

Advisory Committee Meeting Record Template

CHAIRPERSON: Chief Eddie Wilson		
MEETING DATE: February 12, 2025	MEETING TIME: 10:00am	MEETING PLACE: Bldg. 541 RM #103
RECORDER: Elizabeth Swope		PREVIOUS MEETING: November 6, 2024

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
NP	Catherine Groothoff lsc0910@yahoo.com	Lampasas County Sheriff's Office	Catherine Groothoff Retired
P	Kenneth Essenburg mpaintbody@hotmail.com	Civilian	Kenneth Essenburg
P	Paul Miceli apmicelitx@gmail.com	Civilian	Paul Miceli
NP	Sabrina Pomeroy Sabrina.Pomeroy@fhnb.com	Civilian	Sabrina Pomeroy
P	William Greenwood wgreenwood@harkerheights.gov	Harker Heights Police Department	Lt. William Greenwood
P*	Clifton Osborne Clifton.osborne@ctcd.edu	Central Texas College	Clifton Osborne Police Academy Coordinator <small>*was with TCOLE representative, attended late</small>
P	Scott Lorenz William.lorenz@ctcd.edu	Central Texas College	Scott Lorenz Criminal Justice Department Chair
P	Patrick Boone Patrick.Boone@ctcd.edu	Central Texas College	Scott Lorenz Criminal Justice Faculty
P	Elizabeth Swope Elizabeth.swope@ctcd.edu	Central Texas College	Protective Services/Police Academy Office Assistant II

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 potential changes to the Academy <ul style="list-style-type: none"> ○ Doing away with the Notebook requirement ○ Changing the 50% row requirement for award eligibility • Discuss proposed changes to the Cadet Handbook • Discuss current Academy numbers and status • Discuss TCOLE L2& L3 updates 	Clifton Osborne
New Business:	<ul style="list-style-type: none"> • Discuss Status of BPOC Academies • Discuss Sponsor Pricing • Update on L2/L3 paperwork • Discuss SFST Unit of the Academy • Discuss update on Jailer's Course 	
Curriculum Decisions:	<ul style="list-style-type: none"> • 	
Other:		

MINUTES

Key Discussion Points	Discussion
Old Business:	<ul style="list-style-type: none"> • Chief Wilson brought the meeting to order. Mr. Miceli motioned to approve the previous meeting minutes. Sgt. Greenwood seconded, motion passed. • We would like to not require cadets to maintain a notebook. <ul style="list-style-type: none"> ○ Lt. Osborne proposed to dissolve the notebook requirement and to add the 10% to the semester exam, which would then account for 30% of their grade. ○ Discussion by the Committee included: concern for borderline students having a heavier % weight on the semester exam; to consider weighing the notebook grade if the Cadet is a borderline case i.e. 79%; the usefulness of the notebook itself as a study guide and how different students learn; that the cadets are using the using the new manual instead of the notebook ○ Chief Wilson recommending that Cadets be given interactive projects that are more practical – a stand and deliver presentation or research project in a selected topic or field: discussion included one project per semester to make up the 10%; a group versus a single project; and a range of topics that should to be screened by the instructors ○ Chief Wilson motioned to implement a research project to replace the 10% notebook grade starting in the 2025 academies. Mr. Miceli seconded – all approved, motion passed. • We would like to dissolve the VO2 max grade (50%) <ul style="list-style-type: none"> ○ Lt. Osborne explained that during the last semester, the Cadets complete the row and need to get 50% VO2 max which gives them a 70% as a unit grade

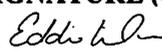
and every point over the VO2 max is a point to the grade.

- We would like to do away with this for several reasons: it favors certain body types that may excel at the 2000m row but struggle during the obstacle course; cadets who become injured will be unable to row for a grade or award tie-breaker
- Lt. Osborne suggested setting up a Physical Fitness award with 3 components – a 2000m row with scales for men and women, an obstacle course, and the modified Cooper test
- Discussion by the committee included the different types of row tests that can be used for different body types - 2000m, 4 minute, or 5000m; with three different physical components, it would take a fit person to win all the categories; clarification on if the Cooper Standard is scaled to age and gender; women might struggle to win with the three components; not excluding other awards if a cadet cannot score a 50% VO2 max; whether to keep the physical component as a grade or use just an award;
 - Clarification by Lt. Osborne – potentially this would not be a grade – for each semester there would be one of the components: for semester one, the row; for semester two, the Cooper test; for semester three the, obstacle course; for semester four and five they can choose which of the three they would like to do. The highest three scores in each category will win.
 - Discussion on keeping this as a grade for each semester: suggestion was made to use 5% fitness and 5% interactive project to replace the 10% from the notebook grade
 - Suggestion was made to consider bringing in a Certified row instructor to teach proper technique, Chief Wilson offered for the Academy to borrow one of their instructor to train the staff, including maintenance on the rowers
 - Sgt. Greenwood motioned to amend the points from 10% on notebook to 5% interactive project and 5% on fitness. Mr. Miceli seconds – Motion passes.
- Lt. Osborne updated the Cadet Handbook: removed the night class information and amended the section concerning proper use of training red guns and not wearing duty belts outside of the classroom
- Current Academy Standings:
 - We still have 6 cadets in BPOC Alpha. All cadets are maintaining academic standards
 - BPOC Bravo started with 32 cadets. Two were dismissed for academics. One of these enrolled in BPOC Charlie and graduated. One cadet was withdrawn by their agency. One became ill and missed too much training. He is currently enrolled

	<p>in BPOC Delta. Five withdrew for personal reasons. Twenty-three cadets graduated with BPOC Bravo. All of these passed their TCOLE exam.</p> <ul style="list-style-type: none"> ○ BPOC Charlie began with 34 cadets. One cadet was dismissed for cheating on an exam. Four cadets withdrew before class started. Twenty-nine cadets graduated. All have passed their TCOLE exam. ○ BPOC Delta began with 29 cadets. Three of these resigned for personal reasons. One was withdrawn by his agency. One was dismissed for cheating. One was dismissed for failing to meet academic standards. <ul style="list-style-type: none"> ● TCOLE recently made changes on how we process the L2 and L3, we are exploring options on how to comply <ul style="list-style-type: none"> ○ The new rules require the Academy to deliver and pickup the paperwork with the provider, to not allow the cadet to handle the paperwork ○ All failures need to be provided to TCOLE ○ The Academy is working on finding a doctor for the L2 paperwork; we are already complying on the L3 paperwork ● Lt. Osborne discussed that the Alpha 2025 academy is already full, and Bravo 2025 is filling up quickly. Although the academies are on the larger size, with the new schedule only two academies will be running at any given time which allows for the increase ● Chief Wilson shared that their department is working on becoming an accredited training provider with TCOLE ● Lt. Ruiz asked if the Academy is interested in teaching a taser course: discussion included the costs of the class and equipment; the use of pepper spray versus tasers; possibly using a grant for the costs. ● Lt. Ruiz asked if the Academy is bring back the Telecommunications Course – Lt. Osborne stated yes, but we are having difficulties finding instructors; Mr. Lorenz stated the class could vary in hours – 4 or 8 hours a day depending on the instructor’s schedule; with the new classroom we have the space now; willing to partner with another agency if they have an instructor ● Sgt. Greenwood motioned to adjourn, Mr. Essenburg seconded – all agree.
<p>New Business:</p>	<ul style="list-style-type: none"> ● Chief Wilson brought the meeting to order. Mr. Miceli motioned to approve the previous meeting minutes. Lt. Greenwood seconded, motion passed. ● Mr. Lorenz stated the Academy has deployed the use of the interactive projects voted on at the last meeting and the Instructors feel it is going well. ● Discuss the Current Status of the Academies: <ul style="list-style-type: none"> ○ BPOC Alpha 2024 began with 10 cadets. One of the cadets resigned before the class began. Another cadet was hired by KISD and placed in BPOC Bravo. Two cadets resigned from the academy for personal reasons. The remaining six cadets graduated. All six passed their TCOLE exam on their first attempt.

- BPOC Delta 2024 began with 33 cadets. One cadet was terminated by his department. Four cadets resigned for personal reasons. And one cadet was dismissed from the academy for academic reasons. Twenty six cadets graduated. All twenty six passed the TCOLE Exam on their first attempt.
- BPOC Alpha 2025 currently has 32 cadets enrolled. The Alpha Class is doing extremely well, all passing the Unit 1 and 2 exams with no failures.
- BPOC Bravo 2025 currently has 33 scheduled to start in March
- BPOC Charlie 2025 currently has 11 scheduled to start in June
- The Academy is keeping the independent numbers low to accommodate the Sponsors first.
- Mr. Lorenz and Lt. Osborne met with the Dean of Continuing Education to discuss the price of the Academy for the Sponsors. After explaining the process of the hiring and sponsoring a cadet, it was decided that to keep the pricing at the current rate. With that said, there was discussion on possibly bumping up the price for sponsored cadets in the future, but that would not be anytime soon, or by very much. There would have to be plenty of advance notice to the agencies for budgeting purposes.
 - The question was asked if the Academy has turned away or waitlisted any Independents Cadets – we have not turned away any qualified applicants. Cadets that ask to be waitlisted are offered a slot if one becomes available, approximately 2-3 per academy
 - Mr. Lorenz is working on addressing additional HB8 funding for the Police Academy, which is now paying on completion rates versus previous contact hours
- The Academy is working with a Clinic in Killeen that is handling the L2 and L3 testing. All paperwork is being delivered and picked up directly from the clinic to comply with the new TCOLE request.
 - A follow-up question was asked on if backgrounds were done outside of the L2/L3 for Independent Cadets. Mr. Lorenz stated other than the fingerprint check and the PHS, that no, the Academy is not doing those for Independents, that the Agency that hires them will do the background check.
- The new Academy schedule is working well. The classes are spaced out with start dates every 3 months, with two classes going at any given time. The Delta Class will have two weeks off in December that coincides with the College being closed for Christmas Break, and agencies will be notified when they register cadets for that class.
- Mr. Dickey from TCOLE is at the Academy today. He is surveying 3-4 small small-midrange academies, 3-4 college academies, 3-4 COGs, and 3-4 Agencies. They checking on lesson plans, how things are being tracked, whether we are tracking what happens when cadets graduate and leave.

	<p>They are considering instead of just IRG's actually putting out lesson plans.</p> <ul style="list-style-type: none"> • The Academy is going to move the SFST testing portion of that unit off campus. We have the instructor and venue lined up. • Update on the Jailer's Course – We are working with the new administration for Bell County Sheriff's Office to set up Jailer's Courses for them. Once they are ready to start, we will begin running those courses with Sgt. Thomas. <ul style="list-style-type: none"> ○ The question was asked on how many courses would run per year – Mr. Lorenz and Mr. Boone stated in the past they would run 6-7 courses per year. ○ We are looking at running the class at 144 hours, with maybe some additional hours for Autism Training, etc., and can run 20-25 students per class. ○ The question was asked if HB8 money can be received for the Jailer's course certification. Mr. Lorenz stated yes. • Chief Wilson brought up the Academy handbook cell phone use to discuss with the Board, and what the current policy is. <ul style="list-style-type: none"> ○ Discussion was had concerning the interruptions it creates when Cadets are looking at their phones/checking messages during class lecture, and the ability to record and share portions of the class, i.e. OC spray, defensive tactics, ASP and the repercussions of posting those videos online ○ The cell phone policy in the handbook was reviewed and it was decided that the policy needs to address their ability to have access to their phones and additionally any apps that allow them to communicate. ○ Discussion was had on having a box or rack that the phones can be held in during instruction portions of the class ○ It was decided to rewrite the cell phone use policy and vote on the changes at the next meeting. In the interim, the Academy will start securing cell phones during class instruction, and no longer allow recording of physical portions of the class by students. • Mr. Essenburg motioned to adjourn the meeting, Mr. Donavon seconded – all agree
Curriculum Decisions:	n/a
Other:	

CHAIRPERSON SIGNATURE (or designee): Chief Eddie Wilson  <small> Official Report to L-1000 2017-2018 Curriculum Department, City of Orange Date: 2/27/25 Location: 1st floor of the building Date: 2025-02-27 11:30 AM From: PCL, L-1000, Version: 1.0 </small>	DATE: 2/27/25	NEXT MEETING: June 4, 2025
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3.3.7. Telephones

3.3.7.1 Prohibition of Cell Phone Use During Class:

- Cadets are prohibited from possessing or using cell phones during class sessions.
- Cell phones must be stored in one of the following locations before the start of class:
 - In the cadet's personal vehicle
 - In a designated secure box or storage area within the classroom as assigned by academy staff

3.3.7.2 Access to Cell Phones:

- Cadets may only access their cell phones during designated break periods and lunch.
- Cadets must not retrieve their cell phones during class time without explicit permission from an instructor or academy staff for emergency situations.

3.3.7.3 Prohibition Against Videotaping, Photography, and Social Media Posting:

- Cadets are strictly prohibited from videotaping, taking photographs, or making audio recordings of any Central Texas College Police Academy training, exercises, lectures, or functions.
- Cadets may not post or share any pictures, videos, or recordings related to the academy on any social media platform without prior written authorization from the Academy Director.
- Any violation of this provision will be considered a serious offense and may result in disciplinary action, including dismissal from the program.

3.3.7.4 Enforcement & Compliance:

- Instructors and academy staff will ensure compliance with this policy.
- Cadets who fail to comply will be subject to disciplinary action, including but not limited to:
 - First Offense: Verbal warning and documentation in the cadet's file.
 - Second Offense: Written warning and possible disciplinary review.
 - Third Offense: Further disciplinary action, up to and including dismissal from the academy.

3.3.7.5 Emergency Use Exception:

- If a cadet has a valid personal or family emergency requiring phone access, they must notify their instructor before class begins. Any staff that needs to contact a cadet during class can call the office clerk at 254-526-1275. The administrative clerk will notify the cadet and instructor of the emergency.

Advisory Committee Meeting Record Template

CHAIRPERSON: Chief Eddie Wilson		
MEETING DATE: June 4, 2025	MEETING TIME: 10:00am	MEETING PLACE: Bldg. 541 RM #103
RECORDER: Donovan Benson		PREVIOUS MEETING: February 12, 2025

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
NP	Mike Donovan Mike.p.donovan@icloud.com	KISD	Mike Donovan
P	Catherine Groothoff lsc0910@yahoo.com	Lampasas County Sheriff's Office	Catherine Groothoff Retired
NP	Kenneth Essenburg mpaintbody@hotmail.com	Civilian	Kenneth Essenburg
P	Paul Miceli apmicelitx@gmail.com	Civilian	Paul Miceli
NP	Sabrina Pomeroy Sabrina.Pomcroy@fhnbc.com	Civilian	Sabrina Pomeroy
P	William Greenwood wgreenwood@harkerheights.gov	Harker Heights Police Department	Lt. William Greenwood
P	Clifton Osborne Clifton.osborne@ctcd.edu	Central Texas College	Clifton Osborne Police Academy Coordinator
P	Scott Lorenz William.lorenz@ctcd.edu	Central Texas College	Scott Lorenz Criminal Justice Department Chair
NP	Patrick Boone Patrick.Boone@ctcd.edu	Central Texas College	Scott Lorenz Criminal Justice Faculty
NP	Elizabeth Swope Elizabeth.swope@ctcd.edu	Central Texas College	Protective Services/Police Academy Office Assistant II
P	Donovan Benson abenson@ctcd.edu	Central Texas College	Protective Services/Police Academy Office Clerk I

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Old Business:	<ul style="list-style-type: none"> • Discuss Status of BPOC Academies • Discuss Sponsor Pricing • Update on L2/L3 paperwork • Discuss SFST Unit of the Academy • Discuss update on Jailer's Course 	Clifton Osborne
New Business:	<ul style="list-style-type: none"> • Academy Enrollment Status • Academy Vehicle Status • Emergency Medical/AED Response Updates • SFST Relocation • Cellphone Policy Implementation • Upcoming Jailer Licensing Course 	
Curriculum Decisions:	<ul style="list-style-type: none"> • N/A 	
Other:		

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pricing at the current rate. With that said, there was discussion on possibly bumping up the price for sponsored cadets in the future, but that would not be anytime soon, or by very much. There would have to be plenty of advance notice to the agencies for budgeting purposes.

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 - The question was asked on how many courses would run per year – Mr. Lorenz and Mr. Boone stated in the past they would run 6-7 courses per year.
 - We are looking at running the class at 144 hours, with maybe some additional hours for Autism Training, etc., and can run 20-25 students per class.
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<p>New Business:</p>	<p>Call to Order and Approval of Previous Meeting Minutes</p> <ul style="list-style-type: none"> • Chief Wilson called the meeting to order and recommended approval of the minutes from the last meeting. A motion to approve was made by Paul Miceli and seconded by Catherine Groothoff. The motion carried without opposition <p>Academy Enrollment Status</p> <ul style="list-style-type: none"> • The committee was updated on current class sizes: <ul style="list-style-type: none"> ○ 31 cadets are enrolled in Alpha and all are expected to graduate ○ Bravo started with 26, now down to 25 – one cadet was pregnant and would not be able to complete training ○ There are currently 29 cadets enrolled in Charlie which starts June 30th ○ There are 9 cadets signed enrolled in Delta with applications being accepted until August 29th <p>Academy Vehicle Status</p> <ul style="list-style-type: none"> • The Killeen Police Department donated a 2012 Chevy Tahoe to the academy for use in the driving course. • A new Dodge Durango was recently purchased by the College and is now in service for the same purpose. • Plans are underway to obtain an additional vehicle through Perkins grant funding, pending approval. <p>Automated External Defibrillator (AED) and Emergency Medical Response Updates</p> <ul style="list-style-type: none"> • One of our cadets in BPOC Alpha suffered cardiac arrest during training. She was resuscitated with CPR and an AED machine. We later found out that she had suffered three previous heart attacks and had not reported this to her

agency or the doctor during her pre-employment physical. She was dismissed from the academy.

- Following the recent incident requiring CPR, Unit 40 Emergency Medical Assistance (EMA) has been rescheduled to occur earlier in the academy, ideally within the first or second week.
- The committee emphasized the importance of preparedness and expressed support for the updated medical response protocols.
- To support cadet safety during physical training and outdoor activities, a designated cadet will now carry an AED/First Aid Backpack during all non-classroom sessions and during physical training.
- Three additional AED units have been installed throughout the academy building.

Standardized Field Sobriety Testing (SFST) Relocation

- Due to concerns about high school students accessing the shared campus while SFST exercises were conducted with alcohol, testing has been relocated to Bell County.
- The new location offers a dedicated training room and was deemed more appropriate for the nature of the training.

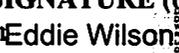
Cell Phone Policy Implementation

- A new cell phone drop-off system has been installed. The system includes slotted holders for up to 35 cadets, matching projected class sizes. Initial feedback was positive, and no complaints have been reported to instructors or staff.
- Lt. Osborne prepared an updated policy for use of cell phones for the boards consideration for the Cadet Handbook.

Upcoming Jailer Licensing Course

- A Jailer Licensing Course is set to begin on June 23. Currently, only two individuals are enrolled, and will include a one-day Pepper Spray class and a two-day CPR class. Total class time will be 150 hours. Discussion noted that some agencies were unaware of the offering, prompting a review of outreach efforts. Emails have been distributed to most surrounding counties. Further contact with specific agencies is planned.
- **Challenges for Small Agencies**
 - Smaller agencies face challenges sending multiple participants due to limited staffing. Committee members agreed this was a key hurdle in building enrollment for regional courses. Despite demand, resource constraints remain a barrier to attendance.
 - It was noted that correctional education continues to be under-resourced relative to other areas of law enforcement. Participants shared that inadequate staffing often prevents agencies from sending more than one officer at a time, limiting regional participation even when demand is high.
- **Concerns Over Online Course Effectiveness**
 - Members expressed concerns about online versions of jailer training, citing high failure rates and lack of

	<p>practical skills development. The consensus favored in-person instruction, especially for hands-on components like defensive tactics. Online offerings were seen as inadequate for full preparation.</p> <ul style="list-style-type: none"> • Course Length and Enhancements <ul style="list-style-type: none"> ○ The in-person jailer course will run 150 hours, including modules on CPR (16 hours) and safety procedures. These additions aim to increase job readiness and meet agency expectations for incoming staff. • Long-Term Needs in Corrections Education <ul style="list-style-type: none"> ○ Concerns were raised about the limited continuing education opportunities for correctional officers. Compared to peace officers, jailers have minimal ongoing training requirements. Committee members stressed the importance of improving education and professional development for corrections personnel, particularly in light of increasing complexity and liability in jail operations. • Training Gaps and Course Expectations <ul style="list-style-type: none"> ○ Members emphasized the critical importance of realistic training. Online programs often omit defensive tactics, CPR, or any scenario-based instruction. As a result, graduates may enter the workforce lacking core safety competencies. <p>Adjournment</p> <ul style="list-style-type: none"> • A motion to adjourn was made by Lt. Greenwood and seconded by Paul Miceli. The motion passed. The next session will take place on September 17th. The meeting was adjourned.
Curriculum Decisions:	n/a
Other:	

CHAIRPERSON SIGNATURE (or designee): Chief Eddie Wilson 	DATE: 6/17/25	NEXT MEETING: September 17 th , 2025
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Advisory Committee Meeting Record Template

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RECORDER: Elizabeth Swope		PREVIOUS MEETING: June 4, 2025

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
NP	Mike Donovan Mike.p.donovan@icloud.com	KISD	Mike Donovan
P	Catherine Groothoff lsc0910@yahoo.com	Lampasas County Sheriff's Office	Catherine Groothoff Retired
P	Kenneth Essenburg mpaintbody@hotmail.com	Civilian	Kenneth Essenburg
P	Paul Miceli apmicelitx@gmail.com	Civilian	Paul Miceli
NP	Sabrina Pomeroy Sabrina.Pomeroy@fhnbc.com	Civilian	Sabrina Pomeroy
P	William Greenwood wgreenwood@harkerheights.gov	Harker Heights Police Department	Lt. William Greenwood
P	Clifton Osborne Clifton.osborne@ctcd.edu	Central Texas College	Clifton Osborne Police Academy Coordinator
P	Scott Lorenz William.lorenz@ctcd.edu	Central Texas College	Scott Lorenz Criminal Justice Department Chair
NP	Patrick Boone Patrick.Boone@ctcd.edu	Central Texas College	Scott Lorenz Criminal Justice Faculty
P	Elizabeth Swope Elizabeth.swope@ctcd.edu	Central Texas College	Protective Services/Police Academy Office Assistant II
NP	Donovan Benson abenson@ctcd.edu	Central Texas College	Protective Services/Police Academy Office Clerk I

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"> • Academy Enrollment Status • Academy Vehicle Status • Emergency Medical/AED Response Updates • SFST Relocation • Cellphone Policy Implementation • Upcoming Jailer Licensing Course 	Clifton Osborne
New Business:	<ul style="list-style-type: none"> • Review Of Pervious Action Items and Updates • Academy Enrollment Status • Staffing Updates • BPOC Holiday Schedule 	
Curriculum Decisions:	<ul style="list-style-type: none"> • N/A 	
Other:		

MINUTES

Key Discussion Points	Discussion
Old Business:	<p>Call to Order and Approval of Previous Meeting Minutes</p> <ul style="list-style-type: none"> • Chief Wilson called the meeting to order and recommended approval of the minutes from the last meeting. A motion to approve was made by Paul Miceli and seconded by Catherine Groothoff. The motion carried without opposition <p>Academy Enrollment Status</p> <ul style="list-style-type: none"> • The committee was updated on current class sizes: <ul style="list-style-type: none"> ○ 31 cadets are enrolled in Alpha and all are expected to graduate ○ Bravo started with 26, now down to 25 – one cadet was pregnant and would not be able to complete training ○ There are currently 29 cadets enrolled in Charlie which starts June 30th ○ There are 9 cadets signed enrolled in Delta with applications being accepted until August 29th <p>Academy Vehicle Status</p> <ul style="list-style-type: none"> • The Killeen Police Department donated a 2012 Chevy Tahoe to the academy for use in the driving course. • A new Dodge Durango was recently purchased by the College and is now in service for the same purpose. • Plans are underway to obtain an additional vehicle through Perkins grant funding, pending approval. <p>Automated External Defibrillator (AED) and Emergency Medical Response Updates</p> <ul style="list-style-type: none"> • One of our cadets in BPOC Alpha suffered cardiac arrest during training. She was resuscitated with CPR and an AED machine. We later found out that she had suffered three previous heart attacks and had not reported this to her agency or the doctor during her pre-employment physical. She was dismissed from the academy.

- Following the recent incident requiring CPR, Unit 40 Emergency Medical Assistance (EMA) has been rescheduled to occur earlier in the academy, ideally within the first or second week.
- The committee emphasized the importance of preparedness and expressed support for the updated medical response protocols.
- To support cadet safety during physical training and outdoor activities, a designated cadet will now carry an AED/First Aid Backpack during all non-classroom sessions and during physical training.
- Three additional AED units have been installed throughout the academy building.

Standardized Field Sobriety Testing (SFST) Relocation

- Due to concerns about high school students accessing the shared campus while SFST exercises were conducted with alcohol, testing has been relocated to Bell County.
- The new location offers a dedicated training room and was deemed more appropriate for the nature of the training.

Cell Phone Policy Implementation

- A new cell phone drop-off system has been installed. The system includes slotted holders for up to 35 cadets, matching projected class sizes. Initial feedback was positive, and no complaints have been reported to instructors or staff.
- Lt. Osborne prepared an updated policy for use of cell phones for the boards consideration for the Cadet Handbook.

Upcoming Jailer Licensing Course

- A Jailer Licensing Course is set to begin on June 23. Currently, only two individuals are enrolled, and will include a one-day Pepper Spray class and a two-day CPR class. Total class time will be 150 hours. Discussion noted that some agencies were unaware of the offering, prompting a review of outreach efforts. Emails have been distributed to most surrounding counties. Further contact with specific agencies is planned.
- **Challenges for Small Agencies**
 - Smaller agencies face challenges sending multiple participants due to limited staffing. Committee members agreed this was a key hurdle in building enrollment for regional courses. Despite demand, resource constraints remain a barrier to attendance.
 - It was noted that correctional education continues to be under-resourced relative to other areas of law enforcement. Participants shared that inadequate staffing often prevents agencies from sending more than one officer at a time, limiting regional participation even when demand is high.
- **Concerns Over Online Course Effectiveness**
 - Members expressed concerns about online versions of jailer training, citing high failure rates and lack of practical skills development. The consensus favored in-person instruction, especially for hands-on

	<p>components like defensive tactics. Online offerings were seen as inadequate for full preparation.</p> <ul style="list-style-type: none"> • Course Length and Enhancements <ul style="list-style-type: none"> ○ The in-person jailer course will run 150 hours, including modules on CPR (16 hours) and safety procedures. These additions aim to increase job readiness and meet agency expectations for incoming staff. • Long-Term Needs in Corrections Education <ul style="list-style-type: none"> ○ Concerns were raised about the limited continuing education opportunities for correctional officers. Compared to peace officers, jailers have minimal ongoing training requirements. Committee members stressed the importance of improving education and professional development for corrections personnel, particularly in light of increasing complexity and liability in jail operations. • Training Gaps and Course Expectations <ul style="list-style-type: none"> ○ Members emphasized the critical importance of realistic training. Online programs often omit defensive tactics, CPR, or any scenario-based instruction. As a result, graduates may enter the workforce lacking core safety competencies. <p>Adjournment</p> <ul style="list-style-type: none"> • A motion to adjourn was made by Lt. Greenwood and seconded by Paul Miceli. The motion passed. The next session will take place on September 17th. The meeting was adjourned.
<p>New Business:</p>	<p>Call to Order and Approval of Previous Meeting Minutes</p> <ul style="list-style-type: none"> • Chief Wilson called the meeting to order and recommended approval of the minutes from the previous session. A motion to approve was made by Ms. Groothoff and seconded by Mr. Essenburg. The motion carried without opposition. <p>Review of Previous Action Items and Updates:</p> <p>Cadet Phone Policy Implementation</p> <ul style="list-style-type: none"> • Lt. Osborne provided an update on the Academy’s revised cell phone policy. The policy now limits cadet phone use during instructional periods to minimize distractions and prevent the recording of sensitive material. Instructors reported noticeable improvements in classroom focus and discipline since implementation. <p>SFST Relocation</p> <ul style="list-style-type: none"> • Lt. Osborne confirmed that the Standardized Field Sobriety Testing (SFST) unit has been relocated off campus. The new arrangement provides a more appropriate and secure training environment. <p>AED Policy Update</p> <ul style="list-style-type: none"> • Cadets are now required to carry an AED and first aid backpack during any physical training or outdoor activity occurring outside of the Academy building. This is part of ongoing efforts to enhance cadet safety and emergency preparedness.

Academy Vehicle Status

- The new Police Academy vehicles are currently in Houston for custom logo wrapping and will be placed into service upon return.
- The Academy will be starting the approval process for a new Police Academy Vehicle granted through Perkins Funds.

New Business and Program Updates:

Academy Enrollment & Courses

- **A Basic County Corrections** course ran from January 23 – July 17 with two cadets enrolled. Both cadets graduated successfully. It was noted that another course cannot run unless at least eight cadets enroll.
- **BPOC Alpha** graduated on June 26 with 31 cadets. One cadet failed two exam attempts but passed on the third attempt.
- **BPOC Bravo** graduated on September 11 with 25 cadets. Three cadets failed the exam twice and are scheduled for their third attempts.
- **BPOC Charlie** currently has 27 cadets enrolled
- **BPOC Delta** began on September 8 with 22 cadets; two cadets have since withdrawn for personal reasons, leaving 20 currently enrolled.

Student Performance

- Chief Wilson asked whether the recent exam failures came as a surprise.
- Mr. Lorenz explained that the Alpha cadet had previously failed out of another academy and continued to struggle with complex exam formats but ultimately succeeded.
- Three cadets in the current cohort were identified early as likely to need additional support. Staff provided tutoring, study guides, and individual assistance to support their success.
- Lt. Osborne advised against immediate retakes following a failed TCOLE exam, suggesting a review period instead.
- Despite the challenges, the current class overall achieved the highest average TCOLE exam scores to date, with two scores of 90 and multiple scores of 89.
- A targeted plan is being developed to improve average scores in the Traffic section to meet or exceed 80%.

Staffing Updates

- The Academy has hired David Orr as a new full-time Police Academy Instructor
- The Academy's current staffing now includes a Director and three full-time professors.

BPOC Holiday Scheduling

- The College will be closed November 24–27, 2025 for Thanksgiving, December 22, 2025 -January 2, 2026 for Christmas Break, and March 16–19, 2026 for Spring Break.
- During these closures, support services such as the cafeteria, grounds, custodial, facilities, IT, and dormitories will be

	<p>unavailable. Cadets will be excused from Academy activities during these dates.</p> <ul style="list-style-type: none"> • Chief Wilson noted that most agencies will be able to provide cadets with alternative training or assignments during these periods. <p>Advisory Board Membership</p> <ul style="list-style-type: none"> • The committee discussed the absence of Ms. Pomeroy, who has not attended a meeting in over a year. • Chief Wilson recommended replacing her with a civilian not currently or previously associated with law enforcement, in compliance with TCOLE requirements. • Mr. Lorenz asked if the replacement must be local; Chief Wilson responded that while not required, it may be preferable to select someone from the region served by the Academy and local Agencies. • Suggestion was made to consult Dr. Baak for potential candidates. • Ms. Groothoff motioned for a vote to dismiss Ms. Pomeroy from the Board due to nonattendance and to begin the search for a civilian replacement. Mr. Miceli seconded. The motion carried unanimously. <p>Adjournment</p> <ul style="list-style-type: none"> • The next meeting was set for January 21, 2026. A motion to adjourn was made by Paul Miceli and seconded by Lt. Greenwood. The motion carried without opposition
Curriculum Decisions:	n/a
Other:	

CHAIRPERSON SIGNATURE (or designee): Chief Eddie Wilson	DATE: 10/1/25	NEXT MEETING: January 21, 2026
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Eddie Wilson

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Wilson
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