

**MINUTES OF THE  
PEACE OFFICER STANDARDS  
AND TRAINING BOARD  
LAW ENFORCEMENT TRAINING ACADEMY (LETA)  
BISMARCK, NORTH DAKOTA  
FEBRUARY 16, 2022**

**MEMBERS PRESENT**

Jesse Jahner  
Dan Haugen  
Joe Cianni  
Steve Armstrong  
Erik Dietrich  
Laurie Spitzer  
Jason Ziegler  
Tom Falck

**GUESTS**

Kristiina Ravaska  
Mike Sanden  
Joel Erickson  
Ian Kristan  
Travis Berger  
Tate Cymbaluk  
Verlan Kvande  
Addison Cymbaluk  
Jody Cymbaluk  
Jenna Clawson Huibregtse  
Cody Hallin  
Craig Calkins  
Frank Senn  
Chris Redman

**ADMINISTRATIVE STAFF**

Monica Sebastian

**MEMBERS ABSENT**

Lyn James

**LEGAL COUNSEL**

Mike Mahoney

Chairman Dan Haugen called the meeting to order at 1:00 p.m. Monica Sebastian took the roll. All members were present for roll call except Lyn James. There were numerous other individuals present as guests online through the Teams platform or call in.

**POST Board Hearing – Cody Hallin (21-010) 1:02 p.m.**

Steve Armstrong asked to recuse himself from the room.

**Motion**

Dan Haugen said no, all others said yes. Motion carried.

Cody Hallin, who works for the Williams County SO in the corrections department, is a licensed peace officer who applied for the Williston PD. In the personal history questionnaire (PHQ) for the Williston PD, the investigator who did the background check stated Hallin failed to disclose a lot of information in the PHQ. Hallin failed to disclose previous traffic warnings, a previous address, landlord information or the information for his roommates at that address. It was reported that Hallin was receiving packages of narcotics at that residence for a friend. When asked, Hallin denied knowing the contents of the package.

Chris Redman, the attorney for Hallin, called Kristin Ravaska, Steve Armstrong and Verlan Kvande as witnesses and asked them a series of questions related to the PHQ and Hallin.

Hallin testified that he forgot to add one of his previous addresses and he stated that he was warned for multiple traffic stops, not given tickets and didn't know he had to list the warnings for traffic stops on the PHQ. He stated that he did not intend to not disclose this information and it was an honest mistake. Hallin also stated a friend of his was couch hopping and that is why a package was delivered to his address. He stated he didn't know what was in the packages.

**Motion**

Joe Cianni made a motion to dismiss the charges against Cody Hallin. Erik Dietrich seconded the motion. All in favor, motion carried.

**Funding Request**

The Cass County SO is asking for \$5,750 for a training titled Advanced Roadside Interview Techniques for Patrol Officers. The training date is set for August 8, 2022. Sheriff Jesse Jahner was present and answered questions from board members regarding this training.

**Motion**

Joe Cianni made a motion to approve funding the Advanced Roadside Interview Techniques for Patrol Officers training for \$5,750. Jason Ziegler seconded the motion. All in favor, motion carried.

**Funding Request**

The ND Highway Patrol is asking for \$16,200 for a training titled Midwest Summit for Women in Law Enforcement. The training date is set for May 16, 2022. Jenna Clawon Huibregtse was present and answered questions from board members regarding this training.

### **Motion**

Jesse Jahner made a motion to approve funding the Midwest Summit for Women in Law Enforcement training for \$16,200. Laurie Spitzer seconded the motion. All in favor, motion carried.

### **Funding Request**

The Beulah PD is asking for \$8,807 for a training titled Health: Personal, Family, Job. The training date is set for June 6, 2022. Chief Frank Senn was present and answered questions from board members regarding this training.

### **Motion**

Jesse Jahner made a motion to approve funding the Health: Personal, Family, Job training for \$8,807. Steve Armstrong seconded the motion. All in favor, motion carried.

### **Funding Request**

The West Fargo is asking for \$8,500 for a training titled Redefining the Decoy/Bite Building. The training date is set for May 23, 2022. Pete Nielsen was present through teams and answered questions from board members regarding this training.

### **Motion**

Joe Cianni made a motion to approve funding Redefining the Decoy/Bite Building training for \$8,500. Jesse Jahner seconded the motion. All in favor, motion carried.

### **Funding Request**

The Fargo is asking for \$9,975 for a training titled Snipercraft Advanced Sniper Skills and Tactics. The training date is set for July 18, 2022. Mike Sanden was present and answered questions from board members regarding this training.

### **Motion**

Jesse Jahner made a motion to approve funding Redefining the Snipercraft Advanced Sniper Skills and Tactics for \$9,975. Jason Ziegler seconded the motion. All in favor, motion carried.

### **Funding Request**

The Fargo is asking for \$25,000 for a training titled IACP Leadership in Police Organizations. The training date is set for the fall of 2022. Mike Sanden was present and answered questions from board members regarding this training.

### **Motion**

Jason Ziegler made a motion to approve funding IACP Leadership in Police Organizations for \$25,000. Jesse Jahner seconded the motion. Erik Dietrich and Joe Cianni voted no. All others voted yes. Motion carried.

## **OLD BUSINESS**

### **Jacob Danielson, Kevin Thorson, Mathew Applegate, Leland Morin**

Regarding Danielson, a signed Stipulation by all parties was signed 12-22-2021. The POST Board Office received a signed Settlement Agreement dated 11-22-2021 from Thorson. A Finding of Fact, Conclusions of Law and Order of Revocation was served on Applegate 12-7-2021. A Finding of Fact, Conclusions of Law and Order of Revocation was served on Morin 12-23-2021.

### **Proposed Administrative Rules Process Update**

Executive Secretary Duane Stanley delivered the document to the Attorney General's Office. The Attorney General's Office reviewed and made a couple of word changes. The changes were in 109-02-02-11 and 109-02-03-02. In 109-02-02-11 #2 it was added: If an officer's name changes, their current license remains in effect until the expiration date. When an officer's name changes resulting in a surname division change, at the next renewal, the board will move the officer into the appropriate surname division. Depending on the new surname division, the officer must complete either twenty or forty hours of continuing education in order to renew their license. In 109-02-03-02 #3 the sentence was changed to read: An individual may attempt to qualify four times. The first three attempts may only occur once in any twelve-hour period. If a third unsuccessful attempt occurs, the individual must wait thirty days before their final attempt at qualification. If the individual is still unable to qualify, they may not attempt qualification for three hundred sixty-five days from the fourth unsuccessful attempt. Executive Secretary was able to give the proposed administrative rules to the legislative council one day early.

### **Motion**

Erik Dietrich made a motion to accept the changes as suggested from the Attorney General's Office. Jason Ziegler seconded the motion. All in favor, motion carried.

## **NEW BUSINESS**

### **Firearms Instructor Waiver**

At the December 8, 2021, POST Board meeting, the Board received documentation from Scott Stromsodt, Mandan PD, asking for a MOI/Firearms Instructor waiver for Craig Calkins. A motion was made to deny the MOI/Firearms instructor waiver for Craig Calkins and resubmit his documentation when there is more information.

Since then, Calkins took MOI in North Dakota, and he is asking for the firearms instructor waiver. He took a carbine instructor class in March of 2019 in Colorado and a POST handgun instructor class in June of 2018.

## **Motion**

Jesse Jahner made a motion to grant the firearms instructor waiver for Craig Calkins to become a firearms instructor in North Dakota. Jason Ziegler seconded the motion. All in favor, motion carried.

## **Use of Force TPO's**

Chairman and LETA Director Dan Haugen read the proposed nine TPO's for use of force.

## **Motion**

Laurie Spitzer made a motion to accept the proposed use of force TPO's. Jesse Jahner seconded the motion. All in favor, motion carried.

## **Auditor's Report**

Chairman Dan Haugen went over the auditor's report. There were three findings. They are listed below:

1. Segregation of duties - Executive Secretary Duane Stanley sent an email stating that there were only two people in the POST Board. The auditor was fine with this explanation.
2. Preparation of Financial Statements – Executive Secretary Duane Stanley relayed that the POST Board reviews the financials at every meeting. The auditor was fine with this explanation.
3. Deposits – The money was in an uninsured account. Executive Secretary Duane Stanley transferred the fund to an adequately insured account.

## **Motion**

Steve Armstrong made a motion to accept the auditor's report. Jason Ziegler seconded the motion. All in favor, motion carried.

## **IADLEST Conference**

Chairman Dan Haugen stated the annual IADLEST Conference is in Dallas/Fort Worth, Texas, May 15-18, 2022, and asked if any of the Board members had an interest in going. Erik Dietrich stated he would like to go, and Attorney Mike Mahoney stated himself and Duane Stanley would probably attend.

## **Motion**

Jesse Jahner made a motion for up to five attendees could go to the IADLEST training in Dallas/Fort Worth Texas in May of 2022. Jason Ziegler seconded the motion. All in favor, motion carried.

### **Waiver of Basic Training**

The POST Board received a letter from Minot PD stating Officer Nicholas Sams, who was scheduled for the January basic training, was injured in an in-house training exercise. He will require surgery for extensive knee damage as well as a fractured ankle. They are asking for a waiver to attend the next available academy after Sams heals from the injury.

### **Motion**

Erik Dietrich made a motion to approve the waiver for Nicholas Sams to the next available academy. Joe Cianni seconded the motion. All in favor, motion carried.

### **West Fargo/Lake Region Basic Training in May 2022**

Chairman Dan Haugen stated that West Fargo/Lake Region was going to hold a basic training in May of 2022. Haugen stated that there wasn't any documentation of the instructors that were going to be instructing in the West Fargo location. Haugen asked if an email could be sent to Lake Region Director, John Maritato, that the Board would like to see the instructor bios and curriculum and present them at the next special meeting on March 30, 2022. The Board agreed with this proposal.

### **Meeting Minutes**

Minutes were reviewed from the December 8, 2021, regular meeting.

### **Motion**

Chairman Dan Haugen asked if there were any additions or corrections, hearing none, the Chairman stated the motion stands approved as distributed.

### **Motion**

Chairman Haugen made a motion to adjourn at 3:56 p.m.