



**Federal Law Enforcement Training Accreditation Board
Board Meeting
April 25, 2013
Glynco, Georgia**

115-501 (CFO/OAC)

I. Welcoming Remarks and General Announcements

Chairperson Ronald Ward called the meeting to order at 8:30 a.m. He welcomed all attendees and asked everyone to stand for the presentation of the colors by the CBP Field Operations Academy Honor Guard. FLETA Board Member Commander Tom Walsh, USCG, led the meeting attendees in reciting the Pledge of Allegiance.

Executive Secretary Gary Mitchell called the roll and reported 16 members were present, which constituted a quorum (attendance sheet attached).

Mr. Ward reported that in December the FLETA Board held a special election as required by the FLETA bylaws to elect a new chairperson after Mr. Donald Webb's retirement. Mr. Ward was elected Chair, Ms. Angela Hrdlicka was elected 1st Vice-Chair, Mr. Brian Peters was elected 2nd Vice-Chair, and Ms. Theresa Stoop was appointed as the FLETA Board Parliamentarian.

Mr. Ward next recognized the following new Board members:

Cynthia J. Atwood: Assistant Director - Federal Law Enforcement Training Centers

Michael Browning: NCIS Academy Director

Robert "Darrell" Cagle: Director, Dept. of Veterans Affairs Law Enforcement Training Center

Michael Delgado: Assistant Inspector General for Investigations - Headquarters Operations, TIGTA

Richard K. Elias: Assistant Director, U.S. Secret Service

William Fallon: Assistant Director, U.S. Marshals Service Training Division

James R. Gregorius: Special Agent in Charge, DEA Training Academy

Nancy Stout: Senior Training Advisor, Department of State

Dr. Curtis Smith: representing the public

Commander Thomas Walsh: U.S. Coast Guard, Maritime Law Enforcement Academy

Mr. Ward also recognized the following Board members who have left the FLETA Board:

Mr. Donald Webb – Board member from March 2006 to September 1, 2012, and FLETA Board Chair from November 2009 to September 1, 2012

Mr. Michael Hanneld – Board member from April 2009 to November 2012

Mr. Terry Stuart – Board member from July 2010 to November 2012

Leaving the FLETA Board after this meeting are:

Mr. Charles DeVita – Board member since July 2007

Mr. Patrick Corcoran – Board member since May 2009

Mr. Ward announced that Ms. Sally Livingston was honored as the 2012 Team Leader of the Year at last night's FLETA recognition and awards ceremony. This award recognizes individuals who have contributed significantly or demonstrated exceptional commitment while serving in a Team Leader capacity during the FLETA accreditation process. Certificates of appreciation were also presented to more than 20 assessors from the last two cycles of assessments.

Mr. Ward recognized the assessors, Team Leaders, and everyone else who makes FLETA a success.

II. Approval of Minutes from Previous Board Meeting

Mr. Ward asked for a motion to approve the minutes from the July 12, 2012, FLETA Board meeting in Glynco, Georgia; the November 27, 2012, FLETA Board Conference Call meeting; and the February 21, 2013, FLETA Board Conference Call meeting.

Ms. Theresa Stoop made the motion, Ms. Angela Hrdlicka seconded the motion, and the motion carried unanimously.

III. Committee Reports

Three of the Board standing committees met on Tuesday of this week to conduct business. Mr. Ward called upon the committee chairs to report on the committees' activities.

A. Standards Steering Committee – Mr. Brian Peters reviewed the makeup of the committee and said they went over the committee processes and reviewed the committee charter. They tabled several issues until they can do some research. There

will be a total review of the FLETA Standards in 2015 and Mr. Peters said that the committee will take comments and suggestions in 2014 for that review. The Board has assigned several areas for the committee to look at, including the requirement that an agency's instructor training program must be accredited before their academy can be accredited. The Board wants to ensure FLETA adds value and is not burdening agencies unnecessarily.

Mr. Ward called for a motion to accept the Standards Steering Committee report. Mr. Michael Browning made the motion, Ms. Theresa Stoop seconded the motion, and the motion carried unanimously.

- B. Bylaws Committee** – Ms. Theresa Stoop reported that the Bylaws Committee will be looking at several items, including the need to document the review of the FLETA Standards, and adding language about the Strategic Plan to Article 2, Mission, Vision, and Goals.

Mr. Ward called for a motion to accept the Bylaws Committee report. Col. Kristine Blackwell made the motion, CMDR Thomas Walsh seconded the motion, and the motion carried unanimously.

- C. Awareness and Recognition Committee** – Ms. Cynthia Atwood reported that the Awareness and Recognition Committee had a lively discussion about how to enhance awareness of FLETA. Their ideas include developing a clean, succinct video, possibly in the vein of “We are FLETA”, with different agencies' seals or logos. Ms. Atwood welcomed anyone to send their ideas to her.

Mr. Ward called for a motion to accept the Awareness and Recognition Committee report. Mr. Brian Peters made the motion, Mr. Michael Browning seconded the motion, and the motion carried unanimously.

IV. General Reports

- A. Office of Accreditation Updates** – Dr. Gary Mitchell reported that at the end of today's meeting there will be 15 accredited academies and more than 80 accredited programs, many of which are already into their second reaccreditation cycle. The full report of the FLETA Office of Accreditation activities is attached.
- B. Future Meetings** – Dr. Mitchell reported that the next FLETA Board meeting is scheduled for July 9-11, 2013. The location is still in the process of being determined, and more information will be posted on the FLETA website as it becomes available.

C. Annual Reports Received:Reports from November 2012 cancelled meeting:

CBP	Field Operations Academy	No issues reported, all standards in compliance.
CBP	Air and Marine Basic Program	No issues reported, all standards in compliance.
CBP/BP	Operations Instructor Training Program	No issues reported, all standards in compliance.
DEA	Training Academy	No issues reported, all standards in compliance.
FLETC	Land Management Police Training Program	No issues reported, all standards in compliance.
FMCSA	Drug Interdiction Assistance Program	No issues reported, all standards in compliance.
CBP	Regulatory Audit Basic Auditor Part A	No issues reported, all standards in compliance.
CBP	Basic Import Specialist Training Program	No issues reported, all standards in compliance.
FBI	FBI Academy	Several standards out of compliance, corrective action plans developed and submitted, agency providing 30-day reports
FBI	New Agents Training Program	Several standards out of compliance, corrective action plans developed and submitted, agency providing 30-day reports
FLETC	Law Enforcement Fitness Coordinator Training Program	No issues reported, all standards in compliance.
FLETC	Criminal Investigator Training Program	No issues reported, all standards in compliance.
NCIS	Training Academy	No issues reported, all standards in compliance.

Reports from April 2013 meeting:

CBP	Customs and Border Protection Officer Basic Training Program	No issues reported, all standards in compliance.
CBP/BP	Driving Instructor Training Program	No issues reported, all standards in compliance.
ICE	Field Operations Training Program	No issues reported, all standards in compliance.
NPS	Seasonal Law Enforcement Training Program	No issues reported, all standards in compliance.
TIGTA	Training Academy	No issues reported, all standards in compliance.
USCG	Ports, Waterways, and Coastal Security Course	No issues reported, all standards in compliance.
USMS	Basic Deputy U.S. Marshal Training Program	No issues reported, all standards in compliance.
USPIS	Career Development Unit	No issues reported, all standards in compliance.
USSS	Firearms Instructor Training Course	No issues reported, all standards in compliance.
VA	Dept. of the Air Force Basic Police Officer Course	No issues reported, all standards in compliance.
VA	Law Enforcement Training Center	No issues reported, all standards in compliance.

D. FLETA Agency Recognition Award – Mr. Ward asked Ms. Connie Patrick, Director of the Federal Law Enforcement Training Centers, to come forward. He then announced that the FLETA Board was pleased to recognize the FLETC as the first agency to receive the FLETA Agency Recognition Award.

The FLETA Agency Recognition Award is the highest award given by the FLETA Board to those organizations that have a long-standing history of outstanding contributions to, and in superior support of, the FLETA mission and process. The FLETC was tasked by the Office of Management and Budget to lead the development of an independent federal law enforcement accrediting process and, once the FLETA Board was established, the FLETC continued to support the process by providing resources, space, and countless assessors. The FLETA Board commends and thanks the FLETC and Director Patrick for the continued and invaluable support of the FLETA vision and mission.

Director Patrick received the award, congratulated the FLETA Board and accreditation community, and thanked them for their hard work to help develop the next generation of trainers.

E. FLEAC Report – FLEAC Chairman Jason Worchel gave the following report:

The Federal Law Enforcement Accreditation Coalition (FLEAC) conducted its regularly scheduled business meeting at 1500 hours on Wednesday, April 24, 2013. FLEAC Chairman Jason M. Worchel presided over the meeting.

The Coalition approved minutes of the July 10-12, 2012 meeting held at FLETC-Glynco and heard reports from the Coalition sub-committees: Membership (Kay Arthur), Standards (Sally Livingston), By-Laws (Dr. Mark Haucke), Training (Kim Canitz), Reaccreditation (Natasha Fulmore, not in attendance), and Communications (Donna Folmar, not in attendance).

As per the FLEAC By-Laws, this meeting was designated for the election of a FLEAC member to serve as the Vice-Chairperson for the next two years. It gives me great pleasure to announce that Dr. Michael McDade of the U.S. Customs and Border Protection (CBP) has been re-elected and will serve an additional two years as the Vice-Chairman of the FLEAC.

The Office of Accreditation also provided the FLEAC with an update and answered questions. Christiana Halsey discussed the on-line self-assessment initiative and future roll-out of the new ISCR forms.

The April 24, 2013, meeting was duly adjourned at 1544 hours to reconvene at the Summer FLETA Board meeting location.

VI. Old Business

All old business was handled through the Board's Committees' work.

VII. New Business

Mr. Ward announced that the Board Review Committee (BRC) reports would be given and the accreditation and reaccreditation certificates awarded.

The Board met on Wednesday, April 24th, and conducted reviews of the following agencies:

Initial Accreditation

USMC	U.S. Marine Corps Police Academy Basic Police Officer Course
DCIS	Special Agent Basic Training Program
USAMPS	Special Victims Unit Investigations Course
USAMPS	Staff and Faculty Training Course
ATF	Industry Operations Investigator Basic Training Program

ATF	Special Agent Basic Training Program
FAMS	Defensive Measures Instructor Training Program
USCG	Boarding Officer Practical Course
VA	Instructor Development Course
OPM	Federal Background Investigator Training Program
OPM	Essentials of Suitability Adjudication Program

Reaccreditation

USAMPS	Civilian Police Academy
USAMPS	U.S. Army Military Police School
AFOSI	Basic Special Investigators Course
AFOSI	U.S. Air Force Special Investigations Academy
FAMS	Instructor Development Course
USSS	Essentials of Instruction Course
USSS	James J. Rowley Training Center
FLETC	Boat Operators Anti-Terrorism Training Program
FLETC	Inland Boat Operator Training Program
FLETC	Law Enforcement Control Tactics Instructor Training Program
FLETC	Law Enforcement Instructor In-Service Training Program
CBP	Basic Entry Specialist Training Program
CBP/BP	Task-Based Language Teaching Program
IRS	Special Agent Basic Training Program
IRS	Basic Instructor Facilitator Training Program
IRS	National Criminal Investigation Training Academy

Following the Board Review Committees, the FLETA Board met in Executive Session Wednesday afternoon and reviewed each application for accreditation or reaccreditation. The Board unanimously approved each application for accreditation/reaccreditation.

Ms. Angela Hrdlicka began by recognizing Board Review Committee A, which was led by Brian Peters, and included Cynthia Atwood, Robert Cagle, Michael Delgado, Michael Hillyard, and Mike Novak. They reviewed four programs for initial accreditation, and two programs and two academies for reaccreditation. They were assisted by Office of Accreditation (OA) Program Manager Robert Bruton.

Mr. Peters recognized the *U.S. Marine Corps Police Academy Basic Police Officer Course* for initial accreditation. He reviewed the program and noted it presented the Board with a unique situation: due to sequestration the academy personnel were unable to travel to this meeting. Because of that, the program review was conducted via a teleconference call. Mr. Peters announced the Board unanimously approved the USMC Police Academy BPOC for initial accreditation.

Mr. Delgado recognized the *Defense Criminal Investigative Service Special Agent Basic Training Program* for initial accreditation. He reviewed the program and announced the Board unanimously approved the DCIS SABB program for initial accreditation.

Mr. Peters recognized the *U.S. Army Military Police School Special Victims Unit Investigations Course* and the *U.S. Army Military Police School Staff and Faculty Training Course* for initial accreditation; the *U.S. Army Military Police School Civilian Police Academy* for program reaccreditation; and the *U.S. Army Military Police School* for academy reaccreditation. He reviewed each program/academy and announced the Board unanimously approved the USAMPS SVUIC and SaFTC for initial accreditation, the Civilian Police Academy for reaccreditation, and the Military Police School for academy reaccreditation.

Mr. Cagle recognized the *Air Force Office of Special Investigations Basic Special Investigators Course* for reaccreditation and the *U.S. Air Force Special Investigations Academy* for reaccreditation. He reviewed each, noting the AFOSI staff excelled in instructor development and have a quality process. He then announced the Board unanimously approved both the AFOSI BSIC and the USAF Special Investigations Academy for reaccreditation.

Ms. Hrdlicka next recognized Board Review Committee B, which was led by herself, and included Pat Corcoran, William Fallon, James Gregorius, Nancy Stout, and Thomas Walsh. BRC B reviewed four programs for initial accreditation, and four programs and one academy for reaccreditation. They were assisted by OA Program Managers Billy McLeod and Christiana Halsey.

Ms. Hrdlicka recognized the *James J. Rowley Training Center* for academy reaccreditation and the *U.S. Secret Service Essentials of Instruction Course* for reaccreditation, noting that both are in their second cycle of reaccreditation. She also mentioned that she found it commendable that the USSS used evidence in their folders from five unaccredited programs at the USSS Academy, showing their commitment to the FLETA process. She then announced the Board unanimously approved the USSS James J. Rowley Training Center and the Essentials of Instruction Course for reaccreditation.

Mr. Fallon recognized the *Bureau of Alcohol, Tobacco, Firearms and Explosives Industry Operations Investigator Basic Training Program* and the *Special Agent Basic Training Program* for initial accreditation. He reviewed both programs and announced the Board unanimously approved the ATF IOIBT and SABT programs for accreditation.

Mr. Gregorius recognized the *Federal Air Marshal Service Defensive Measures Instructor Training Program* and the *Instructor Development Course* for initial accreditation. He reviewed both programs and announced the Board unanimously approved both programs for initial accreditation.

Mr. Corcoran recognized four programs of the *Federal Law Enforcement Training Centers* for reaccreditation: *Boat Operators Anti-Terrorism Training Program*, *Inland Boat Operator Training Program*, *Law Enforcement Control Tactics Instructor Training Program*, and *Law Enforcement Instructor In-Service Training Program*. He reviewed each program briefly and announced the Board unanimously approved all four programs for reaccreditation.

Ms. Hrdlicka recognized Board Review Committee C, which was led by Colonel Kristine Blackwell, and included Michael Browning, Curtis Smith, and Theresa Stoop. They reviewed four programs for initial accreditation, and four programs and one academy for reaccreditation. They were assisted by OA Program Managers Christiana Halsey and C.J. Ross.

Colonel Blackwell recognized the *U.S. Coast Guard Boarding Officer Practical Course* for initial accreditation, reviewing the program and noting the Coast Guard team gave a very professional demonstration. She then announced the Board unanimously approved the USCG BOPC for initial accreditation.

Mr. Browning recognized the *Dept. of Veterans Affairs Instructor Development Course* for initial accreditation, noting the assessment team gave high marks to the VA Law Enforcement Training Center. He then announced the Board unanimously approved the course for initial accreditation.

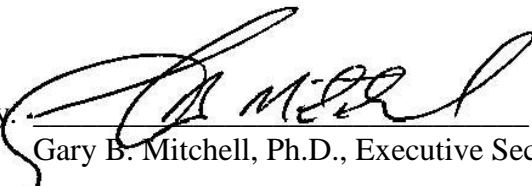
Ms. Stoop recognized two *Office of Personnel Management* programs for initial accreditation: the *Federal Background Investigator Training Program* and the *Office of Personnel Management Essentials of Suitability Adjudication Program*. She gave a brief review of each program and announced the Board unanimously approved both programs for initial accreditation.

Dr. Smith recognized the *Customs and Border Protection Basic Entry Specialist Training Program* and the *CBP/Border Patrol Task-Based Language Teaching Program* for reaccreditation. He reviewed each program and announced the Board unanimously approved both programs for reaccreditation.

Colonel Blackwell recognized the *Internal Revenue Service Special Agent Basic Training Program* and the *Basic Instructor Facilitator Training Program* for reaccreditation, and the *National Criminal Investigation Training Academy* for reaccreditation. She reviewed both programs and the academy and announced the Board unanimously approved all three for reaccreditation.

VIII. Closing Remarks and Adjournment of the Open Session

Board Chairperson Ronald Ward again thanked everyone for attending the Board meeting. He then recognized and thanked the Executive Committee and recognized the Office of Accreditation. Mr. Ward commented he is proud of how agencies come together through the FLETA process. He asked everyone to help promote FLETA within their own agencies and get the word out about FLETA. If anyone has ideas about how to promote FLETA, please send them to Board member Ms. Cynthia Atwood, FLETC, or Dr. Gary Mitchell, FLETA OA Executive Director. Mr. Ward also said the accreditation community will be notified about details of the July Board meeting as soon as they are known. Mr. Ward then adjourned the meeting at 9:40 a.m.

Minutes prepared by:  4/30/2013
Gary B. Mitchell, Ph.D., Executive Secretary Date

Interim Approval:  4/30/2013
Ronald L. Ward, FLETA Chairperson Date

Full Board Approval: 7/11/2013
Date



**Federal Law Enforcement Training Accreditation Board
Attendance Roster – April 25, 2013
Glynco, GA**

Name	Title	Agency	23-Apr	24-Apr	25-Apr
Atwood, Cynthia J.	Assistant Director	FLETC	✓ ✓	✓ ✓	✓
Blackwell, Kristine E.	Colonel	AFOSI	✓ ✓	✓ ✓	✓
Browning, Michael R.	Director	NCIS	✓ ✓	✓ ✓	✓
Cagle, Robert Darrell	Director	VA	✓ ✓	✓ ✓	✓
Corcoran, Patrick J.	Inspector In Charge	USPIS	✓ ✓	✓ ✓	✓
Delgado, Michael	Assistant Inspector	TIGTA	✓ ✓	✓ ✓	✓
DeVita, Charles N.	Director	ICE	Excused	Excused	Excused
Elias, Richard K.	Assistant Director	USSS	Excused	Excused	Excused
Fallon, William T.	Assistant Director	USMS	✓ ✓	✓ ✓	✓
Greenberg, Ph.D., Sheldon F.	Associate Dean	N/A	Excused	Excused	Excused
Gregorius, James R.	Special Agent in Charge	DEA	✓ ✓	✓ ✓	✓
Hillyard, Ph.D., Michael	Independent Consultant	N/A	✓ ✓	✓ ✓	Excused
Hrdlicka, Angela	Executive Director	IG	✓ ✓	✓ ✓	✓
Novak, Michael R.	Assistant Administrator	TSA	✓ ✓	✓ ✓	✓
Peters, Brian S.	Chief	DOI	✓ ✓	✓ ✓	✓
Smith, Ph.D., Curtis J.	Director (Retired)	N/A	✓ ✓	✓ ✓	✓
Stoop, Theresa R.	Assistant Director	ATF	✓ ✓	✓ ✓	✓
Stout, Nancy	Senior Training Advisor	DOS	✓ ✓	✓ ✓	✓
Trotta, Nicholas	Manager	FRB	Excused	Excused	Excused
Walsh, Thomas	Commander	USCG	✓ ✓	✓ ✓	✓
Ward, Ronald L.	Director	USC	✓ ✓	✓ ✓	✓
Mitchell, Ph.D., Gary B.	Executive Director	FLETA	✓ ✓	✓ ✓	✓



Federal Law Enforcement Training Accreditation Board
Executive Director's Report
April 25, 2013

Data for this report is through March 31, 2013.

FLETA Applications (Tab 6)

Applications received from/for:

Date	#	Agency	Academy/Program
10/1/2012	20.2	CBP	Field Operations Academy
10/4/2012	72.2	NCIS	Special Agent Basic Training Program
10/4/2012	93.1	USAMPS	U.S. Army Civilian Police Academy
10/4/2012	94.1	USAMPS	U.S. Army Military Police School
10/10/2012	90.1	CBP	Basic Entry Specialist Training Program
10/10/2012	103.1	CBP	Regulatory Audit Basic Auditor Part A
10/10/2012	104.1	CBP	Basic Import Specialist Training Program
10/10/2012	112.1	CBP	Air and Marine Basic Training
10/29/2012	159	USN	Naval Corrections Specialist
10/29/2012	160	USN	Master at Arms Class A
11/20/2012	109	USCG	Maritime Enforcement Specialist "A" School
11/20/2012	158	USCG	Tactical Coxswain Course-A (TCC-A)
11/28/2012	161	USFS	Field Training Evaluation Program
12/3/2012	162	DHS I&A	Mid-Level Intelligence and Threat Analysis Course
12/3/2012	163	DHS I&A	Basic Intelligence and Threat Analysis Course
12/3/2012	164	DHS I&A	DHS HQ Training Center, Intelligence Training Academy
12/10/2012	57.2	USPIS	Postal Inspection Service Facilitator Training Program
1/2/2013	165	DEA	Instructor Development Course
1/2/2013	166	DEA	Basic Agent Training Program
2/4/2013	89.1	CBP	Agriculture Specialist Training (CBPAS)
3/5/2013	167	TSA	Firearms Instructor Training Program
3/14/2013	168	ICE	Enforcement and Removal Operation Officer's Basic Trng.
3/14/2013	169	ICE	Special Agent Training Program
3/14/2013	95	ICE	Supervisory Leadership Training Program
3/26/2013	76.1	FMCSA	Drug Interdiction Assistance Program

Applications In-Progress (105)

9 for Academy accreditation
57 for Program accreditation
8 for Academy reaccreditation
31 for Program reaccreditation

FLETA-Sponsored Training

Date	Trained	Event
10/11/2012	35	FLETA Fundamentals – DoS, Dunn Loring, VA
3/19 – 3/21/2013	16	Team Leader Training Program – Glynco, GA

Accreditation Incentive Fund (Tab 6)

Please see Tab 6 in the April Board meeting book for an accounting of incentive fund expenditures for FY2013.

FLETA Assessments (Tab 3)***Initial Accreditation Assessments***

VA Law Enforcement Training Center Instructor Development Course Team Leader Jennifer Kasper, Assessors Denise White and Bob Turner	October 16-18, 2012
USAMPS Staff and Faculty Training Course Team Leader Tom Flanagan, Assessors Karen Jones and Jason Daniel	October 23-25, 2012
TSA OLE/FAMS Instructor Development Course Team Leader Mike LaRosa, Assessors Eric Orr and Trina Harrison OJT Assessors Shenell Jennings and Francis Twohig	Nov. 26-30, 2012

Reaccreditation Assessments

U.S. Secret Service, James J. Rowley Training Center Team Leader Eric Orr, Assessors Josh Minix and Cathy Jeffryes OJT Assessor Nathan Rohdert	October 1-5, 2012
FLETC Law Enforcement Instructor In-Service Training Program Team Leader Matthew J. Coyle, Assessors Elizabeth A. Dodson and Andrew Kiddey OJT Assessor Rick Bussell	October 1-5, 2012
U.S. Secret Service Essentials of Instruction Course Team Leader Mark Haucke, Assessors Andrea Oliver and Clay Rogers	October 15-19, 2012
FLETC Inland Boat Operator Training Program Team Leader Ivan T. Biss, Assessors Dr. Michael B. McDade and Joseph T. Chopko OJT Assessors Darrin Brown and David Heri	December 4-6, 2012
U.S. Army Civilian Police Academy (Program) Team Leader Mary Jane (Molly) Wankel, Assessors Dana Breen and Joe Duran OJT Assessor Julie Comeau	January 8-10, 2013

U.S. Army Military Police School (Academy) January 15-17, 2013
Team Leader Jennifer Kasper, Assessors Chereé Hammond and Michael Scanlon
OJT Assessors David Hartsfield and Nicholas Kramer

CBP Basic Entry Specialist Training Program January 22-24, 2013
Team Leader Don L. Smith, Assessors Bill Williams and Liz Dodson
OJT Assessors Doris Hasler and Cathy Haney

IRS Basic Instructor Facilitator Training Program January 29-30, 2013
Team Leader Mary Latham, Assessors Keith Aubin and Tonya Lopez

Assessors (Tab 6)

Thirty-three assessors (18 less than last cycle), 11 OJT/shadow assessors (seven less than last cycle), and 34 self-assessors (14 less than last cycle) were used, for a total cost of \$29,249.28 (\$31,980.69 less than last cycle). Assessors were from 22 (-7) different agencies, averaged 2 (-2.375) FLETA assessments per assessor, and participated in an average of 1 (-3.3243) self-assessments per assessor. The average cost/assessment was \$2,659.03, as compared to \$3,601.76 from the previous period.

Additional Activities by Month

October 2012

CBP/BP withdrew their Firearms Instructor Training Program from review at the fall Board meeting because CBP is creating an overarching firearms instructor program for all CBP employees, including CBP/BP.

Mr. Mitchell received a request from CBP Assistant Commissioner Chris Hall to meet with the FLETA Board to talk about CBP accreditation plans. The meeting was scheduled for October 30, 2012 at the Baltimore Board meeting.

November 2012

The 10th Anniversary portfolio and video were posted to the FLETA website.

The Board Executive Committee met on November 8th at the FLETA/OA offices.

Kevin Miller (ICE) completed his 60-day Executive Leadership assignment with the Office of Accreditation.

A full FLETA Board meeting via conference call took place on November 27th. The main topics were planning for the next Board meeting, April 23-25, 2013, and election of Board officers. The also discussed future Board meetings and possible meeting locations.

Nominations opened for the FLETA Board Chairperson position.

December 2012

The election began for the FLETA Board Chairperson. The formal election was necessary because of the Bylaws requirement of a written ballot. Mr. Ward was elected FLETA Chairperson.

Nominations and election for the FLETA Board's First Vice-Chair position were held. Ms. Angela Hrdlicka was elected FLETA First-Vice Chairperson.

Nominations for the FLETA Board's Second Vice-Chair were taken, and the election period began. The election closed on January 3rd, 2013.

Mr. Terry Stuart was presented with a FLETA Certificate of Appreciation at his retirement ceremony.

The OA received notice from FLETC that their total rollover for the XSE incentive fund was \$18,832.15, providing an additional \$8,000 in the fund for FY13.

January 2013

The election process for the FLETA officers was completed. The FLETA Officers are:

Ronald L. Ward	<i>Chairperson</i>
Angela Hrdlicka	<i>1st Vice-Chair</i>
Brian S. Peters	<i>2nd Vice-Chair</i>

These officers will serve in their respective positions until July 2014.

The FLETA Board has two new members:

- 1) Cynthia J. Atwood, Assistant Director, Federal Law Enforcement Training Centers, replacing Mr. Michael Hanneld
- 2) Michael Delgado, Assistant Inspector for General Investigations, TIGTA Headquarters Operations, replacing Mr. Terry Stuart

Mr. Keith Hill advised Mr. Mitchell that he is retiring from federal service at the end of January.

The OA received notice that the request to hold the April Board meeting in Baltimore, MD had been denied by the Federal Law Enforcement Training Centers' CFO. The OA is looking at the possibility of holding the Board meeting at FLETC in Glynco, GA.

February 2013

The State Department appointed Ms. Nancy Stout to replace Kevin Bauer.

Billy McLeod and Gary Mitchell traveled to Washington, DC February 19th and 20th. They met with FMCSA, U.S. Capitol Police, FLETC Cheltenham, DHS, and new Board member Michael Delgado.

The OA responded to a DHS request for additional information on all meetings FLETA has scheduled in FY13, including estimates of number of attendees to the meetings.

Mr. Mitchell received new budget numbers for travel for the rest of FY13. The maximum that will be allowed to be obligated for FY13 is \$61,000 for ACC and \$148,300 for XSE.

A “special called” FLETA Board meeting conference call was held on February 21st. All Board members attended. The main topics were budget discussion and approval of the April Board meeting location being changed to Glynco.

DHS requested additional information on the April Board meeting request. The meeting approval request package is now being submitted to the Deputy Secretary.

Mr. Mitchell prepared a FLETA financial history for Board review.

John Waters from FMCSA visited the FLETA offices and worked with FLETA/OA Program Manager Christiana Halsey to prepare a plan for FMCSA’s reaccreditation efforts.

March 2013

The request for the April Board meeting is being reviewed by the DHS Deputy Secretary.

The FLETA Executive Committee met at the OA offices on March 12th.

FLETA/OA staff met with the former FLETC Evaluation and Analysis Branch, which is FLETC’s evaluation and analysis unit, to provide information about the FLETA process and standards. The meeting was well received.

In a conference call with the FRB in Atlanta, we were told that they were turning away meeting requests based upon holding space for the FLETA Board meeting in July. The FRB said they needed to know by the end of April 2013 if the FLETA board was going to meet in Atlanta.

In the FLETC FY2012 Impact Report prepared for DHS, the FLETA and/or accreditation were mentioned 20+ times. It was also noted that the FLETA Board met on the FLETC campus for their July 2012 Board meeting.