

January 2024



Iowa Law Enforcement Academy
Professionalism Through Training

ILEA NEWS

A NOTE FROM DIRECTOR CARNEY

First and foremost, our thoughts and prayers go out to all those who responded to and are impacted by the tragedy in Perry on January 4th. The past year was full of collaboration, new partnerships, and great ideas for continued progress. We closed out 2023 with the graduation of 75 recruits from ILEA Basics 311 and 312. We rang in 2024 welcoming 94 new recruits in Basics 313 and 314. We're thrilled to launch our new learning management system (Acadis) during this Basic Academy cycle. Acadis will open many new doors for recruits, law enforcement agencies and ILEA. We will provide additional details in the near future to agencies with recruits currently attending ILEA. As always, please reach out anytime with questions or concerns, and best wishes for a healthy and safe 2024!

Please visit the ILEA website for the latest version of all forms:

Several of our online forms have been updated over the last couple months. To ensure you are using the most up to date form, please visit our website. Saving the below link to the forms page will get you to the most updated versions, but please **don't** save the individual forms for later use as they are improved on a frequent basis. <https://ilea.iowa.gov/forms/>

Report of Hire and Change-in-Status:

Pursuant to 501—3.2(80B), Status forms are required to be provided to ILEA within **10 days** for:

- Any hiring of personnel
- Change of status of existing personnel (promotions, name change, full-time/part-time)
- Any termination of employment of a law enforcement officer or termination of appointment as a reserve peace officer; including retirement, resignation in lieu of termination or disability

We continue to navigate a variety of issues regarding delayed Reports of Hire and Changes in Status. Delayed notification to ILEA of a new hire puts your agency and your new employee at risk of missing an available path to certification. These forms can be found on the ILEA website: <https://ilea.iowa.gov/forms/>

New hires with prior arrests:

If you are entertaining and/or plan to hire someone with a prior arrest, please contact Nicole Stevens (nicole.stevens@iowa.gov or 515-331-5773) as soon as you are aware of the incident(s) to discuss the next course of action. Most instances require vetting by the Academy Council at a scheduled meeting. Delayed notification to the ILEA/Academy Council may result in missing an available path to certification.

As previously communicated...if your agency plans to send someone to the ILEA Basic Academy beginning on **April 29th, 2024**, or any subsequent ILEA Basic Academy cycle, please note we will **NOT** allow agency place-holders.

Why a Change was Needed...

- Agencies hiring an individual and putting them to work in a full duty capacity prior to any/proper documentation of minimum hiring requirements being met;
- Agencies hiring an individual to begin a Basic Academy prior to supplying ILEA with proper documentation that all minimum hiring requirements have been met;
- Frustrated agencies contact ILEA after an official hire has taken place, with all minimum hiring requirements met, wanting a spot in the next available Academy cycle only to be told they are on "stand by" or a waiting list due to prior agency reservations; and
- Due to a variety of prior conduct, individuals appear in front of the Academy Council while in a Basic Academy to determine if they even meet minimum hiring requirements.

Big Change...To alleviate an abundance of last minute issues associated with hiring processes leading right up to academy start dates, ILEA has re-designed the process for academy enrollment encompassing it into the Report of Hire Form and is asking agencies to submit the ROH no less than 30 days prior to the first day of the desired academy. ILEA will then utilize the 30-day window to verify all minimum hiring requirements have been met for those selecting attendance at an upcoming academy. A desired path to certification is now included on the revamped [Report of Hire Form](#)

Don't worry...ILEA is sensitive to the fact that some agencies do not or cannot 'hire' in the 30 day window prior to the start of the academy and are in a constant hiring process with the date of hire aligning with the first day of the academy. To accommodate all agencies, the revised Report of Hire Form allows for a future date to be entered as the 'date of hire'.

To be clear, this process does not impact the number of available spots in any academy or force an agency to 'hire' an individual sooner than they would like to.

ILEA INSTRUCTOR CERTIFICATIONS:

Iowa Administrative Code 501—4.1(5) (b)

All instructor certifications will be issued for a period of three years. At the end of a three-year period, certifications may be renewed if the instructor has maintained the training requirements for certification, has instructed in a certified training program during the three-year period, remains in good standing, and is recommended by the administrator under whose supervision the individual has instructed.

Current and expiring ILEA Instructors

- **If your ILEA Instructor Certification expired at the end of 2022 or expires at the end of 2023**, you will need to attend an ILEA Instructor Recertification by the end of 2024. This grants you the previously allowed five year window of a three year certification and a two year grace period.

BASIC ACADEMY UPDATE

December started with the completion of the community service project for Classes 311 and 312. The classes partnered with the Zion Lutheran Church Youth Program which serves over 300 children from low socio-economic areas around the Des Moines Metro. On December 6th, recruits had the opportunity to interact with the children during mealtime and hand out gifts.

December 15, 2023 was **GRADUATION DAY** for Class 311 and Class 312. Congratulations to each of them as they begin their careers.



UPCOMING SCHOOLS & TRAINING

<https://ileatraining.iowa.gov/>

AT ILEA:

January 8 - 12: CTE Course Week (Long & Short Paths)
January 15 - 19: Telecommunicator Basic 40-Hour School

ONLINE:

Implicit Bias & De-Escalation
Jail In-Service 20-Hour School
Temporary Holding Facility In-Service
Jail Medication Management
Officer Investigations (Back the Blue Legislation)
LEO In-Service Training (satisfies the mandatory annual in-service requirements: Bloodborne Pathogens, Hazardous Materials, Mental Health Training)

ACADEMY COUNCIL NEWS

Academy Council meetings are held bi-monthly and the open session is public. To view Council meetings, agendas, or minutes, visit the ILEA website: <https://ilea.iowa.gov/academy-council>.

The next Council meeting is February 1, 2024 at 9:00 AM.

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LinkedIn



<https://ilea.iowa.gov/>

