

Minutes of the meeting of the Maine Criminal Justice Academy Board of Trustees held at the Maine Criminal Justice Academy in the Brian MacMaster Board Room on **Friday, November 17, 2023.**

Board Members Attending:

Mr. Brian Pellerin – Chair
Commissioner Michael Sauschuck
Director Anna Love
Chief Charles Rumsey IV
Deputy Chief David Bushey
Sheriff Scott Nichols
Colonel William Ross
Colonel Dan Scott
DA Kathryn Slattery
Mr. Mateo Mendoza
Ms. Marie Hansen
Ms. Elizabeth Ward Saxl
Ms. Francine Stark
Officer Matthew Dana
Mr. Nathan Poore

Board Members Excused:

Deputy Chief Eric Small
Ms. Kimberly Russell
Commissioner Randall Liberty

Participants:

Director Jack Peck
Assistant Director Lincoln Ryder
AG Andrew Black
Karen Green, Board Clerk

Guests:

Laura Rodas – DOC
Kevin Kidd – DOC/MCJA

I. Item One on the Agenda: Call to Order

Chair Pellerin called the meeting to order at 9:05 a.m.

II. Item Two on the Agenda: Roll Call and Introduction of Board Members

Chair Pellerin requested that roll call be conducted and after, led the Pledge of Allegiance.

III. Item Three on the Agenda: Minutes of the Previous Meeting

MOTION: To accept the minutes of the September 15, 2023, Board of Trustees meeting and to have it be placed on file with the secretary.

Motion made by Commissioner Sauschuck and seconded by Colonel Ross. **Motion Carried.**

IV. Item Four on the Agenda: Certifications, Waivers and Extensions

A. Basic Law Enforcement Training Program Waiver Requests:

Assistant Director Ryder presented the following Basic Law Enforcement Training Program Waiver Requests.

1. Officer Brent Bynum – Auburn Police Department

MOTION: To approve the Basic Law Enforcement Training Program Waiver, pending successful completion of Maine Crash Reporting Training, the Emergency Vehicle Operations Course and the Maine Law Enforcement Officer's Certification Examination by 9/11/2024.

Moved by Chief Rumsey and seconded by Officer Dana. **Motion Carried.**

2. Officer Daniel Contois – Kittery Police Department

MOTION: To approve the Basic Law Enforcement Training Program Waiver, pending successful completion of Maine Crash Reporting Training and the Maine Law Enforcement Officer's Certification Examination by 10/10/2024.

Moved by Chief Rumsey and seconded by Colonel Ross. **Motion Carried.**

3. Chief Mark Dubois – Portland Police Department

MOTION: To approve the Basic Law Enforcement Training Program Waiver, pending successful completion the Maine Law Enforcement Officer's Certification Examination by 10/13/2024.

Moved by Commissioner Sauschuck and seconded by Colonel Ross. **Motion Carried.**

4. Officer Thomas Henderson – Saco Police Department

MOTION: To approve the Basic Law Enforcement Training Program Waiver, pending successful completion of the Emergency Vehicle Operations Course, Maine Crash Reporting Training and the Maine Law Enforcement Officer's Certification Examination by 9/22/2024.

Moved by Chief Rumsey and seconded by Dep. Chief Bushey. **Motion Carried.**

5. Officer Charles Leppin – Pleasant Point Police Department

MOTION: To approve the Basic Law Enforcement Training Program Waiver, pending successful completion of Maine Crash Reporting Training, and the Maine Law Enforcement Officer's Certification Examination by 4/3/2024.

Moved by Officer Dana and seconded by Commissioner Sauschuck. **Motion Carried.**

6. Deputy Cameron Mayhew – York County Sheriff's Office

MOTION: To approve the Basic Law Enforcement Training Program Waiver, pending successful completion of Maine Crash Reporting Training, the agency's field training program and the Maine Law Enforcement Officer's Certification Examination by 9/15/2024.

Moved by Chief Rumsey and seconded by Colonel Ross. **Motion Carried.**

7. Officer Lucas Menezes - York Police Department

MOTION: To approve the Basic Law Enforcement Training Program Waiver, pending successful completion of the Maine Crash Reporting Training and the Maine Law Enforcement Officer's Certification Examination by 10/13/2024.

Moved by Dep. Chief Bushey and seconded by Commissioner Sauschuck. **Motion Carried.**

8. Officer Patrick Talbot – Westbrook Police Department

MOTION: To approve the Basic Law Enforcement Training Program Waiver, pending successful completion of the Maine Crash Reporting Training and the Maine Law Enforcement Officer's Certification Examination by 8/28/2024.

Moved by Commissioner Sauschuck and seconded by Dep. Chief Bushey. **Motion Carried.**

B. Basic Law Enforcement Training Program Extension Requests:

Director Peck presented the following Basic Law Enforcement Training Program Extension Requests.

1. Officer Jacob MacDonald – Newport Police Department

MOTION: To approve the 180-day Basic Law Enforcement Training Program Waiver Extension so that he can attend the BLETP in January 2024.

Moved by Chief Rumsey and seconded by Director Love. **Motion Carried.**

2. Officer Cory Veilleux - Jay Police Department

MOTION: To approve the 180-day Basic Law Enforcement Training Program Waiver Extension so that he can attend the August 2024 BLETP.

Moved by Commissioner Sauschuck and seconded by Chief Rumsey. **Motion Carried.**

C. Basic Corrections Training Program Waiver Request:

Director Peck presented the following request for a Basic Correction Training waiver.

1. CO Aaron Blakely Brewer – Kennebec County Jail

MOTION: To approve the Basic Corrections Training Program waiver, pending successful completion of the Basic Corrections Training Program Certification Examination by 3/6/2024.

Moved by Sheriff Nichols and seconded by Colonel Ross. **Motion Carried.**

D. Basic Corrections Training Program Extension Requests:

Director Peck presented the following request for a Basic Correction Training Extension.

1. CO Aaron Eban Keach – Two Bridges Regional Jail

MOTION: To approve a six-month Basic Corrections Training Program Extension so that he can heal before attending the BCTP.

Moved by Chief Rumsey and seconded by Director Love. **Motion Carried.**

E. Law Enforcement Pre-service Program Waiver Requests:

Director Peck presented the following request for a Pre-Service waiver.

1. Officer Charles Deshensky – Bridgton Police Department

MOTION: To approve the Law Enforcement Pre-service waiver, pending successful completion of the Law Enforcement Pre-service Phase III by 7/14/2024.

Moved by Director Love and seconded by Col. Ross. **Motion Carried.**

F. Part-time Law Enforcement Officer 1040 Hour Extension Requests:

None at this time.

G. Course Certification Requests:

Kevin Kidd and Laura Rodas of DOC gave an overview of the revisions made to the 4-hour Basic Corrections Course on Corrections Law.

1. Basic Corrections: Corrections Law

MOTION: To approve the Basic Corrections 4-hour Corrections Law Course as presented.

Moved by Ms. Ward Saxl and seconded by Director Love. **Motion Carried.**

H. Course/Program completion Certifications issued by the Director.

Director Peck presented the list of the 108 certifications that were issued since the last Board Meeting on September 15, 2023.

MOTION: To accept the Certifications that were issued by Director Peck on behalf of the Board since the Board meeting held on September 15, 2023.

Motion made by Ms. Ward Saxl and seconded by Director Love. **Motion Carried.**

At this time, Chair Pellerin requested that A. Rulemaking Process, under IX. Old Business be taken out of order.

IX. Item Nine on the Agenda: Old Business

A. Rulemaking Process: Assistant Director Lincoln Ryder

Assistant Director Ryder told the Board that the packet before them was a draft with proposed rule change of Chapter 5: Training Standards specifically included creating a certification for the JBCTP. Working on this with Attorney Black, DOC staff, Corrections Training Committee the basic format was to breakout the BCTP as the Adult Program and mirror that for the JBCTP. #3. Would be struck and the additions would be 3-A: Basic Corrections Training Program for Adult Corrections and 3-B. Juvenile Basic Corrections Training Program.

He said they changed some of the language under section 5. In-Service Training, Specification S-1, Specification S-3, and S-3(A).

MOTION: To adopt the changes of Chapter 5: Training Standards as written with the understanding there would be an alteration to include emergency exceptions and will also include an after the fact notification of the facility taking that action.

Motion made by Ms. Ward Saxl and seconded by Chief Rumsey. **Motion Carried.**

V. Item Five on the Agenda: Committee Reports

A. Complaint Committee: Chief Charles Rumsey

Chief Rumsey told the Board that the CRC met on October 25, 2023, and they held 15 Informal Conferences. He stated that they would be presenting 13 cases today and that at this time there are approximately 31 cases pending. He said that the CRC will meet December 19th and will hear 13 of those cases which he hopes to bring to the January 2024 meeting.

B. Administrative Rules Committee: Colonel Dan Scott

Col. Scott passed out handouts of the Committee's latest draft of the Maine Criminal Justice Board of Trustees Standards of Conduct. He said that there were word changes in 2. Unprofessional Conduct, sections A, E, F, and I.

MOTION: To move this draft forward with the word changes presented.

Motion made by Ms. Ward Saxl and seconded by Chief Rumsey.

After a discussion regarding 2-A and 2-F the **Motion was Withdrawn** by Ms. Ward Saxl.

AMENDED MOTION: To table the draft with changes made to the Standards of Conduct:
#2. Unprofessional Conduct until the January 2024 meeting.

Motion made by Ms. Ward Saxl and seconded by Chief Rumsey. **Motion Carried.**

Chair Pellerin requested that the Board break for a quick lunch at 11:29 a.m.

The meeting reconvened at 11:55 a.m.

C. Law Enforcement Training Committee: Dep. Chief David Bushey

Dep. Bushey spoke about his conversation with Assistant Director Ryder regarding Specification S-32: Federal Officers Limited Authority to Enforce ME Law. There had been inquiries from two of the Federal agencies, US Border Patrol and the US Secret Service on the requirements for their agents to have Maine Authority under S-32. Assistant Director Ryder told the Board that the specification listed certain blocks of instruction, for a total of 9 hours, that are taught in the Pre-Service Phase I course.

MOTION: To accept the training requirements associated with S-32 to the following topics, for a total of 11 hours of study: Domestic Violence (2-hours), Maine Criminal Law (4-hours), Maine Juvenile Law (1-hour), Maine Motor Vehicle Law (1-hour), Situational Use of Force (1-hour), Traffic Law Enforcement, and Traffic direction and Control (2-hours).

Motion made by Ms. Ward Saxl and seconded by Dep. Chief Bushey. **Motion Carried.**

Dep. Chief Bushey then gave an overview of the changes that the LE Training Committee made to Chapter 17: Minimum Standards for Mandatory Policy on Response to Domestic Abuse.

MOTION: To accept the changes in Chapter 17: Minimum Standards for Mandatory Policy on Response to Domestic Abuse as presented.

Motion made by Chief Rumsey and seconded by Ms. Stark.

AMENDED MOTION: To accept the changes in Chapter 17: Minimum Standards for Mandatory Policy on Response to Domestic Abuse and to include the Bureau of Indian Affairs Tribal Agencies in Section 2: DEFINITIONS, #1, adding Law Enforcement Officers as defined by Statute in #2, and striking #3.

Motion made by Chief Rumsey and seconded by Ms. Stark. **Motion Carried.**

D. Corrections Training Committee: Commissioner Randall Liberty

No report at this time.

E. Policy Standards Committee: Dep. Chief Eric Small

No report at this time.

VI. Item Six on the Agenda: Report from the Chair – Chair Brian Pellerin

Chair Pellerin offered a congratulations to MCJA Board of Trustees member Chief Charles Rumsey on the recent completion of his year long term as President of the Maine Chiefs of Police Association. It was also noted that Chief Rumsey was recently appointed as the Chair of the IACP's Police Professional Standards, Ethics, and Image Committee.

Two long time public servants to the MCJA community recently passed and were recognized and remembered for their service to the community. Former Franklin County Sheriff Dennis Pike died on November 1, 2023, after a 46 year law enforcement career where he served 12 of those years as the Sheriff. The Board also recognized State Representative Lois Reckitt, a current state legislator and former MCJA Trustee who died on October 30, 2023.

On September 25, 2023, Chair Pellerin, Director Peck, Assistant Director Ryder and Chief Rumsey participated on a zoom conference call with Chief Ken Roske of the Pascoe, Washington Police Department. Chief Roske was recently highlighted in the media for his involvement in the development of a satellite nonresidential police academy in Washington State that was separate from the lone residential police academy located in the greater Seattle area of the state. This was a very informative meeting. Noted during the meeting were the following highlights.

The nonresidential academy in the western portion of the State of Washington only allows area law enforcement to attend who reside in a 60 mile radius. This area includes about 400 sworn officers in about 8 different departments. The primary academy in the Seattle area services the other areas of the state and accounts for 7000 sworn law enforcement officers. The Seattle area academy at any given time is training about 300 officers at a time and there is a considerable backlog of open slots.

The new satellite academy operates under the direction/supervision of the primary academy which is about 200 miles apart. The state of Washington is approximately 7 million residents and only has the two academies.

The new academy operates 4 days a week for 10 hour days. The satellite academy is operating with the support of the primary academy and legislature but is being run on a test basis.

Test scores in the nonresidential academy are on average higher but they have yet to realize or see the new academy draw new cadets that they were targeting i.e. single parents, cadets with family and home life limitations that would not be interested in a multi month long residential academy.

The geography of Washington State is similar to Maine in the sense there are two states. The populated west coast urban areas and the rural eastern side. There was no loss of instructor availability with the second academy because of the distances the SME's in the eastern part of the state were not teaching at the west coast academy.

VII. Item Seven on the Agenda: Report from the Director –Director Jack Peck

The 44th Basic Law Enforcement Training Program is at the end of week fourteen of their eighteen-week program. Sixty cadets still remain in the program.

On October 18th, we invited the Chief Law Enforcement Officer of each Cadet's agency to the academy to participate in "Chiefs Day". Approximately sixty Police Chiefs, Sheriff's or their respective command staff personnel attended. It was a chance for "Chiefs" to interact, have lunch and ask questions of their Cadets and Academy staff.

Also, on the same morning we conducted our first ever job fair at the MCJA. We invited agencies from across Maine to come to the Academy and set-up a booth to attract potential candidates. We will offer this opportunity every month when Academy staff conduct physical fitness testing and Academy entrance exams to potential candidates.

On October 20th, the Cadets chose their class officers. The President is from the York Police Department, the Vice President and Treasurer both hail from the Portland Police Department and a Cadet from the Maine State Police was chosen Treasurer.

At the start of the Lewiston mass shooting incident, numerous Cadets and MCJA staff volunteered to assist in any way possible. It was determined through incident command that volunteers were needed to assist with the tip-line. Twenty-three cadets eventually provided assistance and many more would have if the incident continued into the weekend. Most of the Cadre staff also assisted in some manner.

A critical stress debriefing was held for the cadets on November 3rd facilitated by MCJA Chaplain Kevin Brooks and additional staff trained in conducting debriefings.

In a regularly scheduled training block of instruction, Sgt. Greg Roy and other members from the Maine State Police Tactical Team provided training to the Cadets on “Responding to an Active Shooter” on November 6, 7 and 8th.

Today they have an all-day training on the “Yellow Flag Law”.

Practical Week will begin the week after next as will MARC scenarios. We welcome anyone and everyone to come and observe.

On the corrections side of the house, sixty-one correctional professionals started the Basic Corrections Training Program on October 2nd. This class saw the upgrade and addition of new curriculum such as “Building an Inclusive Culture” and “Effective Supervision of an Aging Population”. With this new addition to the curriculum the BCTP expanded to 224 hours.

The Basic Corrections Training Program graduation was held on November 8th and fifty-eight correctional professionals earned their certificates. Keynote speakers were MCJA Board Chair and Chief Deputy of the Cumberland County Sheriff’s Department Brian Pellerin, MCC Warden Brian Beal and Major Nathan Thayer representing the York County jail.

This was the largest BCTP class ever.

Several welcome enhancements to the corrections program included new technology that was purchased and donated by Commissioner Randall Liberty through the Department of Corrections and was installed on the Saturday before the start of the program.

The upgrades include four 65” monitors, a video conference bar and assorted related electronic equipment valued at almost \$8,000, excluding installation.

This BCTP, with MCJA Board oversight and approval, saw the acceptance of four regional training centers. In the past, all twenty-one correctional facilities in the State of Maine could use the Zoom platform in our hybrid training model. Some facilities did not have the bandwidth, technology, or supervision to effectively host the training.

Now all BCTP cadets will have to attend training either at the Maine Criminal Justice Academy, the Maine State Prison, Maine Correctional Center or Mountain View Correctional Facility. Every regional site will also have a training coordinator on-site and in attendance.

Another first in years, is that the BCTP will have two full-time Cadre assigned to the program. Both are Sergeants at their respective agencies and come to us from the Aroostook and Cumberland County Jails.

Neither agency has asked for remuneration and have donated these Supervisors to enhance the quality of this program.

Since our last meeting MCJA staff are hosting at the MCJA, a Law Enforcement Pre-Service Phase II program. Twenty-seven newly hired men and women are enrolled in the two-week class.

Over the last month we have also hosted in-service training for “Methods of Instruction” and the “New Chiefs’ Seminar”.

MCJA Administration has also hosted and attended the Maine Chiefs of Police Associations monthly meeting and attended their District meetings in Oakland and Windham. We will also be attending meetings in Oakland and Wiscasset next week.

We were given the opportunity to present and discuss our five-year Strategic Plan to the MCOPA Board of Director’s and police executives at the District Meetings.

The “Past, Present and Future of the Maine Criminal Justice Academy” was presented at the Maine Municipal Association’s 2023 Annual Conference on October 5th at the Maine Chiefs of Police Association’s Fall Conference on November 9th.

VIII. Item Eight on the Agenda: Report from the Assistant Director-Lincoln Ryder

Assistant Director Ryder spoke on the following topics.

Recent Course Offerings:

79th Basic Corrections Training Program graduated November 9th

5 weeks long/224 hours of instruction

Held at 4 regional training sites:

Maine Correctional Center, Windham

Maine State Prison, Warren,

Mountain View Correctional Facility, Charleston,

Maine Criminal Justice Academy

Total of 62 correction officers

First BCTP under new training paradigm which includes a training coordination and at least 1 cadre on site. This format appeared yielded an improved professional structure and stature of the class which translated to the graduation.

Methods of Instruction, 9/11 to 9/22. 16 students

K-9 Handler Team – Detection, 9/9 to 11/3. X teams

Urban Rifle Instructor Development, 9/18 to 9/22. 16 students

New Chiefs & Sheriffs seminar, 9/25 to 9/29. 9 students

LEPS Phase II, 10/2 to 10/13. 28 students

Mechanics of Restraint and Control Instructor for Corrections held at MSP, 10/30 to 11/10. 13 students

1st Juvenile Basic Corrections Training Program held at Long Creek, 11/13 to 12/26. 8 students

Municipal Ordinance Prosecutor Course held in Lewiston, 11/14. 7 students

Staff update:

Office Associate II Debbie Dalzell has been out of work since mid-October due to a non-work-related injury. Her tentative return date is 11/27. Her duties have been absorbed by other staff in her absence.

After 2 years of service, Staff Development Specialist Kevin Kidd has transitioned to a new position at DOC in Education and Staff Development.

Probation Officer John Lappin was selected for the open DOC position. John has worked as a corrections officer at MSP for 12 years, Sgt at Mt View for about 6 months, and has served as a probation officer in the Bangor area for approximately 8 years. He will be collaborating with Training Coordinator Darin Gilbert running the BCTP / JBCTP course, managing the curriculum development project for the programs, developing curriculum, and assisting in instruction. Also in the works is legislation to bring Probation Officers under the authority of MCJA. John will be the primary staff member assigned for this project given his experience in the field.

Required paperwork has been submitted to the Commissioner's Office and the Human Resources to request authorization to hire the 3 additional positions authorized in the recent budget (Training Coordinator and 2 Office Associate IIs). Upon approval and posting, recruiting attempts will be made to fill the positions.

During October, staff were certified in CPR / use of AEDs / first aid. Our AEDs have been outfitted with new batteries and 2 additional AEDs were provided for our use by Vassalboro fire. Additional units are planned for purchase to fill out need for access in the building / BLETP.

Building Update:

We continue to work with staff and Bureau of General Services to identify and correct issues with the building. Most notably are heating (over-heating) issues in some of the spaces.

Masonry work continues on face of building. Several more phases of renovation to complete and will likely continue through 2024.

Work continues on the planned renovation of C Building. Meetings are occurring weekly with BGS/engineers to finalize designs and scope of work to go out to bid. Tentative timeline is March 2024 RFP and start of work in fall of 2024. Current budget for the renovation is up to \$6 million.

Training Coordinator Josh Daley, Director Peck, and I toured MSP's Firearms range in October, and it appears it will meet our training needs. Tentatively BLETP range weeks will transition there (likely commuting) for the 46th BLETP in fall of 2024.

Grants:

Work continues on the DPS COVID Relief grant. As much as \$200,000 may be available to MCJA through the grant. This work will continue through 1/2024.

45th BLETP list is at 114. We had hoped to revive the tuition program for this class, however, due to the volume of work and staffing limitations we have been unable to complete the process. This work will continue when capacity exists.

IX. Item Nine on the Agenda: Old Business

A. Rulemaking Process:

Discussed earlier in the meeting.

B. BOLAWRAP Discussion:

MOTION: To accept the recommendation of the Firearms Training Committee to not approve BOLAWRAP as a Less Lethal Munitions.

Motion made by Chief Rumsey and seconded by Dep. Chief Bushey. **Motion Carried.**

C. Final Decision of CRC Case: 2019-033

MOTION: To approve the Recommended Decision as presented by Hearing Officer Rebekah J. Smith, Esq.

Motion made by Ms. Ward Saxl and seconded by Col. Scott.

Motion Carried with Ms. Stark, Chief Rumsey and Ms. Hansen abstaining and DA Slattery recusing herself.

X: Item Ten on the Agenda: New Business

A. Introduction: John Lappin – DOC/MCJA Liaison

Assistant Director Ryder told the Board that John Lappin is a current Probation Officer with the Department of Correction and was in Bangor this morning, so he couldn't be at the meeting. John will be the Academy's DOC/MCJA liaison, taking Kevin Kidd's place.

B. BCTP Legacy Gift

Director Peck shared with the Board that the gift of a wooden 12" x 24" plaque was the first legacy gift ever given by a graduating BCTP class.

MOTION: To accept the legacy gift from the 79th BCTP.

Motion made by Sheriff Nichols and seconded by Ms. Hansen. **Motion Carried.**

C. Complaint Committee Cases

At this time Chair Pellerin requested that the Board go into Executive Session.

MOTION: To move the Maine Criminal Justice Academy Board of Trustees into Executive Session pursuant to Title 25 MRS§ 2806-A (10) to discuss confidential business matters.

Motion made by Chief Rumsey and seconded by Officer Dana.

Motion Carried Unanimously at 1:21 p.m. The meeting reconvened at 2:28 p.m.

1. Board Case 2022-033

MOTION: To accept the recommendation of the Complaint Review Committee to take no further action against the certificate holder due to insufficient of disqualifying conduct but to issue a Letter of Guidance.

Motion made by Director Love and seconded by Chief Rumsey.

Motion Carried with two opposed.

2. Board Case 2023-018

MOTION: To accept the recommendation of the Complaint Review Committee to revoke the officer's Full Time Law Enforcement Certification for the disqualifying conduct of assault.

Motion made by Ms. Stark and seconded by Dep. Chief Bushey. **Motion Carried**

3. Board Case 2023-020

MOTION: To accept the recommendation of the Complaint Review Committee to revoke the officer's Full Time Corrections Certification.

Motion made by Chief Rumsey and seconded by Dep. Chief Bushey.

Motion Carried with DA Slattery Abstaining and Sheriff Nichols recusing himself. For the discussion Sheriff Nichols left the room at 1:37 p.m.

4. Board Case 2023-026

MOTION: To accept the recommendation of the Complaint Review Committee to revoke the officer's Full Time Law Enforcement Certification of eligibility.

Motion made by Ms. Stark and seconded Officer Dana.

Motion Carried

5. Board Case 2023-032

MOTION: To accept the recommendation of the Complaint Review Committee to grant the waiver to attend the Basic Law Enforcement Training Program and issue a Letter of Guidance.

Motion made by Ms. Stark and seconded by Director Love. **Motion carried.**

6. Board Case 2023-035

MOTION: To accept the recommendation of the Complaint Review Committee to offer a Consent Agreement which includes 3 years of probation, 1 year abstinence from alcohol and 1 year of monitoring by Soberlink.

Motion made by Ms. Stark and seconded by Director Love. **Motion carried.**

7. Board Case 2023-036

MOTION: To accept the recommendation of the Complaint Review Committee to revoke the officer's Law Enforcement certification of eligibility.

Motion made by Ms. Stark and seconded by Chief Rumsey. **Motion carried.**

8. Board Case 2023-048

MOTION: To accept the recommendation of the Complaint Review Committee to grant the waiver to attend the BLETP.

Motion made by Director Love and seconded by Ms. Stark. **Motion carried.**

9. Board Case 2023-050

MOTION: To accept the recommendation of the Complaint Review Committee to take no further action.

Motion made by Ms. Stark and seconded by Director Love. **Motion carried.**

10. Board Case 2023-052

MOTION: To accept the recommendation of the Complaint Review Committee to grant the waiver to attend the BCTP and to issue a Letter of Guidance.

Motion made by Ms. Stark and seconded by Director Love. **Motion carried.**

11. Board Case 2023-054

MOTION: To accept the recommendation of the Complaint Review Committee to grant the waiver and to issue a Letter of Guidance.

Motion made by Officer Dana and seconded by Director Love. **Motion carried.**

12. Board Case 2023-056

MOTION: To accept the recommendation of the Complaint Review Committee to terminate the suspension; to reissue the consent agreement for 3 years with 1 year of abstinence from alcohol and 1 year use of BACtrack with clarification of instruction on testing schedules.

Motion made by Chief Rumsey and seconded by Ms. Stark. **Motion carried.**

13. Board Case 2023-058

MOTION: To accept the recommendation of the Complaint Review Committee to grant the waiver as requested.

Motion made by Director Love and seconded by Ms. Stark. **Motion carried.**

XI. Item Eleven on the Agenda: Adjournment

Chair Pellerin called for a motion to adjourn.

MOTION: To adjourn the November 17, 2023 Maine Criminal Justice Academy Board of Trustees Meeting at 2:38 p.m.

Motion made by Col. Scott and seconded by Officer Dana.

Motion Carried.

A handwritten signature in cursive script, reading "Kimberly Russell".

Ms. Kimberly Russell