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Law Enforcement Training Center Joint Board		
Meeting Minutes: June 12, 2018	Location: LETC, 4210 E. 19 th , Room #249	Prepared by: Haither Zaragoza, Management Intern
Attendance		
Voting Members (three is a quorum)	Voting Designees	
<input checked="" type="checkbox"/> Sheriff Jeff Easter, Sedgwick County	<input type="checkbox"/> Colonel Richard Powell, Sedgwick County	
<input checked="" type="checkbox"/> Chief of Police Gordon Ramsay, City of Wichita	<input checked="" type="checkbox"/> Captain Brian White, City of Wichita	
<input checked="" type="checkbox"/> Commissioner David Unruh, Sedgwick County	<input type="checkbox"/> Commissioner David Dennis, Sedgwick County	
<input checked="" type="checkbox"/> Mayor Jeff Longwell, City of Wichita	<input type="checkbox"/> Vice Mayor Bryan Frye, City of Wichita	
<input checked="" type="checkbox"/> Dr. Andra Bannister, Wichita State University (Chair)	<input type="checkbox"/> Dr. Michael Birzer, Wichita State University	
Other attendees:	Rusty Leeds (Sedg. Co.), Karen Powell (Sedg. Co.), Elora Forshee (Sedg. Co.), Haither Zaragoza (Sedg. Co.)	

Rusty Leeds called the June 12, 2018 meeting to order at 3:05pm. A quorum was present.

1. Approval of Minutes

A. **Commissioner Unruh** made a motion to approve the minutes from the March 13, 2018 meeting as presented. **Chief Ramsay** seconded the motion. The motion passed unanimously.

2. Old Business

A. Appointment of Chair: **Rusty Leeds** asked for nominations for Chair. **Commissioner Unruh** nominated Dr. Andra Bannister. **Dr. Bannister** asked a few clarifying questions. After the answers were clarified, **Mayor Longwell** seconded the motion. The motion passed unanimously. **Rusty Leeds** turned the meeting over to Chair Dr. Bannister.

3. New Business

A. Voting member designees: Each voting member picked a voting designee for their agency. **Mayor Longwell's** designee is the Vice Mayor. This year the Vice Mayor is Bryan Frye. **Commissioner Unruh's** designee is Commissioner David Dennis. **Chief Ramsay's** designee is Captain Brian White. **Sheriff Easter's** designee is Colonel Richard Powell. **Chair Dr. Bannister's** designee is Dr. Michael Birzer.



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- B. Building and Activity: **Captain White** informed everyone there are currently three different academy classes in session: Wichita Police Department (WPD) and the Sedgwick County Sheriff's Office (SCSO) Road Patrol class with a graduation date of July 12, 2018, in the evening. The SCSO also has a Detention class in session, but there was no date given for graduation. Currently, numerous law enforcement training takes place in the facility. LEEDA an FBI leadership training was conducted at the facility. The training was brought in by SCSO. Various tours of the facility are being held. The facility just had the graduation of the 58th Citizen's Police Academy. The academy is a 13 week, joint WPD and SCSO academy. Applications are currently being processed for the 59th Citizen's Police Academy.
- C. Emergency Communication: **Elora Forshee** updated those in attendance at the meeting about the Training and Backup Facility for Emergency Communication and expressed how thankful she is to have the facility. Five academy classes have been held since the building opened. Three of them are Call-Taker Academy classes, and the other two were a Law Enforcement Dispatch Academy class and a Fire/EMS Dispatch Academy class.

The LETC has 14 positions for Emergency Communications that is set up like a mock room that is similar to the downtown site. The training and backup facility is also a backup site that can be utilized if something happens to the downtown facility. Emergency Communications could be deployed to the backup location and the phone system would work like the downtown facility as well as the phone system could be isolated from the downtown system. Inside the backup site, there is also radio equipment for dispatching. There are 13 "Bare Bone" phones. These phones can be used in an emergency situation. The Command Post Laptop Log-In System would be logged into and calls would be answered keeping the flow emergency traffic and calls continuing. The CAD system is also in the Training and Backup Facility. The CAD system can be utilized during surge events, like the 4th of July. There is dual activation during such surge events; both sites would be working. Also, CAD would be used if the current facility was completely down. This allows for no loss of records or flow of emergency essentials of being in the backup site.

Everyone was briefed on a meeting that took place 6/12/18 about the Regional Backup Site. Currently, Yoder is the 9-1-1 Region Backup Site. With the LETC Training and Backup Site having the state phone system, the Regional Backup Site in Yoder may not be needed. Another 9-1-1 agency can go to the LETC Backup Site and log into their phone system. That agency would then be able to dispatch to their community on the state radio system. **Commissioner Unruh** asked for clarification if the Training and Backup Site became the Regional Backup Site how it would work.



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Elora Forshee explained in detail how the Regional Backup Site would work. **Mayor Longwell** asked about the type of training used in the Emergency Communications Academy. He requested to see the training for a better understanding and possibly a 1-on-1 visit. **Elora Forshee** explained the training used for the academy and how additional training takes place.

4. Other Business

A. Questions: **Commissioner Unruh** asked if any flaws have been discovered in the building. **Elora Forshee** stated there was initially a problem with the 9-1-1 door access. The problem was because of the CAD server that housed criminal justice information. She said Tania Cole has helped with the issue and there are currently no issues for Emergency Communications in the building. **Captain White** stated there was an external water leak from the front windows. After trying to repair the leak numerous times, siding was taken off the building to fix the leak. With the rains that had occurred since the siding was put back on, there does not appear to be any external water leakage at this time. There was a tiny issue relayed to him that morning about a sink faucet being loose one of the restrooms. He had just passed that information along. The building is also having a sewage odor issue. The odor started on the 2nd floor. It was fixed on the 2nd floor. The odor is now present on the 1st floor. Crossland and Wichita State University (WSU) have been working to resolve the issue. As per the agreement, the first five years of maintenance is the responsibility of WSU. **Captain White** believes everyone is working well together to fix any building issues as they arise.

Chief Ramsay asked about some old plaques that were at the old police station at City Hall that date back to 1938 that have recently been found. He requested feedback about having one placed in the building. **Mayor Longwell** asked if the plaque that had the history of the training center had been hung up. There is also a plaque that was placed over one of the training rooms. **Captain White** has been in contact with GLMV Architecture. GLMV was shown the items that were at the old building and consulted with them on how to display them to the public in the current facility. GLMV is working on a plan to incorporate some of the pieces into the building and how best to display them. **Mayor Longwell** asked if it was a joint effort to come up with the wording for the plaque out front. **Sheriff Easter** stated we needed to get with Kate Flavin about doing an official dedication with Mike Hill and Richard LaMunyon. Any decisions of plaque placement or dedications will wait until GLMV has a plan.



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Sheriff Easter asked about the remainder of the 2018 and 2019 meetings. **Rusty Leeds** informed everyone the dates for the 2018 meetings. Those dates are 9/11/18 & 11/13/18 at 3 pm at the LETC training room #249. Any decision for the 2019 meetings will be decided in the November meeting.

Chair Dr. Bannister discussed at length the severe weather plan during and after hours at the facility for the WSU students and staff. During regular hours, students will be escorted by law enforcement to a safe location during a weather emergency, including a hallway across from the stairwell, locker rooms, and the mock jail cell. After hours, students will go to the adjacent building that has been deemed safe. **Sheriff Easter** asked some clarifying questions, and the **Chair Dr. Bannister & Captain White** answered the questions.

Mayor Longwell asked if the EOC would be able to be at the new facility in the event of an emergency. **Rusty Leeds, Elora Forshee, & Sheriff Easter** all commented on the question. The current downtown Emergency Communication building is still the designated EOC site in the event of an emergency.

5. Next meeting

September 11, 2018, 3:00pm room #249 at the LETC.

Meeting adjourned by Chair Dr. Bannister at 3:39 pm.