

**SOUTHWESTERN ILLINOIS LAW ENFORCEMENT COMMISSION
BOARD OF DIRECTORS MEETING**

Due to COVID-19 - Zoom Meeting was held
Sept. 23, 2020 – Wednesday – 10:00a.m.

Minutes

The meeting was called to order at 10:00 a.m. by President Richard Watson.

Members of the Board of Directors present on Zoom:

Mark Eckert	Kevin Schmoll
Steve Evans	James Sullivan
Marc Hoffmann	Richard Watson
Cheryl Maguire	Don Weber
Doug Maue	Alan Winslow
Neal Rohlifing	

Staff Present on Zoom:

David Hayes, Scott Williams, Sharon Bockewitz

Guests:

No guests

The Pledge Allegiance was given and Director Winslow gave the invocation.

Quorum: Yes

Item No. 6 on the Agenda – Approval of Minutes – May 6, 2020

Motion was made by Director Eckert and seconded by Director Winslow that the minutes of May 6, 2020 be approved. Motion was carried with no dissenting votes.

Item No. 7 on the Agenda – Correspondence

Director Hayes stated the following correspondence was e-mailed out.

- a. FY'20 Audit Engagement Letter
- b. FY'20 Audit Training Report
- c. Memorandum of Understanding – Re; Employee Vacation Time

Item No. 8 on the Agenda – Expenditures (May, June/Final FY'20 & July, August FY'21)

Motion was made by Director Eckert and seconded by Director Schmoll to approve the expenditures for May, June/Final FY'20 & July. August FY'21. Motion carried with no dissenting votes.

Item No. 9 on the Agenda – Executive Committee Report

A.) Budget Issues

Director Hayes stated that we did receive 7/8th (\$100,600) of our State awarded budget from the PTB for FY'2020. Because of the Covid-19 shutdown and the number of classes that we were forced to cancel we still came in under budget by \$25,700.

B.) – FY'20 – Training Audit Report

Director Hayes stated there were no findings in the initial Audit for FY'20 conducted by Frank Hollis. The Auditor did bring up an issue relating to the compensation of employee accrued vacation time which we will discuss under new business.

Motion was made by Director Evans and seconded by Director Schmoll to approve the FY'20 Training Audit Report as presented. Motion carried with no dissenting votes.

C.) – FY'20 Engagement Letter for Administration Audit

Director Hayes stated we received Auditor Frank Hollis's Audit Engagement letter to conduct the FY'20 Audit for the Administration (SILEC.)

Motion was made by Director Eckert and seconded by Director Evans to approve the FY'20 Administration Audit Engagement letter as presented. Motion carried with no dissenting votes.

D.) – Annual SILEC-SIPCA Awards Banquet

Director Hayes stated that because of the Covid-19 issues we are going to have to postpone our Jan. 21, 2021 date to Thursday, April 29, 2021 at the DoubleTree in Collinsville. We will keep you updated on that, we have a November meeting and a March 2021 meeting prior to the Awards date.

E.) – PTB Issues

Director Hayes stated that the PTB Meeting was held on Sept. 2 & 3, 2020. Sheriff Watson stated we are going to try to get some secured funding, it's a work in progress.

Item No. 10 on the Agenda – Staff Activity Report

- a. Our FY'21 Budget was due to the PTB by April 1, 2020, the board requested a 6% reduction. We were tentatively awarded the same budget as last fiscal year; the reality will depend on cash flow of the Traffic & Criminal Conviction Surcharge Funds.
- b. On 9/22/20 we received 25% of our 1st Qtr. Payment from the PTB, which amounted to \$39,163.64
- c. SILEC hosted 25 courses in July & August. 15 were cancelled due to Covid related issues.
- d. On-Line Training on SILEC Website:
 - i. Monthly Law Case of the Month (2 cases p/mo. since March 2019) - 473 for May and 403 for June.

- ii. Just released the IL Secretary of State Police annual criminal law and vehicle code update class.
- iii. SILEC is developing a training video on the subject of Use of Force Law and Decision Making and we are working on an online video webinar from Calibre Press entitled "Implicit Bias; Understanding It's Impact on Actions & Decisions"
- iv. Negotiating with an Instructor to present a Mental Health training class, via Zoom virtual.
- v. We are planning to present a robust training schedule in the spring, after the State of Illinois reaches Phase 5 of Restore Illinois.

Item No. 11 on the Agenda – Unfinished Business

Director Hayes stated that the ISP joining the MTU System is still pending.

Item No. 12 on the Agenda – New Business

MOU – Benefit Compensation Issue – Vacation Time

Director Hayes stated that during our FY'20 Training Audit – Auditor Frank Hollis questioned how SILEC compensated employees for earned vacation time between the employee's anniversary date and their date of separation. It was discovered no language was present in the SILEC Personnel Policy Manual that addressed prorated vacation. Therefore, it is understood that any employee that resigns, or retires from SILEC in good standing, shall be compensated for the prorated amount of vacation time they earned between their anniversary date and the date of their employment separation. Motion was made by Director Weber and seconded by Director Schmoll to approve the Vacation Time-Compensation changes. Motion carried with no dissenting votes.

Effective on July 6, 2020, SILEC terminated the position of Part-Time Training Clerk Danielle Panek, she was only with us for about 7 or 8 months. This was due to personnel cuts with the COVID issues and our funding outlook remains in question.

Item No. 13 on the Agenda – Good of the Order

Director Hayes stated that Edwardsville PD called and asked if we would help with funding for a 2-day seminar entitled "Fair & Impartial Policing-Training of Trainers (TOT) Program on Monday-Tuesday, November 16-17, 2020. The tuition is \$600.00 p/p. SILEC is offering to pay half of the tuition to any agency who wishes to register. SILEC is not taking registration

Item No. 14 on the Agenda – Adjournment

Motion was made by Director Eckert and seconded by Director Schmoll to adjourn. Having completed all items on the agenda the meeting was adjourned at 10:35a.m.



Respectfully submitted,

Sharon Bockewitz

By: Sharon Bockewitz
 Recording Secretary