Dr. Michael Birzer, Chair Designee, called the September 11th, 2018 meeting to order at 3:03 PM. A quorum was present.

I. Approval of Minutes

Commissioner Unruh made a motion to approve the meeting minutes from June 12, 2018. Vice Mayor Frye seconded the motion. The approval of the minutes passed unanimously.

II. Old Business

There was no old business.

III. New Business

A. Plaque placement – Chief Ramsay was not at the meeting to discuss this item. The group discovered there were three separate issues with the plaque placement discussion.

1. The old plaques Chief Ramsay found dating back from 1938.

2. The official plaque dedication to former Sheriff Mike Hill and former Police Chief Richard LaMunyon.
3. The general memorabilia from the old training center and how to incorporate it into the new training center.

No one in the group had spoken with GLMV Architecture. Rusty Leeds was nominated to contact GLMV for these issues. Commission Unruh stated he believed that former Sheriff Mike Hill and former Police Chief Richard LaMunyon did not want an official dedication. Captain White believed Commissioner Unruh was correct. This will need to be verified.

Haither Zaragoza stated plaque placement will be added to “Old Business” on the next agenda and will make sure all three issues are separated. Haither Zaragoza will also notify Rusty Leeds about contacting GLMV.

B. 2019 Meetings

Commissioner Unruh asked if we needed quarterly meetings or just have one meeting and take care of necessary administrative items and then not have another meeting until there is something to discuss. Karen Powell discussed the inter-local agreement and why the board was created. Due to the inter-local agreement, the LETC Advisory Board meets quarterly for the first three years to discuss building usage, operations, and maintenance. Commissioner Unruh said the County and the City representatives would like to not take the time of the members if it is not needed. Karen Powell discussed the by-laws.

Col. Powell made a motion to amend the by-laws. Dr. Birzer seconded the motion. The approval to amend the by-laws passed unanimously. Another motion was made by Col. Powell for the LETC Advisory Board will meet yearly on the anniversary of when the LECT building was dedicated (January 5th). If the date falls on a weekend, the meeting will take place on the weekday closest to the anniversary date and as needed. Vice Mayor Frye seconded the motion. The approval of meetings annually or as needed passed unanimously.

C. Building and Activity

Col. Powell day to day operations of the building are well coordinated. He then updated equipment and structural issues continue to address on a regular ongoing basis to the General Contractor or the 3rd party contractors. As repeat or new situations occur, there is a notification process that occurs. From WSU’s side, they do not have any concerns. Commissioner Unruh asked about supplies. Captain White the City has an employee on staff. That staff member is split between the City and County. Wichita State University supplies all the supplies for five years.

IV. Other Business
A. Next meeting: November 13\textsuperscript{th}, 2018 will be canceled due to the amendment to the by-laws. New next meeting will be \textbf{Friday, January 4\textsuperscript{th} at 3 pm.}

V. Public Comment

\textbf{Vice Mayor Frye} made a motion to adjourn the meeting. Col. Powell seconded the motion. Meeting adjourned at 3:21 pm.