



*Sedgwick County...
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Law Enforcement Training Center Joint Board

Meeting Minutes: January 10, 2025	Location: Wichita/Sedgwick County Law Enforcement Training Center, 4319 E 19th St. N, Wichita, KS 67208	Prepared by: Michelle Bastian Management Intern
Attendance		
Voting Members (three is a quorum)		Voting Designees
<input type="checkbox"/> Sheriff Jeff Easter, Sedgwick County	<input type="checkbox"/> Colonel Keith Allen, Sedgwick County Sheriff	
<input checked="" type="checkbox"/> Chief of Police Joe Sullivan, City of Wichita	<input checked="" type="checkbox"/> Deputy Chief Dan East, City of Wichita	
<input type="checkbox"/> Commissioner Jim Howell, Sedgwick County	<input checked="" type="checkbox"/> Vice Mayor Brandon Johnson, City of Wichita	
<input type="checkbox"/> Mayor Lily Wu, City of Wichita	<input type="checkbox"/> Dr. Michael Birzer, Wichita State University	
<input checked="" type="checkbox"/> Dr. Andra Bannister, (Chair) Wichita State University		
Other attendees:	Sedgwick County – Russell Leeds, Andrew Dilts, Tim Hallacy, Tania Cole, Michelle Bastian Elora Forshee (911), Sheriff's office – Lieutenant Nathan Gibbs Lieutenant Mike Linnehan (Wichita Police Department) Crystal Stegeman (Wichita State University) Aaron Moses	

Dr. Andra Bannister, Wichita State University, called the January 10, 2025, meeting to order at 3:15 PM. A quorum was present.

I. Approval of Minutes

Dr. Andra Bannister, Wichita State University, made a motion to approve the meeting minutes from January 5, 2024. Captain Keith Allen, Sedgwick County Sheriff's Office, seconded the motion. **The motion passed 4-0.**

II. Old Business

A. Operating expenses and facility maintenance report for 2024

Andrew Dilts, Sedgwick County, shared that a total of approximately \$169,000 was spent on building expenditures over the last year. This total is divided between Wichita State University (\$37,000 or 21.8%), Wichita Police Department (\$66,000 or 39%) and Sheriff's office (\$66,000 or 39%).

B. Facility space and capacity needs for law enforcement academy and continuing education (in-service) training enhancements



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A common concern is the limited space, primarily gym and parking lots. Since a lot of the training starts in batches, several departments are competing for the same space, at roughly the same time. Hiring and training are affected due to the lack of training spaces for practical exercises, scenario training, and simulation. Wichita State has absolute control of the 3rd floor of the LETC and the classroom space it contains. Unless they are willing to relocate, the space cannot be used by LETC. In order to share the space, the County's legal council will have to revisit the contractual agreement.

If LETC wishes to use other spaces on the WSU campus like the Heskett center, classrooms, gyms, etc., they should contact Anna Bercero to access WSU's space blocking system.

Off-site locations are challenging and becoming a bigger problem every year. There is no more land outside the foot perimeter outside the building. There were plans for a basement but the final structure doesn't have it.

CIP, Facilities need a conversation if there is more available space for training. There is need to identify the square-footage needs and methods to optimize usage. Might have to get an architect to evaluate the square-footage and potential for the growth of space.

The funds to conduct this evaluation will have to be decided by the governing bodies as it will be a public policy decision. This analysis will generate data for decision making.

Crystal Stegeman is the best person to contact regarding blocking venues since blocking locations like the Heskett center, Metroplex, and certain classrooms as she has an overview of conflicting schedules, university wide scheduling and rules regarding payment.

If physical training was able to be conducted off-site, add another locality benefits at a WSU location on a permanent basis, then we could potentially build out to expand classrooms or anything else we need.

There are some issues with the locks on the doors, proximity card issues and the doors are secured on holidays and internal doors are locking. 3rd floor doors are not locking properly.

Allen is facilities manager for this building. There is no conflict with the building facilities management.

Scenario training on the 3rd floor was used by the LETC. Also allowed WSU to host classes in the LETC space and helped them out.



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The Heskett center is open access with schedule agility.

Physical training needs space, people need the same place at the same time, it would be a logistic nightmare if the gym space went away. It is needed for certification. Many classes start at the same time.

Outside space is mostly used for scenario training and not because of a lack of space.

III. New Business

- A. Updates from the Lieutenant Nathan Gibbs (Sheriff's office) and Lieutenant Mike Linnehan (WPD) training commanders on activities and building usage.

****Please refer 2024 usage data addendum.***

- B. Emergency Communications activities in the facility

Elora Forshee, More details on 911 and emergency trainings. Will do more training this year, adding new equipment to the room. Creating a hot backup site at the LETC building.

IV. Other Business

Next meeting: Friday, January 9th, 2026 at 3:00 PM

V. Adjournment

Lieutenant Keith Allen, Sheriff's office, made a motion to adjourn the meeting. Lieutenant Mike Linnehan Wichita Police Department, seconded the motion. **The motion passed 4-0 and the meeting adjourned at 3:48 P.M.**