



Federal Law Enforcement Training Accreditation Board Telephonic Board Meeting Report April 21, 2020

115-501 (CFO/OAC)

I. Welcoming Remarks and General Announcements

FLETA Board Chair James Ward called the meeting to order at 10:02 a.m.

The Executive Director Mr. Joseph Collins took roll. Mr. Collins reported a quorum was present (attendance sheet attached).

Mr. Ward recognized the following new Board members:

Michael Barbuti	Special Agent in Charge Drug Enforcement Administration Training Academy
Colleen Coleman	Deputy Training Director Defense Counterintelligence and Security Agency
Janeen DiGiuseppi	Section Chief FBI Training Academy
Tracy Siler	Assistant Director US Immigration and Customs Enforcement

Mr. Ward announced that since the last meeting the following members have departed the Board:

1. David Corwin, DCSA
2. William Mathews, DEA
3. Sandra Walker, ICE
4. Michael Robinson, IG CIA

In addition, this will be the final Board meeting for:

1. Ronald Ward, U.S.Courts
2. Robert Weitzel, DoS
3. Stephanie Creasy, USMS

II. Approval of Minutes from Previous Board Meeting

Mr. Ward asked for a motion to approve the report from the November 7, 2019 FLETA Board meeting at the FLETC in Glynco, GA. CAPT Solomon made the motion and Mr. Robert Lachance seconded the motion. The motion carried unanimously.

III. Committee Reports

Mr. Ward announced the Executive Committee met twice since the last FLETA Board Meeting, March 6, 2020, and March 20, 2020, in the Office of Accreditation, in Glynco, GA and through teleconferencing. Topics included: the impact of COVID-19 on FLETA, Board Meeting Preparations, Board Meeting attendance by Board Members, international requests for assistance from FLETA, as well as the FLETA Office of Accreditation Business Case, seeking additional resources, funding, and full time employees. Mr. Collins sent out copies of those reports previously.

IV. Regular Business

Mr. Ward reported that Mr. Collins would provide regular business updates at the next scheduled FLETA Board Meeting.

V. Old Business

Mr. Ward announced that during this meeting, the Board needs to conclude business from the November 2019 FLETA Board Meeting. At the November 2019 meeting, an amendment of the FLETA Bylaws was proposed in reference to Board Membership and the distribution of Board seats by agency. The Bylaws Committee recommended moving one of the seats currently assigned to the “Other” category to the Department of Defense. This would reduce the seats for “Other” to two and allot four seats for the DoD.

Per the FLETA Bylaws, this topic was due for a vote at the next regularly scheduled FLETA Board Meeting, which is this meeting.

Mr. Ward asked for a motion to accept the change to the FLETA Bylaws. Mr. Reginald Cole made the motion and Mr. Ronald Ward seconded the motion. The motion carried unanimously.

VI. New Business

The Board held an election for the position of Chair and Second Vice-Chair. The nominees were Mr. James Ward and Mr. Robert Lachance, respectively. Both were reelected and sworn-in immediately.

The Board also selected Mrs. Sterling Payne as the new Parliamentarian. Mrs. Payne was sworn-in and assumed her position immediately.

The FLETA Office of Accreditation Executive Director Joe Collins announced the 2020 FLETA Standards vote/implementation is postponed until the November 2020 FLETA Board Meeting. Question on when the standards will go into effect was asked. Mr. Collins responded there would be a six months transition period in which after that, each agency will work with their respective program manager for guidance.

VII. Office of Accreditation Updates

Mr. Collins announced the next meeting will be in November 2020, beginning Tuesday, November 3 and concluding on Thursday, November 5, 2020, the proposed location is Glynco, GA. **Please note Tuesday, November 3, 2020 is Election Day, please make appropriate arrangements to vote.**

Mr. Collins also reported the following:

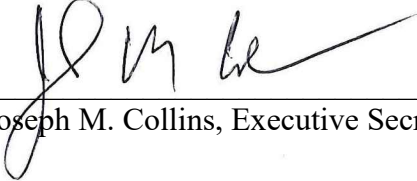
1. FLETA OA Business Case submission
 - a. In anticipation of future growth, the OA submitted a plan to seek additional resources, funds, and full time employees.
2. Update on proposed legislation
3. Update on FLETA's path forward from the COVID-19 situation
 - a. Current operations. Mr. Collins assured maximum flexibility during this timeframe.
 - b. May seminar canceled, look to reschedule in the January 2021 timeframe
 - c. Currently, one assessment has been postponed. Assessments pick back up in June for appearance at the November 2020 Board Meeting. Difficult to say if summer assessments will be impacted. It was suggested that assessors remain consistent with assessment measures across the board. Mr. Collins assured PMs would provide guidance to assessors to ensure consistency.
 - d. The in-person Team Leader Program (TLP), that was originally scheduled for August, is being modified to an online format and will be presented at a later date.
 - e. The FLETA budget will be impacted due to the COVID-19 situation. The OA may not be able to expend a good amount of its yearly budget since the majority of the OA expenses are travel related.
4. The OA offices at TH 383 on the FLETC, Glynco, GA sustained significant damage due to a water leak. Cleanup and repairs are taking place.

VIII. Closing Remarks and Adjournment

Mr. Ward asked for patience during this time and to keep the lines of communication open.

Mr. Ward thanked the Office of Accreditation staff for their remarkable job. He also welcomed the new Board members and thanked the outgoing Board members for their service on the Board.

Mr. Ward asked for a motion to adjourn the meeting. CAPT Solomon made the motion, and Mr. Gary Smith seconded the motion. The motion carried unanimously, and the meeting adjourned at 11:07 a.m.

Report prepared by: 
Joseph M. Collins, Executive Secretary April 21, 2020
Date

Interim Approval: 
James L. Ward, FLETA Chairperson April 22, 2020
Date

Full Board Approval: **November 5, 2020**