

**Region XII Criminal Justice Training Council
Criminal Justice Institute
Clayton Hutchinson Agricultural Center**

February 26, 2015

February 26, 2015 Meeting Minutes

Chief Kitzerow called meeting to order at 8:45 am. Roll call by Director Larry Schroeder, quorum was met.

Members Present:

<i>Chief Frank Kitzerow</i>	<i>Chairman, Jupiter Police Department</i>
<i>Director Larry Schroeder</i>	<i>Palm Beach State College</i>
<i>Chief Stephen Stepp</i>	<i>Palm Beach Gardens Police Department</i>
<i>Chief Rick Jenkins</i>	<i>North Palm Beach Police Department</i>
<i>Captain Tammy Bussey</i>	<i>Palm Beach County Sheriff's Office</i>
<i>Chief Craig Hartmann</i>	<i>Highland Beach Police Department</i>
<i>Chief Robert Mangold</i>	<i>Atlantis Police Department</i>

Members Absent:

<i>Sheriff Ric Bradshaw</i>	<i>Palm Beach County Sheriff's Office</i>
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Approval of Region XII Criminal Justice Training Council Meeting Minutes – November 14, 2014

Chief Kitzerow asked Council for approval of the November 14, 2014 minutes. Motion for approval by Chief Mangold seconded by Chief Jenkins. Minutes were approved.

Chief Kitzerow acknowledged all the work the Criminal Justice staff does and thanked them for work well done.

Legislative Updates and CJSTC Rule Changes – Director Larry Schroeder

- *January Audit – We had (1) audit criticism in Vehicle Ops course, an intern instructor signed the proficiency sheet instead of certified instructor.*
- *Audit Changes: Audits will be conducted by the Field Specialist, when an academy ends, the field specialist will have 30/60 days to audit files.*
- *Joni Livingston is in Tallahassee overseeing the new Training Center Directors Course. She will be using our Corrections Academy and Advanced/Specialized Training files as examples for other training centers to use.*

- *List of classes in progress:*
 - *4 Law Enforcement Academies*
 - *1 Corrections Academy*
 - *1 Auxiliary*
 - *1 Cross-over*
 - *(1) 9-1-1 Telecommunicators Course*
- *Fair and Impartial Policing offering sessions in March and July. Working with them to offer sessions either in Academy or as Advanced/Specialized Training.*
- *Juvenile First Offender classes added as subset in Academy without extending academy hours. Requesting Council input. Council agrees training is favorable for recruits. Director Schroeder will work with Major Davis and will present findings to the Council.*

Criminal Justice Institute Update – Director Larry Schroeder

- *Analysis of last 18 Law Enforcement academies, success of employment was 59%.*

Region XII Trust Fund Report – Deepika Dias

- *First Semi Annual Report was submitted*
- *Audit for Trust Fund was perfect*

Advanced/Specialized Training – Director Larry Schroeder

- *IPTM received a grant for Traffic Course Training 3 courses between now till summer, classes are free.*
- *Discussion regarding officer appropriate attire to wear while attending Advanced/Specialized Training classes. Council suggested that Director Schroeder create standard attire policy and send to Chief's for approval.*

Selection Center Updates – Director Larry Schroeder

- *May Academy is full*
- *There was discussion regarding agencies hiring requirements specifically tattoos.*

Meeting was adjourned at 9:15 am

***The next Criminal Justice Standards and Training Commission Meeting is scheduled
May 4-7, 2015
Daytona Beach, FL***