

Minutes

POLICE ACADEMY & LAW ENFORCEMENT ADVISORY BOARD

November 9, 2022
Groves Campus, C1650

- I. **Members Present:** Nick Arnold, Bryan Ergang, Diane Fort, Richard Fuller, Michelle Greenlee, Scott Merlo, Zoann Snyder, Dan Thayer, Eric Rottman, Scott Ernstes
Members Absent: Dan Abbott, Jim Blocker, Vernon Coakley, Casey Coker, Justin Faris, Chuck Heit, Dale Hinz, Dale Mitchell, Susan Standish, Dennis Wilkins
KVCC Staff/Faculty Students Present: Karen Rivard, Vic Ledbetter, Kenyatta Herrion, Mark Dunneback, Craig Jbara, Don Benthin, Brian Brusach, Jessica Brinks
Guests: Troy Gilleylen, Seth Carter, Tim Bourgeois, David Boysen, Gretchen Galloway, Brandon Williams
- II. **Call to approve minutes from last meeting:** The minutes of 5.19.22 were approved. Motion by Richard Fuller, support from Gretchen Galloway
- III. **Advisory Board process updates - see attached (M. Dunneback)**
 - a. Mark Dunneback current acting chair
 - b. Motion to nominate Bryan Ergang as Co-Chair/Liaison to board. Motion by Scott Merlo, support from Richard Fuller
 - c. Recommendation to consult before the start of each academy
- IV. **Police Academy updates (V. Ledbetter)**
 - a. Enrollments, current and future
 - i. Current capacity for academy is 30 cadets. Looking to increase capacity to 40 cadets after consultation with Firearms instructor and EVO.
 1. Would need more firearm instructors, adjust start time to 7am and possibly add an extra week.
 - ii. Currently running 2 academies and 2 corrections academies a year.
 - iii. Funding support: <https://www.poam.net/poam-news/public-safety-academy-assistance-program/>
 - b. Reservation process (future academy registration)
 - i. Need accurate numbers for seat requests to accommodate uniform fittings and waitlist.
 - c. Non-Binary Candidates
 - i. MCOLES to provide guidance on equity for physical training
 - d. Shotgun Use & Training

- i. Difficult to find replacement parts and ammo. Suggestion to move away from shotguns. Waiting for response from MCOLES.
 - e. Call for Instructors
 - i. Emergency Vehicle Operations, Subject Control and Firearms
 - f. Other
 - i. CIT certification – 40 hrs. through city of Kalamazoo
 - 1. Behavior Health Partnership training
 - a. Short 20 hr. course which compliments CIT and meets all of the qualification requirements
 - ii. Request for board members to see curriculum and schedule
 - iii. Current operating plan will be submitted to MCOLES on July 1, 2023.
 - 1. Advisory Board to review in May prior to submission.
 - 2. Once approved the curriculum must follow the operating plan.
 - iv. Recommendation for more water safety training.
 - 1. No access to Pool at KVCC or Bronson Athletic Club over pandemic.
 - 2. Pools have reopened and will begin training.

V. LEN updates (K. Rivard)

- a. Enrollments, current and future
 - i. Offering 12 classes in fall and 11 classes in winter
 - 1. Hybrid (60% enrolled), online (100% enrolled) and face to face (50% enrolled)
- b. Recruitment & Engagement opportunities
 - i. Michigan career quest through KRESA at EXPO center
 - ii. Career Fair in Winter and Fall
 - iii. Recruiting for hire with an agency that will sponsor through the academy.
- c. 2-year gap solutions
 - i. Proposal to create a pilot cadet corps
 - 1. Implement paid internship/apprenticeships
 - 2. Living wage - minimum \$16 per hour
 - 3. Corrections / Jails will hire 18 year old's
 - 4. Call for volunteers
- d. New curriculum ideas
 - i. Cybercrime
 - 1. Working with Intelligence analyst at KDPS as well as MSP to develop for credit experimental course.
- e. MiWorkforce work on LEN pathway
 - i. \$10,000 grant for LEN recruitment / remove barriers
 - ii. LEN falls above Alice Threshold

VI. Seeking Input from Board Members (Group, facilitated by M. Dunneback)

- a. Satisfaction with skill level of graduates
- b. Are there gaps in skills that our cadets/students present?

- c. Are there opportunities or gaps in either program?
- d. Suggestions for improving cadet/student and graduate's success
 - i. Mental health
 - ii. Water safety
 - iii. Cyber opportunities
 - iv. Recertification / Continued Ed / Not enough staff to cover for training

VII. General Updates from the College (M. Dunneback, C. Jbara)

- a. MIOSHA / OSHA Training at Groves
- b. University center – LEN students can receive a 4-year degree while at KVCC through Ferris State University

VIII. Action Items

- a. Meeting and communication frequency
- b. Cadet Corps pilot program,
- c. Additional Training / Recertifications
- d. Share 2022 operating plan and 2023 draft and curriculum

IX. Next meeting date, time and location: May 17, 2023

- X. Adjournment** – Motion by Brandon Williams, support from Karen Rivard. *Meredith Vanderhill, Recorder.*

Overview of Advisory Board Structure & Operation

Reporting Structure	PA = "Groves" - Strategic Business & Community Development (NC, Articulated to CR) LEN = "TTC" - Instruction and Student Services (CR)
Governance & Oversight	HLC = Higher Learning Commission MCOLES = Michigan Commission on Law Enforcement Standards Perkins = Perkins V Office of Career & Technical Education [CIP Code 43.0107] KVCC Board of Trustees CMOP 1070 Program Advisory Committees KVCC Advisory Board Committee Handbook
Advisory Board Function	Ensure acceptable program performance. Provide community-based information to the administration, faculty and staff regarding current job needs and the relevance of programs and courses being offered. Review Curriculum for continual improvement. Identify program gaps & propose innovations. Help predict future trends & needs.
Meeting Frequency	At least (1) meeting per year [MCOLES] (2) meetings per year [KVCC; Perkins data reviewed at least 1/year]
Membership	≥ 5 stakeholder members, all active in the community of which the program serves College Administrator Department Chair and/or Director (e.g. LEN & PA) At least (1) faculty representative Student where appropriate / feasible Three-year renewable terms, July 1- June 30 Membership request, approval, maintenance managed by CMOP 1070 (Target X)
Agenda & Minutes	Required for MCOLES, Perkins, KVCC
Operation	Chair, Co-Chairs, and/or Liaison Representative Schedule meetings Solicit discussion topics Create Agenda Communicate to Board Provide industry specific guidance, communication and issue triage
Data & Metrics	Recruitment, Enrollment, Graduation, Completion Performance & Placement

References:

[MCOLES Policies and Procedures Manual](#)
[Perkins Collaborative Resource Network](#)
[Advisory Committee Procedure](#)
[Advisory Committee Handbook](#)

