CENTRAL TEXAS COLLEGE
POLICE ACADEMY
February 25th, 2015
ADVISORY BOARD MINUTES

I. Call to Order:
   I. 2:55 pm meeting was called to order by Deputy Chief Wilson

II. Roll Call:
   I. Members present:
      i. Deputy Chief Eddie Wilson (Copperas Cove Police Dept)
      ii. Catherine Groothoff (Communications Supervisor Lampasas Co. Sheriffs)
      iii. Jos Portmann (Civilian member)
      iv. Ex-Officio Member- Patrick J. Boone (CTC Academy Training Coordinator)
      v. Ex-officio Member – Jonathan Cella (Chief Administrator)

   II. Absences:
       i. None

III. Old Business:
   I. Central Texas College testing center is currently open for TCOLE licensing exams.
      i. Available for other agencies or academies for TCOLE licensing exams. Officers that are taking courses online can used to take TCOLE licensing exam.
      ii. It reduces the cost of travel to Austin for licensing exams.
   II. BPOC 2014 class was a success all six cadets graduated and became police officers, all are currently working at their respective agencies.
   III. Central Texas College is working on renovation of Building #122 on campus for use by the entire Protective Services department.
      i. New building plan is for it to be ready by fall 2015.
      ii. It will provide a room for law enforcement training and defense tactics and Criminal Justice classes.
      iii. Will have a room with 30 computers for testing purposes and for use by cadets for research projects.

IV. New Business:
   I. New updates on next quarter calendar 2015.
I. Daytime BPOC starts May 04, 2015 through September 2015, ten hours per day/four days a week.
II. Basic County Corrections Course will start April 6th, 2015 through April 24th, 2015.
III. Possible adding another Basic County Corrections Course by November or December 2015 based on need of agencies.

II. New updates were approved by board members.
III. Present the police academy accomplishments from January 2014 through January 2015.
   I. Firing range reopened.
   II. TCOLE license applied for and granted
   III. MOU with Department of Public Service for driving courses.
   IV. Coordinate with local Laws Enforcement Agencies.
   V. County Corrections – four classes were taught with a total enrollment of 76 students
   VI. Telecommunication Courses – Two were taught with an enrollment of 18 students.
   VII. The first Basic Peace Officer Academy class was held with an enrollment of six students.
   VIII. Extended BPOC (Night and weekend academy) began with 21 total enrollments.
   IX. Total of 121 students.

V. **Extended BPOC began with 21 cadets in January 2015.**
   I. One cadet withdrew during after three weeks due to difficulty with the academics.
   II. Currently have a total of 20 cadets.
   III. XBPOC currently does PT two to three times per week.
   IV. Cadet’s grades average from low 80’s to high 90’s percent.

VI. **Academy Exams:**
   I. Currently using CTC Blackboard for all exams at no cost.
   II. It provides integrity (all questions are in different order to prevent cheating during testing). Testing center records all exams taken at their facility which also provides for greater integrity.
   III. With the students taking their course exams on the computer it allows them experience with taking exams for the eventuality of their licensing exam.
   IV. It provides the student with their grade immediately once it is submitted.
   V. Grades are saved in the system for better accuracy.
VII. **Move to Adjourn meeting:**

I. Meeting adjourned at 3:25 pm.

[Signature]

Patrick J. Boone  
Training Coordinator  
Protective Services  
Central Texas College
CENTRAL TEXAS COLLEGE
POLICE ACADEMY
August 31st, 2015
ADVISORY BOARD MINUTES

I. Call to Order:

   I. 3:10pm meeting was called to order by Deputy Chief Wilson.

II. Roll Call:

   I. Members present:
      i. Deputy Chief Eddie Wilson (Copperas Cove Police Dept)
      ii. Catherine Groothoff (Communications Supervisor Lampasas Co. Sheriffs)
      iii. Jos Portmann (Civilian member)
      iv. Ex-Officio Member- Patrick J. Boone (CTC Academy Training Coordinator)
      v. Clifton Osborne – CTC Full Time Academy Professor
      vi. Rosa Ortiz – Police Academy Clerk

   II. Absences:
      i. Ex-Officio Member – Jon Cella (CTC Criminal Justice Dept Chair)

III. Old Business:

   I. Protective service department building renovations completed
      i. BPOC classroom counts with 50 seats.
      ii. Arms room adjacent to staff offices.
   II. Review updates on current training calendar 2015.
      i. BPOC 2015- “C” begins October 05, 2015 through March 04, 2016 estimated students from 15-18 students.
      ii. Basic Jail Course 2015- “C” September 14 through October 02, 2015
      iii. Basic Telecommunicator Course November 16 through November 23, 2015.
   III. Current Daytime BPOC has 9 students
      i. Cadet’s agencies are Bell County Sheriffs Dept, Copperas Cove Fire Dept, Copperas Cove Police Dept, Lampasas Police Dept, Nolanville Police Dept, and Hamilton County Sheriffs Office.
      ii. Current grade average is in the low to mid 90’s only one cadet is below 90% and his 89%
      iii. Just completed the last of the major hands-on training, everyone qualified on handguns and shotguns.
      iv. Driving course was completed on July 25, 26 & August 01, 02, 2015 at DPS driving facilities in Florence, TX.
v. Graduation for BPOC 2015-Bravo is on September 25, 2015

IV. Extended BPOC currently has a total of 17 cadet’s.
   i. Cadet’s grades average from low 80’s to high 90’s percent
   ii. Graduation is on November, 06 2015.

IV. New Business:

I. Introduce Clifton Osborne –Police Academy new full time professor.
   i. Osborne started working in July 2015; he has provided much support with both academies.

II. TCOLE evaluation was in April 2015,
   i. Corrective action required: Training file for ASP needed a lesson plan.
   ii. Correction was completed next day.

III. Next BPOC driving course is November 07, 08, 14, & 15, 2015
   i. Physical fitness training will start in the mornings with the next academy as our facilities are now next to the gym

IV. New updates were approved by board members.

V. Tour of new facilities (Building #122)

V. Move to Adjourn meeting:

I. Meeting adjourned at 3:22 pm.

Patrick J. Boone
Training Coordinator
Protective Services
Central Texas College
I. Call to Order:

   9:05am meeting was called to order by Deputy Chief Wilson.

II. Roll Call:

I. Members present:
   i. Deputy Chief Eddie Wilson (Copperas Cove Police Dept)
   ii. Catherine Groothoff (Communications Supervisor Lampasas Co. Sheriffs) via conference call.
   iii. Jos Portmann (Civilian member)
   iv. Ex-Officio Member- Patrick J. Boone (CTC Academy Training Coordinator)
   v. Clifton Osborne – CTC Full Time Academy Professor

II. Absences:
   i. Ex-Officio Member – Jon Cella (CTC Criminal Justice Dept Chair)

III. Old Business:

I. XBPOC Graduation on Nov 6th, 2015
   i. Great turn out, over 200 guests
   ii. All 17 students passed their licensing, scores from 80 to 91 with an average of 86.

II. Current Daytime BPOC has 9 students
   i. Cadet’s agencies are from:
      1. Bell County Sheriffs Dept (1)
      2. Copperas Cove Police Dept (4)
      3. Central Texas College Police Dept (1)
      4. Belton Police Dept (3)

IV. New Business:

I. Discussed implementing a physical fitness standard to gain entry into the police academy.
   i. Currently there are no requirements
   ii. DPS has gone to using the Concept II Rowers using the VO2 Max scale, which utilizes the individuals Age, Weight and Sex with the time it takes them to row 2000m. This would take minimal time during the application phase and would be easy to conduct.
1. The academy staff did a test run with the current police academy and the results ranged from a low of 53.29% VO2 Max to a high of 84.66%.
   a. The campus gym has two Concept II rowing machines available. The academy would look into purchasing several during the next budget year.
2. This would have to be approved by the board to institute for the next academy.
3. Discussion involving the minimum standards for entry and graduation.
   a. Minimum in many agencies throughout the state have anywhere from 25% to 50% minimum entry
   b. It was recommended that our academy use 25% VO2 max as an entry standard.
      i. All members voted in favor to use 25% as a minimum entry standard.
   c. It was further recommended to use 50% VO2 max as a minimum standard to graduate from the academy. And to use 80% as a max, which would give 100 points for a grade to an 80% or higher and 70 points towards a 50% score.
      i. These would be calculated as an exam score, which would fall under the requirement that if a student failed the test (under 50%) they would be given two additional chances to pass prior to being removed from the academy.
4. DC Wilson recommended it be used for both day and night academies and all members voted in favor of using it for both.
   a. DC Wilson would like to see it be used by both Temple PD and our academy.

V. Move to Adjourn meeting:

I. Meeting adjourned at 9:30am.

Patrick J. Boone
Training Coordinator
Protective Services
Central Texas College