



Imperial Valley College
Division of Economic and Workforce Development
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Department of Public Safety – **Administrative Of Justice Advisory Committee**
Minutes for December 2nd , 2013
10:00am, Building 2780 (English Conference Room)

Topic	Discussions	Actions / Decisions
1. Welcome, Introductions, and Call to Order	The meeting was called to order by Ed Wells at 10:08 am.	None
2. Agency Participation	<p>Update</p> <p>Mr. Wells asked for each agency to write a letter regarding their staffing needs. He also asked if they could look into providing us with an officer from their department to use in the classroom. Mr. Wells said he'd like to have an officer for the day class and one for the night class. This officer would be used as an RTO (Recruit Training Officer). He told the Committee that he has a two hour DVD from P.O.S.T. that the officers could watch to certify them to be used as an RTO. Mr. Wells further stated that in the future, for the Level I course, he will use the RTOs for four hours each day because our time block will change from three hours to four hours when we switch from a Modular Block Format to Intensive eleven month academy to accommodate the Level I.</p> <p>Efrain Silva informed the Committee that the Level one has not been approved. He further explained that before we can move forward with the approval, the college needs to complete a full analysis of the Level I.</p> <p>Mr. Silva verbally asked for yearly projected employment needs from each agency then requested they write it formally on letter and submit it to the department.</p>	Wait for agency letters and route to the Dean.
3. Budget Expenditures	<p>Spending Plans and Suggestions</p> <p>Mr. Wells stated that, once we switch to the eleven month academy, he is looking to move our courses from being positive attendance to traditional weekly attendance classes. This will help increase the revenue that we generate for these classes.</p>	None
4. Program Ratification	<p>Ratification of Majors/Certificate Programs, Verify Meeting Industry Standards, Approve Curriculum Adjustment Recommendations</p> <p>The committee was asked to ratify the Administration of Justice Degree program, Corrections Degree, and the P.O.S.T. certified training programs. The motion was put forth by Chief Colon, Commander Mason seconded it and the proposal passed unanimously.</p>	Motion passed
5. Advisory Committee Chairperson	<p>Selection of Chairperson</p> <p>The committee had one nominee for Chairperson. Lieutenant Jesus Serrano was voted the Committee Chair.</p>	Jesus Serrano was selected as AJAC Committee Chair



7. Other	<p>Imperial Police Department</p> <p>Chief Colon asked if we would look into incorporating Lexipol, daily training bulletins, into our program. He informed us that most of the police departments and CHP in the Imperial County use Lexipol to keep their officers up-to-date on new policies and laws. He stated that he would like to see our academy students receive the same information.</p> <p>Mr. Wells told him he would look into it and if approved, we could add it to the P.O.S.T. curriculum as agency specific.</p> <p>Chief Colon announced to us that he just recently joined a committee called Small Rural Tribal and Boarder Regional Center. He said that he may be able to get new technology for the academy. He explained that vendors go to this committee and offer the committee members use of their new technology equipment as a beta test for free to see if they like it.</p> <p>Chief Colon said he'd look into obtaining Asset Forfeiture Money for us to use in the Academy.</p>	Obtain quote for use of Lexipol.
9. Adjournment	Mr. Wells called for adjournment. Chief Colon motioned for the adjournment, Jamie Clayton seconded. The meeting was adjourned at 10:41 a.m.	Next meeting projected in the Spring semester. To be announced by e-mail.

Attendees

Police Agencies	IVC Instruction	Counseling	Student	Other
Chief Deputy for Detention, Jamie Clayton, ICSO	Efrain Silva, Dean	Jose Plascencia	Mitchelle Vasquez (Not present)	
Commander Jeff Mason, ECPD	Edward Wells, Coordinator			
Chief Miguel Colon, IPD	Rhonda Ruiz, Instructional Assistant			
Lieutenant Jesus Serrano, CPD (not present)				
Brawley PD (Not present)				