



**Federal Law Enforcement Training Accreditation Board
Board Meeting Report
April 16, 2015
Quantico, VA**

115-501 (CFO/OAC)

I. Welcoming Remarks and General Announcements

FLETA Board Chair Brian Peters called the meeting to order at 8:00 a.m. He welcomed all attendees and appreciated the assistance of all the Board members. He then asked the audience to stand for the presentation of the colors by the FBI Police Color Guard.

FLETA Board Member Colonel Shan Nuckols led the meeting attendees in reciting the Pledge of Allegiance.

Mr. Peters thanked the FBI Police Honor Guard and then asked each Board member to introduce themselves (Attendance sheet attached).

Mr. Peters noted it is always nice to be able to bring a group of diverse people together to recognize the hard work that the agencies put in to get to this point. We commend the Accreditation Managers and assessors that look at and put together these packages presented to the Board.

Mr. Peters thanked the DEA for hosting the Executive Session on Tuesday, and the FBI for hosting the rest of the meeting and noted that Deputy Assistant of FBI Training, Mr. Mark Morgan was in the audience.

Dr. Mitchell reported a quorum was present.

Mr. Peters recognized the following new Board members:

Ricardo Colòn - Chief, Security and Law Enforcement Training Division
Diplomatic Security Service

Brett Gunter - Assistant Administrator, Transportation Security Administration

Edward W. Lowery - Assistant Director, Training Division, U.S. Secret Service

Colonel Shan B. Nuckols – Commander, USAF Office of Special Investigations
Academy

Mr. Peters announced that since the last meeting Victor Erevia, Assistant Director, Human Resources and Training Division, U.S. Secret Service left the Board due to retirement.

Mr. Peters also announced because of Angela Hrdlicka's retirement in May, the Board held an election for its vacant 1st Vice-chair position. William Fallon was elected and will fill that position effective June 1, 2015. Subsequently, the Board also held an election for its vacant 2nd Vice-chair position. Domenic McClinton was elected and will fill that position effective June 1, 2015.

II. Approval of Report from Previous Board Meeting

Mr. Peters asked for a motion to approve the report from the November 20, 2014, FLETA Board meeting at the FLETC campus in Glynco, Georgia. Mr. Domenic McClinton made a motion and Dr. Sheldon Greenberg seconded the motion, and the motion carried unanimously.

Mr. Peters asked for a motion to approve the report from the January 27-29, 2015, FLETA Board meeting at the FLETC campus in Charleston, South Carolina. Mr. Domenic McClinton made a motion and Mr. Brad Smith seconded the motion, and the motion carried unanimously.

III. Committee Reports

Mr. Peters noted the Executive Committee met on March 9, 2015, in the FLETA offices in Glynco, GA, to make final preparations for this meeting and a copy of that report is in the Board materials.

Mr. Peters called on Dr. James Ward for the Bylaws and Procedures Committee report. Dr. Ward reported that the members accepted the change of composition of Board. He then read the new composition of the Board.

The Board shall be composed of:

Three seats for Department of Homeland Security agencies;

Three seats for Department of Justice agencies;

Two seats for Department of Defense agencies;

One seat each for the Department of the Interior, the Postal Inspections Service, the Department of Treasury, the State Department, Federal Law Enforcement Training Centers, the Council of the Inspectors General on Integrity and Efficiency;

Four seats for other federal agencies; and

Three seats for non-federal members.

Mr. Peters asked if there was a motion to accept the report, a motion was made by Ms. Angela Hrdlicka and seconded by Mr. Brad Smith. A vote was taken and the motion carried.

Mr. Peters called on Mr. James Gregorius for the Return on Investment Committee report. Mr. Gregorius reported that the ROI survey sent to all authorizing officials. Nineteen of the 34 (56%) officials responded to survey; there were a few comments and no new information to report. The committee recommended merging the ROI committee with Awards & Recognition committee. Mr. Peters asked if there was a motion to accept

the report, a motion was made by Dr. James Ward and seconded by Colonel Nuckols. A vote was taken and the motion carried.

Mr. Peters called upon Dr. Greenberg for the Membership Committee report. Dr. Greenberg reported the committee would follow up on three major topics: approved absences, membership criteria...who applies and how we make notifications, and take another look at permanent Board positions and will come back with recommendations. Mr. Peters asked if there was a motion to accept the report, a motion was made by Mr. Zachary Lowe and seconded by Dr. James Ward. A vote was taken and the motion carried.

IV. General Reports

Mr. Peters said on Tuesday the full Board met in Executive Session to discuss the proposed standards and FLETA procedures, the FLETA budget, to review operational requirements, and to discuss future business.

Also during that time members of the FBI Academy were providing training to the FLETA community.

Mr. Peters called on Dr. Gary Mitchell to provide the Office of Accreditation updates. Dr. Mitchell noted that after this meeting we will have:

18 - Accredited Academies,

96 - Accredited Programs,

and that other items of interest could be found at tab 6 in the prepared Board materials.

Dr. Mitchell also noted that we expect our next meeting will be in November, beginning Tuesday, November 3 and concluding on Thursday, November 5, 2015 at the FLETC Campus in Glynco, GA. Finally he said that a listing of the Annual Reports received since the last Board meeting was included in tab 4 in the prepared Board materials.

Mr. Peters called on Ms. Jennifer Kasper for the FLEAC update. FLEAC Chairman Jennifer Kasper gave the following report: There are currently 187 members. No changes to committees and bylaws. She and Natasha Fulmore met with the Executive Session to go over Academy Standards. Kim Canitz is scheduled to provide training on electronic folders at November board meeting. FLEAC discussed recommended changes to Annual Report form. FLEAC will seek more guidance and formulate questions concerning the Annual Report.

V. Old Business

Mr. Peters reported on the work in progress on program and academy standards and procedures manual by the entire Board. He stated the work continues a transition plan and cross walk will be prepared. Finally, the Board encourages feedback from the community and the Standard Steering Committee continues to serve as a resource for changes.

VI. New Business

No new business was presented.

VII. FLETA Awards

Mr. Peters observed the FLETA process would not work without the leaders who volunteer their time on behalf of this Board. These individuals are a critical link between their agencies, the FLETA Board and the FLETA community. At the November 2014 Board Meeting, the Awards and Recognition committee recommended and the Board agreed to award the Agency Leadership Recognition Award to Captain Tom Walsh of USCG.

The Agency Leadership Recognition Award is the highest award given by the FLETA Board to leaders that have a long-standing history of outstanding contributions to and in superior support of the FLETA mission and process. This is only the second time the FLETA Board has bestowed this honor.

The evaluation criteria and selection process for the Agency Leadership Recognition Award is specifically intended to identify agency leaders worthy of distinguished recognition. Contributions must directly support and contribute to the overall FLETA mission, while demonstrating the highest standards associated with the advancement of the federal law enforcement training mission.

Since the earliest days of FLETA, the USCG has been a stalwart champion of the FLETA process, the Board, and the Office of Accreditation. The USCG has consistently demonstrated the highest standards associated with the advancement of the federal law enforcement training mission. The FLETA Board commends and thanks the USCG and Captain Walsh for the continued leadership and support of the FLETA vision and mission.

Since 2006, the MLEA has been active throughout the FLETA process. The MLEA has and continues to demonstrate excellence in FLETA by sharing model practices with other FLETA members. In particular, MLEA's training risk assessment, analysis process, and instructor feedback forms have been used as the benchmark for other agencies' training programs. In addition, the MLEA:

- led a team in the development and implementation of the Federal Law Enforcement Accreditation Coalition, a community of accreditation managers, assessors and other training professionals that support the FLETA process through self-assessments, community support, and networking opportunities;
- has volunteered and maintained approximately 10% of its workforce as assessors conducting more than 45 assessments for more than 19 different federal agencies;
- supported the development and revision of FLETA accreditation manager, assessor, and team leader training programs; and,

- actively served on the FLETA Board leading the development of the first FLETA Standards for distance learning.

Captain Walsh came forward to accept the award and thanked the FLETA Board and the community for this distinguished award. He said it was an honor to work with such an impeccable USCG team and that the USCG MLEA is a better agency because of FLETA.

Mr. Peters called upon Ms. Hrdlicka to recognize each assessment team member. Ms. Hrdlicka introduced each member and called them up for a photograph with Mr. Peters and Dr. Mitchell.

Terry Walsh from the USCG who has completed five FLETA assessments and was the Team Leader for the CBP Air and Marine Basic Course reaccreditation assessment

Regina Beattie from the AFOSI who has completed two FLETA assessments and was an Assessor for the CBP Air and Marine Basic Course reaccreditation assessment

Michael Yoka from the TSA who has completed one FLETA assessment and was an Assessor for the CBP Air and Marine Basic Course reaccreditation assessment

Joe Collins from the FLETC who has completed three FLETA assessments and was the Team Leader for the CBP Basic Officer Course reaccreditation assessment

Mike Iacomini from the FWS who has completed four FLETA assessments and was an Assessor for the CBP Basic Officer Course reaccreditation assessment

Jason Worchel from the TSA/FAMS who has completed seven FLETA assessments and was an Assessor for the CBP Basic Officer Course reaccreditation assessment

Karen Jones from the PFFA who has completed five FLETA assessments and was the Team Leader for the FBI Hazardous Material Crime Scene Operations initial assessment

Carol Courtney from the TSA who has completed eight FLETA assessments and was an Assessor for the FBI Hazardous Material Crime Scene Operations initial assessment and was also the Team Leader for the TIGTA Academy reaccreditation assessment

James Malcolm from the ATF who has completed one FLETA assessment and was an Assessor for the FBI Hazardous Material Crime Scene Operations initial assessment

Molly Wankel from the ATF who has completed five FLETA assessments and was the Team Leader for the FBI Hazardous Materials Operations Course initial assessment

Joan Chatmon from the USPIS who has completed one FLETA assessment and was an Assessor for the FBI Hazardous Materials Operations Course initial assessment

Paul DeLameter from the FLETC who has completed two FLETA assessments and was an Assessor for the FBI Hazardous Materials Operations Course initial assessment

Rick Bussell from the ICE who has completed four FLETA assessments and was the Team Leader for the VA Law Enforcement Training Center reaccreditation assessment and was also an Assessor for the US Marshals Service Academy initial assessment

Julie Altman from the CBP who has completed six FLETA assessments and was an Assessor for the VA Law Enforcement Training Center reaccreditation assessment and was also the Team Leader for the US Marshals Service Academy initial assessment

John Waters from the FMCSA who has completed two FLETA assessments and was an Assessor for the VA Law Enforcement Training Center reaccreditation assessment

Tom Flanagan from the FLETC who has completed ten FLETA assessments and was the Team Leader for the NASA Protective Services Training Academy initial assessment

Tracey Chase from the FBI who has completed three FLETA assessments and was an Assessor for the NASA Protective Services Training Academy initial assessment

Cynthia Sheriff-Parker from the ICE who has completed one FLETA assessment and was an Assessor for the NASA Protective Services Training Academy initial assessment

Cathy Haney from the FLETC who has completed one FLETA assessment and was an Assessor for the TIGTA Academy reaccreditation assessment

Jeffrey Roberts from the USCG who has completed three FLETA assessments and was an Assessor for the TIGTA Academy reaccreditation assessment

Robert Turner from the USPP who has completed six FLETA assessments and was the Team Leader for the FLETC Uniformed Police Training Program reaccreditation assessment

Darrin Brown from the TSA/FAMS who has completed three FLETA assessments and was an Assessor for the FLETC Uniformed Police Training Program reaccreditation assessment

Laleatha Goode from the FBI who has completed one FLETA assessment and was an Assessor for the FLETC Uniformed Police Training Program reaccreditation assessment

Andrew Kiddey from the USCG who has completed three FLETA assessments and was an Assessor for the US Marshals Service Academy initial assessment

Mr. Peters announced the Board Review Committee reports and the FLETA accreditation awards would be made. He called upon Ms. Hrdlicka to introduce the presenters and agencies receiving accreditation.

Ms. Hrdlicka noted that she led the initial reviews for two academies and two programs for accreditation. The committee was supported by Program Managers Bob Bruton and Christiana Halsey.

Ms. Hrdlicka called upon Mr. Michael Browning to recognize the United States Marshals Service Academy; he noted that their hard work and perseverance was displayed in assessment and presentation. Mr. Browning went on to say he was pleased to announce the Board was awarding initial accreditation to the United States Marshals Service Academy.

Ms. Hrdlicka called upon Dr. Sheldon Greenberg to recognize the FBI Hazardous Materials Operations Course; he noted the package presented to the Board was excellent. Dr. Greenberg went on to say he was pleased to announce the Board was awarding initial accreditation to the FBI Hazardous Materials Operations Course.

Ms. Hrdlicka called upon Mr. Brad Smith to recognize the FBI Hazardous Materials Crime Scene Operations; he noted he was pleased to review this program. Mr. Smith went on to say he was pleased to announce the Board was awarding initial accreditation to the FBI Hazardous Materials Crime Scene Operations.

Ms. Hrdlicka – recognized the Board Review Committee - A led by Mr. James Gregorius, and included: Michael Browning, Dr. Michael Hillyard, Zachary Lowe, Edward Lowery, Domenic McClinton, Curtis Smith, and Ron Ward. This committee reviewed two programs for reaccreditation and was assisted by Program Managers Christiana Halsey, and Bob Bruton.

Ms. Hrdlicka called upon Mr. James Gregorius to recognize the Veterans Administration Law Enforcement Training Center; he noted that this was an eight-week course and the video presentation was very impressive. Mr. Gregorius went on to say he was pleased to announce the Board was awarding reaccreditation to the VA Law Enforcement Training Center.

Ms. Hrdlicka called upon Mr. Zachary Lowe to recognize the Federal Law Enforcement Training Centers - Uniformed Police Training Program; he noted this program provides training to 24 other agencies and it is an outstanding program. Mr. Lowe went on to say he was pleased to announce the Board was awarding reaccreditation the FLETC Uniformed Police Training Program.

Angela Hrdlicka – recognized the Board Review Committee - B led by Dr. James Ward, and included: Ricardo Colòn, Donald Coyer, William Fallon, Dr. Sheldon Greenberg, Colonel Shan Nuckols, Bradley Smith, and Nicholas Trotta. This committee reviewed one academy and two programs for reaccreditation and was assisted by Program Manager C.J. Ross.

Ms. Hrdlicka called upon Mr. Donald Coyer to recognize the TIGTA Academy; he noted it was a good presentation and he commended the staff for a job well done. Mr. Coyer went on to say he was pleased to announce the Board was awarding reaccreditation to the TIGTA Academy.


Ms. Hrdlicka called upon Mr. Domenic McClinton to recognize the CBP Basic Officer Course; he noted the assessment team provided thorough assessment of materials and noted their outstanding job articulating. Mr. McClinton went on to say he was pleased to announce the Board was awarding reaccreditation to the CBP Basic Officer Course.

Ms. Hrdlicka called upon Mr. Donald Coyer to recognize the CBP Air and Marine Basic; he noted they did a good job presenting the program. Mr. Coyer went on to say he was pleased to announce the Board was awarding reaccreditation to the CBP Air and Marine Basic.

Ms. Hrdlicka congratulated the recipients of this Board meeting's accreditation and reaccreditation awards. She then announced that the Board had elected not to accredit the NASA Protective Service Training Academy at this time.

VII. Closing Remarks and Adjournment of the Open Session

Mr. Peters asked for a motion to adjourn the meeting. Ms. Angela Hrdlicka made the motion, Domenic McClinton seconded the motion, the motion carried unanimously, and the meeting was adjourned at 8:58 a.m.

Report prepared by:  May 14, 2015
Gaby B. Mitchell, Ph.D., Executive Secretary Date

Interim Approval:  May 14, 2015
Brian Peters, FLETA Chairperson Date

Full Board Approval: November 5, 2015