTSA's proposal, accept these funds, and wrap up these ongoing projects. **SECOND** by Melville. **MOTION CARRIED** with all in favor.

Beach informed the members that our primary point of contact regarding all of our NHTSA grants/projects is now Mike Becar. NHTSA has been notified of this as well.

**III. Minutes Publication.** Halvorson informed the members that President Beach was apprehensive about publishing unapproved minutes from our meetings in the newsletter. Halvorson felt it was important to get the minutes out to the members in the newsletter following our meetings. It is the only way for the members to keep abreast of what is going on, and they are a vital source of information which allows the members to prepare for the next meeting. Beach stated that he was not concerned about publishing "draft" minutes of the general business meetings in the next newsletter, but felt the executive committee minutes should not be published until approved.

**MOTION** by Gotschalk to publish "draft" minutes of the general business meeting from Indianapolis in the October newsletter and to have the publication of the executive committee minutes discussed at the meeting in San Diego in November. **SECOND** by Mark Damitio. **MOTION CARRIED** with all in favor.

**IV. IADLEST Insurance:** Beach stated the association has found an acceptable insurance policy. It will provide professional liability, errors and omissions, and bonding of the treasurer, president, 1<sup>st</sup> VP, Executive Director, and Grants Manager. The insurance will provide two million in coverage at a cost of approximately \$6,000 with a \$5,000 deductible. **MOTION** by Lyle Mann to accept this proposal and allow President Beach to sign the necessary paperwork. **SECOND** by Mike Crews. **MOTION CARRIED** with all in favor.

Beach informed the members that our accounts and balance sheets, specifically for our NHTSA grants need some attention. He stated that this has grown beyond the duties of a part time association volunteer serving as treasurer. He has asked Westfall to provide three people or firms that we could depend on to take care of our finances. Beach asked for permission travel to Iowa to meet with Westfall and possible accounting firms/individuals. He stated it is important that we get this underway as soon as possible. **MOTION** by

Halvorson to allow Beach to go to Iowa with Mike Crews to meet with our treasurer and a new fiscal manager and to authorize the association to cover these expenses. **SECOND** by Mann. **MOTION CARRIED** with all in favor.

Meeting Adjourned 11:07 am.

10-15-08/lwh

*Approved, Sparks, NV-6-14-2009 lwh*

**EXECUTIVE COMMITTEE  
CONFERENCE CALL: SPECIAL  
MEETING  
12:00 PM (CT) October 16, 2008**

**Members Present:** Lyle Mann, George Gotschalk, Ray Beach, Mark Damitio, Charles Melville, Lloyd Halvorson, Mike Crews, Rusty Goodpaster, Pat Bradley. **Absent:** Pat Judge, Mike Becar, and Penny Westfall. **Joining Late:** Peggy Schaeffer at 12:45 pm.

Meeting was called to order by President Beach at 12:06 pm. The agenda items for this meeting were:

- I. San Diego Meeting
- II. Contracts for Becar and Judge
- III. Legal Council
- IV. Treasurer and Audit.

**I. San Diego:** It appears there will be a sufficient number of members for a quorum in San Diego. We anticipate detailed reports from our executive director and grants manager. President Beach reported that he has asked Treasury Penny Westfall to provide a detailed report regarding our accounts. Unfortunately, she could not attend today's conference call. Beach stated he was asked to attend the Traffic Safety meeting at IACP at 1:00 pm Sunday Nov. 9 to announce with NHTSA our Umbrella Agreement.

**II. Contracts for Becar and Judge:** Beach stated he had a very productive meeting with Pat Judge and Mike Becar in Lansing, Michigan, regarding grants and the transition of responsibilities. He stated that Becar is in need of an official contract and Pat Judge's contract will be up on Nov. 1<sup>st</sup>. Becar has agreed to \$70,000 per year as a base salary plus expenses.

NHTSA has agreed to a 10% cost for overhead related to the grant projects. Bradley asked if the



grants will cover Becar's salary. Beach stated they would and would also generate extra for our general fund to cover the cost of the association not related to Becar's work. **MOTION** by Melville to allow President Beach to offer Becar a contract as indicated. **SECOND** by Mike Crews. Mark Damitio asked if Becar has divested himself of the Older Driver Program. Beach stated that Becar has divested himself. **MOTION CARRIED** unanimously.

Beach stated that Pat Judge has been very helpful and productive during this time of transition. We have taken away several of Judge's duties when we hired Becar. There seems to be a great relationship between Judge and Becar. President Beach proposes that we offer Judge a ½ time contract at \$35,000 per year plus expenses. Halvorson asked if the general fund can cover the more than \$12,000 in office expenses that Judge currently pays out of his own pocket. Beach stated that he felt our budget could handle that. Bradley asked if Becar could still contract with Judge or someone else if he felt there were deliverables that were more than he could accomplish on his own. No decision was made regarding Becar's ability to contract with others within or outside the association. **MOTION** by CREWS to offer Pat Judge a contract as recommended by President Beach. **SECOND BY** Rusty Goodpaster. **MOTION CARRIED** with all in favor.

**III: Legal Council:** President Beach stated he has contacted Jonathan Raven, a partner in a law firm that is familiar with associations like ours. Beach stated they spoke of both a short-term and a long-term contract. He stated that Raven agreed that our most pressing issues right now are our contracts, non-profit status, and the pending audit. The fees charged would be between \$270 per hour for him or up to \$450 per hour for a senior attorney in his firm. There would also be a lesser amount for law clerks that can do some of what we need done.

Beach stated we are in immediate need of a standard vendor contract, audit and compliance work, general legal work, and our status as a non-profit. Ray stated he would need \$20,000 as a retainer with \$2,500 up front. He stated as they do work, they would bill against this amount. Bradley asked who it will be that will decide which "level" of attorney does the work. He cautioned that they would also bill for phone consultations. It will be important to limit the number of association members, officers, and/or employees who can contact them.

**MOTION BY** Mike Crews to empower President Beach to enter into a retainer agreement with Jonathan Raven for legal services not to exceed \$20,000 initially with \$2,500 up front. **SECOND BY** Lyle Mann. Peggy Schaeffer indicated that she has joined the call. **MOTION CARRIED** with all in favor and Peggy Schaeffer abstaining.

**IV. Treasurer:** President Beach stated that he is not comfortable with the status of the current audit. He informed the members that some checks were written and came back with insufficient funds. There were also some problems with some of our grant accounts. The current audit was to be comprehensive both fiscal and programmatic. The current audit that is underway is only for 2006 and is financial only.

Beach informed the members that we were denied bonding because of our lack of proper business practices. Beach stated he is concerned about the state of our financial affairs and is currently in the dark as to who is doing the current audit. He stated that neither he nor Gotschalk have signed anything. Beach stated that he has sent our Treasurer a letter requesting information that he will need to hire a professional firm to take over our finances.

Mike Crews stated that Westfall is busy and does not have the time to devote to what has become an overly demanding position. Our new legal counsel agrees that we need professional financial services. **MOTION** by Peggy Schaeffer to immediately empower the President to locate professional bookkeeping and financial services and to enter into a contract for such services. **SECOND BY** Mark Damitio. Chuck Melville asked if Beach was comfortable doing this without having had the opportunity to speak with Westfall. Beach stated this is necessary and cannot wait any longer. Bradley stated that we need to review and perhaps even rewrite our by-laws regarding the duties of the Treasurer. He stated that we understood the need for this last January and are now well beyond thinking about it. **MOTION CARRIED** with all in favor.

Meeting Adjourned 11/3-08/lwh  
*Approved, Sparks, NV 6-14-2009 lwh*

**EXECUTIVE COMMITTEE  
CONFERENCE CALL: SPECIAL  
MEETING  
12:00 P.M. (CT) JANUARY 8, 2009**

**Members Present:** Lyle Mann, George Gotschalk, Ray Beach, Mark Damitio, Charles Melville, Lloyd Halvorson, Mike Crews, Rusty Goodpaster, Pat Bradley. **Absent:** Pat Judge, Mike Becar, Penny Westfall, and Peggy Schaeffer.

Meeting was called to order by President Beach at 12:06 pm. The agenda items for this meeting were:

- I. Financial Services
- II. Audit
- III. Agenda Additions for Washington, DC, Meeting

**I. Financial Services:** President Beach stated that he has been researching financial management issues for the association as the current amount of work required is beyond that which our association treasurer can handle. He stated that Mike Crews sent out a Request for Proposal to all POST organizations asking if any of them wanted to contract with IADLEST for financial services. The RFP's were due on Dec. 31, 2008; and no responses were received. Beach asked Crews and Goodpastor if they knew of anyone locally that they could contract with. While options existed, they did not have a good prospect. As such, Beach contacted a firm that has done considerable work with associations such as ours and with the Michigan chapter of the Fraternal Order of Police.

Beach stated that he contacted the firm, in particular, Mr. Levinson, who showed considerable interest in accepting the work. Beach and our new attorney met with Levinson yesterday. Beach stated that the meeting went well and both Goodpastor and Crews were supportive of utilizing Levinson's services. Beach stated that Levinson could create an electronic bookkeeping system and an electronic checkbook that could be utilized by both Judge and Becar. He stated the "ballpark" figure that Levinson suggested would be possible is about \$1,000 per month based on the work described. There would be some additional startup costs to make the transition.

Halvorson asked if the money is available in our general fund as we have been committing significant dollars lately. Beach reminded the members that we do incorporate a 10% administrative fee into our grant awards to support services such as these. Lyle Mann stated that we don't have much choice as this is necessary for the work we are doing. Beach concurred indicating that he has serious concerns regarding the status of our finances and our inability to get bonding. Pat Bradley indicated that this is a cost of doing business and that we knew we would need this back in January 2008.

**MOTION** by Bradley to empower the President to negotiate with Levinson and to enter into an agreement for financial services in the vicinity of \$1,000 per month plus additional costs associated with the transition. **SECOND** by Mike Crews. **MOTION CARRIED** with all in favor.

Beach stated that a transition team consisting of himself, Westfall, Crews, and Goodpastor will meet with Levinson

on January 22 and physically transport the IADLEST financial records to Michigan and put in a full day of work with Levinson to initiate the transition.

**II. Audit:** Beach informed the members that he contacted our current auditor and discovered that nothing had been done. The auditor stated that he was waiting on documents from our Treasurer and our former Treasurer. The audit was not programmatic. It was financial only and only for 2007. Beach also stated that we have not been extended with the IRS for 2007 so we are technically delinquent in our filing.

Beach discussed the situation with Levinson, and he suggested we terminate our relationship with the current auditor. Beach contacted him and reported that it is possible to do this for approximately \$1,000. If we do so, we could then seek a local auditor that can work with Levinson and the transition team to get the audit we need. **MOTION** by Damitio to empower the President to sever the relationship with the current audit firm for approximately \$1,000. **SECOND** by Melville. Pat Bradley suggested that the \$1,000 for this be rolled into the costs already approved for the financial services transition. **MOTION CARRIED** with all in favor.

**III: Agenda Additions:** Mark Damitio requested that he would like to see Don Pearson be considered for Life Membership at the January meeting in DC. Pat Bradley would like to see the status and operation of the Sourcebook on the agenda. Halvorson asked that the process, procedure, and/or policy on special meetings minutes and related approval process be put on the agenda. Mike Crews asked that we discuss the summer conference, registrations, and conference schedule in DC. Ray Beach indicated that we will also add the issue of disclosure statements for contracted people to the agenda.

Meeting Adjourned at 12:50 Central Time.  
01/22/09 lwh; *Approved, Sparks, NV 6-14-2009*  
lwh



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## **EXECUTIVE COMMITTEE MEETING J.W. Marriott Hotel; Washington, DC 9:00 a.m., January 29 & 30, 2009**

**I. Call to Order:** President Beach (MI) called the meeting to order at 9:09 am.

**II. Roll Call:** Secretary Lloyd Halvorson (ND) conducted the roll for those in attendance. Executive Committee Members present: Lloyd Halvorson (ND), Ray Beach (MI), Mike Crews (FL), Mark Damitio (KS), Penny Westfall (IA), Charles Melville (KY), Peggy Schaefer (NC), Pat Bradley (MD), Rusty Goodpaster (IN), and Lyle Mann (AZ). IADLEST members present: Pat Judge, Ray Franklin, Steve Otto, and Mike Becar. Guests Present: Jonathan Raven, IADLEST Attorney, Jim Brown, CALEA; Tim Miller, ALERT

**III. Agenda Additions:** Regional Reports

**IV. Review of Business Meeting Agenda:** N/A

**V. Approval of Minutes MOTION** by Peggy Schaeffer to approve the minutes of the November 8-9, 2008, Executive Committee meeting. **SECOND** by Penny Westfall. **MOTION CARRIED** with all in favor.

**XIII-B. Guest Presentation:** The President introduced Jim Brown from CALEA and Steve Otto, the IADLEST/CALEA representative. Otto has participated in the CALEA standards re-write as they apply to the accreditation of academies. Brown stated that Otto and Schaeffer have been very valuable to their rewrite efforts. CALEA has an MOU with APCO for communication center standards and would like to see the same type of MOU with IADLEST for academy standards. IADLEST has had a concern about costs and wanted to see

IADLEST assessors used when possible to limit costs to the academies going through the accreditation process. Otto stated the cost of accreditation was a concern for IADLEST; and it is important to keep them as low as possible. Brown stated that this partnership will benefit IADLEST through recognition. Pat Bradley said our mission and values statement seems to suggest this is exactly what we should be doing. Rusty Goodpaster said that our strategic plan indicates that we need the IADLEST membership to have benefits. He feels participating in the accreditation process would be one of those benefits. Ray Beach stated that he will have Crews, Goodpaster, and Schaeffer meet with CALEA before June so a decision to move forward can be made. Beach also asked Otto to assist with the process as needed.

**VI. Executive Director's Report:** Pat Judge announced that Ohio and Washington, DC, have new POST Directors. Nominations for 1<sup>st</sup> VP and 2<sup>nd</sup> VP are up for election in Reno this June at the annual conference. He stated that we have sent IRS Form 1099 to all of our contracted persons. He participated in the meeting last week in Michigan to create a "virtual" online bookkeeping system. Any member will soon be able to look at our financial records which will assist us in being as transparent as possible. He advised the members that we will need to work on how this process complies with or deviates from our by-laws. The next scheduled meetings of the Executive Board are at the annual conference in Reno, June 14-17, 2009; and in Denver in conjunction with IACP October 3 and 4, 2009.

**VII. Grants Manager Report:** Mike Becar is working on a comprehensive audit of all property owned by IADLEST. He states we have property in several locations, and it is important that the association knows and can keep track of where it is. There is also some concern as to the status of property at the conclusion of certain grants. For example, does the state of Vermont own the property purchased for the grant they are contracting to complete, or does IADLEST own the property? Becar will research what the MOU says if anything and report back. Insurance for the property, located in Maryland, Vermont, and Michigan also needs to be considered.

NHTSA wants to "marry" the SFST and the DRE programs. SFST expired and they extended it until September 2009 for approximately \$50,000. The Older Driver Grant

was modified. The grant was actually for two years but will be out of money after the first year. The second year was added at a value of \$110,000. The final grant modification was with the pursuit driving project. Initially the IADLEST portion of the grant was \$330,000 and the ALERT portion was \$700,000. NHTSA raised the IADLEST share to \$655,000 essentially making IADLEST and ALERT equal partners in the project. The grant paperwork has been modified to reflect this.

All of the grants have a 10% administration fee approved by NHTSA built in to cover our administrative costs. Beach stated that he has spent considerable time on the IADLEST budget and believes we will not be able to sustain the current level of spending, or we will deplete our savings. We must make sure that new projects always include that 10% administrative fee built in.

Becar provided timesheets for over 300 hours of time put in since mid-November.

Becar stated Earl Hardy (NHTSA) wants to reinstate the offer leadership program (where someone comes to NHTSA to work on a project). He said that NHTSA will pay for housing. He asked if IADLEST would consider accepting the money for housing so they do not have to send it to the officer's agency. He was concerned that sometimes the full amount does not always reach the officer.

Regional Meetings being hosted with the intent of assisting the curriculum template grant are as follows: South: Jan 8-9, 2009, West: March 17-19, 2009, Northeast: April 9-10, 2009, Midwest: April 15-16, 2009, and the Central: April 22-23, 2009.

**VIII. Legal Counsel Briefing:** The Executive Committee went into Executive Session with the Association's Attorney, Jonathan Raven for counsel and training.

**XIII-D. Guest Presentation:** The association heard from Calvin Hodnett from the COPS office reference POST NET and also introduced Dr. Sandra Webb, Deputy Director, and Kathryn McQuay, supervisory policy analyst, in the COPS office. Ray Franklin stated that POST NEST is still up and running and has had zero down time. They have installed a new UPS system that serves all projects. The 2004 grant funds have been expended. There is \$50,000 in the 2005 grant award account, and the 2008 fund is currently at \$40,000. The NSTRC has 6,700 registered members as of January 6. The project has been extended through Sept. 2009. They now have 28 members from 23 tribal enforcement units in 11 states participating. There are over 10,400 records in the NDI with 27 states participating. It is anticipate that Vermont will be added

soon. There is a mailing going out on April 15 to survey POST agencies regarding certification practices. The Seattle University Graduate Research Statistics, the program is being used to complete the survey by June 2. N-Learn is up and running with over 100 members. Work is currently being done on developing a password recovery/change feature. They are currently working on becoming a central submission point for national and regional training programs. This will be an entirely voluntary part of the project. Semi-annual progress and financial reports through Dec. 2008 have been submitted and approved.

Sandara Web, Interim Director for the COPS Office, told the members that there are funds in the stimulus package that will be available to hire police officers. In the original 2009 budget, the COPS Office was zeroed out. VP Biden was an original author of the COPS Office so that is promising. Web could not say how much discretionary funds the COPS Office will have.

**XIII-E. Guest Presentation:** Tony Gilbert, FBI. Gilbert informed the members that the current FBI Director addressed the NSA general assembly this morning - something that had not been done for some time. Gilbert stated that the Bureau is in a hiring blitz right now trying to get approximately 2,100 support personnel and 850 new agents hired. They had 275,000 applicants for these positions which are taxing their academies.

**IX. Strategic Plan:** Rusty Goodpaster stated he fears that the strategic planning done at the conference in Indiana will fall through the cracks unless we utilize the information gathered. He needs input from the Executive Committee on where we go with the information and what the priorities will be for the future of the association.

**XIII-H: Guest Presentation:** Ron Dionne, FLETC: DHS and FLETC have been providing a lot of training and have realized that they have excluded IADLEST which has a direct connection to the POST Director in each state. He stated the Rural Policing Institute has \$20 million for the next five years (4 million per year through 2012) to get this training out to the states. The focus of the free training will be in cities or communities under 50,000. There will be free lodging for officers to attend. He also stated that FLETC will be paying for the lodging at the conference in Reno for all 50 POST Directors. He stated he needs this audience in

order to get this training out where it is needed and get this effort started. **MOTION** by Westfall to support this collaborative effort with FLETC. **SECOND** by Melville. **MOTION CARRIED** with all in favor (Schaeffer-not present for motion or vote).

**XIII-C: Guest Presentation:** Dr. Steve Edwards, OJP: Edwards stated he was looking for help with a project and hoped that IADLEST could help steer him in the right direction. The program is on suicide prevention among police officers. IACP collected the information. There are about 400 officer suicides a year which have a devastating effect on agencies and families. He wants to find the best way to get the CD/DVD out to the agencies/trainers and officers that will use it and is not really interested in a simple mass mailing. The members did not have suggestions for him at this time.

**X: Administrative Review of Current Business Practices:**

**Records Retention:** Pat Judge stated that he is running out of room for storage or records. **MOTION** by Pat Bradley to identify a resource to scan documents and appoint a small committee to identify what is historical and what is not, then make a separate decision as to how to destroy or store the hard copy records. **SECOND** by Mark Damitio. **MOTION CARRIED** with all in favor. Ray Beach stated he, Mike Crews, and Pat Judge will spearhead this with help from others who may have knowledge of the association's history.

**Advertising in IADLEST Publications:** The members questioned whether we should develop a policy on advertising. **MOTION** by Pat Bradley to task the Executive Director with proposing a new matrix of advertising options from Sustaining Members for both print and web-based advertising. **SECOND** by Lyle Mann. Chuck Melville stated that we haven't judged the legality of this with the IRS. Can we collect funds for advertisements on a federally grant funded website? What are the rules on this with the IRS as they apply to non-profit organizations? Pat Judge will look for answers to these questions. **MOTION CARRIED** with all in favor. Lloyd Halvorson stated that he knows of several members, even executive committee members who are uncomfortable with the advertiser-sponsored lunches during our conferences. Ray Beach stated that we need to poll our membership to see if there are a significant number of members that are uncomfortable with our corporate sponsors and potentially change how we fund and how we run our annual conferences.

**XI. IADLEST Treasury:** Westfall reported a general account balance of \$36,420, a savings account balance of

\$2,501, and updated the members on the four DOJ grant accounts and the six NHTSA grant accounts.

Beach outlined a new invoice processing and bill payment procedure that is needed as we transition into our new financial management system. Beach stated that the Grants Manager (Becar) will be responsible to enter information and invoices into the system, the Treasurer will approve payment and the Executive Director will "write the checks." In the absence or unavailability of the Treasurer, the President, 1<sup>st</sup> Vice President, and 2<sup>nd</sup> Vice President will have approval authority. **MOTION** by Mann to approve as presented by Beach. **SECOND** by Goodpaster. **MOTION CARRIED** with all in favor. Pat Judge reminded the members that changing to this procedure will require a change to the bylaws.

**MOTION** by Mann to have the bylaws committee propose changes necessary to codify the new fiscal management procedures and other amendments as necessary and to forward the proposed changes to the President by March 1 at which time a teleconference of the Executive Committee will be held. **SECOND** by Mike Crews.

**MOTION CARRIED** with all in favor. On-going Fiscal Audit: Jonathan Raven informed the members that we contracted with a firm to do an audit last spring. Due to several reasons, this auditor did not accomplish much. Currently, even if finished it would not satisfy our needs. We sent notice to him that we would no longer need his services. We are looking for a couple smaller audits that Levinson would have access to. We need one for late 2006, 2007, and 2008. The auditor sent a bill for \$2,500 to cover the work he has already done. He had quoted Beach about \$1,000 to get out of the agreement during phone conversations. Levinson indicated for that amount, he should have a significant work product that we would be entitled to. Beach is currently working with our financial services firm to ensure what we are in full compliance with all IRS rules.

**Indiana Conference:** Rusty Goodpaster will be paying IADLEST back approximately \$9,000. IADLEST paid the bill for the Crown Plaza for \$9,000. In essence we paid \$19,000 for the Indiana Conference but will get \$9,000 back. There will not be a return of any of the \$10,000 in seed money that was paid as the cost of the

conference and low registrations did not allow for it. Beach stated that in the future we should have a contract with the host state spelling out what the association's responsibilities are and what the host state's responsibilities are so that each is protected in the event of billing problems, etc.

**Nevada Conference:** Mike Crews stated that he surveyed individual POST agencies to see who is coming to the Nevada conference and who is not. There were 11 that were definitely coming and 15 that definitely were not coming with 3 states unsure. He recommended we scale back the 2009 conference to ensure it is reasonable in these tough economic times.

Extensive discussion took place regarding downsizing the conference in Nevada to reflect the currently troublesome economic situation. There was a general consensus to eliminate the costly outings, eliminate the banquet (replace with a simple ceremony installing the officers during one of the conference days), to reduce the guest and member registration fees, and to limit the expenses of the president's reception. The members asked Beach and Crews to work with Dick Clark (NV) on making these changes.

**XII. NLEARN:** Ray Franklin gave an extensive presentation on the progress made with respect to the NLEARN initiative. He provided the members with a visual walk through of the online network and answered numerous questions of the members. He also took suggestions from the committee to make the system user friendly and responsive.

Recess: 7:20 pm

Reconvene: January 30, 2009 8:00 am

**XI-D. Life Membership: MOTION** by Mark Damitio to nominate Don Pierson (WY) for life membership. **SECOND** by Westfall. Damitio read a letter from Betty Haukap (WY) indicating how Don meets the eligibility for life membership. **MOTION CARRIED** with all in favor.

**MOTION** by Pat Bradley to nominate George Gotschalk (VA) for life membership. **SECOND** by Mike Crews. Bradley informed the members how George meets the eligibility for life membership. **MOTION CARRIED** with all in favor.

**XI-E: Meeting Minutes Approval Process.** Halvorson informed the members that, due to the unprecedented number of Executive Committee conference call meetings, there are several sets of minutes that have never been read nor approved. He is concerned that an entire year of significant change and work by the current leadership has been documented by the Secretary

and not one IADLEST member has seen the official record of what has transpired because none of the minutes have been read, approved, or published. Beach stated that some of the conference calls included personnel matters where the Executive Committee was in Executive Session and the minutes need to be on file but not published. Halvorson stated that the by-laws do not provide for "executive sessions" of the Executive Committee and there is no reference in our bylaws to close personnel matters from the membership. He felt that all of our work should be open for inspection and review.

Halvorson then provided the members with printed copies of the minutes from the following conference call meetings: August 21, 2008, September 15, 2008, October 16, 2008, and January 8, 2009. Halvorson stated that the minutes included information that Beach indicated would remain "unpublished" due to the personnel nature of the material. Halvorson asked the members to review the minutes and be ready to approve them at the meeting in Nevada this summer. He also asked the members to highlight what if anything, should remain part of the official record but remain "unpublished."

Halvorson then asked for guidance on the approval process for conference call meeting minutes in the future. There was general consensus that the "draft" minutes be e-mailed to members of the Executive Committee as soon as they are written by the Secretary with approval of the minutes as the first item on the next meeting's agenda (whether that meeting takes place in person or by conference call). It was also the consensus of the members to only publish "approved" minutes of Executive Committee meetings in the official newsletter and to never publish "draft" minutes. The members also indicated that we need to consider changes to our bylaws regarding our meetings/minutes as we are becoming more complex as an association and need to ensure that confidential information stays available but unpublished.

The members also indicated that the minutes need to be informational and accurate but not verbatim regarding every discussion or presentation. Motions need to be accurate and "official discussion" after the motion is seconded should be recorded.



**XI-H. Budget:** Ray Beach provided a budget to the members for calendar year 2009. Beach stated that it is showing a very small carryover which is a little deceiving as there will be more revenue than actually indicated. In addition, some expenses may come in lower. Beach wanted the budget to show the “worst case scenario” as a precaution. He also indicated that the general fund is owed \$5,000 from the Older Driver project as the general fund loaned the grant fund when it was short early on. The general fund also has \$9,000 coming back from the Indiana conference.

**MOTION** by Lyle Mann to approve the budget as presented with the additional revenue expected from the Older Driver grant and the Indiana conference. Mann’s motion also includes the approval of \$10,000 in seed money for the 2010 conference in Texas to be dispersed upon request from Texas officials. **SECOND** by Mike Crews. Pat Judge also indicated that IADLEST has agreed to underwrite the Nevada conference in the event there is any shortfall. **MOTION CARRIED** with all in favor.

**XI-J. Regional Meetings:** Central: Chuck Melville indicated that the Central Region was looking to finalize a date for their regional meeting which will be either in Indiana or Illinois. Ohio will have a new POST Director starting Feb. 5. South: Peggy Schaeffer indicated the regional meeting was held January 8-9, 2009. She stated Mike Becar did a great job with the template project. They shared information regarding the JTA to limit expenses. They are also looking for information regarding the recruitment and retention of women. Midwest: Mark Damitio stated the regional meeting will be held in Wyoming April 15-16. The template project will be the primary agenda item. Kansas will also be hosting two of FLETC’s training programs. West Region: Regional meeting will be in Sacramento March 17-19. The California POST is suffering financial hardship with the budget crisis in the state. Northeast: Pat Bradley stated the regional meeting will be in Maine April 9-10. Maine could not travel even if expenses were covered so the region decided to “go to them,” and they were willing to host. The agenda will include the curriculum template, online training, among other items. Delaware and New Jersey plan to attend.

**XI F. Sourcebook:** Pat Bradley indicated concern regarding the sourcebook having been put on the back burner. He expressed how valuable the information is to the members and how important it is to get it updated and back on track. IADLEST needs to reinvest in the sourcebook as it is a primary benefit to the members of IADLEST. He asked that Mike DiMicelli (CA) be given time in Reno to explain exactly what needs to be done and where we are with it currently.

**XI-K. Logo:** Ray Beach recommends we look at revising the IADLEST logo to more accurately reflect who we are and what we do.

Meeting adjourned: 12:16 pm  
*Approved, Sparks, NV-6-14-2009 lwh*

**EXECUTIVE COMMITTEE  
CONFERENCE CALL: SPECIAL  
MEETING  
10:00 A.M. (CT) May 26, 2009**

**Members Present:** Lyle Mann, Mark Damitio, Charles Melville, Lloyd Halvorson, Mike Crews, Rusty Goodpaster, Pat Bradley, Penny Westfall, Peggy Schaeffer, Pat Judge (Executive Director), and Mike Becar (Grants Manager). **Absent:** George Gotschalk and Ray Beach.

Meeting was called to order by 1<sup>st</sup> Vice President Mike Crews at 10:04 am. The agenda items for this meeting were:

- I. By-Laws update
- II. 2010 Conference in Texas
- III. Financial/Legal Services
- IV. Presidential Resignation

**I. By-Laws:** Crews thanked Pat Bradley for his work on re-writing the by-laws to fit our organization that has and is undergoing significant changes. Crews asks that each member review the proposed changes so they can be discussed at the June conference in Nevada and approved by the Executive Committee at the meeting in Denver in October. Once approved by the Executive Committee, they will be sent out to the members for polling and approval shortly thereafter by mail or e-mail ballot.

Pat Judge reminded the members that the Executive Committee will need to pass another motion (at the conference in June) to “waive” the current by-laws regarding the procedure to handle our new financial services process. Crews asked that this be put on the agenda for the meeting.

Pat Bradley asked the members to closely review the by-law suggestions he has made pursuant to a request from Ray Beach regarding the composition of the Executive Committee under section 7.01 and in reference to the President and 1<sup>st</sup> Vice President being allowed to take over as

Treasurer in the Treasurer's absence as indicated under 5.10.13.

**II. 2010 Conference in Texas:** Rusty Goodpaster asked for input from the members as to whether our Texas host should make the banquet part of the initial contract with the hotel. He was not certain as to whether the Executive Committee would forgo the banquet as we have in Nevada. There are cost/benefit issues to contract for it early or add it later. He also wanted clarification as to whether the Texas host would sign the contract with the hotel or if the President would sign.

**MOTION** by Pat Bradley to have the Texas Conference Committee remove the banquet from the initial contract with the hotel and inform them that IADLEST will not take responsibility for any guaranteed numbers for the banquet. **SECOND** by Lyle Mann. **MOTION CARRIED** with all in favor (Westfall had not yet joined the conference call).

**III: Financial and Legal Services:** Crews stated he sent a written request to our financial services firm and to our attorney asking for the amount of unpaid work they have completed. IADLEST has not received an invoice from our financial services firm, and we need to know how much we owe for budgeting purposes. We also need a time frame for the other parts of the system that he is working to bring online soon. Crews is also concerned about the amount of money paid to and any outstanding work and/or bills our attorney is currently holding. Crews is anticipating a response from both so he can share it with the members at the annual conference.

Mike Becar reported that we still need a fiscal audit. Ray Beach put out an RFP a while back but we did not get any responses. We need to find an audit firm willing to do this for us. He asked the members to help him locate a firm. Crews asked the members if he should appoint an audit committee at this time. The members were in agreement that we should wait until the audit is underway and then establish the committee.

**IV. Resignation of President.** Mike Crews had informed the members via e-mail that Ray Beach had submitted his resignation as President of IADLEST. No details were available at this time as to why Beach is stepping down. **MOTION** by Bradley to accept the resignation of Ray Beach as President of IADLEST. **SECOND** by Chuck Melville. **MOTION CARRIED** with all in favor.

Mike Crews reported that he has spoken with Dick Clark in Nevada, and things are looking favorably for our annual conference.

Meeting Adjourned at 11:00 a.m., lwh  
*Approved Sparks, NV 6-14-2009 lwh*

