



## Member Meeting (2023/2024)

October 31, 2023 | 1:00pm | Zoom

# Minutes

### In Attendance

Alden Whipple (Navajo County SO)  
Alexandra Malnack (Page)  
Ashley Grahlmann (Prescott)  
Ashley Morton (Colorado City)  
Bradley Mihalik (NAU)  
Celena West (Payson)  
Claudia Salas (ASU)  
Erika Castro (Yuma)  
Freeman Carney (Paradise Valley)  
Guy Walters (Navajo County SO)

Heather Beckwith (Paradise Val.)  
Jeana Johnson (Wickenburg)  
JoBeth Green (Scottsdale)  
Keith Broughten (Phoenix)  
Kelly Ingram (Paradise Valley)  
Lance Davidson (Scottsdale)  
Lane Darling (EMS)  
Larry Jones (Page)  
Lea Petersen (Navajo County SO)  
Marcella Garcia (Mesa)

Michael Navarro (NAU)  
Mitchell Olive (Oro Valley)  
Nancy Juarez (San Luis)  
Rachel Clyde (Winslow)  
Randy Stewart (El Mirage)  
Scott Sjerven (Casa Grande)  
Stacy Olson (Salt River)  
Stephanie Malone (Yuma)  
Tracy Dashiell (Chino Valley)

### Call to Order

Meeting called to order at 01:03pm.

### Approval of 04/10/2023 Minutes

Minutes presented and approved with a vote of 19 yes. No changes brought forth by membership.

### Manual Overview

- CALEA and AccredNet are hitting back at DOJ regarding someone of the mandated changes thus some required DOJ changes are not being implemented at this time.
- Chapter 14 - Generalized training has been consolidated into chapter 14 for more simplistic tracking. Specialized training requirements are going to remain in their original chapters.
- Bias based got changed from every 3 years to annually
- There is a new addition of required accreditation manager training to occur within 1 year of being placed in the position.
- Chapter 30 change to include retraining every 4 years. Part of the chapter is not required from all agencies unless you adjoin or are in Indian country.
- IT was discussed when it would be appropriate to make the switch. It was discussed that if you are well into your initial accreditation or reaccreditation then it would be best to stay within the old manual as there is extensive changes that will make modifying proofs and policies cumbersome. If you are at the beginning or not far within your assessment, then it would be better to go ahead and proceed with the switch since it is easier to navigate and will be required going forward.
- It discussed how it is always recommended to keep backups for everything, just in case there are any changes to the manual, system, agency, etc.

- Make sure with the new policy to sit down and go over all the changes with command staff and see if any new policy needs to be completed or modified.
- CAPA will be working on offering training, possibly in November, on the new manual and its changes.

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## Conference

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The conference was discussed advising that registration is opening soon. There is expected to be a lot of great training that is different from previous years. We are looking for sponsors and raffle items so if you have anything then please reach out to the conference committee through [capa@azchiefsofpolice.org](mailto:capa@azchiefsofpolice.org). If anybody is interested in instructing, please reach out.

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## Costume Contest

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Ashley Grahmann presented a picture as an inmate and Tracy Dashiell presented a picture of her as an Oompa Loompa and both were selected as winners for the contest.

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## Open Discussion

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- **Will the manual change annually?** There is no guarantee that the manual will or will not change however even if changes occur, an agency will not be required to change to the new manual until there next accreditation period whether that is within a new accreditation or reaccreditation period. The only time that an agency will be required to change in the middle of an accreditation period will be if required by a governing body.
- **Can I work on my waivers even though I am not approved?** You are welcome to work on waivers, however you will not be able to submit any waivers until you are officially approved.
- **Will there be a cross reference between the old and new?** You should be able to do it on PowerDMS, but CAPA will work on a cross reference manual just in case.
- **Will there be an updated crosswalk between CALEA and ALEAP?** Yes, it is currently being worked on by Scottsdale and Kevin and will be make it available.

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## Future Agenda Items

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Review of the cross reference manual of the new vs old standards manual.

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## Announcements

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The next commission meeting is Jan. 25<sup>th</sup> at 1pm at Scottsdale PD. This will be the first meeting for communications to be approved and the P&E accreditation standards manual will be brought forth to be approved. It is highly recommended, information on the ALEAP website. The awards will then be presented on February 2<sup>nd</sup> at AACOP meeting awards.

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## Adjournment

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Motion to adjourn was made at 2:06pm.

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## Next Meeting

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**January 17, 2023 at 01:00pm via Virtual Meeting**