



**Arizona Law Enforcement Accreditation Program
Minutes from Meeting
July 16, 2019
Law Enforcement Summit, Flagstaff Arizona**

ALEAP Commission

Chief Robert DeVries
Commission Chairperson
Kingman PD

Chief Dan Brown
Vice Chairperson
Winslow PD

Chief Joe Brugman
Safford PD

Sheriff Mark Napier
Pima County SD

Ben Henry
Arizona POST

Jim Jellison
Southwest Risk

Ken Strobeck
AZ League of Cities

Mike Frazier
City of Surprise

Jim Thompson
City of Scottsdale
Arizona State University

Roxie Heussner
AACOP Executive Director

Kevin E. Rhea
ALEAP Program Manager

The meeting was called to order at 8:03am by ALEAP Commission Chair Chief Robert DeVries.

1. Role Call of Commissioners

Present: Commission Chair DeVries, Commission Vice Chair Brown, Commissioner Henry, Commissioner Frazier, Commissioner Jellison.

Absent: Commissioner Napier, Commissioner Brugman, Commissioner Strobeck, Commissioner Thompson.

2. Approval of Minutes: Motion by Commissioner Brown, Seconded by Commissioner Frazier to approve the minutes from 4-11-19. *Motion passed 5-0*****

3. Reports from Commission Chair and Program Manager

- A. Budget Report - Program Manager Rhea presented a status update on the ALEAP budget. In the first half of the year, expenditures were \$34,765.61 which represents 45% of the approved budget totals.
- B. Agency Status Reports – Program Manager Rhea reported on several agencies progress in the program. On a call with accreditation managers two weeks ago, updates were received from Wickenburg, who is now working hard on the project. Salt River just shifted several personnel to different positions, so they have a new accreditation manager. Lake Havasu and San Luis continue to make steady progress.
- C. Accreditation Manager Training – Accreditation Manager training class were held in June at both Camp Verde and Tolleson. There were nine different agencies represented at Camp Verde and five agencies represented at Tolleson.
- D. Assessor Training – Training for 17 ALEAP Assessors immediately follows this Commission meeting. Six assessors will be used right after the training to complete on-site assessments for the University of Arizona, Kingman PD and Marana PD.

- E. On-Site Assessment Schedule – The following agencies have scheduled on-site assessments. University of Arizona – July 30 & 31, Kingman – August 5 & 6, Marana – August 13 & 14. Assessors have already been assigned and pre-assessment activities will start after today’s assessor training.
- F. AZPAC / ALEAA – An accreditation PAC (Police Accreditation Coalition) is a networking group of accreditation managers. There is a PAC in Arizona for CALEA agencies (AZPAC), however they voted to not combine groups, but offered to possibly hold joint meetings in the future. We have started our own networking group, the Arizona Law Enforcement Accreditation Alliance (ALEAA) as a forum to encourage communication, mutual cooperation, support and sharing of information between agencies involved in the accreditation program. The first meeting was held two weeks ago and meetings will be held quarterly. At some point in the future, this will be a peer-to-peer network rather than run my ALEAP staff.
- G. Standards Review Committee – Program Manager Rhea reported that a standards review committee has been created to review existing standards and propose changes, if any. The SRC will clear proposed changes through legal counsel prior to the recommended changes being presented to the ALEAP Commission. It is the goal of the Program Manager to only make changes to the standards on an annual basis, unless case law or new statutes make immediate changes to the standards necessary.
- H. ACCREDNET Conference – Program Manager Rhea reported on the AccredNet conference which was held in Boston May 1-3. The hot topic of the conference was if the Commission or staff was required to comply with the Arizona Open Records Act. It is the opinion of our legal counsel that the Commission is not required to comply with open records requests, but they must comply with subpoenas. A recommendation was made to develop a “media packet” about the accreditation program that can be distributed in the event of a media request. Program Manager Rhea will develop something for the Commissions review at the next meeting.
- I. Daigle Law Group Presentation – At the last meeting, Program Manager Rhea reported that he was working on bringing in an expert at the Laughlin conference to train attendees on writing legally defensibly policies and the value of accreditation. PowerDMS has offered to sponsor Captain Joseph Race, Madison PD (Ct), an Attorney with the Daigle Law Group to give the presentation on September 10, 2019 from noon – 1:30pm in the Rio Vista Room at the Edgewater Hotel in Laughlin.
- J. ALEAP Commission Hearing Process – Program Manager Rhea discussed the process of the Commission Hearing at the next Commission meeting. After the on-site assessments, assessors will send their final report to Program Manager Rhea, who will forward them to all Commission Members. At the meeting on September 11th, the agency Chief, accreditation manager and others will appear before the Commission. After the hearing, the Commission will vote to recommend to the AACOP Board that the agency either be recommended for accreditation or not. The AACOP Board will vote, and the awards will be presented at the AACOP general membership meeting the next day. It is anticipated that there will be hearing at all future Commission meetings as agencies complete the self-assessment period.

4. Unfinished Business

- A. Approval of Bullhead City Withdrawal Request – The request by Bullhead City PD to withdraw from the accreditation program was tabled at the last meeting. Motion by Commissioner Frazier, Seconded by Commissioner Brown to approve the withdrawal request. **Motion passed 5-0.** Commission Chair DeVries requested Program Manager Rhea relay the Commission vote with Chief Williamson.
- B. Approval of proposed change to Standard 1.7 – Program Manager Rhea reported that the revision to this standard on Use of Force reporting was tabled at the last meeting. The changes that are proposed makes the standard consistent with the National Program. Bill Amato reported that he supported the change to the standard. Motion by Commissioner Frazier, Seconded by Commissioner Henry to approve the proposed revision to standard 1.7. **Motion passed 5-0.**

5. New Business – Action Items

- A. Approval of proposed change to standard 12.5(k) – Program Manager Rhea proposed a change to standard 12.5(k) about public notification of the annual citizen complaint analysis by adding “,upon request” at the end of bullet K. Bill Amato stated that while there may be legislation in the name of transparency requiring public posting of statistical analysis of citizen complaints, that he would support the proposed change at this time. Motion by Commissioner Brown, Seconded by Commissioner Frazier to approve the proposed revision to standard 1.7. **Motion passed 5-0.**
- B. Approval of proposed change to standard 6.1 – Program Manager Rhea proposed changes to standard 6.1 to clarify the intent of the standard. During the discussion of the proposed change, it was noted that this item was not on the public agenda and would therefore be a violation of the Commission by-laws if there was a vote on this at this time. Program Manager Rhea confirmed section 6.7 of the by-laws states (in part), “The Commissioners present shall have the power at any regular or special meeting, if notice thereof be included in notice of said meeting, to recommend any addition, amendment, or repeal of any standard”. Section 6.3 allows for meetings to be conducted electronically. This meeting served the purpose of the public notice of the intent to amend the standard. Motion by Commissioner Brown, Seconded by Commissioner Frazier to vote on the amended standard by special electronic meeting after this public notice on the proposed revision to standard 6.1. **Motion passed 5-0.**

Note: On July 17, 2019, There was an electronic vote on this proposed change. Motion by Commissioner Brown and DeVries, Seconded by Commissioner Jellison to approve the proposed changes to standard 6.1 as proposed on July 16, 2019. **Motion passed 6-0.** (Commissioners Devries, Brown, Frazier, Jellison, Strobeck, Brugman. No response from Commissioners Henry, Napier and Thompson)

- C. Approval of ALEAP Enrollment Applications – Three applications were brought before the Commission for enrollment into the ALEAP Accreditation Program.

Camp Verde Marshal's Office (represented at the meeting by Town Marshal Corey Rowley, Commander Brian Armstrong and Accreditation Manager D/Sgt Butler). Motion by Commissioner Frazier, Seconded by Commissioner Brown to accept the application of the Camp Verde Marshal's Office into the ALEAP Accreditation Program. **Motion passed 5-0.**

The Jerome Police Department (Chief Alan Muma) completed an application for enrollment into the ALEAP program. Motion by Commissioner Frazier, Seconded by Commissioner Henry to accept the application of the Jerome Police Department into the ALEAP Accreditation Program. **Motion passed 5-0.**

The Miami Police Department (Chief Keith Thompson) completed an application for enrollment into the ALEAP program. Motion by Commissioner Brown, Seconded by Commissioner Henry to accept the application of the Miami Police Department into the ALEAP Accreditation Program. **Motion passed 5-0.**

- 6. Items from Commission Members:** Vice Chair Brown brought up two items for the Commission's consideration and possible future action.
- A. Program Manager Rhea should investigate assigning AACOP email addresses to Commissioners for ALEAP business.
 - B. Program Manager Rhea should review the importance of Commissioner attendance at Commission meetings since all future Commission meetings will also include Accreditation Hearings/Votes to award accreditation to agencies.

Program Manager Rhea will be looking into both of these issues and report back at the Commission meeting in September.

- 7. Next Meeting Date:** The next meeting of the Arizona Law Enforcement Accreditation Program Commissioners will be on September 11, 2019 at 1:00pm in the Taos Room, Edgewater Hotel in Laughlin, Nevada, during the 2019 AACOP Conference and Vendor Show.

2020 Meeting Dates:

January 30, 2020 – Gilbert PD, San Tan Substation
April 16, 2020 – Glendale Public Safety Training Facility
July 14, 2020 – Little America Hotel, Flagstaff
September 15, 2020 – Edgewater Hotel, Laughlin, Nevada

- 8. Adjournment:** With no other business, the meeting was adjourned by Commission Chair DeVries at 9:15am.