

**RILEY COUNTY LAW ENFORCEMENT AGENCY  
LAW BOARD MEETING  
City Commission Meeting Room  
1101 Poyntz Ave.  
Manhattan, KS  
August 15, 2022 12:00 p.m.  
Minutes**

**Members Present:** Chairperson Linda Morse Vice Chairperson Robert Ward  
Secretary Barry Wilkerson Member Kathryn Focke  
Member John Ford  
Member Patricia Hudgins (Arrived at 12:03 p.m.)

**Absent:** Member BeEtta Stoney Interim Director Kurt Moldrup

**Staff Present:** Captain Erin Freidline Captain Brad Jager  
Captain Josh Kyle Captain Derek Woods

**Recorder:** Executive Offices Manager Nichole Glessner, Riley County Police Department  
(RCPD or Department)

**I. Establish Quorum:** By Chairperson Morse at 12:00 p.m.

**II. Pledge of Allegiance:** Captain Kyle led the Riley County Law Enforcement Agency (Law Board or Board) in the Pledge of Allegiance.

**III. Consent Agenda:**

- A. Approve July 18, 2022 Law Board Meeting Minutes
- B. Approve 2022 Expenditures/Credits
- C. 2022 Adjusted Financial Journal Entries
- D. Juvenile Transport Reimbursement
- E. RCPD Related County Expenditures (*Review*)
- F. Riley County Jail Average Daily Inmate Population- (*Review*)
- G. Reports- (*Review*)
  - 1. Monthly
    - a) Monthly Crime Report
  - 2. Quarterly
    - a) 2<sup>nd</sup> Quarter Uniform Crime Report (82.1.4)
    - b) 2<sup>nd</sup> Quarter Traffic Accident & Enforcement Analysis (61.1.1 A & C)
    - c) 2<sup>nd</sup> Quarter Seizure & Forfeiture Report (84.1.8)
  - 3. Semiannual
    - a) Semiannual Alcohol Enforcement Report

Chairperson Morse commented on the slight decrease in inmate population for the month of July 2022.

Captain Woods stated that the trend is continuing downward. He noted that the courts have been working very hard to move cases forward and there have been more inmates transported to the Kansas prison system.

Vice Chairperson Ward addressed the Semiannual Alcohol Enforcement Report. He commented that there appears to be one “bad actor” in Aggieville that has required quite a bit of the law enforcement action not only this year, but the past four years that he has been a member of the Law Board. Vice Chairperson Ward wished to know if there is a method of dealing with licensed establishments to shut down those that are determined to be a nuisance. He asked if the numbers in the report are anything to be concerned about.

Captain Steere provided a brief history behind the Law Board’s request for the Semiannual Alcohol Enforcement Report. He explained that the Board first requested the report around 2014-2015. He went on to explain that there are a number of factors which contribute to the numbers contained in the report to include Fake Patty’s Day, the pandemic, and self-reporting of crimes. Captain Steere stated that the RCPD encourages business owners and employees to self-report issues and crimes they encounter.

Captain Steere stated that the RCPD routinely works with the business district and bar owners to address ongoing issues and safety concerns. When requested, officers even provide training. Aside from Alcoholic Beverage Control (ABC) enforcement for administrative and criminal violations, there is no specific provision locally to shut down those bars that are deemed to be a nuisance.

Chairperson Morse requested a brief update on the Commission on Accreditation for Law Enforcement Agencies (CALEA) Conference that was held in July.

Captain Kyle responded that that Captain Brad Jager, Communications Center Manager Tyler Siefkes, and Accreditation Manager Julia Goggins attended the conference. The Department felt it would be prudent to send the support division commander and communications center manager to the conference since they are taking the necessary strides to achieve communications accreditation.

Vice Chairperson Ward inquired about Voucher #8045 payable to Hali Rowland for Public Information Officer (PIO) consultant services. Given that the Department has a full-time PIO, he wished to know how long the Department intended to contract with Mrs. Rowland for these services.

Captain Kyle explained that the Department entered into a rolling contract (month-to-month) with Mrs. Rowland. The RCPD and Mrs. Rowland have the authority to terminate the agreement at any time.

Secretary Wilkerson moved to approve the Consent Agenda as presented. Vice Chairperson Ward seconded the motion. Chairperson Morse polled the Board and the motion passed with Focke, Ford, Hudgins, Morse, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

#### **IV. General Agenda:**

**H. Additions or Deletions:** None.

**I. Public Comment:** None

**J. Fraternal Order of Police Lodge#17 Comments:** None.

**K. Board Member Comments:** Chairperson Morse stated that the search for the new RCPD director is still underway. The Director Screening Committee and Law Board are making progress.

**L. National Certification as Hazardous Materials Technicians, Police Officers Garret Lloyd & Jake Shailer:** Captain Steere publicly recognized Police Officers Garret Lloyd and Jake Shailer for completing national technician-level Hazardous Materials (HAZMAT) certification at the Center for Domestic Preparedness in Anniston, Alabama. The training was federally funded; therefore, Officer Lloyd and Officer Shailer were able to attend the training at no cost to the Department.

Captain Steere explained that prior to receiving national certification, Officer Lloyd and Officer Shailer attended a trilogy of courses beginning in 2021. The training enables them to respond safely and effectively to incidents at the hazardous materials technician level. As part of the RCPD Hazardous Evidence Response Team (HERT), the two officers respond to incidents in Riley County and on occasion neighboring counties that involve criminal or suspicious hazardous materials. Additionally, they assist with crime scene management, evidence collection, and criminal investigations.

On behalf of the Law Board, Chairperson Morse congratulated Officer Lloyd and officer Shailer on the noteworthy accomplishment.

**M. Approval of Edward Byrne Memorial Justice Assistance Grant:** Captain Kyle explained that the Justice Assistance Grant (JAG) Program, administered by the Bureau of Justice Administration (BJA), is the leading source of federal justice funding to the state and local jurisdictions. The RCPD requests that the Law Board authorize the Department to move forward on an application of grant funds through the 2022 Edward Byrne Memorial Justice Assistance Grant program. The grant funds will be used to revamp the RCPD website, intranet, and overall online presence.

Captain Kyle explained that Edward Byrne Memorial Justice Assistance Grant funds have been awarded to the RCPD for a number of years. There is no matching fund requirement for these grant funds. The 2022 allocation for Riley County is \$24,533. The Department intends to use the funds, should the application be approved, to revamp the RCPD website, intranet, and overall online presence. It is believed that the enhanced website will provide enhanced accountability with regard to public comments, complaints, and concerns as well as allow for more effective communication with the community.

A public hearing for the 2022 Edward Byrne Memorial Justice Assistance Grant was held at the August 1, 2022 Riley County Board of County Commissioners (BOCC) Meeting. Captain Kyle requested the Law Board authorize the Department to proceed with the grant application process through the Riley County BOCC, and to accept and utilize the funds should the application be approved and the funds awarded.

Secretary Wilkerson moved to approve the Department's application for the 2022 Edward Byrne Memorial Justice Assistant Grant for the purposes previously stated. Vice Chairperson Ward seconded the motion. Chairperson Morse polled the Board and the motion passed with Focke, Ford, Hudgins, Morse, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

**N. Federal Bureau of Investigation Joint Terrorism Task Force Memorandum of Understanding:** Captain Kyle explained that the RCPD has partnered with the Federal Bureau of Investigation (FBI) Task Force for a number of years and both entities have found the partnership to be extremely valuable. He recalled an incident in which a local child went missing and the RCPD was able to immediately tap into federal assets to locate the child. He said that the partnership allows the RCPD to move quickly when there is an incident that requires federal assistance. The purpose of the MOU is to formalize that relationship in order to maximize cooperation and to create a cohesive unit capable of addressing complex terrorism investigations. Since the RCPD is contracting with another law enforcement agency for law enforcement services, administration thought it best to bring the MOU before the Law Board for formal approval and signature.

Secretary Wilkerson moved to approve the FBI Joint Terrorism Task Force MOU as presented. Vice Chairperson Ward seconded the motion. Chairperson Morse polled the Board and the motion passed with Focke, Ford, Hudgins, Morse, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

**O. American Rescue Plan Act Update:** Captain Jager had no update to provide to the Law Board.

**P. Executive Session:** At 12:18 p.m. Secretary Wilkerson moved to recess into Executive Session until 12:38 p.m. to discuss non-elected personnel matters. Member Ford seconded the motion. Chairperson Morse polled the Board and the motion passed with Focke, Ford, Hudgins, Morse, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

At 12:39 p.m. the open meeting reconvened.

**Q. Adjournment:** Secretary Wilkerson moved to adjourn the meeting. Vice Chairperson Ward seconded the motion. Chairperson Morse polled the Board and the motion passed with Focke, Ford, Hudgins, Morse, Ward, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0. The August 15, 2022 Law Board Meeting adjourned at 12:39 p.m.