14300 Coil Plus Dr. Plainfield, Illinois 60544 Telephone (815) 630-5212 training@tri-river.org

## Tri-River Police Training Region **Advisory Board** Minutes of October 23, 2024 Meeting

The October 23, 2024 Tri-River Advisory Board meeting was called to order at 8:32 a.m. by Vice-Chairman Anthony Novak in the Community Room at the Plainfield Police Department, and a quorum of members and proxies was established.

## Members in attendance:

Jason Louthan for Chief Brian Benton Nicholas Forster for Chief Phil Arnold Chief Adam Bogart Mimi Bejda for Chief Brandt Hromadka Ryan Dobczyk for Chief Edward Clark Chief Ryan Gulli Pat Kinsella for Chief Mike Rompa Sherrie Blackburn for Chief William Evans Micah Nuesse for Chief Louis Alessandrini Chief Leanne Chelepis Chief Robert Miller Caleb Counterman, Grundy County Board Hilary Davis, ILETSB Representative

## Members absent:

Chief Rich Harang Chief Fred Haves Chief Scott Koerner Chief Robert Dykstra

Chief Justin Meyer

Chief Alicia Steffes

Chief Chris Harseim

Chief Al Swinford

Chief Adam Zink

Sheriff Mike Kelley

Sheriff Ken Briley

Village of Channahon President Missey Schumacher

## Others in attendance:

Anthony Novak, Plainfield PD Luke Ostreko, Plainfield PD Chris Luttrell, Joliet Junior College PD Louis Silich, Will County State's Attorney's Office Bradley Hertzmann, Tri-River, Executive Director Becky Burnett, Tri-River, Administrative Assistant

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Chief Chelepis made a motion to approve the September 25, 2024 meeting minutes, seconded by Mimi Bejda and carried by all members present. Motion passed.

## **INTRODUCTION OF GUESTS:**

Vice-Chairman Novak went around the room for introductions and welcomed all to the meeting.

## **VICE-CHAIRMAN'S REPORT:**

No Report

## **COMMITTEE REPORTS:**

## • PERSONNEL:

No Report

## • FINANCE:

Director Hertzmann reviewed the Financial Report dated 10/23/2024, a copy was distributed. (Report will be attached to these minutes to be archived)

## Highlights:

- Tri-River classes held: Instructor Development \$7,152.67, FTO Certification \$8,100.00, Policing a Diversified America \$1,062.17, Social Media & Online Investigations \$1,800.00, Acting Patrol Officer in Charge \$2,050.00, Bloodstain Evidence Workshop \$909.88
- IDOT Grant classes held: None
- o H.S. Grant classes held: None
- o ILETSB/CIT/SRO/LHI Grant classes held: (5) \$47,163.29
- o FY24 Grant reimbursements: IDOT \$0.00, CIT/SRO \$0.00, HS \$0.00
- o Paid WRDR for FY24 Fiscal Audit, \$14,950.00, CK# 4292

#### POLICY AND BYLAWS:

The Bylaws Committee has been working on creating a section within the Bylaws allowing the Director a specified spending authority. Proposed language was shared with attendees and will also be shared with any Advisory Board Members not present.

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Please notify Director Hertzmann and Commander Novak if you have any suggestions. We plan to bring this to the Advisory Board for a vote at next month's meeting, on November 20<sup>th</sup>.

## • TRAINING:

No Report

#### **OLD BUSINESS:**

## FY25 Membership Dues

• We have received \$241,150.00 in FY25 membership dues to date. Out of our 72 agencies, 1 has not paid. A final invoice was mailed to this agency, but it was returned to us as refused. Discussion of official termination will follow under New Business.

#### Financial Audit for FY24 - WRDR

 The audit is complete, and there were no issues found. We did receive a letter from them pointing out something they consider to be a weakness; we have no bookkeeper on staff. It's simply a recommendation in securing the accuracy of our financial documentation. If anyone would like a copy of the final audit report, let Director Hertzmann know.

## Transfer of 2016 Dodge Caravan to City of Joliet

- It has been an agreed-upon practice for many years to transfer our vehicles to the City of Joliet once they have reached 8-10 years of use. This is in exchange for the maintenance they provide and perform on the vehicle during our ownership at no cost.
- We received the financial report documenting all costs for maintenance, parts, and labor performed. The total was \$6,834.82.
- We will need a motion to approve the transfer of the vehicle. A motion was made by Chief Miller and seconded by Chief Bogart to transfer the 2016 Dodge Caravan to the City of Joliet. Motion was carried by all members present (except Sherrie Blackburn, Joliet PD, who abstained).
- Caleb Counterman suggested putting this agreement in writing and adding it as a policy. He and others will look for similar language to bring forward at next month's meeting.

## **NEW BUSINESS:**

## Membership Terminations

- Director Hertzmann provided a list of agencies who have discontinued paying dues (since 2009) but have not been officially terminated.
  - Some had notified us via email that they no longer wished to continue being members. The intent with these agencies is to let these email notifications serve as official membership cancellations.
  - The other agencies will be sent letters of official termination, notifying them of the opportunity to attend a hearing at next month's meeting to contest this.

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## Website Re-design

- We are working on updating our website, with the intent of keeping a majority of the content the same but adding some useful information for our members. We would like to add a "members section" (not accessible to the public) that lists all our approved courses, so you don't have to reinvent the wheel with In-Service Courses. ILETSB is pushing for more standardized courses, so this would help with that effort. We would also like to make our calendar searchable by mandate. We would prefer to manage our website on our own instead of having to contact a company or IT personnel when we need a change or update. Director Hertzmann contacted a company who quoted us at \$2,500.00. Another company requires a 3-year contract at \$100.00 a month.
- Please let us know if you have any suggestions, or if you know of any good companies we could reach out to.

## Upcoming Training Schedule

- Director Hertzmann passed out a list of courses that have only reached up to half of their capacity, a couple of which could be cancelled if the minimum is not reached.
- Classes are posted through February. There are many with available space.

## **OCTOBER 2024 FINANCIAL TRANSACTIONS FOR REVIEW:**

A motion was made by Mimi Bejda, seconded by Sherrie Blackburn, and carried by all members present by roll call vote to approve October's bills. Motion passed.

Total payments

\$113,719.64

## **OPEN DISCUSSION:**

- Hilary Davis informed everyone that the grants are scheduled to open up on November 1<sup>st</sup>. There is \$13,000,000.00 available in the Recruitment and Retention grant and \$30,000,000.00 available in the Body Camera grant. In 2025, the camera grant will be an advance grant instead of a reimbursement.
- LEDI administrators are making some changes. The program is constantly evolving to be more useful and beneficial. Look for an update next week which will add a "Certification Status" column. Anyone not yet certified, at the academy, or waiting on waiver approval will be noted. Also, the notes section will now show under each officer's name. Anticipate additional changes, and please let your personnel know it may look a little different as it is updated.

## **NEXT BOARD MEETING DATE:**

The next meeting date is set for November 20, 2024, at our office location at the Plainfield Police Department Community Room, 14300 Coil Plus Drive, Plainfield, IL 60544.

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## **ADJOURNMENT:**

Chief Miller made a motion to adjourn, seconded by Ryan Dobczyk, motion passed. The meeting was adjourned at 9:05 a.m.

Submitted by:

Alicia Steffes

Transcribed by:

Direct Wilburn H.

Chief Alicia Steffes, Secretary, Advisory Board

Becky Burnett, Administrative Assistant, Tri-River