



Law Enforcement Training Board

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To: Zachary Q. Jackson, Director
State Budget Agency

From: Timothy M. Horthy, Executive Director
Law Enforcement Training Board
Indiana Law Enforcement Academy

RE: Law Enforcement Training Board/Indiana Law Enforcement Academy Budget Overview

The mission of the Indiana Law Enforcement Academy (ILEA) is to be the center of law enforcement education, preparing officers for service to their communities through rigorous training, based on values and respect. In 1969, the State Legislature created a Law Enforcement Training Board (LETB) to oversee all law enforcement training and in 1975, the current facility opened its doors for formal training. It was the first time “professionalism and police training” were used in the same phrase. The 17-member LETB still exists today, approving curricula for the main academy in Plainfield, Indiana, as well as the five satellite academies across the state.

Each year, the staff at ILEA trains approximately 500 police recruits and provides in-service training to more than 2,000 officers across the state. The staff also maintains the training records of over 17,000 full-time, part-time, and reserve officers and additionally is responsible for certifying the state’s law enforcement training instructors, providers, Pre-Basic and jail officer courses. These tasks are all part of our mandated responsibilities under Indiana Code IC 5-2-1-1 through IC 5-2-1-15.

Agency Programs

While the LETB must approve all curricula for the satellite academies to conduct their certified basic training programs each session, the Director of In-Service Training at ILEA must approve all in-service courses held annually. The Academy hosts dozens of these in-service courses at our facility, as well as off-site at police and sheriff’s departments. There are over 575 law enforcement agencies in Indiana with over 17,000 full-time, part-time, and reserve officers.

Our class sizes for each Basic Course conducted are among the highest in the nation when compared to other law enforcement training academies across the US. Because we are limited by staff size, and the number of dorm rooms & classrooms in our current building, we do not have the capability of overlapping courses throughout the year which, would allow us to train more officers annually.

Tier I, II and III Training

Currently, the LETB and the ILEA oversee the Basic or Tier I Academy, the Tier II Academy, which provides training to Town Marshals, Gaming Commission Officers, Department of Corrections Officers and Hospital Police, and the Tier III Academy which provides training to Medicaid Fraud Investigators and Fire Marshals. Since the inception of the “Tiered” program, it has proven to be successful and effective in training officers from various types of departments across the state. The LETB now designates what type of training would be required, at a minimum for the different police agencies, depending on their core mission.

In the future, if the legislature creates new police agencies, the LETB would then determine, with that agency’s input, what Tier training their officers would be required to complete.

This 3-tiered approach allows our staff to streamline the annual training schedules and maximize the number of students we can train under the constraints of our current facility and budget. This allows for a better use of State’s time and resources and ensures more consistent training to the officers.

E-Learning

As an additional method to fulfill officers’ annual 24-hour continuing education requirement, we continue to update and develop online courses that include the following:

- 1) Continue to update a library of online training modules produced by our staff. These modules are self-guided so that officers can access the class materials through the ILEA website and complete the training at their home departments. Each of these modules would then have a certificate that the officer could print and submit to the department training coordinator for inclusion in the officer’s training records.
- 2) Continue to update a library of links to other free training resources from outside organizations. These links provide access to training materials through the Academy website and offer in-service credit through a number of mechanisms such as being offered by a Certified Provider or through an LETB certified instructor.

Fund Narrative FUND 38920 (General Fund/Dedicated Fund)

The operating fund for our agency is a blended fund comprised of general fund appropriation and a dedicated fund appropriation. Combined, these funds are used for the main operational functions of the agency. The main expense is salary/fringe for the individuals employed by the agency. Additionally, per Memorandum of Understanding (MOU) with the Department of Correction (DOC), our agency also reimburses the costs associated with the employees employed under the MOU via journal voucher on a monthly basis. The total budget for Personal Services/Salaries/Fringe in FY23 is approximately \$3,647,122. This total varies depending on the

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total cost of salary expenses of the DOC employees. With a total budget of \$4,910,032, this leaves an estimated \$1,262,910 to fund the operation of the agency.

Accomplishments

The Executive Leadership of the Law Enforcement Academy has gone to great lengths to scrutinize the spending trends and internal practices. Our staff has taken a proactive approach to be more efficient, use technology more actively, and reduce expenses.

Our office reduces overall costs by utilizing DOC via MOUs for offender labor to assist with maintenance/landscaping and laundry services. Indiana State Police and Dept. of Natural Resources both have office space within our main building. We have an “Exchange/Trade” agreement with both agencies. When either agency has vehicles with “trade-in value” rotating out of their fleet, they are transferred to ILEA in exchange for office space at the ILEA.

Our agency received the following grant awards which resulted in a savings to the State in the amount of \$359,388.02:

- In FY21 we received a grant award from the Department of Homeland Security for the purchase and installation of three Automated External Defibrillator (AED) units in the amount of \$5,092.20. The installation was completed in FY22.
- In FY21 we received a grant award from the Office of Energy Development to upgrade/replace our T12 fixtures with LED lighting in the amount of \$96,000. The grant was completed in FY22 for a total project cost of \$90,926.82.
- In FY22 we received a Corona Emergency Grant through the Indiana Criminal Justice Institute for technology upgrades in our classrooms in the amount of \$263,319. The grant deadline for completion of this project is January 19, 2023. The project is currently 30% complete.

Additionally, our agency received a transfer in FY22 from the Indiana Criminal Justice Institute in the amount of \$48,000 to complete a Job Task Analysis of law enforcement officers. A thorough review of all expenditures and contracts was performed in FY21. We have changed our internal purchasing procedures from a bulk purchase process to an as-needed process. Additionally, departments are required to maintain an inventory level sufficient to perform program duties. This process will minimize inventory and maintain a level of inventory that is based on current need.

Contracts were reviewed to ensure that services were necessary. Our Farmland lease was terminated in 2021 to accommodate the campus renovation project. We estimate a \$26,000 decrease in revenue annually as a result. Our food vendor contract is due to be rebid and awarded- July 1, 2023. In FY23, we incurred a 6% increase in food costs. A portion of the revenue received from recruits attending the academy offsets the total food expense.

ILEA has maintained a computer lab with 20 IOT provided computers. In an effort to reduce expenses, the computer lab has been decommissioned. The process began in early 2020, with 10

computers being returned to IOT, reducing monthly expenses by \$1,000. The remaining computers were returned by the end of 2021. Overall, the cost savings is estimated at \$48,000/biennium.

Challenges

Our current dedicated and general fund appropriations present unique funding challenges for our agency with respect to staffing, equipment and technology needs. As a result of COVID-19, ILEA was forced to implement new business practices to ensure social distancing and safety measures to avoid exposure. In doing so, the total number of students has been reduced which has reduced our revenue stream and increased our expenditures for sanitation/disinfectant supplies and PPE. There is also an ongoing need for technology equipment to meet the social distancing requirements to further the learning capabilities of which our budget does not currently have funding to support.

Over the last few years, the legislature has added Dept. of Correction police and hospital police to the list of officers we are required to train. As the legislature creates new police agencies and mandates new subjects for basic curricula in the future, the agency will need to assess the impact on our ability to function within the current fiscal limitations as these changes increase the agency expense.

Our facility is 45 years old and continues to face increased usage of utilities, gasoline, and ammunition due to the number of additional officers we are legislatively required to train. It is becoming increasingly difficult to continue to function within our budget with no incremental biennial increases and budget impacts that we are required to absorb.

Impacts to the operating budget such as decreased revenue, critical equipment needs, and absorption of Pay for Performance adjustments, continue to present challenges to the Academy's ability to operate and meet the mandates set forth in IC 5-2-1-1 through IC 5-2-1-15.

Budget Requests

ILEA's budget requests are based upon the needs of our facility. We are requesting funding for Academy needs which have been deferred due to budget constraints. Our facility can no longer continue to operate effectively, host students and guests from outside police departments and/or agencies and fulfill the mandates of IC 5-2-1-1 through IC 5-2-1-15 without proper support for our facility. We are submitting changes packages in the following areas:

.1 Salary/Fringe Increases

The expenditures for salary and fringe will see an incremental increase in FY24/25 for the increase in Fringe. Due to our campus renovation project there are an additional 23 positions that need to be funded. In addition, Pay for Performance increases have increased expenditures. We can no longer cover the increases in salary/fringe as it prevents us from being able to fund the purchase of other critical needs for the agency. The amounts requested in each fiscal year will cover the

increases we have been required to absorb in the prior biennium and fund the salary/fringe adjustments projected for the FY24/25 biennium.

.2 - .9 Expenditures

Operational expenses for utilities, IOT fees have set incremental increases through FY25. Based on our spending trend and projected increases to staff our expenses in this category have been projected to account for these increases. . Utilities, supplies, and other operational expenses have been adjusted to account for increases in the current market and to account for future facility needs with the campus remodel. Therefore, an increase is being requested to cover anticipated increases during the biennium.