



**Federal Law Enforcement Training Accreditation Board
Board Meeting
November 5, 2009
San Francisco, California**

I. Call to Order

CAPT Mark Wilbert Chairperson called the Board meeting to order.

II. In attendance

Voting Members: 16 present – 11 needed for a quorum (attendance sheet attached).

III. Welcoming Remarks and General Comments

CAPT Wilbert introduced Federal Reserve Bank San Francisco Police Chief Frank Lowe.

Chief Lowe welcomed everyone to the Federal Reserve Bank and had everyone rise for the presentation of the colors.

Federal Reserve Bank San Francisco Honor Guard presented the colors.

Chief Lowe spoke of the Chinese tradition of the Lion Dance performance at law enforcement events to bring good luck and good fortune. Chief Lowe presented local lion dancers who presented the traditional Lion Dance.

Vice-Chairperson Don Webb presented CAPT Wilbert a certificate of appreciation for his dedication and commitment as the Chairperson of the FLETA Board. In August, the Coast Guard command promoted and reassigned CAPT Wilbert and this is his last meeting with the FLETA Board.

IV. Accreditation Awards

CAPT Wilbert announced two Board Review Committees met on Wednesday, November 4, 2009, and conducted reviews of the following agencies:

Initial Accreditations:

USAF-OSI Basic Special Investigator's Course
CBP/BP Spanish Task-Based Language Teaching Program

Reaccreditations:

USAF – Special Investigations Academy
FLETC – Boat Operators Anti-Terrorism Training Program
FLETC – Marine Law Enforcement Training Program
FLETC – Law Enforcement Driver Instructor Training Program
FLETC – Law Enforcement Control Tactics Instructor Training
IRS – National Criminal Investigation Training Academy
IRS – Special Agent Basic Training Program

Following the reviews, the FLETA Board went into Executive Session, reviewed each application for accreditation and considered the Board Review Committee recommendations. The Board approved each application for accreditation or reaccreditation.

USAF-OSI Basic Special Investigator's Course (BSIC) - CAPT Wilbert called upon Board Member Timothy Danahey to report the results of the BSIC review. Mr. Danahey announced the Board unanimously approved the BSIC for accreditation. Mr. Danahey called Director Jeffrey Specht to come forward and receive their certificate awarding accreditation.

CBP/BP Spanish Task-Based Language Teaching Program (STBLTP) - CAPT Wilbert called upon Board Member Brian Lamkin to report the results of the STBLTP review. Mr. Lamkin announced the Board unanimously approved the STBLTP for accreditation. Mr. Lamkin called Chief Scot Luck to come forward and receive their certificate awarding accreditation.

USAF-Special Investigations Academy (SIA) - CAPT Wilbert called upon Board Member Mark Logan to report the results of the SIA review. Mr. Logan announced the Board unanimously approved the SIA for reaccreditation. Mr. Logan called Director Jeffrey Specht to come forward to receive their certificate awarding reaccreditation.

FLETC-Boat Operators Anti-Terrorism Training Program (BOAT) - CAPT Wilbert called upon Board Member Nancy Stout to report the results of the BOAT review. Ms. Stout announced the Board unanimously approved the BOAT for reaccreditation. Ms. Stout called Deputy Director Ken Keene to come forward to receive their certificate awarding reaccreditation.

FLETC-Marine Law Enforcement Training Program (MLETP) - CAPT Wilbert called upon Board Member John Hughes to report the results of the MLETP review. Mr. Hughes announced the Board unanimously approved the MLETP for reaccreditation. Mr. Hughes called Deputy Director Ken Keene to come forward to receive their certificate awarding reaccreditation.

FLETC-Law Enforcement Driver Instructor Training Program (LEDITP) - CAPT Wilbert called upon Board Member Charles DeVita to report the results of the LEDITP review. Mr. DeVita announced the Board unanimously approved the LEDITP for reaccreditation. Mr. DeVita called Deputy Director Ken Keene to come forward to receive their certificate awarding reaccreditation.

FLETC-Law Enforcement Control Tactics Instructor Training Program (LECTITP) - CAPT Wilbert called upon Board Member Mark Spurrier to report the results of the LECTITP review. Mr. Spurrier announced the Board unanimously approved for LECTITP for reaccreditation. Mr. Spurrier called Deputy Director Ken Keene to come forward to receive their certificate awarding reaccreditation.

IRS-National Criminal Investigation Training Academy (NCITA) – CAPT Wilbert called upon Board Member Diane Schwarz to report the results of the NCITA review. Ms. Schwarz announced the Board unanimously approved the NCITA for reaccreditation.

Ms. Schwarz called Director Terry Stuart to come forward to receive their certificate awarding reaccreditation.

IRS-Special Agent Basic Training Program (SABTP) – CAPT Wilbert called upon Board Member Mike Hanneld to report the results of the SABTP review. Mr. Hanneld announced the Board unanimously approved the SABTP for reaccreditation. Mr. Hanneld called Director Terry Stuart to come forward to receive their certificate awarding reaccreditation.

V. Approval of Minutes

CAPT Wilbert called for approval of the minutes of the FLETA meeting held July 16, 2009. The motion was made and approved.

VI. Reports of Standing Committees

A. Bylaws Committee - Mark Spurrier

No report necessary

B. Standards Steering Committee (SSC) – Don Webb

Mr. Webb reported on the progress of the Standards Revision Initiative noting the working groups have completed their meeting and the process is moving to Phase II. Phase II will include meetings of the project teams to validate the work to date and prepare recommendations for standards to the FLETA Board.

C. Membership Committee – CAPT Wilbert

See Old Business

VII. General Reports

A. FLETA Office of Accreditation – Gary Mitchell

Gary Mitchell reported on the FLETA Office of Accreditation activities (full report attached).

Annual reports were received from:

- CBP – Field Operations Academy
- FLETC – Land Management Police Training Program
- FLETC – LE Instructor In-Service Training Program
- FLETC – LE Fitness Coordinator Training Program
- FLETC – Inland Boat Operator Training Program
- FLETC – Criminal Investigator Training Program
- NCIS – Naval Criminal Investigative Service Training Academy

Mr. Mitchell reported 11 training academies are accredited; of those accredited, five have received reaccreditation. Thirty-five (35) law enforcement training programs are accredited; of those accredited, 11 have received reaccreditation. Currently, 131

applications are on file, of which 77 are in-progress and 23 are for reaccreditation; there are 35 application for academy and 96 applications for program accreditation.

Mr. Mitchell introduced Ms. Stephanie Alvarez, Staff Assistant, and Ms. Pat Perry, Program Analyst, the two newest FLETA staff members. He also thanked the Office of Accreditation staff for all the work they completed to put this meeting together and for the work they complete on a daily basis.

B. Accreditation Coalition – Al Wheaton

Al Wheaton reported the FLEAC now has 66 members and that the group selected Kay Arthur, TIGTA, to fill the secretary's position.

VIII. Old Business

CAPT Wilbert reported on the membership work completed by the Board during the past two days of meetings.

The Board voted to limit attendance at Board meetings to primary Board Members only, thereby eliminating the attendance of alternate representatives.

The Board also decided to change its board size from twenty-three members to twenty-one members.

Both of these decisions are a result of the Board maturing and seeking to become more accountable for its processes and actions. The Board fully recognizes and wishes to acknowledge its appreciation for the past contributions made by alternate Board member representatives. The change in Board membership size from twenty-three members to twenty-one will be handled in an organized transitional manner and will probably not be fully achieved until 2012. The FLETA Office of Accreditation will present a transition plan at the April 2010 meeting.

Still to be completed are the Board membership service requirements including term length, agency or person, and assignment inside agency or department.

IX. New Business

During Executive Session, FLETC Deputy Director Ken Keene made a presentation on a project dealing with continuing education requirements in Federal law enforcement. FLETC will be presenting more information at the April 2010 meeting.

CAPT Wilbert announced Don Webb was appointed by the Executive Committee to fill the chairperson vacancy through the next meeting, when a new chairperson will be elected.

The next Board Meeting will be in Washington, D.C, area, April 20-22 2010.

X. Adjournment of the Open Session

CAPT Wilbert thanked all those present and the FLETA Office of Accreditation staff for making the Board meeting as effective and efficient as possible. Meeting adjourned.



**Federal Law Enforcement Training Accreditation Board
Attendance Roster – November 3-5, 2009
San Francisco, California**

Agency Name	Full Name	Board Role	Voting	11/03	11/04	11/05
Bureau of Alcohol, Tobacco, Firearms and Explosives	Mark Logan	Board Member	YES	X	X	X
Bureau of Alcohol, Tobacco, Firearms and Explosives	Paul Leathem	Alternate	NO			
Bureau of Diplomatic Security	Nancy Stout	Board Member	YES	X	X	X
Customs and Border Protection	Jeff Fuller	Board Member	YES			
Department of Energy	Russell Showers	Board Member	YES			
Department of Interior	John Kmetz	Board Member	YES			
Drug Enforcement Administration	Don Webb	Board Member	YES	X	X	X
Federal Bureau of Investigation	Brian D. Lamkin	Board Member	YES	X	X	X
Federal Bureau of Investigation	Mike Folmar	Alternate	NO			
Federal Law Enforcement Training Center	Mike Hannel	Board Member	YES	X	X	X
Federal Reserve Board	Leonard "Buck" J. Tanis	Board Member	YES	X	X	X
Immigration and Customs Enforcement	Charles N. DeVita	Board Member	YES	X	X	X
Immigration and Customs Enforcement	Donato Coyer	Alternate	NO			
Internal Revenue Service	Lane Timm	Board Member	YES	X	X	X
Internal Revenue Service	Terry Stuart	Alternate	NO	X	X	X
National Oceanic and Atmospheric Administration	Mark Spurrier	Board Member	YES	X	X	X
National Oceanic and Atmospheric Administration	Everett Baxter	Alternate	NO			
Naval Criminal Investigative Service	Tim Carruth	Board Member	YES	X	X	
Office of Personnel Management	Kevin Marshall	Board Member	YES			
Office of Personnel Management	Joseph B. Enders	Alternate	NO			

Agency Name	Full Name	Board Role	Voting	11/03	11/04	11/05
President's Council on Integrity & Efficiency and the Executive Council on Integrity and Efficiency	Richard Moore	Board Member	YES	X		
President's Council on Integrity & Efficiency and the Executive Council on Integrity and Efficiency	Angela Hrdlicka	Alternate	NO-11/03 YES	X	X	X
Secret Service	A.T. Smith	Board Member	YES			
Secret Service	Keith Hill	Alternate	YES	X	X	X
Transportation Security Administration-FAMS	Donald Zimmerman	Board Member	YES			
Transportation Security Administration-FAMS	Tom Kost	Alternate	YES	X	X	X
U.S. Coast Guard	Mark Wilbert	Board Member	YES	X	X	X
U.S. Coast Guard	David Walts	Alternate	NO	X	X	X
U.S. Courts	John Hughes	Board Member	YES	X	X	X
U.S. Courts	Ronald Ward	Alternate	NO	X	X	X
U.S. Marshals Service	Marc Farmer	Board Member	YES			
U.S. Postal Inspection Service	Patrick Corcoran	Board Member	YES			
U.S. Postal Inspection Service	Diane Schwarz	Alternate	YES	X	X	X
American Society of Crime Lab Directors/Laboratory Accreditation Board	Ralph Keaton	Consultant	NO	X	X	
Federal Law Enforcement Officers Association	Tim Danahey	Consultant	NO	X	X	X
FLETA Office of Accreditation	Gary Mitchell	Consultant	NO	X	X	X
Intl. Assoc. of Directors of LE Standards and Training	Jim Dozier, PhD.	Consultant	NO	X	X	X

	November 3	November 4	November 5
Voting Members	16	16	15



Federal Law Enforcement Training Accreditation Board Executive Director's Report November 5, 2009

FLETA Applications (Tab 6) data for this report is through October 28, 2009.

131 applications on file - 77 are in-progress
35 for Academy accreditation and 96 for Program accreditation
23 for Reaccreditation

Applications received from:

Academy (R)	FAMS	Federal Air Marshal Service Training Center (FAMSTC)
Program (R)	FAMS	Federal Air Marshal Training Program II (FAMTPII)
Academy (R)	CBP	CBP Field Operations Academy
Program	USCG	Marine Patrol Officer Course - Instructor
Program	USCG	Ports, Waterways and Coastal Security Course
Program	USCG	Boarding Officer Practical Course
Program	ATF	ATF National Academy, Special Agent Basic Training
Program (R)	CBP	Customs and Border Protection Integrated (CBPI)
Program	CBP	Basic Import Specialist Training
Program	CBP	Regulatory Audit - Basic Audit A
Program	ICE	Instructor Development Training Program
Program	NPS	Seasonal Law Enforcement Training Program (SLETP)
Program 100th	IG	Inspector General Investigator Training Program
Program	FBI	Instructor Development Program
Program	FBI	New Agent Training Program

FLETA Training

Accreditation Manager Training (AMTP 905) – August 4-5, 2009, Glynco, GA – 11 students
Assessor Training (ATP 904) – August 11-12, 2009, Glynco, GA – 10 students
FRB/Assessor Training (ATP 905) – October 5-7, 2009, Glynco, GA – 14 students

FLETA Assessments (Tab 2)

Initial FLETA Assessment

USAF-OSI Basic Special Investigator's Course July 27-31, 2009
Team Leader C. J. Ross, Assessors Carolyn Courtney and Theresa Hoogacker

CBP/BP Spanish Task-Based Language Teaching Program August 18-21, 2009
Team Leader Andy Bettencourt, Assessors Samantha Seaman and Gustav Jakowitsch

Reaccreditation Assessment

USAF – Special Investigations Academy July 7-9, 2009
Team Leader Sally Livingston, Assessors Armando Silva and Toddie Banta

FLETC – Boat Operators Anti-Terrorism Training Program August 3-7, 2009
Team Leader Natasha Fulmore, Assessors Dani Mozzetta and Will Absher

FLETC – Marine Law Enforcement Training Program August 3-7, 2009
Team Leader Al Wheaton, Assessors Morris Berkowitz and Janice Mungin-Bey

FLETC – Law Enforcement Driver Instructor Training Program August 10-14, 2009
Team Leader Don Hines, Assessors Aisha Johnson and Jay Olson

FLETC – Law Enforcement Control Tactics Instructor Training August 18-21, 2009
Team Leader Kim Canitz, Assessors Janella Johnson and Kay Arthur

IRS – National Criminal Investigation Training Academy August 24-28, 2009
Team Leader Ivan Biss, Assessors Mary Latham and Margaret Maestas

IRS – Special Agent Basic Training Program August 24-28, 2009
Team Leader Tonya Lopez, Assessors Phyllis Wade and Bob Fisher

Assessors (Tab 6)

Twenty-seven (18 over previous cycle) assessors and eighteen (+10) shadow assessors were used for a cost of \$38,562.63 (+26,277.82). Assessors were from eighteen (+9) different agencies and averaged 2.7 (+1.2) previous assessment assignments.

Accreditation Incentive Fund (Tab 6)

Funds were expended during the fourth quarter of FY 2009 for the following activities:

1. Accreditation Manager travel to FLETA Board Meeting in Clearwater, FL
- 38 individuals traveled \$35,894
2. Access Training at the Clearwater FLETA Board meeting
- 40 individuals trained \$6,350
3. Initial assessor training - 14 individuals trained \$18,283
4. Shadow Assessors OJT - 3 individuals trained \$5,422
5. Assessors for Agency Self Assessments - 2 individuals used \$3,799

Additional Activities by Month

July 2009

FLETA Board meeting in Clearwater, FL

August 2009

Mr. Don Smith took a position with FLETC.

I attended the USCG Change of Command ceremony for Captain Wilbert.

I met with OPM Center for External Affairs of the Federal investigative Service to talk about the FLETA process.

September 2009

Ms. Stephanie Alvarez joined the FLETA Office of Accreditation as a Staff Assistant

I met with members of the Singapore Home Team Academy to talk about the FLETA process.

Captain Mark Wilbert and I met with OMB to talking about the FLETA process and its funding and location.

October 2009

FLETA Office of Accreditation provided accreditation information at the IACP conference in Denver, CO.

Ms. Pat Perry joined the FLETA Office of Accreditation as a Program Analyst.

FLETA Executive Committee met in Columbia, MD, with guests Dr. Sheldon Greenberg and Darrell Stephens.