

## **VCJC Canine Committee Meeting**

**Date:** August 25, 2022

**Members Present:** Dunlap, Dewey (via video), Giolito, Radford (report writer), Ryan, Slusser, Sterling (via video), and Cloud (by phone).

**Non-Members Present:** Deputy Director Chris Brickell and Director of Administration Lindsay Thivierge.

*Meeting Called To Order 1423 hours by Chair Dewey.*

A motion was made by Dunlap to approve the minutes from April 14, 2022 with amendments. These amendments include taking Schutt out of the minutes (there was a paragraph that advised he had made a motion at this meeting but he was not there so this was an error) and taking Carifio off the list as being present (he was not) and out of paragraphs 4, 7 and 10.

Radford made a motion to accept the above-mentioned changes and it was seconded by Slusser and the motion passed with a majority vote.

Slusser made a motion to accept the August 10, 2022 minutes. Radford seconded and the motion passed with a majority vote.

Radford made a motion to accept as the dates for the next three meetings for this committee to be September 15, October 11 and November 15 of 2022 (all at 1400 hours). Dunlap seconded and the motion passed with a majority vote.

Assistant Director Brickell gave an overview of what he is looking for from the canine committee. He advised that having gone through a

recent audit at the academy, he is concerned with the lack of documentation by the police canine program. He said he is making several changes. He is making it the committee's responsibility, led by head canine trainer Ryan, to make sure police canine teams in the program are compliant with their required record keeping standards. He said that he looked over the record keeping and found that 17 teams were out of compliance, and another 12-14 were close to not being compliant. He advised that the committee has a high responsibility to make sure canine teams get their records in when required and that documenting training is of utmost importance.

Dewey advised that the request to produce records for the entire program for a single month with just 2 days' notice made it difficult for compliance. He advised he believed that the entire program had their own individual records but that the handlers just need to tweak their records to match the compliance request.

Assistant Director advised that he believes that the program falls short with its documentation of having 8 out of the 16 hours with an instructor. He advised it is the committee's responsibility and Ryan's to keep an eye on the records. He brought up a scenario where there is litigation and we need records for court. He advised that the committee sets the program standards but that the Council has oversight. The only way for success is that the program needs to submit monthly records. The program needs to be in compliance with standards. Ryan advised that Dewey worked on Packtrack to help record keeping.

Slusser advised that we need 8 hours with an instructor, 8 without. Assistant Director asked why we accept training at the end of the year for people that are out of compliance. He found the standard that we need a minimum of 5 certifiers in some cases and 3 in others so there is confusion in the standards.

Many discrepancies occur in the standards. Assistant Director discussed how anyone after January of 2007 has to take a PT Test. The standards

need to be examined and the committee needs to meet each month. It may be a good idea to have an annual review of standards. Dewey asked what are the public meetings rules.

A new challenge is getting a quorum with meetings. There is nothing wrong with 2 or 3 members getting together for discussions but for any meeting you need a quorum and it has to be open to the public.

Radford brought up how records used to be monthly and yearly with RMS. Sterling recommended making Ryan a manager of Packtrack to be able to access records. \$140 from the academy makes Ryan the Packtrack manager. This should be approved in the near future according to Deputy Director. Thivierge advised that once Packtrack approved by the State it will be implemented.

Assistant Director advised that if the program is Council certified, then training has to be done. People have to move their schedules to accommodate the academy so committee members should be attending the upcoming committee meetings. Ryan has to be at the VPA per the Assistant Director to observe the trainings. Trying to legitimize the entire program requires Ryan to be at the academy observing its members. Recertifications should be at the academy according to the Assistant Director.

In-service can be in the field but you have to document when it is in-service. The assistant director advised that the requirement is 8 hours so you have to do 8 hours of training. Slusser advised that travel time is not training. It has to be 8 hours start to finish. He also advised that VSP is NESPAC certified.

Assistant Director advised that he wanted Ryan overseeing NESPAC if they are VT certified teams. Dunlap asked if its ok to certify VT Standards at the Windsor Prison where VSP does its training for NESPAC and the Assistant Director advised as long as it includes what

the VT standards are it is acceptable but that Ryan has to be there for the oversight of those dogs when testing.

The Assistant Director advised we can do NESPAC certifications in Windsor if Ryan is present. Assistant Director asked if a NESPAC dog can certify at the academy and then he advised it would be OK if Ryan had the oversight on the State and Slusser had oversight on NESPAC.

There was a question if NH dogs certifying at the VPA would be acceptable and the answer by Assistant Director was yes.

Dewey discussed page 13 standards. The national standards say 16 hours per month per team. It doesn't go into different disciplines. As long as you are doing 16 hours of training it is acceptable. Slusser advised 8 hours must be with instructor, 8 on own. Theoretically can do just 8 hours with just one discipline. An example is a dog that is just drug certified. Slusser advised he recommended it should be 8 hours each month for each discipline.

Assistant Director and Thivierge left the meeting at 1552 hours.

Dewey asked of Slusser about NESPCA requirements; Slusser advised that NESPAC requires training as follows: 3 trainings per quarter per discipline with instructor.

Radford requested we each individually look at the current standards to determine if anything needs work/modification/removal. Dewey to send out an email to the Committee with this request.

Motion by Sterling to adjourn, seconded by Giolito.

Meeting concluded at 1610 hours.

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