

**STATE OF ALASKA**  
**Alaska Police Standards Council**

**Minutes of the 119<sup>th</sup> Regular Meeting**

**July 9, 2015**

**Anchorage, Alaska**

**CALL TO ORDER AND ROLL CALL**

Chairman Sheldon Schmitt called the Regular Meeting of the Alaska Police Standards Council to order on July 9, 2015. A roll call was conducted as follows:

**APSC Members Present:**

Chairman Sheldon Schmitt, Chief, Sitka PD

Vice Chairman Berni Troglio, Prob. Officer IV DOC

Mark Mew, Chief, Anchorage PD

Jamie Sunderland, Chief, Unalaska PD

Ron Taylor, Commissioner, DOC

Luis Nieves, Sergeant, AST

Gus Sandahl, Chief, Kenai PD

Terry Vrabec, Deputy Commissioner, DPS

Richard Burton, Public Member

**APSC Members Absent:**

Bob Kean, Public Member

Rebecca Hamon, Public Member

Brad Reich, Public Member

**APSC Administrative Staff Present:**

Kelly Alzaharna, Executive Director

Wendy Menze, Secretary

Sarah Hieb, Administrative Investigator

**Department of Law Representative Present:**

John Skidmore, Director, Department of Law, Criminal Division

**Public Present:**

Ron Henderson, Deputy Commissioner, Department of Corrections

Terry Schiaffo

**APPROVAL OF AGENDA**

Executive Director Alzaharna requested that the Director's Report be moved from the Executive Session to the General Session.

It was moved and seconded to accept the agenda as amended. The motion carried.

## **APPROVAL OF MINUTES**

It was moved and seconded to approve the minutes of the 118<sup>th</sup> Regular Meeting held April 20, 2015. The motion carried.

## **EXECUTIVE SESSION**

It was moved and seconded to go into Executive Session. The motion carried.

The General Session was recessed for Executive Session. Following the Executive Session, the General Session was then called back to order by Chairman Schmitt.

## **EXECUTIVE SESSION REPORT**

Chairman Schmitt gave the Executive Session report as follows:

**Travis Schiaffo:** The council voted to rescind the revocation of his certificate and move his status into a lapsed state.

**Kevin Gilmore:** The council voted to move forward with accusations.

**William Kemper:** The council voted to move forward with accusations.

**Wesley McQuillan:** The council voted to move forward with accusations.

**Robert Grant:** The council voted to move forward with accusations.

**Ryan Mattingley:** The council voted to move forward with accusations.

**Neil Minor:** The council voted to move forward with accusations.

**Jarvis Johnson:** The council voted to revoke his certification.

**Christopher Ritala:** The council voted to revoke his certification.

**Ray Leggett:** The council voted to postpone review of this case until the next meeting, when further information can be provided.

Chairman Schmitt verified that a roll-call vote was taken on each of these cases, and a record of the voting is being maintained by APSC staff.

### **RECOGNITION OF EXECUTIVE DIRECTOR ALZAHARNA**

Chairman Schmitt announced that Executive Director Alzaharna is retiring and displayed a plaque for her from the Department of Public Safety inscribed with the words “With gratitude for your 25 years of loyal, dedicated services to the law enforcement agencies across Alaska.” He also presented her with glass vase from DPS inscribed with the words “Kelly Alzaharna, Executive Director, Alaska Police Standards Council. In grateful appreciation for your years of service to the state and for your leadership and commitment to the Department of Public Safety, Office of the Commissioner.” A framed picture is also being sent via FedEx to her in recognition of her service to the council.

### **DIRECTOR’S REPORT**

Executive Director Alzaharna reported that as of the fiscal year end, July 31, APSC will have an excess of revenues over expenditures of \$170,000. \$125,000 will be carried over to start FY2016. Ms. Alzaharna explained that, during the fiscal year, she has to be very careful in authorizing expenditures as it is not allowed to intentionally go over budget. As a result, the council frequently has excess revenues at the end of the fiscal year that go to the state’s general fund if not expended. She asked the council to please let departments and agencies know that, if they have outstanding funding requests, to resubmit them as the excess funds may

only be used for funding requests submitted prior to June 30. APSC staff will also be following up in previously submitted funding requests.

Ms. Alzaharna reported that the APSC currently has two SKIDCARs, an Expedition that's located in Anchorage and a Crown Victoria that's located in Fairbanks. The DPS Academy in Sitka needs to replace its SKIDCAR as parts are no longer available for it. Discussion followed regarding the possibility of the Expedition being loaned to the Sitka Academy or whether the Anchorage Police Department is in a position to buy one of their own or assist in purchasing one. A new one is in the \$100,000 range. Unfortunately, the council's FY2015 surplus can't be used for that as funds had to have been encumbered by June 30. Chairman Schmitt suggested this dialogue can be continued independent of the council meeting.

Turning to the status of the regulation revisions, Ms. Alzaharna reported that they were received back from the civil division of the Department of Law with their approval in mid-May. The regulation revisions were then redrafted into the format required by the regulations division of the Department of Law and will be submitted for review and eventual publication on-line for public comment.

Ms. Alzaharna commented that there are still issues regarding receiving academy packets in a timely fashion. Staff is working with the various agencies to assist in verifying that academy candidates have been reviewed and verified that they meet academy standards.

Ms. Alzaharna advised the council that it is the responsibility of DPS and DOC to submit the new-hire, re-hire, and separation F forms, and that is not something that APSC staff initiates. Chairman Schmitt reiterated the need for timely communication from DPS and DOC when officers are hired and also when they no longer are serving as police or corrections officers.

## **NEW BUSINESS**

### **Executive Director Hiring Process**

Chairman Schmitt recommended to the council that, following past procedure, a hiring committee be formed to facilitate the hiring of a new APSC executive director. Mr. Vrabec recommended that advertisement for this position be limited to the state of Alaska initially and only expanded if necessary. The council agreed. The ad will be posted immediately and run through the end of July. Chairman Schmitt, Sergeant Nieves, Vice-Chair Troglia, Mr. Vrabec, and Mr. Burton volunteered to serve on the hiring committee. Chairman Schmitt confirmed that Sarah Hieb will serve as the acting executive director until the new executive director is hired.

### **SET NEXT MEETING DATE**

Chairman Schmitt suggested the next regular meeting of the APSC should be held sometime between the end of September and mid-October. He will send out an e-mail requesting council input.

### **EXECUTIVE SESSION**

It was moved and seconded to go into Executive Session. The motion carried.

The General Session was recessed for Executive Session. Following the Executive Session, the General Session was then called back to order by Chairman Schmitt.

### **ADJOURNMENT**

There being no further business to come before the Council, it was moved and seconded to adjourn the meeting. The motion passed.