



WASHINGTON STATE  
**CRIMINAL JUSTICE TRAINING COMMISSION**  
19010 1<sup>ST</sup> AVENUE SOUTH, BURIEN, WA 98148

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**COMMISSION MEETING**

Wednesday, December 13, 2023  
10 AM

**COMMISSION MEMBERS PRESENT:**

De'Sean Quinn (Chair), Councilman, City of Tukwila  
Rosemary Kaholokula, Municipal Attorney, Skagit County Prosecutor's Office  
Robert Snaza, Sheriff, Lewis County Sheriff's Office  
Erik Scairpon, Chief, Marysville Police Department  
Ryan Dreveskracht, Attorney Presiding over Law Enforcement Practices and Accountability  
Mike Webb, Attorney General's Office Designee  
Tim Reynon, Tribal Representative, Puyallup Tribe  
Darryl Barnes, Officer or First Line Supervisor, Adams County Sheriff's Office  
Kurtis Robinson, Community Member – East of the Cascades  
Jeffrey Anaya, Officer or First Line Supervisor, Vancouver Police Department  
Walter Kendricks, Community Member – East of Cascades  
Velma Lockrem, Tribal Police Officer, Swinomish Police Department  
Trishandra Pickup, Community Member  
Sonia Joseph, Community Member  
Katrina Johnson, Community Member  
Bart Logue, Member with Civilian Oversight Over Law Enforcement

**WSCJTC STAFF PRESENT:**

Monica Alexander, Executive Director  
Tracy Thornburg, Executive Assistant  
Renee Berry, Policy, and Accreditation Manager  
Jerrell Wills, Deputy Director  
Lacey Ledford, Legislative Liaison  
Megan Saunders, Manager, Communications Unit  
Valerie Jenkins-Weaver, Operations Manager, Certification  
Alex Buijs, Program Manager, LETCSA  
Kimberly Bliss, Assistant Director, Certification

**OPENING**

*De'Sean Quinn, Commission Chair*

**Chair Quinn** called the meeting to order at 10:01 AM

**Tracy Thornburg** conducted a roll call of the Commissioners. A quorum was present.

**Chair Quinn** provided his Chair's report leading with appreciation for the significant participation from the Commission members in their willingness to adjust, make changes, and move forward on projects.

## **EXECUTIVE DIRECTOR'S REPORT**

*Monica Alexander, Executive Director*

**Director Alexander** shared the status of the Basic Law Enforcement Academy (BLEA) and Corrections Officers Academy (COA) wait times. Current BLEA Burien location wait time is approximately six months. The BLEA admission wait times have been slowly decreasing since the opening of the WSCJTC Pasco Regional Academy.

WSCJTC's Vancouver Regional Academy is nearly ready to open. A second class is currently in session at the WSCJTC Pasco Regional Academy. WSCJTC Burien location will continue to run 20 classes. Deputy Director Wills and others have been challenged by the task of finding a location for the Northwest Regional Academy. Legislative budget and the amount requested by various sites to use the space is making the process difficult. **Director Alexander** shared a third BLEA class is being scheduled at the WSCJTC Spokane Regional Academy.

**Director Alexander** provided an update on the Corrections Officers Academy. The current wait time is 22 months. Additional classes are being requested in the Governor's Budget for the upcoming Legislative Session. These would be held regionally in hopes of having two on the east side of the state. **Commissioner Snaza** asked what commissioners can do to assist in the communication of needs during the session, as well as, requesting additional instructors in the regions. **Commissioner Robinson** made an official request for talking points. **Commissioner Logue** brought up staffing concerns due to COA admission delays and their effect on incarcerated people. **Director Alexander** asked **Lacey Ledford**, Legislative Liaison, to send talking points containing information they are welcome to share.

**Director Alexander** provided an update from the Facilities Pre-design Team. The team concluded WSCJTC has outgrown its current footprint. There are not enough dorms, classrooms, and covered training areas causing long wait times for stations during training. **Director Alexander** gave examples of course work that recruits can complete during down time. **Commissioner Lockrem** asked about Pre-Flex. **Director Alexander** explained the micro-learning platform of Pre-Flex. **Chair Quinn** requested **Director Alexander** to give an overview of the legislative funding process for WSCJTC. **Commissioner Logue** asked if there has been a decrease in Burien BLEA wait times with the opening of additional regional academies. **Director Alexander** confirmed a decrease, but not significant. **Director Alexander** also shared that two classrooms have been vacated because the building needs structural repair. Approval for repair costs have been allocated to WSCJTC through emergency declaration funds.

A question on conducting hybrid meetings was posed by a group of Commissioners via submitted request. **Director Alexander** responded that WSCJTC does not have the technology to run hybrid meetings. **Commissioner Logue** suggested a lower-tech option such as Zoom or WebEx to accommodate those who cannot be present in-person. **Commissioner Robinson** shared an example for a hybrid option. **Commissioner Snaza** reminded the Commission on the importance of being accredited in relation to meetings and training. The meetings must allow for the community and commissioners to communicate. **Commissioner Kaholokula** shared a

Zoom court example. **Chair Quinn** asked for barriers to be discussed that would prevent a hybrid meeting in compliance with the Open Public Meetings Act (OPMA) standard requirement. **Commissioner Logue** shared a city virtual meeting example. **Commissioner Reynon** explains the importance of keeping the physical in-person meeting at WSCJTC to also comply with OPMA rules. **Commissioner Johnson** reiterated that the representation of community members' ability to participate is critical. **Commissioner Robinson** summed up presented request. **Commissioner Logue** requested an update on the hybrid option prior to the next meeting in March 2024, as there are concerns of weather impact around that time. **Director Alexander** agreed to provide an update once she had additional information.

**Director Alexander** also shared an update to the WSCJTC Law Enforcement Training and Community Safety Act (LETCSA) curriculum. A course on Native American History has been added. In addition, LETCSA Program Manager, **Alex Buijs**, has developed courses around LGBTQIA+, African American Community, and the History of Race and Policing.

## **CERTIFICATION REPORT**

*Kimberly Bliss, Assistant Director, Certification*  
*Valerie Jenkins-Weaver, Certification Operations Manager*

**Assistant Director Bliss** provided an update on the Certification Report and presented the new data charts format. At the last Commission meeting, a request was made to create a Glossary that defines categories of data included in the Certification Report. A Glossary correction was shared. At the bottom of the page, it should read "quarterly tracking" instead of "monthly tracking". Assistant Director Bliss reviewed the Certification Report statistics.

**Commissioner Robinson** asked about what comprises of the year-to-date data. **Valerie Jenkins-Weaver** replied the cases are from 2020 to current. **Commissioner Johnson** asked a question about the total intake number versus the intake review number and what it represents. **Assistant Director Bliss** referred to the Glossary for defining the terms. **Commissioner Webb** commended Certification for the clear presentation, glossary, and for inclusion of the division-initiated category.

**Commissioner Kendricks** asked how many investigators are on WSCJTC staff and their locations. **Assistant Director Bliss** replied that Certification currently has eight investigators but have nine funded and are in the process of hiring for the final position. Certification will be asking in the next bi-annual legislative budget for additional positions. Seven of the nine investigators are located on the west side of Washington State.

**Commissioner Kaholokula** asked how the division initiated complaints and the pathways to file a complaint. **Assistant Director Bliss** gave examples.

**Commissioner Reynon** suggested breaking down the different categories in what qualifies as an administrative closure. **Valerie Jenkins-Weaver** shared WSCJTC is in the process of purchasing a case management program and that the Administrative Closure policy was just revised, included the breakdowns, but will take some time for approval.

**Commissioner Reynon** also asked for an estimate of the time it takes for a complaint to be processed. **Assistant Director Bliss** replied the timeframe is case specific. Complaints get processed faster than Notices of Misconduct.

**Commissioner Logue** asked for clarification of what denied certification entails. **Assistant Director Bliss** explained WSCJTC can both deny and revoke certification. Denials are for applications and occur when there is something in the applicant's background or they were involved in misconduct prior to certification. Certification is currently working on a policy that will assist the stakeholders on the law enforcement side, letting them know earlier whether certification may be denied. Another policy is being drafted to implement a reporting process when WSCJTC has information or complaints of a recruit during the Basic Training Academy. **Commissioner Logue** asked if there is a place where the public can find summaries on these cases. **Assistant Director Bliss** replied that cases are on the WSCJTC website under Certification and there are plans to make it more user friendly.

**Commissioner Robinson** commented on the great progress that has been made and Certification's ability to adapt to the needs of the Commission and the public. **Commissioner Snaza** asked if Certification can look for trends during the background phase and identifying areas of inequity. Additional trends would analyze when revocation occurred in an officer's career and is there training available that could have assisted. **Assistant Director Bliss** responded that currently there is not staff capacity for a trend analysis but will be added to future audit items.

**Commissioner Dreveskracht** asked about intake and waiting for agency investigations to be completed before submission. **Assistant Director Bliss** explained the intake timeline of waiting for the underlying investigation to be completed and review the investigation summary. It is then determined whether to reach out for the complete files. Based upon that, a decision is made regarding an independent investigation for further review for revocation triage.

**Commissioner Joseph** asked about the timeline from intake to the hearing. **Assistant Director Bliss** responded that it is case specific, but that Certification will try to provide an average length of time. **Commissioner Joseph** asked how the forms processing section works. **Valerie Jenkins-Weaver** explained the various forms that Certification processes that are included in the section. **Commissioner Logue** asked if there are some agencies who are not self-reporting as required by legislation. **Assistant Director Bliss** recommended discussing this issue at a future Commission meeting due to the confusion among agencies regarding the language that the statute requires. A WAC revision may need to occur for clarification, After the clarification, education would follow, and then enforcement would ensue for non-reporting. **Commissioner Logue** requested more information regarding this topic in the future.

The meeting went off the record for break at 11:38 AM and resumed at 11:47 AM.

## OLD BUSINESS

### Independent Investigation Team (IIT) Best Practices

*Alex Buijs, Program Manager, LETCSA*

**Alex Buijs** presented the Ad Hoc Committee work plan. She shared the key points for deliverables: track changes version of best practices document, completed actions outline, stakeholder input of details and response, and a memo from staff. The Ad Hoc Committee will review stakeholder input and possibly meet with stakeholders who provided input to answer any questions. The deadline for input on best practices is May 31, 2024, and the product will be placed on the agenda for review at the commission meeting in September 2024.

**Commissioner Scairpon** shared that six Commissioners participate in the Ad Hoc Committee and has room for others to join. The Ad Hoc Committee cannot have a quorum. The May 31, 2024, deadline for input will be communicated through the LETCSA distribution list, on the LETCSA website, and any further recommendations.

## **NEW BUSINESS**

### **Approval of Meeting Minutes**

*De'Sean Quinn, Commission Chair*

**Chair Quinn** called for review and approval of the meeting minutes from the September 13, 2023, Commission Meeting.

**Commissioner Scairpon** motioned to approve. **Commissioner Dreveskracht** seconded the motion. **Commissioner Logue** brought up a spelling error in the meeting minutes and asked for a spell check prior to publishing.

**Motion passes unanimously. Commissioner Robinson abstained.**

### **Canine Evaluator Application**

*Valerie Jenkins-Weaver, Certification Operations Manager*

**Valerie Jenkins-Weaver** presented a Canine Evaluator Application for Lakewood Police Officer Anthony Bucat. **Commissioner Robinson** asked if there were any concerns of misconduct. **Valerie Jenkins-Weaver** shared that Officer Bucat's status is in good standing. A revision to the Canine Certification Requirements policy will be presented to the Commission at an upcoming meeting.

**Commissioner Scairpon** stated that there is room on the Canine subcommittee for Commission members, specifically a Community Member Commissioner. **Commissioners Robinson, Commissioner Johnson, and Commissioner Logue** volunteered to join.

**Commissioner Logue** motioned to approve. **Commissioner Snaza** seconded the motion. **Commissioner Barnes** abstained.

**Motion passes unanimously.**

### **Commission Meeting Remote Participation Request**

*De'Sean Quinn, Commission Chair*

**Chair Quinn** readdressed the request for hybrid/remote commission meetings. Commuting concerns for those not close to WSCJTC's Burien campus could be alleviated if a solution is found. **Commissioner Kendricks** pointed to the poor acoustics of the WSCJTC auditorium and how it may negatively affect Zoom meetings. **Director Alexander** committed to investigate how to troubleshoot the acoustic issues using different technology. **Commissioner Logue** suggested meeting in person in Olympia in a similar way as other state boards and commissions.

**Closing Discussion**

*Monica Alexander, Executive Director*

**Commissioner Kaholokula** asked for additional detail on the Skagit County regional training facility. **Director Alexander** stated the agency is seeking a facility with enough capacity to support the training needs. Skagit Valley College agreed to open early to allow recruits to practice shooting at their range. WSCJTC is also looking at available space at Edmonds Community College. **Commissioner Snaza** asked if there is a way to add COA classes to the regional campuses when BLEA is not in session. **Director Alexander** acknowledged the idea and stated that it would be funding dependent. There are 211 corrections officers waiting to get into the academy now. **Chair Quinn** thanked the Commissioners and WSCJTC staff for all their hard work and dedication to the Commission.

**Chair Quinn** adjourned the meeting at 12:26 PM.

Next Meeting: March 13, 2024, 10 AM, WSCJTC
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Written by:	 _____ Renee Berry, Policy & Accreditation Manager	<u>March 13, 2024</u> Date
Reviewed by:	 _____ Monica Alexander, Executive Director	<u>March 13, 2024</u> Date
Approved by:	 _____ De'Sean Quinn, Commission Chair	<u>March 13, 2024</u> Date