

Memorandum

To : All Commissioners

Date : November 1, 1967

From : Commission on Peace Officer Standards and Training

Subject : COMMISSION MEETING, San Francisco Airport
Hilton Inn, Parlor "A"
November 8, 1967, 10:00 a.m.

AGENDA

1. Call to Order - 10:00 a.m.
2. Approval of Minutes of August 24-25, 1967 Meeting
3. Approval of Expense Claims
4. Certification of Courses
 - (a) Basic Course
Kern County Peace Officer Training School
 - (b) Pre-Service College Course
Bakersfield College
5. Cancellation of Certification of Courses
 - (a) Basic Course
Kern County Sheriff's Training School
Bakersfield Police School
6. Financial Report and Amended 1968-69 Budget
7. Progress Report - California Law Enforcement Recruitment Program
8. Proposed Changes - Commission Regulations and Specifications
 - 8.1 Adoption of Schedule for Statewide Hearings
9. Miscellaneous Reports and Open Discussion
10. Election of Officers, Calendar Year 1968
11. Date and Location of Next Meeting
12. Adjournment

State of California
Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

MINUTES

November 8, 1967

San Francisco, California

The meeting was called to order at 10:00 a.m. A quorum was present:

WILLIAM J. McCANN, Chairman
BERNARD J. CLARK
JOHN FABBRI
DAN KELSAY
ROBERT S. SEARES
EARL R. STRATHMAN
O. J. HAWKINS, Representing the Attorney General

Also present:

LEO B. MARKS, District Attorney Investigators Association
DOUGLAS H. LOGAN, District Attorney's Office, Santa Clara County
EDWARD M. TOOTHMAN, Project Supervisor
GENE S. MUEHLEISEN, Executive Officer
GEORGE H. PUDDY, Assistant Executive Officer
CARL R. BALL, Field Representative
IMOGENE KAUFFMAN, Stenographer

Absent:

THOMAS REDDIN, Vice Chairman
LOHN R. FICKLIN
T. M. HEGGLAND

APPROVAL OF MINUTES

MOTION by Commissioner Clark, seconded by Commissioner Fabbri, carried unanimously, that the minutes of the August 24-25, 1967 meeting of the Commission at Caribou be approved.

APPROVAL OF EXPENSE CLAIMS

MOTION by Mr. Hawkins, seconded by Commissioner Kelsay, carried unanimously, that the following expense claims of the executive officer be approved:

TRAVEL EXPENSE CLAIMS
Executive Officer
August through November 1967

August 24-25	Caribou	\$ 49.00
September 14-15	Los Angeles	28.00
" 21-23	El Cajon, San Diego	45.00
October 4-7	Los Angeles, Chula Vista	62.00
" 10	Alta Loma	9.05
" 12-13	San Francisco	25.40
" 16	San Francisco	14.40
	TOTAL TRAVEL	<u>\$ 232.85</u>

CERTIFICATION OF COURSES

Basic Course

Kern County Peace Officers Training Academy, Bakersfield

Pre-Service Course

Bakersfield College, Bakersfield

The executive officer described the courses to be certified. The Basic Course will be offered at the Kern County Peace Officers Training Academy which is a combination of the former Bakersfield Police Academy and the Kern County Sheriff's Academy. The course is excellent and meets the Commission's standards. The executive officer recommended certification. He also recommended certification of the Pre-Service Course to be presented at Bakersfield College. This course fully meets the Commission's standards.

MOTION by Commissioner Seares, seconded by Commissioner Fabbri, carried unanimously, that the Basic Course of the Kern County Peace Officers Training Academy and the Pre-Service Course at Bakersfield College be approved.

CANCELLATION OF CERTIFICATION

Basic Course

The executive officer explained that the Kern County Sheriff's Academy and the Bakersfield Police Academy are no longer in operation.

MOTION by Mr. Hawkins, seconded by Commissioner Fabbri, carried unanimously, that the certification of the Kern County Sheriff's Academy and the Bakersfield Police Academy be cancelled.

1968-69 BUDGET

Mr. Puddy discussed the budget that was submitted after the action taken by the Governor in blue lining the General Fund appropriation of \$782,500. The budget is included as Attachment "A". It was stated that the money allocated for reimbursements of various courses could be adjusted within that allowed depending upon the outcome of the hearings. There was a detailed discussion of the budget by Commissioners.

MOTION by Commissioner Seares, seconded by Commissioner Kelsay, carried unanimously, that the 1968-69 budget in the amount of \$205,660 be approved.

CALIFORNIA LAW ENFORCEMENT RECRUITMENT PROJECT

Mr. Toothman reported on the California Law Enforcement Recruitment Project. He distributed to each Commissioner a resume of the project objectives and stated we are meeting the project timetable for the first quarter. The Project's Advisory Committee members were discussed and the Commission suggested that additional members be considered. Mr. Toothman displayed a map showing the distribution of police personnel by agency throughout the State. Some of the more interesting statistics revealed, for example, that approximately 25,000 officers are employed by the 54 police agencies who employ 100 or more officers. Percentage-wise this indicates that approximately 75% of the 33,000 peace officers in California, including the Highway Patrol, are employed by only 13% of the total number of the 397 police agencies. 114 out of 397 police agencies hired 10 men or less. 19 northern counties employ only 709 peace officers of which 237 are police officers and 472 are deputy sheriffs. Within these 19 northern counties, the average police department numbers 8 officers and the average sheriff's department 25 officers. Chairman McCann expressed appreciation for the fine progress Mr. Toothman is making. He offered the personal assistance of individual Commissioners in ironing out local recruitment problems.

DISTRICT ATTORNEY INVESTIGATORS

Mr. Leo B. Marks and Mr. Douglas H. Logan, both of the Santa Clara County District Attorney's Office, were introduced. They requested that the Commission include employees of district attorney offices' among those

eligible to receive the Commission's certificates. Mr. Marks spoke in behalf of the California District Attorney Investigators Association and stated the principal objective of his Association is to improve the competency of District Attorney Investigators. Mr. Logan spoke on behalf of the Santa Clara District Attorney's Office. Both stressed that reimbursement for training would not be requested at this time-only certification. They stated that each district attorney's office has its own training program and in general training was described as inadequate. It was brought up that many people who work in district attorney offices have certificates obtained from POST while they were police officers, deputy sheriffs or members of the California Highway Patrol.

MOTION by Commissioner Seares, seconded by Commissioner Kelsay, carried unanimously, that the matter of certification of district attorney investigators be referred to the staff for recommendations.

PROPOSED CHANGES - COMMISSION REGULATIONS & SPECIFICATIONS

The Commissioners discussed the proposed Specifications and Regulations in depth for approximately 3 hours. As a result of the motions, direction from the Chair, and mutual agreement among the Commissioners, the Regulations and Specifications to be presented at the hearings are revised and set forth as Attachment "B".

STATEWIDE HEARINGS

The following locations and dates were selected for the 1968 hearings:

- a. February 14, 1968 -- Sacramento
- b. February 29, 1968 -- Los Angeles

In the event it is necessary, hearings will extend into a second day.

ELECTION OF OFFICERS FOR 1968

MOTION by Commissioner Kelsay, seconded by Commissioner Fabbri, carried unanimously, that William J. McCann be re-elected Chairman and Thomas Reddin be re-elected Vice Chairman of the Commission for 1968.

It was pointed out that Commissioner McCann did not serve as Chairman for a full term of office.

MISCELLANEOUS REPORTS

Commissioner Seares had requested that the job specifications for police consultants be made available at this meeting. The executive officer advised that it had not been practical to prepare job specifications due to budget hearings which have a bearing on the types of positions allowed. He requested that the staff be permitted to prepare the specifications after a budget is approved. He also advised that after budget approval it would also be appropriate to meet with the sub-committee appointed to recommend policy in the use of the consulting service.

DATE AND LOCATION OF NEXT MEETING

It was decided that the next meeting of the Commission would be March 28, 1968 in the Los Angeles area.

ADJOURNMENT

The meeting was adjourned at 6:20 p.m.

Respectfully submitted,


GENE S. MUEHLEISEN
Executive Officer

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
ADMINISTRATIVE BUDGET**

DETAILS	<u>No. of Positions</u>			Actual 1966-67	Estimated 1967-68	Proposed 1968-69
<u>PERSONAL SERVICES</u>					(7-1-67/6-30-68)	
Authorized Positions	7	7	15	\$ 68,827	\$ 83,800	\$ 172,100
			- 2.25			
TOTALS:	<u>7</u>	<u>7</u>	<u>12.75</u>	<u>\$ 68,827</u>	<u>\$ 83,800</u>	<u>\$ 149,960</u>
<u>OPERATING EXPENSES</u>						
<u>GENERAL EXPENSE:</u>						
Office				\$ 935	\$ 2,000	\$ 2,200
Printing				610	-	1,000
Freight				-	-	-
<u>PRINTING:</u>				-	400	700
<u>COMMUNICATIONS:</u>						
Telephone Exchange				1,038	1,050	1,300
Telephone Toll Charges				780	700	1,300
Telegraph				-	-	-
Postage				744	750	1,100
<u>TRAVELING-IN-STATE:</u>						
Travel				5,889	6,000	10,000
Auto Mileage				1,144	1,500	1,300
Auto Rental				856	1,500	1,800
<u>TRAVELING-OUT-OF-STATE:</u>				390	400	1,000
<u>RENT - BUILDING SPACE:</u>				3,900	3,900	12,500
<u>SERVICES FROM OTHER AGENCIES:</u>				4,888	5,000	6,000
<u>PRO-RATA CHARGES:</u>				4,513	4,700	9,000
<u>TOTALS, Operating Expenses</u>				<u>\$ 25,687</u>	<u>\$ 27,900</u>	<u>\$ 49,200</u>
<u>EQUIPMENT</u>				\$ 768	\$ 400	\$ 6,500

TOTAL EXPENDITURES:

Personal Services, Operating Expenses and Equipment	\$ 95,282	\$112,100	\$205,660
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