



WASHINGTON STATE  
**CRIMINAL JUSTICE TRAINING COMMISSION**  
19010 1<sup>ST</sup> AVENUE SOUTH, BURIEN, WA 98148

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**COMMISSION MEETING**  
Wednesday, June 14, 2017  
10 AM

**COMMISSION MEMBERS PRESENT:**

Jeff Myers (Chair), Chief, Hoquiam Police Department  
Bill Elfo (Vice-Chair), Sheriff, Whatcom County  
Laura Wells, Citizen-at-Large  
Joshua Kelsey, Officer, Lynnwood Police Department (Telephonically)  
John Turner, Sheriff, Walla Walla County  
Dan Satterberg, Prosecuting Attorney, King County  
Penelope Sapp, Lieutenant, Kitsap County Jail  
De'Sean Quinn, Councilman, Tukwila City Council  
John Batiste, Chief, Washington State Patrol  
John Hillman, Assist. Attorney General, Attorney General's Office (Commission Advisor)

**GUESTS PRESENT:**

Mike Knutson, Asst. Special Agent in Charge, FBI - Seattle  
Jonathan Page, President, Cognitive Command Group  
Tim Farley, Communications Specialist, WACOPS  
Kerry Zieger, Officer, Seattle Police Department

**WSCJTC STAFF PRESENT:**

Sue Rahr, Executive Director  
Marisa O'Neill, Executive Assistant  
Rick Bowen, Commander, Basic Training Division  
Rex Caldwell, Manager, Operations Division  
Brian Elliott, Manager, Fiscal Services Unit  
Sonja Peterson, Manager, Human Resources  
Tisha Jones, Manager, Certification Unit  
Robert Bragg, Manager, Control/Defensive Tactics Unit  
Kayla Wold, Program Specialist, Operations Division  
Christina Parslow, Administrative Intern, Operations Division  
Madeline Grossfeld, Administrative Intern, Quality & Standards Division  
Lexi Lockhart, Administrative Intern, Advanced Training Division

**OPENING**

*Jeff Myers, Commission Chair*

**The Chair** called the meeting to order at 10:02 AM.

**Marisa O'Neill** conducted a roll call of the Commissioners. A quorum was present.

**The Chair** opened the meeting and asked guests to sign in if they chose to be accounted for in the meeting minutes.

## CHAIR'S REPORT

*Jeff Myers, Commission Chair*

The Chair advised those present a replacement for the position of County Line Level Deputy has not yet been appointed. Inquiries for the position came in, and the Governor's Office is handling the process.

## APPROVAL OF MEETING MINUTES

The Chair called for review and approval of the meeting minutes from March 2017.

Commissioner Turner moved to approve the minutes. Commissioner Sapp seconded the motion. ***The motion passed unanimously.***

One note, Commissioner Quinn was stuck in traffic and did not arrive in time for this vote. He was present for all others after arriving at 10:25am.

## EXECUTIVE DIRECTOR'S REPORT

*Sue Rahr, Executive Director*

### Budget Update

Director Rahr provided an update on her efforts to get the Supplemental Budget request for the additional eight (8) BLEA and three (3) COA classes into the House and Senate Budgets. She reminded the Commission, those classes were included in the Governor's Proposed Budget. The House Proposed Budget currently authorizes six (6) additional BLEA classes and zero (0) additional COA classes. The Senate Proposed Budget currently authorizes the eight (8) additional BLEA classes we requested, but again, zero (0) for COA. The Senate also contains additional funding tied to the Deadly Force Task Force recommendations.

Director Rahr then updated the Commission on the Biennial Budget. She began working with legislators prior to this session to share CJTC's critical need to raise the base level funding to cover 18 BLEA classes and eight (8) COA classes per year (36/16 per biennium).

The Legislative Session may go up to the very end as in years passed as we are currently in the 2<sup>nd</sup> special session. We are working diligently to keep legislators apprised of our needs and answer any questions that come up. She hopes to have good news at our next meeting.

### 21CPL

Director Rahr shared her plan for utilizing the open source version of the West Point Leadership Program – Leading Police Organizations (LPO), adapting, and expanding it to be utilized in the State of Washington. The 21<sup>st</sup> Century Police Leadership (21CPL) Program will be funded through a public/private partnership with the Microsoft Corporation and the State of Washington. If funding is secured, we'll hire a Program Manager to oversee implementation.

### Staffing

An executive retreat was held recently. During this retreat, the Leadership Team brainstormed some ideas for a new structure within the agency. She will have more

information to share at the next meeting, but because they are finalizing details and haven't yet shared information with staff, she didn't feel it was appropriate to share at this time.

## OLD BUSINESS

### Reserve Certification Workgroup Update

Remains on hold. **ACTION:** Item to remain as Old Business with acknowledgement that the Commission wishes to work toward reserve certification. The work group may pick up on this item again in the fall. At the September Meeting, the Commissioners may elect to discuss a new timeline for this item.

## NEW BUSINESS

### National Certification - IADLEST

*Sue Rahr, Executive Director*

**The Director** explained that IADLEST (International Association of Directors of Law Enforcement Standards and Training) has adopted a new National Certification Program. She advised we do not utilize the program as we are the certifying body of curriculum in Washington. The National Certification from IADLEST is also quite costly for vendors seeking certification.

The Director then spoke of a concern brought to light during the IADLEST Conference regarding the Spokane County Sheriff's Office (SCSO) seeking IADLEST National Certification for a few of their programs. Quality & Standards Division Manager, Donna Rorvik, was present when SCSO staff member, and former CJTC staff member, Tony Anderman shared a piece of curriculum they recently had certified. The curriculum was developed by a team at CJTC. The only difference in that piece of material, was the removal of our logo and footer. The material even referenced academy students, while being presented as an advanced training course.

There was quite a bit of discussion on this topic. **ACTION:** Item to remain on the agenda for the September meeting.

### Hearing Panel Member

*Sonja Peterson, HR Manager*

**Sonja Peterson** brought before the Commission a Hearing Panel Member Request from Retired Captain Linda Forst, Professor of Criminal Justice at Shoreline Community College. Sonja shared a letter of recommendation from Dean Amy Kinsel, also of Shoreline Community College.

**Commissioner Elfo** moved to approve the hearing panel member. **Commissioner Sapp** seconded the motion. ***The motion passed unanimously.***

**Sonja** asked the Commissioners, staff, and guests present to share the Commission's need for Tribal Police Chiefs to join the list of Hearing Panel Members. We currently only have one on the roster.

### Certified Canine Evaluator Variances

*Tisha Jones, Certification Manager*

**Tisha Jones** provided the Commissioners with a packet containing canine certification applications for four (4) canine evaluators. She asked if they would like them to be consolidated into one vote after running through the criteria and disciplines for which they seek certification. The Commissioners chose to do so.

Tisha then asked the Commission to consider certification for Officer Brian Viles, Vancouver Police Department; Officer Darryl Lobe, Bothell Police Department; Officer Kyle Day, Washougal Police Department and Officer Suzanne Evinston, Everett Police Department.

**Commissioner Batiste** moved to approve all four variances for canine evaluators. **Commissioner Turner** seconded the motion. **The motion passed unanimously.**

### **Reserve Variance Request**

**Tisha Jones, Certification Manager**

**Tisha Jones** provided the Commissioners with a packet containing a variance request from Chief John Hensley of the Cheney Police Department for Mr. Nicholas Horn, a reserve peace officer applicant to attend Reserve Police Officer Equivalency instead of the full Reserve Academy.

Tisha shared that with a greater than two-year break in service, one must go through the entire reserve academy. **Commissioner Wells** shared “Joe Public” sees someone in uniform and sees “an Officer.” They don’t know whether one is reserve, limited, or fully commissioned. Additionally, she shared her concern that we only have a list of courses to go on, rather than the review of what is actually taught, as we do in BLEA. With BLEA Equivalency, Tisha reviews the curriculum to see if it is comparable. She explained she felt it was appropriate to send him through the entire reserve academy. **Commissioner Turner** pointed the group to <sup>his</sup> extensive CV. **Commissioner Kelsey** concurred that his training record was extensive. **Chair Myers** said, “This extensive training is the exception; not the rule.”

**Commissioner Turner** moved to approve the reserve academy equivalency variance. **Commissioner Elfo** seconded the motion. A vote was conducted. **Commissioners Myers, Elfo, Kelsey, Turner, Satterberg, Sapp, Quinn, and Batiste** voted yes. **Commissioners Wells** voted no. **The motion passed.**

### **Cognitive Command**

**Director Rahr** introduced Jonathan Page to discuss the results from a study done with our recruits on the C2 Program. Research was done here as well as in Reno, Nevada. Director Rahr shared she’s thrilled with the results of this research and will be working to find funding sources in order to explore implementing it into our Basic Training.

### **GOOD OF THE ORDER**

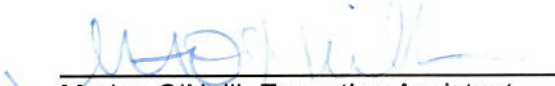
**Kayla Wold** introduced the summer interns present, and advised two more would be starting by the end of the month.

**Director Rahr** apologize for the meeting running a bit long, but advised if anyone wanted to stay a bit and chat with Mr. Page, he’d be available for questions.

The Meeting was adjourned at 12:15.

Next Meeting: September 13, 2017, 10 AM, WSCJTC

Written by:

  
\_\_\_\_\_  
Marisa O'Neill, Executive Assistant

09/13/17  
Date

Reviewed by:

  
\_\_\_\_\_  
Susan L. Rahr, Executive Director

9/14/17  
Date

Approved by:

  
\_\_\_\_\_  
Jeff Myers, Commission Chair

9/13/17  
Date