

Minutes – LEN & LETA Advisory Committee

November 8, 2023 – Room 4380

Kalamazoo Valley Community College Texas Township Campus

- I. Welcome and Introduction – 11:38 a.m.
- II. Members Present: Dan Abbott, Nick Arnold, Shannon Bagley, Tim Bourgeois, David Boysen, Brian Brusach, Mark Dunneback, Bryan Ergang, Scott Ernestes, Richard Fuller, Sean Gordon, Steven Hinkley, Scott Merlo, Danny Rosa, Eric Rottman, Zoann Snyder, Dennis Wilkins
- III. Mark Dunneback
 - a. LETA/MCOLES Special Session changes
 - i. The Academy now falls under the Public Services pathway within the “for-credit” disciplines; currently includes Fire Sciences & Fire Academy, Law Enforcement, and Criminal Justice degrees
 - ii. Re-branding of the Police Academy (PAC) to Law Enforcement Training Academy (LETA) – website, application, and recruitment materials all updated
 - b. Karen Rivard serving as interim Training Director, with Mark Dunneback serving as Program Administrator
 - i. Motion to shift co-chair role to Karen Rivard and Bryan Ergang is approved
 - c. Posting for LETA Training Director to be public facing by end of November
 - i. Working through details of organizational reporting, education, and experience requirements
 - ii. Posting will be pushed out to the advisory board via email when live
 - d. Capital expense
 - i. Previously placed a request for vehicles; repurposed to purchase laptops to extend use of Canvas in the classroom
 1. Reduces lost paperwork, e.g. exercise and meal log
 2. Improved communication and travelability
- IV. Karen Rivard
 - a. New part-time academy staff: Lynn Berkey, Jennifer Higby, Derek Weldon
 - b. Streamlining of instructors
 - i. Went from around 90 instructors down to 50 – fewer staff teaching more sessions increases consistency and quality of education
 - ii. Creates an alternate list of instructors are still available “on the bench”
 - c. Curriculum delivery
 - i. Previous schedule was unaligned with objections

- ii. Sections have been moved around to improve on providing building blocks for recruit's learning
 - 1. E.g., Ethics was moved to the first week so recruits can learn early and build upon their skills throughout the curriculum
 - 2. Physical exam moved to the second week for better team bonding and cohesion with workouts
- d. Academy operations
 - i. New systems have been put in place for cleaner operations
 - 1. The use of Canvas for learning management – materials such as PowerPoints are readily accessible, recruits have laptops
 - 2. Automated and shortened instructor evaluations to make relevant
 - 3. Application for LETA is being updated to an online form
 - 4. Prior “first day” activities will be completed prior to the state date, e.g. Canvas training, Valley IDs, WFC orientation
 - ii. Schedule has moved to a Google Sheet that both recruits and instructors can view – automatically updates and tracks changes
 - 1. Considering releasing 1-2 week increments versus the full schedule to recruits
- e. MCOLES Pre-Enrollment Testing
 - i. Providing both the Physical Fitness and Reading & Writing testing
 - ii. 3 sections completed already – scheduled on weeks that other institutions are not providing testing
 - iii. Individuals from across the state are coming to test – good opportunity to recruit and showcase our LETA program
 - iv. Have to register at least a day in advance
 - v. Employers should remind incoming recruits to train physically in advance of joining the academy (3 to 4 months prior)
- f. Refund policy
 - i. Adjusted to a tiered response – refunded amount decreases as time in the semester progresses (full to partial to half)
- g. Advisory Board survey with scoring and comments
 - i. Have read all the responses – beginning to address comments that were mentioned
 - ii. DEI, generational/implicit bias, fair and impartial policing being addressed
 - 1. KPS teaching to recruits in line with MCOLES objectives
 - 2. Future goal would be to have folks from various communities being policed come to speak – expose recruits to different lifestyles and cultures for a holistic approach
- h. New APEX VR Simulator
 - i. Have been using with recruits – very helpful and seeing improvement
 - ii. De-escalation has been done often
- i. Behavioral health emergency plan training
 - i. Team to teach is identified, meeting on Monday

- ii. 16 added hours to start with the January academy
 - iii. Working on an LGBTQIA+ 101 course; partnering with OutFront for a 2-hour presentation to educate officers
 - j. Vehicle needs
 - i. Other academies lease cars from regional departments
 - ii. Please reach out to Karen Rivard if you are interested in partnering to provide vehicles
 - k. Future academy session
 - i. Fall session graduation is December 12
 - ii. Winter session begins January 22
 - iii. 47 seats reserved for the January academy, but can only take 40
 - 1. Going to need more instructors for subject control, firearms, possibly EVO
 - l. LEN Academic Program
 - i. Enrollment is about the same – new instructor who took over a course is staying on to teach Juvenile Justice, fully staffed
- V. Next meeting – TBA, early March 2024
- VI. Meeting adjourned – 12:53 p.m.