

**VERMONT CRIMINAL JUSTICE TRAINING COUNCIL**  
**November 18, 2020**  
**PITTSFORD, VERMONT**  
**9:00 AM Teams Meeting**

**Members in Attendance**

Chief Christopher Brickell, Chair, Vermont Association of Chiefs of Police  
Heather Simons, Vice Chair, Proxy for Interim Commissioner James  
Baker, Vermont Department of Corrections  
William Sheets, Interim Executive Director, Vermont Police Academy  
David Scherr, Proxy for Attorney General TJ Donovan, Vermont Attorney General's Office  
Gary Moore, Public Seat  
Mark Anderson, Vermont Sheriff's Association  
Commissioner Michael Schirling, Vermont Dept of Public Safety  
Michael Major, Vermont Police Association  
Jason Batchelder, Proxy for Commissioner Louis Porter, VT Dept of Fish &  
Wildlife  
Silas Loomis, VT Constables Association  
Anthony Facos, Proxy for Commissioner Wanda Minoli, Vermont Dept of Motor Vehicles  
Erica Marthage, Bennington County State's Attorney

**Absent**

**Other Attendance**

Jacob Humbert, Assistant Attorney General  
Major Ingrid Jonas proxy for Commissioner Michael Schirling, Vermont Dept of Public Safety  
Gail Williams, Vermont Police Academy  
Drew Bloom, Vermont Police Academy  
Cynthia Taylor-Patch, Vermont Police Academy  
Trevor Whipple, Vermont Leagues of Cities and Towns  
Gwynn Zakov, Vermont Leagues of Cities and Towns

- 1. Call to order:** Meeting called to order at 9:02
- 2. Approval of Prior Minutes:** Gary Moore made a motion to accept the minutes from October 21<sup>st</sup> and November 3<sup>rd</sup> meetings as written. Second by Michael Major. All in favor. Motion carried.
- 3. Announcement of Interim ED and welcome:** Chief Brickell introduced and welcomed William Sheets as the Interim Executive Director at the Police Academy.
- 4. Vote to remove the interim management team:** Constable Loomis made a motion to remove the management team. Second by Major Jonas. All in favor. Motion carried.

- 5. Discussion of “Safe Policing Standards” and certification of agencies by VCJC:** An executive order was put into place on June 16<sup>th</sup> requiring law enforcement agencies seeking DOJ funding to be in compliance and certified. Agencies must meet certain standards to qualify. The CJTC is the certifying body. Commissioner Schirling is working with ADS on an interactive portal for reporting but suggests in the meantime agencies should send in their letters to the Academy.
- 6. Continuation of the ED search:** The reposting will likely be useful for members of the hiring committee to refer to who have been involved in the process. Sheriff Anderson and Commissioner Schirling are willing to help. Michael Major and Chief Brickell have volunteered to sit on the committee also.
- 7. Interim ED update:**
- Post Director of Administration Position (Drew Bloom) \*\*Will be posted this week
  - Reopen the Search for the Executive Director position
  - Determine best options for candidate assessment (Written/PT/MMPI) Limit each date to 20
  - Established dates are Nov 21st for Fish and Wildlife, Dec 5th for all others
  - Concerned over COVID but need to balance needs for incoming class
  - Review of all VPA classes, all levels and in-service to ensure mission critical/tied to certification, be as cautious as possible due to COVID-19
  - Create binders for 24 VCJC members as a resource and match that resource electronically.
  - Review S. 124 for suggestions to the VCJC to create sub-committees
    - Examples: Training alternatives to the current VPA basic course
    - Review of written/PT/MMPI
    - Review of all curriculum at all levels for cultural sensitivities, etc.
    - VPA course offerings that are not overnight in all parts of the state
    - Portfolio Assessment from Level II to Level III certification
  - Graduation: Tuesday December 22nd at 1100 am (anticipate a closed event)
  - 111th VPA class: Scheduled to begin on 03/15/21 (still thinking 30 for the max here)
  - VSP Pre Basic begins on 02/22/21
  - Likely to be restricted to 30 people
  - If we delayed and vaccines were prioritized and mandatory could we expand?
  - Pressures: Organizational/Instructional support for the VPA with the increased pressure of staffing needs, etc.
  - Anticipated Waivers: Due to COVID-19 we anticipate a spike in the request for waivers, primarily related to the use of force and taser certification/training. Director of Administration Drew Bloom will send out detailed UOF instruction options to UOF instructors and agency heads ASAP.
  - New suggested Sub-Committee’s once new Council is established
  - Review written/MMPI and PT testing process
  - Review of alternative training delivery for Level II training
  - Review of alternative path to level III certification
  - Review of alternative training delivery methodologies for the basic level III
  - Review of alternative training delivery methodologies for all in service
  - Budget pressures: General discussion about fiscal and programmatic needs.

Council members expressed their gratitude and thanks to Bill for coming on board and helping.

**8. Adjourn:** Constable Loomis made a motion to adjourn. Second by Heather Simons. All in favor.  
Motion carried.

- Meeting adjourned 9:52

DRAFT