



# Illinois Police Accreditation Coalition

MEETING MINUTES  
JULY 17, 2019  
ALGONQUIN POLICE DEPARTMENT

## Agencies in Attendance

### IPAC BOARD

President

Ernie Knight  
University of Chicago PD

Vice President

Ben Kadolph  
Oak Brook PD

Vice President

Chris Fry  
Deerfield PD

Vice President

Chrissie Sobanski  
Wood Dale PD

Vice President

Marie Alexander  
Mundelein PD

Treasurer

Katie Pentecost  
Glendale Heights PD

Secretary

Stephanie Erb  
McHenry PD

Addison Consolidated Dispatch Center	McHenry County Conservation PD
Barrington Hills Police Department	McHenry Police Department
Bartlett Police Department	Mundelein Police Department
College of Lake County PD	Rockford Police Department
Crystal Lake Police Department	St. Charles Police Department
DuPage County Forest Preserve PD	University of Chicago Police Department
Elmhurst Police Department	University of Illinois at Chicago PD
Glendale Heights Police Department	Waubonsee Community College PD
Hanover Park Police Department	Westmont Police Department
Huntley Police Department	Western Springs Police Department
Lake Zurich Police Department	Willowbrook Police Department
Lombard Police Department	Wilmette Police Department

## Call to Order

The meeting was called to order by President Ernie Knight (University of Chicago PD) at 10:02am. The PAC was welcomed by Algonquin Chief Bucci.

## Approval of Minutes

Minutes of the June 17, 2019 (Bartlett PD) were reviewed. Motion to approve the minutes was made by Larry Pincsak (Bartlett PD). Seconded by Joe Menolascino (Lombard PD). Motion Passed.

## Treasurer's Report

Treasurer Katie Pentecost (Glendale Heights PD) shared we had a starting balance of \$3,731.58. We had deposits in the amount of \$7,400.68 for membership dues. Expenses included \$198.07 paid to Larry Pincsak (Bartlett PD) for meeting reimbursement. Our ending balance is \$10,934.19. Motion to approve the treasurer's report was made by Bill Walsh (Barrington Hills PD). Motion was seconded by Christina Austin (Huntley PD). Motion passed.

## Secretary's Report

Secretary Stephanie Erb (McHenry PD) shared that she and VP Chrissie Sobanski (Wood Dale PD) have been making updates to the website. If anything does not function properly or there are ideas of content to include please reach out to either Stephanie or Chrissie.

## Upcoming Mock Assessments

- VP Ben Kadolph (Oak Brook PD)      Not in attendance. But wanted to pass on that Kankakee PD is requesting a mock on Wednesday August 28. They are 5th edition tier 1. There is only one person who has volunteered. So need more team members. Please reach out to Ben ASAP. Ernie Knight (University of Chicago PD) encouraged everyone to be involved. Kankakee is both ILEAP and CALEA so it is a good opportunity to see both in action.
- VP Marie Alexander (Mundelein PD)      Crystal Lake PD has their mock assessment Friday July 26. Team is set.
- VP Chrissie Sobanski (Wooddale PD)      None reported.
- VP Chris Fry (Deerfield PD)      None reported.

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## Old Business

- Statutes
  - Recreational Marijuana goes into effect January 1, 2020. Stephanie Erb (McHenry PD) has received a number of agencies policies from all over the county which are available in the online storage folder. Ernie Knight (University of Chicago PD) reminded everyone that Illinois statute may be different but utilizing marijuana is against Federal firearms
- Miscellaneous
  - Holiday Luncheon
    - Katie Pentecost (Glendale Heights PD) shared a possible venue for our annual December Holiday Luncheon. It is named Westwood Tavern and Tap in Schaumburg. The date would be the first Friday in the Month of December which is December 6, 2019. The cost is approximately the same cost as past years at the per person rate of \$25. We would have the west dining room which holds up to ninety people. The luncheon would occur from 12pm to 3pm. A motion to approve this location, date, and time was made by Larry Pincsak (Bartlett PD). Motion seconded by Christina Adcock (DuPage County Forest Preserve). Motion Passed.

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## New Business

- Membership Request
  - Westmont PD had been a member in the past. They are back and would like to request to join the I-PAC again. A motion was made by Larry Pincsak (Bartlett PD) to accept Westmont PD's application for membership. The motion was seconded by Donnie Gasparini (Winnebago County SO). Motion Passed.
- Donations
  - The topic of if the PAC should donate to not just line of duty deaths but to those deaths. Specifically mentioned was suicides and non-sworn deaths.
  - Laura King (McHenry County Conservation Police) suggested a survey be conducted in order to collect data to try to determine how often the I-PAC would be donating
  - Sherianne Hermes (ACDC) said it is the thought that county to the family
  - Don Gasparini (Winnebago County Sheriff's Office) reminded the members we are getting off the mission of the I-PAC and he would suggest a case by case basis
  - It was decided to collect data and then discuss it again at next meeting
- Website
  - Ernie Knight (University of Chicago PD) reminded all to look to see who their assigned Vice President is they serve as your agency's contact person

## New Business continued

### Recent Mocks, Web-Based Reviews and On-Sites

#### Mocks

- none

#### Web Based Reviews

- Veronica Salazar (Wheeling PD) had Portia Swinson and had no issues to share.
- Wilmette PD (Sam Walker) had CSM James Carmody did 100 policies, the CSM wanted the evaluations to be broken down, one for records, one for patrol, etc.
- Christina Adcock (DuPage County Forest Preserve PD) CSM Brian Childress wants them to pick out all 40 of their standards for his review (they are tier one)
- Marie Alexander (Mundelein PD) had Dorris Certain as their CSM. Marie provided members with the reminder of making sure your directives cover exactly what the standards say.
- Don Gasparini (Winnebago County SO) CSM was Jay Murphy. Don had to reach out the day before to provide the CSM with his contact information in case needed but other than that went smoothly
- Larry Pincsak (Bartlett PD) had Russ McElwee as a CSM. There was no phone contact whatsoever. It seems the way that CALEA wants it, less friendly advice, they just want the CSMs in your files

#### On-Sites

- None

#### Miscellaneous information for mocks, web-based reviews, and on-sites

- Ernie Knight (University of Chicago PD) shared with the members that some CSMs will tell you to pick your own standards for them to review. Do not pick the ones you are most comfortable with, what that will do is get you through the immediate annual review, however you have not made any progress for the next few years, do not direct them to the ones you are most prepared on you need to make sure you are keeping up. It is not just getting through to the next deadline, it is setting it up as an on going process.
- Christina Austin (Huntley PD) not getting much feedback, suggests if you want feedback on some thing specific to ask. Huntley is in their third year review and although had feedback year one every year after that seems like it is just marking things off.
- Christina Austin (Huntley PD) had a question for Larry Pincsak (Bartlett PD) regarding files that may or may not be looked at. Larry stated after his onsite he had

### Standards Due

- 11.3.4 Police Action Death Investigations, get the training out and your policies up to date as well.

### Other New Business

- Donnie Gasparini (Winnebago County SO) asked how the on site process is now. Ernie Knight (University of Chicago PD) shared that the assessors will hone in on focus areas from beginning to end, do a deep dive into those focus areas. Standards may be re-checked so keep that in mind. Larry Pincsak (Bartlett PD) is having a different experience, he was given an agenda with a long list of interviews to be conducted in addition to the four areas of focus. The list of interviews is high liability topics (evidence, use of force etc). Ernie Knight (University of Chicago PD) during agency tour if they see something they may re-check it. Larry Pincsak (Bartlett PD) leading up to the onsite he had Team Leader is the only one who will have access to CIMRs. the CEO feedback will not be unlocked for the agency to put in until after the on site.

## New Business continued

### Other New Business continued

- The CALEA accreditation manager program was discussed. Many expressed the on line course is easy if you have been an AM for awhile, it is a great thing to do if you are just starting up. Tim Podlin (Hanover Park PD) advised he went through it since he was away for a few years and found it helpful.
- Joe Menolascino (Lombard PD) said all of the November conference hotels are sold out they are now using a third hotel
- Larry Pincsak (Bartlett PD) advised a lot of agencies are up for their awards at this conference which may be why so many are attending

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## Adjournment

Motion to adjourn was made by Joe Menolascino (Lombard PD) and seconded by Sam Walker (Wilmette PD). Motion Passed. Meeting was adjourned at 11:14am.

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## Next Meetings

- ☞ August 21, 2019 at Schaumburg PD
- ☞ September 18 , 2019 at Bensenville PD
- ☞ October 16, 2019 at Elk Grove Village PD
- ☞ November No Meeting Conference Month
- ☞ December 6 2019 Holiday Luncheon at Westwood Tavern Schaumburg
- ☞ January 15, 2020 at Wood Dale PD
- ☞ February 19, 2020 TBD
- ☞ March 2020 No Meeting Conference Month

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## After Meeting Training

- Chief J.C. Paez (Waubensee Community College) provided training on the Northern Illinois Critical Incident Stress Management Team.