



Sedgwick County...
working for you

Law Enforcement Training Center Joint Board		
Meeting Minutes: January 10, 2025	Location: Wichita/Sedgwick County Law Enforcement Training Center, 4319 E 19th St. N, Wichita, KS 67208	Prepared by: Michelle Bastian Management Intern
Attendance		
Voting Members (three is a quorum)		Voting Designees
<input type="checkbox"/> Sheriff Jeff Easter, Sedgwick County		<input type="checkbox"/> Colonel Keith Allen, Sedgwick County Sheriff
<input checked="" type="checkbox"/> Chief of Police Joe Sullivan, City of Wichita		<input checked="" type="checkbox"/> Deputy Chief Dan East, City of Wichita
<input type="checkbox"/> Commissioner Jim Howell, Sedgwick County		<input checked="" type="checkbox"/> Vice Mayor Brandon Johnson, City of Wichita
<input type="checkbox"/> Mayor Lily Wu, City of Wichita		<input type="checkbox"/> Dr. Michael Birzer, Wichita State University
<input checked="" type="checkbox"/> Dr. Andra Bannister, (Chair) Wichita State University		
Other attendees:	Sedgwick County – Russell Leeds, Andrew Dilts, Tim Hallacy, Tania Cole, Michelle Bastian Elora Forshee (911), Sheriff’s office – Lieutenant Nathan Gibbs Lieutenant Mike Linnehan (Wichita Police Department) Crystal Stegeman (Wichita State University) Aaron Moses	

Dr. Andra Bannister, Wichita State University, called the January 10, 2025, meeting to order at 3:15 PM. A quorum was present.

I. Approval of Minutes

Dr. Andra Bannister, Wichita State University, made a motion to approve the meeting minutes from January 5, 2024. Captain Keith Allen, Sedgwick County Sheriff’s Office, seconded the motion. **The motion passed 4-0.**

II. Old Business

A. Operating expenses and facility maintenance report for 2024

Andrew Dilts, Sedgwick County, shared that a total of approximately \$169,000 was spent on building expenditures over the last year. This total is divided between Wichita State University (\$37,000 or 21.8%), Wichita Police Department (\$66,000 or 39%) and Sheriff’s office (\$66,000 or 39%).

B. Facility space and capacity needs for law enforcement academy and continuing education (in-service) training enhancements



Sedgwick County...
working for you

A common concern is the limited space, primarily gym and parking lots. Since a lot of the training starts in batches, several departments are competing for the same space, at roughly the same time. Hiring and training are affected due to the lack of training spaces for practical exercises, scenario training, and simulation. Wichita State has absolute control of the 3rd floor of the LETC and the classroom space it contains. Unless they are willing to relocate, the space cannot be used by LETC. In order to share the space, the County's legal council will have to revisit the contractual agreement.

If LETC wishes to use other spaces on the WSU campus like the Heskett center, classrooms, gyms, etc., they should contact Anna Bercerdo to access WSUs space blocking system.

Off-site locations are challenging and becoming a bigger problem every year. There is no more land outside the foot perimeter outside the building. There were plans for a basement but the final structure doesn't have it.

CIP, Facilities need a conversation if there is more available space for training. There is need to identify the square-footage needs and methods to optimize usage. Might have to get an architect to evaluate the square-footage and potential for the growth of space.

The funds to conduct this evaluation will have to be decided by the governing bodies as it will be a public policy decision. This analysis will generate data for decision making.

Crystal Stegeman is the best person to contact regarding blocking venues since blocking locations like the Heskett center, Metroplex, and certain classrooms as she has an overview of conflicting schedules, university wide scheduling and rules regarding payment.

If physical training was able to be conducted off-site, add another locality benefits at a WSU location on a permanent basis, then we could potentially build out to expand classrooms or anything else we need.

There are some issues with the locks on the doors, proximity card issues and the doors are secured on holidays and internal doors are locking. 3rd floor doors are not locking properly.

Allen is facilities manager for this building. There is no conflict with the building facilities management.

Scenario training on the 3rd floor was used by the LETC. Also allowed WSU to host classes in the LETC space and helped them out.



Sedgwick County...
working for you

The Heskett center is open access with schedule agility.

Physical training needs space, people need the same place at the same time, it would be a logistic nightmare if the gym space went away. It is needed for certification. Many classes start at the same time.

Outside space is mostly used for scenario training and not because of a lack of space.

III. New Business

- A. Updates from the Lieutenant Nathan Gibbs (Sheriff's office) and Lieutenant Mike Linnehan (WPD) training commanders on activities and building usage.

**Please refer 2024 usage data addendum.*

- B. Emergency Communications activities in the facility

Elora Forshee, More details on 911 and emergency trainings. Will do more training this year, adding new equipment to the room. Creating a hot backup site at the LETC building.

IV. Other Business

Next meeting: Friday, January 9th, 2026 at 3:00 PM

V. Adjournment

Lieutenant Keith Allen, Sheriff's office, made a motion to adjourn the meeting.

Lieutenant Mike Linnehan Wichita Police Department, seconded the motion. **The motion passed 4-0 and the meeting adjourned at 3:48 P.M.**



Sedgwick County...
working for you

LETC Advisory Board Meeting Agenda

January 10, 2025 3:00-4:00 PM

WSCLETC, 2nd Floor Conference Room, 4319 E 19th St. N, Wichita, KS 67208

I. Approval of Minutes

- A. January 5, 2024

II. Old Business

- A. Operating expenses and facility maintenance provided by Sedgwick County after Initial Period – 2st year (2024) report.
- B. Facility space and capacity needs for law enforcement academy and continuing ed (in-service) training enhancements.

III. New Business

- A. Updates from the Sheriff and WPD training commanders on activities and building usage
 - 1. Sheriff training
 - 2. Wichita Police training
- B. Emergency Communications activities and building usage

IV. Other Business

- A. Next meeting: (tentatively) Friday, January 9, 2026

V. Adjournment



Sedgwick County...
working for you

III NEW BUSINESS

Updates from Emergency Communications on activities and building usage. Updates from the Sheriff and WPD training commanders on activities and building usage.

LETC Usage Document

a) Emergency Communications (911) Department LETC 2024

Testing: Emergency Communications did not report using any LETC space for testing.

Classes or Training: These 10 classes served a total of 74 trainees. Emergency Communications also held 8 department-wide training classes over 5 days at the LETC.

Emergency Communications held the following trainings at the LETC:

- 5 call-taker academies
- 3 Fire/EMS dispatch academies
- 4 Law Enforcement dispatch academies

b) Wichita Police Department (WPD) LETC 2024

Testing: WPD holds first contact meetings with applicants at the LETC. WPD used the following rooms for testing:

- Gym: applicant PT testing. (Gym is also used for recruit PT)
- Conference rooms: Recruit team, Promotional interviews, Promotional testing, Interviews

Classes or Training: Two (2) Citizens Police Academy classes met periodically at the LETC during 2024. WPD hosted four recruit classes at the LETC twice throughout the year: DUI, Defensive tactics, Scenarios, Handcuffing (gym)

WPD also hosted the following trainings at the LETC: (numbers are officers who attended)

- 2/21- ABC Defensive Tactics Training
- 2/29-3/2-New Detective Training
- 2/26-3/1 New Supervisor Training
- 3/8-Sexual Assault Training
- 3/4-4/4-ABLE Training-637 Officers
- 5/14-Decoy Training



Sedgwick County...
working for you

- 5/21-5/23-Hate Crimes-576 Officers
- 10/14-10/18 Bike Training
- 10/21-11/20-Fall Mandatory-593
- 11/12-11/15 Blue to Gold-Advanced Search & Seizure (34), Advanced Traffic Stops (24), Bullet Proof Report Writing (34), K9 Case Law (28)

Tours: 2/28-WSU students, 10/2-WSU students, 10/25-WSU Students, 12/4-Goddard Eisenhower Students

Other events: Lunchroom: CSO graduations; retirement celebrations; 1 Mothers Against Drunk Driving meeting; multiple SWAT warrant briefings, 2 CPA Graduations. 2 civic engagement events, 2 Axon Roadshow equipment demonstrations, 1 youth group tour and presentation, Monthly Citizen Police Alumni Association meetings, Monthly reserve unit meeting, Leadership Wichita

c) Sheriffs office

DRAFT



Sedgwick County...
working for you



2024 Courses Hosted by Sedgwick County Sheriff's Office Wichita-Sedgwick County Law Enforcement Training Center

Course	Location	Start Date	End Date	Class Hrs	Total Attended	SO Attended	SO Hrs	Instructor	Agency
Taser 7 Certification	WSCLETC, 4310 E. 19th St. Wichita, KS	1/17/2024	1/17/2024	4	1	1	4	Garry Tate	SGSO
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	1/30/2024	1/30/2024	3	20	20	60	K.Burtch/Z. Sisco	SGSO-HR
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	2/2/2024	2/2/2024	3	20	20	60	K.Taylor/D. Kirksey	SGSO-HR
(ASAP) Acute Stress Adaptive Protocol	WSCLETC, 4310 E. 19th St. Wichita, KS	2/5/2024	2/5/2024	40	30	19	760	S. Provetto	Vermont Center for Responders Wellness
Taser 7 Certification	WSCLETC, 4310 E. 19th St. Wichita, KS	2/13/2024	2/13/2024	4	4	4	16	Garry Tate	SGSO
Taser 7 Certification	WSCLETC, 4310 E. 19th St. Wichita, KS	2/14/2024	2/14/2024	4	3	3	12	Garry Tate	SGSO
Taser 7 Certification	WSCLETC, 4310 E. 19th St. Wichita, KS	3/29/2024	3/29/2024	4	1	1	4	Garry Tate	SGSO
Taser 7 Certification	WSCLETC, 4310 E. 19th St. Wichita, KS	4/8/2024	4/8/2024	4	13	13	52	Garry Tate	SGSO
Taser 7 Certification	WSCLETC, 4310 E. 19th St. Wichita, KS	4/8/2024	4/8/2024	4	11	11	44	Garry Tate	SGSO
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	4/10/2024	4/10/2024	3	35	35	105	Z. Sisco/D. Kirksey	SGSO-HR
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	4/16/2024	4/16/2024	3	35	35	105	K.Taylor/K. Burtch	SGSO-HR
KLETC: Building Resilience-Surviving Secondary Trauma	WSCLETC, 4310 E. 19th St. Wichita, KS	4/22/2024	4/22/2024	8	no roster received	6	48	Brenda Dietzman	KLETC/retired SCSO
KLETC: Mindfulness Techniques in Public Safety	WSCLETC, 4310 E. 19th St. Wichita, KS	4/23/2024	4/23/2024	8	no roster received	11	88	James Sutterby	KLETC
KLETC: Financial Wellbeing for First Responders	WSCLETC, 4310 E. 19th St. Wichita, KS	4/24/2024	4/24/2024	7	no roster received	12	84	Rondal Schumaker	KLETC
KLETC: Health & Fitness Plans for Public Safety	WSCLETC, 4310 E. 19th St. Wichita, KS	4/25/2024	4/25/2024	8	no roster received	8	64	Raven Williams	KLETC
KLETC: Building a Wellness Program from the Ground Up	WSCLETC, 4310 E. 19th St. Wichita, KS	4/26/2024	4/26/2024	8	no roster received	3	24	Wendy Hummell	SGSO/KLETC
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	5/24/2024	5/24/2024	3	35	35	105	Z. Sisco/D. Kirksey	SGSO-HR
Standard Field Sobriety Testing Refresher	WSCLETC, 4310 E. 19th St. Wichita, KS	6/4/2024	6/4/2024	4	no roster received	1	4	Joshua Collins	SGSO
Standard Field Sobriety Testing Refresher	WSCLETC, 4310 E. 19th St. Wichita, KS	6/6/2024	6/6/2024	4	no roster received	1	4	Joshua Collins	SGSO

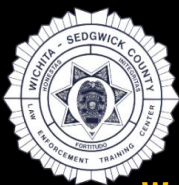


Sedgwick County...
working for you

Basic Peer Support	WSCLETC, 4310 E. 19th St. Wichita, KS	6/10/2024	6/14/2024	40	29	12	480	Rob Hole/Rachel Murdock	
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	6/11/2024	6/11/2024	3	35	35	105	Z. Sisco/S. Banks	SGSO-HR
Standard Field Sobriety Testing Refresher	WSCLETC, 4310 E. 19th St. Wichita, KS	6/12/2024	6/12/2024	4	no roster received	0	0	Joshua Collins	SGSO
Standard Field Sobriety Testing Refresher	WSCLETC, 4310 E. 19th St. Wichita, KS	6/14/2024	6/14/2024	4	no roster received	0	0	Joshua Collins	SGSO
DV Pick-Ups	WSCLETC, 4310 E. 19th St. Wichita, KS	6/13/2024	6/13/2024	1.5	3	3	4.5	Robert Hephner	SGSO
DV Pick-Ups	WSCLETC, 4310 E. 19th St. Wichita, KS	6/17/2024	6/17/2024	1.5	2	2	3	Robert Hephner	SGSO
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	6/25/2024	6/25/2024	3	35	35	105	K.Taylor/D. Kirksey	SGSO-HR
Taser 7 Certification	WSCLETC, 4310 E. 19th St. Wichita, KS	6/27/2024	6/27/2024	4	1	1	4	Garry Tate	SGSO
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	7/1/2024	7/1/2024	3	35	35	105	K.Taylor/K. Burtch	SGSO-HR
Field Training Deputy Course	WSCLETC, 4310 E. 19th St. Wichita, KS	7/1/2024	7/3/2024	24	6	6	144	S.Olsen/N. Narvais/L. Oblinger	SGSO
Fundamentals of Social Media	WSCLETC, 4310 E. 19th St. Wichita, KS	7/10/2024	7/10/2024	8	23	8	64	W. O'Neal/J. Sheppard	Dept. of Justice
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	7/17/2024	7/17/2024	3	35	35	105	Z. Lane/K. Burtch	SGSO-HR
Instructor Taser Certification	WSCLETC, 4310 E. 19th St. Wichita, KS	8/1/2024	8/2/2024	16	13	13	208	Garry Tate	SGSO
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	8/12/2024	8/12/2024	3	35	35	105	K.Taylor/Z. Lane/Dorsky	SGSO-HR
PEER SUPPORT: Discover PCM	WSCLETC, 4310 E. 19th St. Wichita, KS	8/16/2024	8/16/2024	8	36	19	152	S. Thome-LSCSW/M. Gallagher, LCPC	W. Hummell/SGSO Wellness Unit
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	8/26/2024	8/26/2024	3	35	35	105	K.Taylor/Z. Lane/Dorsky	SGSO-HR
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	9/3/2024	9/3/2024	3	35	35	105	K.Taylor/Z. Lane/Dorsky	SGSO-HR
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	9/17/2024	9/17/2024	3	35	35	105	K. Burtch/D. Kirksey	SGSO-HR
Cell Phone Collection IOT Awareness for LE	WSCLETC, 4310 E. 19th St. Wichita, KS	9/19/2024	9/19/2024	4.5	9	9	40.5	Jeremy Noel	SGSO
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	9/30/2024	9/30/2024	3	35	35	105	K.Taylor/Z. Lane	SGSO-HR
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	10/7/2024	10/7/2024	3	35	35	105	K.Taylor/Z. Lane/Dorsky	SGSO-HR
KLETC: 1st Amendment: Disruption Auditors & Elections	WSCLETC, 4310 E. 19th St. Wichita, KS	10/8/2024	10/8/2024	4		1	4	Jeremy Campbell/Adam Kahon	KLETC/Coor. Amy Osborn
SO Promotion Ceremony	WSCLETC, 4310 E. 19th St. Wichita, KS	10/8/2024	10/8/2024	1.5	40	40	60	Sheriff Easter/Keith Allen	SCSO
HR: Equitable Governance & DEI Principals	WSCLETC, 4310 E. 19th St. Wichita, KS	10/23/2024	10/23/2024	3	35	35	105	K.Taylor/Z. Lane/Dorsky	SGSO-HR/Zoe Lane
Digital Currency	WSCLETC, 4310 E. 19th St. Wichita, KS	10/24/2024	10/24/2024	8	0	0	0	John Hock	Covert Media



Sedgwick County...
working for you



2024 STATS

Sedgwick County Sheriff's Office

Wichita-Sedgwick County Law Enforcement Training Center

PRE-EMPLOYMENT	APPLICANTS						
		Number	Rooms Used	Days	Hours		
	APPLIED:	840	Online	N/A	N/A	Patrol/Detention only	
	PHYSICAL AGILITIES:	260	141/125	100	150		
	WRITTEN TESTING:	Scheduled 500	253/255/254/113	100	300		
	POLYGRAPHS:	122	217	18	122		
	ORAL BOARDS:	192	113/249	22	176		
						DAYS	HOURS
				Total	240	748	

SGSO has had 840 applicants for either commission or detention positions but only 500 made contact to schedule the written exam, and 260 made it to physical agilities. Pre-Employment had 500 applicants scheduled for testing but of that only 80% of them show up for the test. In 2024 Pre-Employment used whatever room they found available for applicant testing.

SCSO HOSTED TRAININGS	SGSO IN-SERVICE RM 253						
		Number	Days	Hours			
	CLASSES:	55	78	454.5			
	ATTENDED:	1005		8720	Total hours of training received to attended		
	SGSO ATTENDED:	821		4168			
	CLASSES W/ NO ROSTER:	11					
	OUTSIDE AGENCIES:	19					
	PROMOTIONAL TESTING:		5	31			
PRE-EMPLOYMENT:	unknown	17	63		DAYS	HOURS	
				Total	100	548.5	

WSCLETC SGSO hosted 55 trainings resulting 78 days and 454.5 training hours in the In-Service Classroom (253). Well over 1005 have attended trainings hosted by Sedgwick County. Note: we cannot account for 11 classes due to a roster not be turned in. For specifics see SGSO Hosted spreadsheet. The In-Service room was also used for testing purposes for Pre-Employment when other rooms were not available and 253 was not always reserved.

ACADEMY	COMMISSION						
		Number	# Recruits Start				
	CLASSES:	3	20				
		CLASS START DATE	CLASS END DATE	# of Recruits	RESIGNED/ FAILED TO COMPLETE ACADEMY	RESIGNED	WEEKS/DAYS/ T. HOURS
ACADEMY	1/22/2024	7/12/2024	12	3	3	24/120/946	
ACADEMY	7/22/2024	1/12/2025	7	4	4	24/120/939.5	
LATERAL TRANSFER ACADEMY	1/22/2024	3/22/2024	1	0	0	8/40/378	

20 7 7 56/280/2263.5



*Sedgwick County...
working for you*

WSCLETC held two SGSO Commission Academies for 24 week, and one 8 week lateral transfer academy in 2024 resulting in 56 weeks, 280 days, and 2263.5 hours of training.							
ACADEMY	DETENTION						
	CLASSES:	6	88				
		CLASS START DATE	CLASS END DATE	# of Recruits	RESIGNED/ FAILED TO COMPLETE ACADEMY	RESIGNED	WEEKS/DAYS/ T. HOURS
		1/8/2024	CLASS 1 02/22/2024	14	2	7	8/40/259
		2/26/2024	CLASS 2 04/12/2024	16	1	5	8/40/275.5
		4/15/2024	CLASS 3 05/30/2024	18	1	7	8/40/263
		7/15/2024	CLASS 4 08/30/2024	14	3	4	8/40/257.5
		9/9/2024	CLASS 5 10/25/2024	16	3	5	8/40/257.5
		11/4/2024	CLASS 6 12/19/2024	10	1	1	7/35/189
				88	11	29	47/235/1501.5
WSCLETC held six SGSO Detention Academy at 8 weeks long, and one 7 week Academy in 2024 resulting in 47 weeks, 235 days, and 1501.5 hours of training.							
CPA		Days	Hours				
	Citizen's Police Academy	26	78				
		# of participants					
	CPA Spring Class	22					
	CPA Fall Class	24					
	Total	46				HOURS	
				Total		78	
Lunchroom was predominantly used by SGSO for its intended purpose but was utilized for an							