

Municipal Police Training Committee
Full Committee Monthly Meeting Minutes
MPTC Randolph
August 25, 2026

Call to Order

On August 25, 2026, at 10:27 a.m., Chief James Hicks called the monthly meeting of the Municipal Police Training Committee to order at MPTC Randolph, 42 Thomas Patten Drive, Randolph, MA. Advance notice of the meeting was posted in compliance with the open meeting laws. A quorum of the 15-member Committee was present. The meeting was recorded and broadcast over Microsoft Teams.

Attendees: Voting Members

Chief James Hicks (Chair)	Present
Secretary Gina Kwon	Present
Deputy Chief Christine Amendola	Present
Chief Ryan Couture	Present
Sheriff Kevin Coppinger	Present
Superintendent Richard Dahill	Present (not voting)
Chief Jennifer Gundersen	Present
AAG Mary Nguyen	Present
Chief James Sartell	Present
Superintendent Richard Sullivan	Present
Sheriff Tom Bowler	Absent
Sergeant Detective Eddy Chrispin	Absent
Chief Brian Clark	Absent
Major Jody Greene	Absent
Detective Jennifer Sattler	Absent

EOPSS/MPTC Staff

EOPSS Undersecretary Jen Kirshenbaum, Amy Fanikos, Jim O'Brien, Gina Masotta, Denise Mellon, Andrea Nardone, Deb Crafts, Denise Flagg, Kelsey Whelihan, Elsie Sanon, Tom Karns, Luther Joseney, Jen Sears, Lisa Caputo, Lisa Morales, Tori Koch, Hannah Gianfriddo, Maya Norris, Brian Merrick, Aiesha Grenier, Patrick Rogalin, Kaitlyn Mori, and Jay Gribaudo.

Guests

Director David Cooper and AAG Kristen Wheeler of the Massachusetts Attorney General's Police Accountability Unit.

Announcements

Chief Hicks welcomed Boston PD Superintendent Richard Dahill, who is replacing Deputy Superintendent Flynn on the Committee and the Standards Subcommittee. Superintendent Dahill thanked Chief Hicks and said he looks forward to working with everyone.

Secretary Kwon welcomed the new Undersecretary for Law Enforcement, Jen Kirshenbaum. Undersecretary Kirshenbaum spoke about her background and work history and said she is happy to be in her new position and looks forward to working with everyone on the Committee. Secretary Kwon also announced that John Melander was recently promoted to Assistant Undersecretary. She congratulated him on his promotion and thanked him for all his work.

Review/Approval of Meeting Minutes

A motion was made by Sheriff Coppinger and seconded by Chief Sartell to approve the minutes for the Committee meeting on July 15, 2026. A vote was taken, and the motion passed with five abstentions (Secretary Kwon, Superintendent Sullivan, Chief Couture, Chief Gundersen, and Deputy Chief Amendola).

Police Standards and Training

Temporary Waivers

There were no temporary waiver requests on the August agenda.

Out-of-State Exemptions

There were three out-of-state exemption requests on the August agenda.

Noah Tougas	Babson College
Jake Menard	Plymouth PD
Evan Barbara	Hingham PD

At its meeting earlier this morning, the Standards Subcommittee reviewed and made favorable recommendations to approve the three exemption requests.

A motion was made by Superintendent Sullivan and seconded by Chief Gundersen to approve the out-of-state exemption requests for Noah Tougas, Jake Menard, and Evan Barbara. A vote was taken, and the motion passed unanimously.

Bridge Academy Exemptions

Bridge exemption requests for Officers numbered 672 - 673 on the August Bridge Academy A-H Class List were reviewed and recommended for approval by the Standards Subcommittee. Coursework was completed and payroll has been verified.

A motion was made by Chief Gundersen and seconded by Superintendent Sullivan to approve the Bridge exemption requests for Officers numbered 672 and 673 on the August Bridge Academy A-H Class List. A vote was taken, and the motion passed unanimously.

Bridge exemption requests for Officers numbered 453 - 457 on the August Bridge Academy I-P Class List were reviewed and recommended for approval by the Standards Subcommittee. Coursework was completed and payroll has been verified.

A motion was made by Chief Gundersen and seconded by Deputy Chief Amendola to approve the Bridge exemption requests for Officers numbered 453 through 457 on the August Bridge Academy I-P Class List. A vote was taken, and the motion passed unanimously.

Bridge exemption requests for Officers numbered 365 - 366 on the August Bridge Academy Q-Z Class List were reviewed and recommended for approval by the Standards Subcommittee. Coursework was completed and payroll has been verified.

A motion was made by Chief Gundersen and seconded by Superintendent Sullivan to approve the Bridge exemption requests for Officers numbered 365 and 366 on the August Bridge Academy Q-Z Class List. A vote was taken, and the motion passed unanimously.

Update on Student Officer Disciplinary Dismissal Appeals

The Standards Subcommittee held a student officer disciplinary dismissal appeal hearing on August 13, 2026. A decision is pending. Today's agenda also reflects pending appeals for two former student officers who were dismissed from the Boston Police Academy. Hearings will be scheduled at a later date.

Update on Instructor Certification Revocation Appeals

The Standards Subcommittee also held an instructor revocation appeal hearing on August 13, 2026. A decision is pending. There are pending appeals by nine other former MPTC instructors whose certifications were revoked. Hearings will be scheduled at a later date.

Executive Director's Report

Agency Operations. MPTC Deputy Executive Director Amy Fanikos reported that our SWC for Firearms, Lt. Jason Brennan, is beginning to work on a comprehensive review of our firearms qualification course for potential updates. We expect to update the Committee on the process and projected timeline. Lt. Brennan has also been appointed interim SWC for APP. He is reviewing and assessing current training practices, and any updates or changes resulting from his review will be presented to the Committee.

Deputy Executive Director Fanikos reminded the Committee that at the June meeting and in a July email we asked for suggested topics for the remaining six hours of TY28 in-service training and said this would be the final opportunity for input.

Lastly, she noted that we have phased out our six-day academic instructor course but will still offer the three-day course.

FY27 Budget Update. Deputy Executive Director Fanikos and MPTC CFO Denise Mellon presented the FY27 budget/spending plan to the Committee for their review and approval, as required by legislation. A table setting forth the main appropriations and spending plan is included in today's meeting book.

Chief Hicks asked about how budget cuts will affect training delivered by the MPTC. CFO Mellon said that Executive Director Rathbun and Deputy Executive Director Fanikos have taken a conservative approach to spending since taking their positions, and the Agency has been planning for the cuts. She said, as a result, we do not expect to see any significant impact on training.

A motion was made by Chief Gundersen and seconded by Deputy Chief Amendola to approve the spending plan as presented today. A vote was taken, and the motion passed unanimously.

Facilities. There were no new updates.

Recruit Training Update. MPTC Chief of Training Andrea Nardone presented an update on recruit academies, including academy start dates, graduation dates, separations/departures, and demographics.

In-Service and Specialized Training. Chief of Training Nardone presented an update on in-service and specialized training. Current statistics for in-service and specialized training, broken down by academy and total number of training hours are included in the Committee's meeting book today, though Chief of Training Nardone noted that we did not run any in-service training in the month of July per our usual practice.

Bridge Academy. Chief of Training Nardone reported that there are 87 officers in the Bridge Academy A-H Class who need to complete their 2,400 hours and apply for an exemption. There are 55 officers in the I-P Class and 43 officers in the Q-Z Class in the same position. Updated numbers are included in today's meeting book.

ASHER. Chief of Training Nardone updated the Committee on the ASHER program in John Mazza's absence. Secretary Kwon noted that Jeff Farnsworth recently retired and acknowledged all his work on the ASHER program. She said our program has become a model around the country because of the multi-agency approach we use and the way in which we integrate the response from police, fire, and EMS.

Open Discussion for Items Not Requiring Votes

Chief Gundersen asked whether there will be an increase in the rate of pay for MPTC instructors. Deputy Executive Director Fanikos said it is being evaluated.

Old Business

Working Groups. Deputy Executive Director Fanikos advised that the Fitness Working Group is working to develop a standardized PT schedule for each week of the ROC that can be used in all academies. The Campus Police Training Programs Working Group will be meeting in September. There is nothing new to report on the Sheriffs Training Programs Working Group, but they also expect to meet in September. The AI Policy Development Working Group will be meeting for a second time next week. Because it's a large group, they will likely divide into sub-groups to address specific issues.

MPTC Deputy General Counsel Gina Masotta provided an update on the Wrong-Way Driving Working Group, which was recently formed to address the new legislation requiring instruction for all police officers relative to wrong-way driving. The group consists of staff from MPTC, EOPSS, MSP, and DOT. They are meeting on a bi-weekly basis and have begun to discuss what the curriculum for the training will look like for both recruit and veteran officers.

Medical Examination Requirements for Academy Entrance. There were no new updates.

POST/Police Reform. MPTC General Counsel Jim O'Brien reminded the Committee that at last month's meeting they received a copy of POST's draft regulation on Law Enforcement Agencies, Officers, and Functions Subject to Regulation (555 CMR 3.00). The substance of the draft regulation and its significance for agencies were discussed last month, and Committee members were asked to

provide feedback for today's meeting. General Counsel O'Brien summarized feedback received from Chief Gundersen, including whether the term "civil process" as it relates to sheriffs should be further defined and whether the evictions and search warrants done by civil process deputy sheriffs are considered law enforcement duties. Sheriff Coppinger noted that these are questions MSA hopes to have answered sooner rather than later and they are seeking clarification from POST. General Counsel O'Brien said Chief Gundersen also asked about constables and what will happen if an agency head is not POST-certified. General Counsel O'Brien reported that his understanding is that every agency will have to identify an agency head who is POST-certified. He said he would pass on all Chief Gundersen's questions and comments to POST.

New/Updated MPTC Policies. The *MPTC Range Standard Operating Procedures*, which was provisionally approved in April, has been finalized, uploaded, published, and sent to staff for acknowledgement in PowerDMS.

Updated ROC Curriculum. Chief of Training Nardone presented the updated ROC curriculum to the Committee and summarized the changes, including the removal of three days of rifle training.

A motion was made by Chief Gundersen and seconded by Sheriff Coppinger to approve the updated ROC Curriculum as presented. A vote was taken, and the motion passed unanimously.

New Business

Recruiting SMEs. MPTC Curriculum Division Manager Luther Joseney reported to the Committee that we have a new process for recruiting subject matter experts. He said the goal in developing the new process was to expand our access to SMEs, reduce content development time, and improve lesson quality. He described it as a Commonwealth-wide recruitment method that involves the use of QR codes. He said the QR codes and additional information will be distributed. He noted that the process has worked well so far, and we have over 75 courses accounted for as of today.

Model Use of Force Reporting Form. MPTC Assistant Legal Counsel Denise Flagg reminded the Committee that all law enforcement agencies must have a *Use of Force Policy* that complies with the *Model Use of Force Policy* by September 30th, and POST will be messaging this requirement. A working group comprised of staff from POST and MPTC have also developed a draft *Model Use of Force Reporting Form*. The draft form is modeled largely on MCOPA's *Use of Force Reporting Form*, but the group also looked to forms used by MSP, municipal departments in the Commonwealth, and other departments across the country. Like the *Model Use of Force Policy*, the *Model Use of Force Reporting Form* is considered a floor, and agencies will not be required to adopt it word-for-word. Assistant Legal Counsel Flagg said the working group is looking for feedback on the draft form and asked the Committee members to submit any feedback to her by September 4th. The working group will consider and, where possible, incorporate any feedback from the Committee between now and the next Committee meeting. Chief Hicks asked all Committee members to send the draft *Model Use of Force Reporting Form* to their regions for feedback.

Instructor Codes of Conduct. MPTC General Counsel Jim O'Brien reported that staff have worked to update the MPTC's *Code of Conduct* for certified instructors and have developed a new *Code of Conduct* for instructors who are not certified by the MPTC but who nevertheless instruct in some capacity for the MPTC. Draft copies of the updated *Code of Conduct for Instructors Certified by the*

MPTC and the new *Code of Conduct for Instructors Not Certified by the MPTC*, along with a document summarizing the significant changes to the previous version of our instructor *Code of Conduct*, are in today's meeting book. General Counsel O'Brien walked through the most significant changes and new provisions. He also explained that most of the proposed changes come from things staff and the Standards Subcommittee have seen and learned in conducting appeal hearings over the past year or two.

Superintendent Sullivan said he fully supports the proposed changes and thinks they are long overdue. Chief Hicks also voiced his support.

A motion was made by Sheriff Coppinger and seconded by Chief Couture to approve the revised *Code of Conduct for Instructors Certified by the MPTC*. A vote was taken, and the motion passed unanimously.

A motion was made by Sheriff Coppinger and seconded by Superintendent Sullivan to approve the new *Code of Conduct for Instructors Not Certified by the MPTC*. A vote was taken, and the motion passed unanimously.

Next Meeting

The September Committee meeting needs to be rescheduled because it would conflict with the annual Police Chiefs conference. Chief Hicks inquired of the Committee members, and September 23, 2026, seemed to work for most. The MBTA has offered to host the next meeting at its training facility in South Boston.

Adjournment

At 12:44 p.m., a motion was made by Chief Couture and seconded by Superintendent Sullivan to adjourn the meeting. A vote was taken, and the motion passed unanimously.