



CRIMINAL JUSTICE ADVISORY COMMITTEE MINUTES

Date: April 24, 2024

Time: 4:00 pm – 5:00 pm

Zoom: <https://lowercolumbia.zoom.us/j/5645912352>

I. CALL TO ORDER:

Andy Hamilton called to order the regular Spring 2024 meeting of The Criminal Justice Advisory Committee.

II. ATTENDANCE:

Andy Hamilton, Chief Executive Officer/City of Kelso
Brad Thurman, Cowlitz County Sheriff
Desiree Cheung, WA State Dept. of Children, Youth & Families
John Reeves, Captain, Longview Police Department
Doug Kazensky, Vector Solutions, Sales Engineer
Ryan Jurvakainen, Prosecuting Attorney, Cowlitz County
Stefanie Gilberti, Dean of Instruction/Learning Resources, LCC
Anita Quirk, Criminal Justice Instructor, LCC
Michaela Jackson, Dir. Baccalaureate Programs/University Center Partnerships
Jennie Bergman, Program Manager/Workforce Education

III. APPROVAL OF MINUTES:

Minutes of the DEC. 6, 2023 meeting were presented.
Motion to approve – Brad Thurman
Approved – Andy Hamilton

IV. LCC UPDATES

- A. **Work-Based Learning:** Jennie Bergman from LCC's Workforce & Corporate Education Program shared the Cooperative Education Handout. This is offered to students for work experience in the community to gain hands-on experience. 33 hours per credit, up to 15 credits per Quarter. Anita Quirk, LCC Criminal Justice instructor, explained how the program works with student eligibility, LCC instructors, site responsibilities, and site supervisors. The purpose is to provide

more intern opportunities for students. The Affiliation Agreement lists the full list of responsibilities and offers. A Learning Agreement/Objectives is completed for the student.

Doug asked for examples of reasons why the program might not work. Jennie explained that mentoring is available and she added that there have been very few problems in the past.

Brad asked if a student can extend the program. Jennie said the program is one quarter, but a case by case for extension would be considered if necessary.

Michaela added that a student could train up to 165 hours in one quarter if enrolled in 5 credits (33 hours per credit).

Jennie is available to meet with anyone interested.

- B. Program Updates:** Anita provided agenda items to the committee earlier in the month. She reviewed her course/curriculum issues and answered questions from the committee. Part of her submitted documents was questions from the committee to possibly address in her classes.
- C. Criminal Justice Certificate of Proficiency:** Program outline requirements were shared with members, breaking it down into courses, program outcomes, and skills that would be obtained through this program. The purpose of the certificate would be to allow students to earn 45-47 credits toward an associate's degree in criminal justice or direct transfer and allow for entry-level employment into departments that require some college credits. The certificate would map into the Criminal Justice AAS (Professional-Technical) or the DTA degree, both of which can/will map into the BAS Organizational Leadership and Technical Management degree.
- D. Discussion:** Brad stated he felt Public Speaking was very important and it should be stressed, rather than the Math course. Anita suggested adding it as an additional course.

Anita and Michaela asked if the presented program would be sufficient to make the student ready for employment. Some of the proposed courses for the certificate were discussed.

1. John Reeves stated that Physical Evidence & Criminalistics is offered during academy work and would not be necessary for the certificate.
2. Doug Kazensky agreed with Public Speaking and also agreed with John Reeves regarding the evidence knowledge. The committee discussed swapping Math or Physical Evidence for speech. Michaela will check to see if Quantitative Skills (Math) is required.
3. John stated that Emotional Intelligence would be useful in the Officer Program. Anita explained that PSYC 100 is offered as well as other Humanities. Stefanie said that Interpersonal Communication touches on that. Discussion followed about exchanging the Interpersonal Communication course with the Physical Evidence course. Brad Thurman, John Reeves, and Andy Hamilton indicated they would approve of the exchange of classes.
4. Anita will send the updated proposal to the Committee.
5. Stefanie will share the course plans with Anita, who will share the

information with the committee. Anita explained that the next step is presenting the information to the Curriculum Committee, then to the State. Anita will keep in contact with the committee to keep them informed of the progress. The aim is for the certificate to begin in Fall Quarter 2025.

6. Michaela Jackson stated that letters of support to the State with backing from our Members in the community will be needed.

V. NEXT MEETING

Tamara will send a poll out to the committee in the Fall for the next regular meeting. The committee agreed that the meeting will be on Zoom.

VI. ADJOURNMENT

Andy Hamilton made a motion to adjourn the meeting at 5:07 pm. Approved.

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