

**RECORD OF RESOLUTIONS**

*Resolution No. 25-012* \_\_\_\_\_ *Passed on March 3<sup>rd</sup>, 2025* \_\_\_\_\_

**RESOLUTION 25-012**, ADOPTING TO GIVE AUTHORITY TO THE MAYOR OF THE VILLAGE OF WEST JEFFERSON TO ENTER INTO THE MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CLARK STATE COLLEGE POLICE ACADEMY.

**WHEREAS**, the Village of West Jefferson desires to enhance law enforcement training and collaboration between local government and the Clark State College Police Academy; and

**WHEREAS**, a Memorandum of Understanding (MOU) (attached) between the Village of West Jefferson and the Clark State College Police Academy will foster mutual cooperation in the areas of training, resource sharing, and professional development for law enforcement personnel; and

**WHEREAS**, the Mayor of the Village of West Jefferson has the authority to negotiate and enter into agreements that promote the welfare and safety of the community; and

**WHEREAS**, both parties wish to formalize their understanding and partnership through an MOU that outlines the responsibilities, expectations, and benefits for both parties involved;

**NOW, THEREFORE, BE IT RESOLVED**, by the Village of West Jefferson Council that:

**SECTION I:** The Mayor is hereby authorized to negotiate and enter into a memorandum of understanding (MOU) with the Clark State College Police Academy on behalf of the Village of West Jefferson under such terms and conditions as deemed necessary and appropriate by the Mayor, subject to the approval of the Village Council.

**SECTION II:** The Mayor is further authorized to take any and all actions necessary to carry out the intent of this Resolution, including executing all documents and agreements required to implement the MOU.

**SECTION III:** This Resolution shall take effect at the earliest period of time allowed by law.

**Passed on this 17<sup>th</sup> day of March, 2025**

Jennifer Warner 3-3-25  
Jennifer Warner Date  
President of Council

Date received by Mayor 3-4-25

Date Approved by Mayor 3-4-25

ATTEST:

Tisha Edwards 3-4-25  
Tisha Edwards Date  
Clerk of Council

Ray A. Martin  
Ray A. Martin, Mayor

Sections Vetoed: \_\_\_\_\_

Approved as to Form:

J. Michael Murray \_\_\_\_\_ Date  
J. Michael Murray, Director of Law, or  
Joshua W. Beasley, Assistant Director of Law

## Memorandum of Understanding

This Memorandum of Understanding (MOU), is entered into on February 12, 2025 by and between **Clark State College, 570 E. Leffel Lane, Springfield, Ohio 45505**, hereinafter to as "The College" and The West Jefferson Police Department, hereinafter referred to as the Police Department/Division" and collectively known as "Parties."

WHEREAS, the Parties desire to enter into this MOU to establish a Joint mission to better train future candidates of the West Jefferson **Police Department, Criminal Justice Students, and current police officers**, in a cooperative effort to give Clark County and Madison County the most updated training for **police officers**, and

WHEREAS, the College provides excellent education and training to students with regard to careers in law enforcement in a local environment, utilizing instructors from the local area, and

Whereas, the **Police Department** operates a Law Enforcement Agency employing persons who need the excellent education and training the College provides in order to enhance public safety in Madison County, and

Whereas, the College and the **Police Department** are ideally positioned to further their respective interests, their shared interests and the interests of the citizens and the community that they both serve by working together to develop and establish policies and procedures relating to academy training for candidates for **Police department** positions in the employ of the West Jefferson **Police Department**.

Now, therefore, in order to fulfill the objectives and interest set forth above, The Parties agree as follows:

1. The **Police Department** will select candidates for employment as police patrol officers in accordance with the **Police Department** practices and policies.
2. The **Police Department** may refer selected candidates to the College for the purpose of receiving the education, training and instruction necessary for those candidates to complete 750 hours of course work toward certification as a peace officer under the standards set by the Ohio Peace Officer Training Commission.
3. The College will operate and maintain a program for the education, training and instruction of candidates that meets all applicable standards and rules established for such programs by the Ohio Peace Officer Training Commission.
4. The College will provide education, training and instruction to candidates for certification as a peace officer employed by the **Police Department** on the premises of the College at a **tuition rate of 50%** of posted tuition and fees.
5. All instructors used by the College in the program shall have and maintain qualifications required by the Ohio Peace Officer Training Commission.
6. The College may apply for and accept all grants, credits, reimbursements and assistance available from the State of Ohio or other sources to support the program.

The **Police Department** will cooperate with the College with respect to applications or reports associated with such assistance.

7. The **Police Department** will reimburse the College for the reasonable ancillary expenses incurred by the college with respect to the program such as ammunition, uniforms and similar consumable supplies for candidates employed by the **Police Department**.
8. At its discretion, the Collee may enroll other students who are candidates for certification alongside the **Police Department's** candidates.
9. This MOU shall be in force and effect upon its execution and remain in force and effect through December 31, 2025. The Parties may renew this MOU for additional 12-month periods by means of a written extension.
10. Either Party may terminate this MOU upon written notice to the other party during the initial term or any extension. Termination by written notice shall be effective upon completion of the course of instruction for **the Police Department's** Candidates enrolled in the program as of the date of the notice.

IN WITNESS WHEREOF, the parties to this Memorandum of Understanding through their duty authorized representatives have executed the Memorandum on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of the Memorandum as set forth therein.

West Jefferson Police Department

\_\_\_\_\_  
Date

Title \_\_\_\_\_

\_\_\_\_\_  
Date

Title \_\_\_\_\_

Clark State College

Brent A. Emmons 02/12/2025

Brent Emmons Date  
Assistant Commander, Police Academy

Scott E. Dolan 2/12/2025

Dr. Scott Dolan Date  
Dean, School of Health, Human & Public Services

Adrienne Forgette 2.12.2025

Dr. Adrienne Forgette Date  
Vice President of Academic Affairs

Doug A. Schantz 2/13/2025

Doug Schantz Date  
Executive Vice President, Finance, Facilities and Operations