



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

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**COMMISSION MEETING**  
Wednesday, March 8, 2017  
10 AM

**COMMISSION MEMBERS PRESENT:**

Jeff Myers (Chair), Chief, Hoquiam Police Department  
Bill Elfo (Vice-Chair), Sheriff, Whatcom County (Telephonically)  
Laura Wells, Citizen-at-Large  
Joshua Kelsey, Officer, Lynnwood Police Department  
Kenneth Hohenberg, Chief, Kennewick Police Department  
John Turner, Sheriff, Walla Walla County (Telephonically)  
Darell Stidham, Deputy, Spokane County Sheriff's Office  
Penelope Sapp, Lieutenant, Kitsap County Jail  
John Hillman, Assist. Attorney General, Attorney General's Office (Commission Advisor)

**GUESTS PRESENT:**

Marc Lamoreaux, Assistant Chief, Washington State Patrol  
Carl Nielsen, Chief, Centralia Police Department  
Amanda Hall, Training Administrator, Department of Corrections

**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 Division  
Tisha Jones, Manager, Certification Unit  
Robert Bragg, Manager, Control/Defensive Tactics Unit  
Alma Perez, Administrative Assistant, Basic Training Division  
Autumn Bennett, Administrative Assistant, Information Technology Unit

**OPENING**

*Jeff Myers, Commission Chair*

**The Chair** called the meeting to order at 10:04 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 introduced the Commission's newest appointed member, Penelope Sapp, Lieutenant, Kitsap County Jail. He advised she came highly recommended from former Commissioner Ned Newlin. **Commissioner Sapp** provided a quick autobiography and thanked everyone for welcoming her.

The Chair announced Commissioner Stidham's intent to retire at the end of the month. Commissioner Stidham was presented with a plaque commemorating his two terms serving CJTC and thanked him for his service. **Commissioner Stidham** spoke briefly of his time on the Commission and thanked everyone for the opportunity.

A replacement for the position of County Line Level Officer has not yet been appointed.

## APPROVAL OF MEETING MINUTES

The Chair called for review and approval of the meeting minutes from December 2016.

**Commissioner Hohenberg** moved to approve the minutes. **Commissioner Stidham** seconded the motion. ***The motion passed unanimously.***

## EXECUTIVE DIRECTOR'S REPORT

*Sue Rahr, Executive Director*

### Leadership Program Update

**Director Rahr** shared we are moving ahead with our public/private partnership initiative to help us with leadership training as funding is currently inadequate. She hopes to change the state standard to mandate all go through LPO. Starbucks' involvement was delayed a bit, but Microsoft is very interested in partnering with us on this project. They are also interested in helping us lobby for our other budget items this session.

### Budget Update

**Director Rahr** gave 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. Those classes were included in the Governor's Proposed Budget.

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).

### Legislative Use of Deadly Force Task Force Update

**Director Rahr** provided an update on the Use of Deadly Force Task Force. The most recent bill died in the Senate. That bill struck "malice," but kept "good faith". She shared her belief that the bill may be revived in the House. The funding tied to the bill is in limbo for now. CJTC is not spending too much time or effort planning for the use of those funds and won't until it hears they will be placed in our budget.

### Learning Management System (LMS) Project

**Director Rahr** highlighted the hard work of the Instructional Services Division, Samantha Thomson-Daly and Vicki Mathews as well as the group from IT at WSP working on the contract with Envisage. Envisage is the leading company for law

enforcement online training. We secured a rate with them, which is unparalleled. The rate is 75% lower than what they would offer to anyone else. This partnership is one the agency will use to demonstrate to the Legislature and the citizens of WA State that we are working in line with our value of accountability, which states "We are dedicated stewards of the resources and responsibilities entrusted to us by the people we serve."

### Staffing

Director Rahr shared Dave Bales' intention to retire at the end of April. Dave is leaving to avoid the harrowing commute every day. He and his wife bought a travel trailer and plan to enjoy life between their home up north, their vacation property in Eastern Washington, and the open road.

## 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.

## NEW BUSINESS

**The Chair** called for a slight change to the order outlined in the agenda moving the Canine Certification Discussion and the Variance Requests to the top of New Business as the Commission will go into Executive Session to discuss the PAT variance request as it relates to potential litigation.

### Hearing Panel Member

*Sonja Peterson, HR Manager*

**Sonja Peterson** brought before the Commission a Hearing Panel Member Request from Chief Gregory Wilson of Mountlake Terrace Police Department. She shared copies of his request as well as a letter of support from City Manager, Scott Hugel.

**Commissioner Hohenberg** moved to approve the hearing panel member. **Commissioner Stidham** seconded the motion. **The motion passed unanimously.**

### Canine Certification Discussion

*Tisha Jones, Certification Manager*

Due to the amount of paperwork attached to each application, **Tisha Jones** provided the Commissioners with a spreadsheet that represented the names, disciplines, and criteria of the 42 applications she received for Certified Canine Evaluator. She had one hard-copy of each application on-hand. Her process of reviewing each application consisted of verifying that each applicant met the six criteria described in WAC 139-05-915. During her review, she found that three applications did not meet the criteria; therefore, she denied them and did not present their information. Of the remaining 39 applicants, 37 met all six criteria. Two applicants, Carl Nielsen and Steven White requested variances to the criteria.

Tisha recommended the Commissioners vote on the 37 listed on the spreadsheet at once, then move to her explanation of the two variance requests.

**Commissioner Stidham** moved to approve of the 37 listed. **Commissioner Kelsey** seconded the motion. **The motion passed unanimously.**

### **Certified Canine Evaluator Variances**

*Chief Carl Nielsen, Centralia Police Department*

Ms. Jones explained that Chief Nielsen requested variances to criteria four and five. Under criteria four, the applicant must have certified, as a canine team, under the former WAC language. Chief Nielsen is a lateral from California; therefore, he has not had the opportunity to certify as a canine team in Washington. Chief Nielsen provided an in-depth letter and documentation showing he has been a Trainer/Certifying Official/Executive Board Member of the California Narcotic Canine Association (CNCA) since 1997. He also has 14+ years as a patrol team handler and 20+ years as a narcotic team handler. In his position of Police Chief, he will not be running a canine team; thus preventing him from meeting the requirements of criteria four.

In reference to criteria five, this criteria requires the applicant to have completed the CJTC Instructor Development course or any other approved CJTC Instructor Course. Chief Nielsen has not attended any approved CJTC Instructor Course; however, he provided documentation showing he has 15+ years as a Field Training Officer [California], completed the California Peace Officer Standards and Training (P.O.S.T) approved Training the Trainers course, has served as a canine trainer and evaluator since 1995, and has been an Adjunct Professor for three higher learning institution.

**Commissioner Stidham** moved to grant the canine certification variance. **Commissioner Elfo** seconded the motion. **The motion passed unanimously.**

*Sergeant Steven White, Seattle Police Department*

Ms. Jones presented Sergeant White's request for variance of criteria four. Under criteria four, the applicant must have certified, as a canine team, under the former WAC language. Sergeant White has 40+ years of canine assignments. He is currently in his third assignment with the Seattle Police Departments Canine Unit. In the past, the Washington State Police Canine Association (WSPCA) recognized him as a Patrol Dog Generalist. As the WAC requirements postdates his time as a handler, he is requesting the Commission to recognize his experience as a handler and to allow a variance to criteria four.

**Commissioner Stidham** moved to grant the canine certification variance. **Commissioner Hohenberg** seconded the motion. **The motion passed unanimously.**

The Commissioners thanked Ms. Jones for her work on this process. **ACTION:** They requested that she establish a variance process that mirrors the process used when training waivers are requested and provide this information to them at the next Commission meeting.

GOOD OF THE ORDER

**Rex Caldwell** introduced Autumn Bennett. Autumn is a new AA3 hired to support predominantly IT, but also Accreditation, and some of the Advanced Training programs.

Additionally Rex introduced Greg Steigler. Greg is the ITT2 assigned to the IT Department.

**Commander Bowen** introduced Alma Perez. Alma is a new AA3 hired to administratively support the TAC Officers assigned to the Basic Training Division. The Commander also announced Officer Stephanie Bennett of the Auburn Police Department will be joining the Basic Training Division next week. She was a stellar candidate for the TAC position and he's anxious to have her on board.

**Director Rahr** took a moment to publicly acknowledge Sonja's efforts in recruiting quality candidates to join the CJTC family.

**The Chair** noted the time as 11:28AM and advised the Commissioners would be going into Executive Session for 15 minutes to discuss a PAT variance due to possible litigation. The room was cleared of the public and only Commissioners, Bob Bragg, Commander Bowe, and Marisa O'Neill remained. At 11:43, Marisa exited the room and reported Executive Session would be extended an additional 15 minutes.

At 11:57, the Chair called the meeting back on the record. The Meeting was adjourned then at 11:58.

Next Meeting: June 14, 2017, 10 AM, WSCJTC

Written by:	 _____ Marisa O'Neill, Executive Assistant	06-14-17 Date
Reviewed by:	 _____ Susan L. Rahr, Executive Director	6/14/17 Date
Approved by:	 _____ Jeff Myers, Commission Chair	06-14-17 Date