



Judge Linda Grant
President

Judge Jay Elliott
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Councilmember Jim Holmes
Vice-President

Russell Devorsky
Executive Director

Heart of Texas Council of Governments

Law Enforcement Training Advisory Committee

Minutes

October 20, 2022
1514 S New Road, Waco TX
10:00 a.m.

Members Present

David Drake

David Monthey

Mike Able

Rustin Qualls

Jerry Wood

David Kilcrease

Tony Acosta

Members Absent

Tina Lincoln

Kirk Turner

Lee Cox

Ex-Officio Members Present

Lana Gudgel

Guests Present

Sarah Wines

Shawn Myatt, prospective new member.

I. Call to order

Lana Gudgel called the meeting to order at 10:15 AM.

II. Welcome and Introductions

Introductions were made. Sarah Wine HOTCOG 911, David Drake Public Member, Lana Gudgel HOTCOG Criminal Justice Planner/Training Coordinator, Mike Abel Public Member, Tony Acosta Public Member, David Monthey Bosque County Sheriff's Office, Jerry Wood Falls County

A Voluntary Association of Local Governments

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Constable, Rustin Qualls Public Member, David Kilcrease McLennan County Sheriff's Office,
Guest Chief of Police Shawn Myatt, Bellmead Police Department.

III. Determination of a quorum

It was determined a quorum was present. 7 out of 11 members being present to meet the 51% requirement.

IV. Proof of posting verified

Lana Gudgel verified proof of posting.

V. Receive public comment

Chief Myatt, thanks the board for the invitation to attend the meeting.

VI. Approval of March 17, 2022, meeting minutes with two corrections, page one under introductions David Drake's name appears twice and page two paragraph four the word form should be changed to from.

Motion to approve the minutes with noted corrects 1st Mike Abel, 2nd David Drake, motions passed.

VII. Receive the Training Coordinator's report.

Lana advises the board that the program has partnered with the 911 program to bring the new Telecommunicator Emergency Cardiac Communications course to the 911 centers in our region. The 911 program will pay the instructor and the Law Enforcement Training program will maintain the training records and report the hours to TCOLE. Lana told the board members that the instructor prerequisites for this course are very high, and it is difficult to find telecommunicators that already meet the requirements. The region has one instructor who has completed the necessary training to qualify however, he currently is working an overnight shift and isn't able to teach the course while working that shift. He will be changing shifts within a few weeks and once that happens HOTCOG will be working with the regional centers to bring the training to them.

Lana told the members that she had been considering not renewing the Regpack registration system agreement when it expires in October 2023 due to a number of system issues that have made the process difficult. However, following a two-hour telephone conference with a customer retention specialist from Regpack, it appears some of the issues may have been resolved. The board agrees to revisit this topic in March 2023 to decide if they want to continue using this system for registrations. The cost of the system is \$2000.00 per year and has been paid from the COVID Emergency Relief grant so it will not cost the Law Enforcement training program to run this test period through October 2023.

Lana reviewed the current budget with the board telling the board that with the additional funds from the COVID grant, the training budget has some room to add some special trainings. In September the COVID grant funds paid for the DISC Personality Assessment Workshop and the course was a success. Lana hopes to bring in more classes in the coming year. In December, the training program has partnered with Texas Police Trainers to bring a three-day training conference to Waco at no cost to the program. Constable Wood asked about the Active Shooter for Schools course recently held in Lott. Constable Wood said he did not find out about that class until after it had taken place. Lana explained that it was a miss communication between her and Janice with Texas Police Trainers, however, she believed that she would be able to get that class in our region again in the coming year and that she would make sure the class would be properly advertised.

Lana asked the members if there were any trainings that they would like to see coming to the region in the next year. Capt. Monthey said he would like to see an Internal Affairs Investigations course brought to the area. He had been looking for that class for some time and couldn't find one in our area. Capt. Monthey will be attending the class in Ft. Worth in March. Lana asked

Capt. Monthey if he would evaluate the class and if it is a good class, bring back the contact information for the instructors. Lana will reach out to them about coming to Waco.

Lana reviewed the Law Enforcement Training Budget expenses from October 2021 to date, which show a remaining available balance of \$22,811.00 for training in the coming year. Lana explained that the COVID grant funds had been used for a number of the classes in the past year so there is more available funds in the budget than would normally be available. Because the extra funds are there Lana would like to look at bringing in more specialized training classes, such as the Below 100 course. Lana will be working on the training schedule for next year starting soon and the board agreed they would discuss adding other classes at the March meeting.

Lana told the board that part of the TCOLE expenses would not appear in the next budget, since TCOLE purchased the TCLEDS reporting system and agencies will no longer be charged to use that system.

Lana told the members that this year would have additional savings because she had been invited to be a guest speaker at the TCOLE conference next week. Since she is a presenter for TCOLE, they are waiving the conference fees for her to attend. The only expenses this year will be travel expenses.

Lana told the board that she had also recently traveled to Austin to the TCOLE offices to attend a workshop with the curriculum development team. The purpose of the workshop is to rewrite the curriculum for both Basic Instructors and Advanced Instructors. Lana explained the purpose of changes to the courses that would include an additional 40 hours bringing the total hours to 80 hours for the basic instructor and that these would be broken into two parts. Participants must have both parts in order to receive the Basic Instructor Certification. Another proposed change would be to include a requirement that participants must teach a minimum of one class within the first one-two year of completing the course or their certification would be taken away.

Lana reviewed the new member required TCOLE Training for new Board Members

VIII. Receive the committee's recommendations. Take action, if necessary.

Lana Gudgel asked the members if they had any additional training recommendations for the program not already discussed in the Training Coordinator's report. The Members had none.

IX. Announcements or Future Business Items

Lana told the members that the appointment renewals would be due in 2023 and at that time the board would need to discuss the election of the Chair and Vice Chair as well as in new or reappointments to the board for the two-year term 2023, 2024.

X. Determine and approve next meeting date:

March 16, 2023

XI. Adjournment

Motion to adjourn by David Monthey, seconded by David Drake, passed unanimously.

Lana Gudgel adjourned the meeting at 10:48.

Chair, Tina Lincoln

Date