

Advisory Committee Meeting Record Template

CHAIRPERSON: Chief Eddie Wilson		
MEETING DATE: 10-18-2023	MEETING TIME: 10:00am	MEETING PLACE: Bldg 541 RM #103
RECORDER: Elizabeth Swope		PREVIOUS MEETING: May 24, 2023

MEMBERS: (P=PRESENT) Add nonmembers present to bottom of table with heading "Others Present" (OP)

(P/OP?)	Name and Title (List all members) Email Address and Ph #	Business Affiliation	Name and Title
P	Chief Eddie Wilson ewilson@copperascove.tx.gov	Copperas Cove Police Department	Chief of Police Eddie Wilson
P	Mike Donovan Mike.p.donovan@icloud.com	KISD	Mike Donovan
P	Catherine Goothoff lsc0910@yahoo.com	Lampasas County Sheriff's Office	Catherine Goothoff Retired
	Kenneth Essenburg mpaintbody@hotmail.com	Civilian	Kenneth Essenburg
P	Paul Miceli apmicelitx@gmail.com	Civilian	Paul Miceli
P	Sabrina Pomeroy Sabrina.Pomeroy@fhnb.com	Civilian	Sabrina Pomeroy
P	William Greenwood wgreenwood@harkerheights.gov	Harker Heights Police Department	Sergeant William Greenwood
OP	Clifton Osborne Clifton.osborne@ctcd.edu	Central Texas College	Clifton Osborne Police Academy Coordinator
OP	Jon Cella Jon.cella@ctcd.edu	Central Texas College	Jon Cella Protectives Services Chair
OP	Scott Lorenz William.lorenz@ctcd.edu	Central Texas College	Scott Lorenz Criminal Justice Faculty
OP	Elizabeth Swope Elizabeth.swope@ctcd.edu	Central Texas College	Protective Services/Police Academy Office Assistant II
OP	Veronica Martin Veronica.martin@ctcd.edu	Central Texas College	Associate Dean, Career Technical Instruction

Agenda Item	Action, Discussion, Information	Responsibility
Approve Minutes from Last Meeting	Recommend approval of meetings from last meeting. Motion seconded and passed.	Chief Wilson
Old Business:	<ul style="list-style-type: none"> • Discuss current enrollments • Discuss Perkins Funds Purchases • Discuss feasibility of Background Checks for Independent Cadets • Discuss Police Academy Training Manual • Discuss TCOLE License Renewal 	Clifton Osborne
New Business:	<ul style="list-style-type: none"> • Discuss current enrollments • Discuss new TCOLE teaching requirements • Discuss Perkins Funds Purchases • Discuss current readmittance policy for cadets dismissed for academic reasons • Discuss TCOLE License Renewal • Discuss Police Academy Training Manual 	
Curriculum Decisions:	<ul style="list-style-type: none"> • BPOC Bravo and all future classes will use the 736? curriculum 	
Other:	N/A	


MINUTES

Key Discussion Points	Discussion
Old Business:	<ul style="list-style-type: none"> • We started BPOC Bravo with 35 cadets. Five Cadets were dismissed for academics. One never attended. Two dropped voluntarily. One of the two that dropped enrolled in the night class (BPOC Alpha). One was dismissed for discipline. <ul style="list-style-type: none"> ○ With the reduction in the number of cadets we were able to avoid splitting the classes for firearms and defensive tactics. ○ Discussion was had on the fail rate of the first exam of the academy – contributing factors could include the amount of time out of a learning environment, living situations, English as a second language, or not knowing how the testing process works or what to expect ○ The exam requires a 70 to pass the first time, retakes require an 80 to pass. ○ Cadets are given the PowerPoint slides, required to keep a notebook, and encouraged to challenge the questions ○ Recommendation was made to lower the retake pass requirement to 70 for the first exam only • BPOC Alpha started with eight and all are still enrolled. • BPOC Charlie started with 23 cadets. Three were dismissed for academics. • The cadet that was dismissed for discipline appealed his dismissal. The cadet was dismissed because he failed to document that he was involved in a domestic where he pointed a loaded gun at his brother. He appealed his dismissal to the appeal board we approved at the last board

	<p>meeting. Deputy Chief Alber voiced a concern that we do not perform background checks on our cadets.</p> <ul style="list-style-type: none"> ○ We researched a company out of Houston that can provide this service for us at \$600.00 a person. They would not do face to face visits. If the board insist that we have background checks done, I recommend that we use this service or not accept independent cadets. ○ There was discussion on if the cost of the background check could be built into the cost of tuition, or have it as an upfront cost directly to the Cadet ○ We also recommend that the faculty member chosen for the disciplinary board not be from the Protective Services Department. ○ Recommendation was made for Police Academy Staff to not be present for the discussions from the Appeal Board, to be able for questions if needed ○ Changes for the Appeals Process will be updated in the Cadet Handbook <ul style="list-style-type: none"> ● We were approved to purchase the following with Perkins funds: <ul style="list-style-type: none"> ○ Hand Held Breathalyzers ○ 15 Glock 45 – 9mm pistols ○ Red dot sights for pistols <ul style="list-style-type: none"> ▪ Focus will still be on the basic of using firearms with the iron sights first ▪ Suggestion was made to add that we require an iron sight so it can be co-witnessed if the Cadet’s optics goes out ● We are currently working on a new training manual for the Academy. The manual will be provided in print form free of charge to the cadets. An online version of the manual will be available also. We anticipate that it will be complete by the beginning of next year. <ul style="list-style-type: none"> ○ The book will be paid for with differential tuition fees ○ Mr. Lorenz is producing the book via LaTeX - it will include sample questions, will align with TCOLE’s IRGs, will be able to jump back and forth with the links easily, has a complete bibliography and footnotes, and once built it will be easy to update and push out to the Cadets ○ There was discussion on if the book will be copyrighted and available to other Academies, and the Cadets after they graduate ○ Mr. Lorenz is looking into different publishing options for the book, it will be 2 volumes ● The Police Academy will be starting the process of renewing our TCOLE license, and Dr. Carter will be replacing Chancellor Yeonopolus on the contract
<p>New Business:</p>	<ul style="list-style-type: none"> ● Nineteen cadets from BPOC Charlie 2023 graduated on Sept. 22, 2023. Seventeen passed the TCOLE exam on their first attempt. The remaining two passed the TCOLE exam on their second attempt.

- Lt. Osborne had the class analysis which breaks it down by Units, which will be sent out by email to the Board Members
- BPOC Alpha started with eight cadets. One was dismissed for possessing alcohol on campus.
- BPOC Delta began with 24 cadets. One was dismissed for failing to meet academic standards.
 - The Academy has made a lot of changes to in the way the classes are delivered and it has been having a big impact, scores are going up
- TCOLE announced they would require academies to teach an additional 16 hours for ALERRT training starting Jan 1, 2024. Central Texas College does not have a certified trainer for ALERRT. We are trying to locate a class to send instructors to but have not found one yet. TCOLE has not updated its website to reflect this. Lt. Osborne will try to obtain additional information when he attends the TCOLE conference next week.
 - To accommodate the new hours, the Academy will be extended by one week
 - Additional classes can be adjusted to accommodate any extra hours where needed
- The breathalyzers, Glock 45, and red dot sights from the Perkins grant came in.
- Our current policy requires any cadet dismissed for academic reasons to wait one calendar year to reapply. I want to remove the waiting period and allow them to reapply at the next available academy.
 - Lt. Osborne gave an example concerning a Cadet in the Day Academy that failed Unit 1 twice and decided to move to the Night Academy and is now one of the top academic Cadets in that class. Lt. Osborne feels the one year requirement is not necessary
 - Chief Wilson asked about the history of the one year waiting period, Lt. Osborne stated it was before his time
 - The criteria for dismissal for academics was reviewed for the Board
 - Mr. Miceli attended the Police Academy for Unit 1 with the Delta Class. He provided constructive feedback and recommendations for enhancing the learning experience of the class which seems to be making a big difference
 - Lt. Osborne stated the biggest change is they are requiring the Cadets to take review test every unit and it is really bringing their scores up
 - Lt. Osborne brought up how certain situations, i.e. illness or death in the family can impact their grades and if they can come back, they have a better understanding of what is required of them
 - Chief Wilson motioned to remove the one year waiting period to reapply after being dismissed for academic reasons. Mr. Donovan moved to remove the one year requirement. Ms. Groothoff seconded, the motion passed unanimously.

	<ul style="list-style-type: none"> • We have renewed our contract with TCOLE, we received the paperwork yesterday. The new contract is good for another 5 years. • Professor Lorenz has completed his first draft of the total training manual. We have made a digital copy available to BPOC Alpha and Delta. <ul style="list-style-type: none"> ○ Mr. Lorenz presented three versions of the book printed by different sources ○ The Academy is planning to use the differential tuition to purchase the books for the Cadets. ○ Every TCOLE IRG, every statue is in the book ○ The 88th Legislative updates are in the book ○ Discussion was had on the learning process of the students - some learn better with digital, some with a paper copy. The Academy wants to provide both give them the best learning opportunities ○ Lt. Osborne stated that the scores have gone up since providing the digital link to the Cadets ○ Chief Wilson inquired about copyrighting the book, Mr. Lorenz stated it will be copyrighted. ○ The digital link can be updated and instantly pushed out to the Cadets • Mr. Miceli inquired in reference to the Firearms unit and the Cadets that live in the Dorm for dry fire homework. There is an exception for students enrolled in an Academy but the Dorm does not recognize that exception. Lt. Osborne will work on getting an answer for that issue. • Chief Wilson made a motion to adjourn the meeting which passed.
Curriculum Decisions:	N/A
Other:	N/A

CHAIRPERSON SIGNATURE (or designee):  <small>Digitally signed by Eddie Wilson DN: C=US, OU=Police Department, O=City of Copperas Cove, CN=Eddie Wilson, E=ewilson@copperascovetx.gov Reason: I am the author of this document Location: your signing location here Date: 2023.10.18 16:15:59-05'00' Foxit PDF Editor Version: 11.2.7</small> Chief Eddie Wilson	DATE: 10/18/23	NEXT MEETING: January 24th, 2024
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