

Commission on Peace Officer Standards and Training
Commission Meeting/Public Hearing

AGENDA

April 19, 1979, 10 a. m. to 5 p. m.
Oakland Airport Hilton Inn
#1 Hegenberger Road
Oakland, California Phone: (415) 635-5000

April 20, 9 a. m. to 2 p. m. (app.)

- A. Open of Meeting - Introduction of Guests
- B. Approval of Minutes of January 18-19, 1979, Commission Meeting Action
- C. Consent Calendar

Note: Consent Calendar items will be placed on the regular agenda upon request by a Commissioner.

- 1. Financial Report - 3rd Quarter F. Y. 1978/79

Report will be available at the meeting.

- 2. Course Certification/Decertification/Modification Report

Since January meeting, there have been 39 new Certifications, 8 modifications, and 8 decertifications. Of the 39 new certifications, 32 are reserve courses.

- 3. Commission Policy and Procedures

This is a reaffirmation of policy decisions made by the Commission at a previous meeting. Upon approval, they become a part of the Policy Manual.

- 4. Specialized Agency Approvals

- a. Agencies not previously categorically accepted.
- b. Agencies previously categorically accepted.

- 5. Resolution of Appreciation for William J. Kinney

After serving on the POST Advisory Committee since March 1975, Chief Kinney resigned as of January 22, 1979.

- 6. "The Quality of Police Education", A Review

A review of the report by the National Advisory Commission on Higher Education for Police Officers (NACHEPO).

7. Technical Regulation Changes

- a. Addition of Regulation Section 1007, Reserve Peace Officers
(1) PAM Section H - Reserve Officer Procedures
- b. Amendment of Regulation Section 1010 (a)(3) - Eligibility for Participation to Include Specialized Program.

8. Correspondence

A request from C. A. D. A. for representation on the Advisory Committee.

D. Public Hearing - Basic Course Revision

Action

Proposal to convert the present topical Basic Course Outline in PAM Procedure D-1 to Performance Objective format.

E. Public Hearing - Supervisory and Management Course Equivalency

Action

It is proposed that effective January 1, 1980, equivalency for the Supervisory and Management Courses be eliminated.

F. Selection Committee Report

Information

Committee Chairman Holloway will report on her Committee's activities to date.

G. Proposed Contracts for F. Y. 1979/80

Action

- 1. Department of Justice
- 2. California Specialized Training Institute
- 3. Course Evaluation Instrument Data
- 4. CPOA Legislative Update Seminars
- 5. Management Courses
- 6. Executive Development Course
- 7. Driver Training

H. Legislative Review Committee

Action

Committee Chairman Ellingwood will present his Committee's report.

I. Advisory Committee Report

Information

Committee Chairman Bob Wasserman will report on his Committee's activities and recommendations.

- J. Organizational Survey Committee Information
 Committee Chairman Sporrer will present his Committee's report.
- K. Life Experience Program Policy Action
 To amend or rescind Commission's policy and/or procedure regarding Life Experience Degrees.
- L. Advanced Officer Course Reimbursement Action
 Staff recommendations on reimbursement, attendance and usage of the Advanced Officer Course.
- - - - - Recess until 9 a. m. , Friday, April 20 - - - -
- Reconvene 9 a. m. , Friday, April 20
- M. Basic Course Equivalency Procedure Action
 Proposed elimination or modification of the Basic Course Equivalency process relating to Regulation Section 1008.
- N. Validation Committee Status Report Information
 Committee Chairman Grogran will give a status report on the L. E. A. A.-funded Validation Project.
- O. Teacher Training Policy Action
 Policy decision relative to certification of Teacher Training Courses.
- P. Executive Certificate for Specialized Program Information
 The Executive Director will present an oral status report.
- Q. Reimbursement for Paraprofessionals Attending Basic Course Action
 Report and recommendation relating to two-year trial period on reimbursement of paraprofessionals for basic training.
- R. Retroactive Pay Policy Action
 Request for reaffirmation of Commission policy of not honoring claims to cover retroactive salary increases for local agencies.
- S. Policy Statement Penal Code Section 832.4(a) Action
 Staff recommendation relative to 18-month limitation to obtain POST Basic Certificate required by Penal Code Section 832.4(a).

T. Department of Justice - Personnel Services

Action

Request by staff to assume full responsibility for own personnel functions.

U. Old/New Business

Action

1. Categories of Peace Officers Subject to Recruitment Selection and Training Requirements of the POST Program.
2. Advisory Committee Appointment - Public Member
3. Commission Committee Appointments.

V. Dates of Future Meetings

July 26-27, 1979 - Los Angeles
October 18-19, 1979 - Sacramento
January 17-18, 1980 - Southern California
April 17-18, 1980 - Northern California

W. Adjournment

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State of California
Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

MINUTES

January 18-19, 1979
Plaza International Hotel
San Diego

The meeting was called to order at 10:15 a. m. by Chairman Sporrer.
A quorum was present.

Commissioners present:

Louis L. Sporrer	- Chairman
Robert F. Grogan	- Vice-Chairman
William J. Anthony	- Commissioner
Brad Gates	- Commissioner
Kay Holloway	- Commissioner
Jacob J. Jackson	- Commissioner
William B. Kolender	- Commissioner
Edwin R. McCauley	- Commissioner
Nathaniel Trives	- Commissioner
Joe Williams	- Commissioner
Herbert E. Ellingwood	- Representative of the Attorney General

Advisory Committee Representative:

Robert Wasserman, Advisory Committee Chairman and representative of the California Peace Officers' Association, present January 18.

Staff present:

Bradley W. Koch	- Interim Executive Director
Otto H. Saltenberger	- Assistant Director
Harold L. Snow	- Special Assistant, Executive Director's Office
Gerald E. Townsend	- Director, Operations Division
George W. Williams	- Chief, Special Projects Bureau
Imogene Kauffman	- Executive Secretary

Visitors:

Mary Abe	- University of Redlands
Frederick Allen	- Butte Center
Stan Anderson	- Santa Rosa Jr. College
D. L. Auner	- Compton Police Department
Barbara Ayres	- Captain, Orange County Sheriff's Department

Dorothy Baggett	- Cal State, Long Beach
Jackie Baird	- California State University and Colleges
Lonnie Beard	- Sergeant, Sacramento Sheriff's Department
Mickey Bennett	- Sergeant, Long Beach Police Department
Bob Blanchard	- Riverside City College
Robert Buckley	- Criminal Justice Training Center, Modesto
Les Clark	- Sacramento Training Center
Lee Clingan	- Pasadena Police Department
Chuck Conaway	- Lieutenant, Orange County Sheriff's Department
Alan Cotten	- Chula Vista Police Department
Jon W. Curtin	- Captain, Oceanside Harbor Police
Frank Drake	- Lieutenant, Kern County Sheriff's Department
Paulette Drake	- Deputy, Kern County Sheriff's Department
L. O. Giuffrida	- Director, California Specialized Training Inst.
Robert Griffeth	- Assistant Sheriff, Orange County Sheriff's Dept.
Tom Hayes	- Captain, Los Angeles Police Dept. Training Div.
Herb Hoover	- Department of Justice
George Hudnor	- F. B. I. , San Diego
Richard Klapp	- Lieutenant, San Francisco Police Department
Dennis LaDucer	- Lieutenant, Orange County Sheriff's Department
Art LeBlanc	- Chief of Police, Coronado Police Department
E. J. Lubic	- Sergeant, San Diego Sheriff's Department
Eugene Majors	- San Bernardino Sheriff's Department
Gerald S. Martin	- California Specialized Training Inst.
Wayne Martindale	- Dean of Undergraduate Studies, University of Redlands
Martin J. Mayer	- League of California Cities
Joe McKeown	- Los Medanos College
Louis F. Molina	- Anaheim Police Department
Harry O'Donnell	- University of Redlands
Duane Preimsberger	- Captain, Los Angeles Sheriff's Department
Alex Pantaleoni	- Rio Hondo College
David Parker	- College of Sequoias
F. E. Piersol	- Lieutenant, Los Angeles Police Dept. , Training Div.
Walter Podinski	- City Manager, Rialto
Philip L. Pounders	- San Bernardino Sheriff's Department
Victor Riesan	- Academy of Defensive Driving
Gary R. Rogers	- Inspector, Southern Pacific Police Department
J. Winston Silva	- Chancellor's Office, Calif. Community Colleges
Kip Skidmore	- Department of Justice
Michael P. Stein	- Escondido Police Department
John T. Voss	- C. H. P. Academy
Barney Watkins	- Southern Pacific Police Department
Herman L. Wiles	- Control Data Corporation
Ralph Woodworth	- Chief Deputy, Riverside County Sheriff's Department
Bob Rudder	- Lieutenant, Bakersfield Police Department
Duane Lowe	- Sheriff, Sacramento County

A. Open of Meeting and Introduction of GuestsB. Executive Director Selection Report

Chairman Sporrer announced that while the candidates for the Executive Director position were outstanding, it was believed a special individual was necessary for the job. Therefore, selection procedures will be re-opened, and they will begin an "Executive Search" for a person who fits their profile for the job. Brad Koch will continue to serve as Interim Executive Director.

C. Approval of Minutes

MOTION - Holloway, second - Kolender, carried unanimously for approval of the minutes of the October 19-20, 1978 meeting with the following amendment as requested by Commissioner Jackson:

Amend the motion under Item H. 2., Future Basic Training Requirements Committee, page 8 of the minutes, to read:

"Motion - Trives, second - Grogan, carried unanimously that the Commission accept the Committee's recommendations and assign them to staff for development and presentation at a public hearing. The report will be reviewed in January for possible public hearing at a future time."

D. Consent Calendar

MOTION - Anthony, second - Holloway, carried unanimously for approval of the Consent Calendar as follows:

1. Financial Report - 2nd Quarter F. Y. 1978/79

The complete Financial Report is on file at POST Headquarters. The report covering revenue, reimbursements and analysis of accumulated surplus is made Attachment "A" of these minutes.

2. Course Certification/Decertification/Modification Report

This report is made Attachment "B" of these minutes.

3. Commission Policy and Procedures

To be included in the Commission Policy Manual:

"Seven members of the Commission shall constitute a quorum."

4. Specialized Agency Approvals

- City of Los Angeles Housing Authority
- Los Angeles Unified School District

Consent Calendar - cont.

5. Correspondence

E. Public Hearing - Proposed Advanced Officer Training Requirements

The proposed changes which relate to standards for Advanced Officer Training were presented as set forth on Bulletin 78-23, made Attachment "C" of these minutes.

Many written communications had been received and were read to the Commission. A number of persons made oral presentations to the Commission. A record of all testimony, written and oral, is on file at POST headquarters.

Following discussion of the testimony, this action was taken:

MOTION - Gates, second - Holloway, carried unanimously that the following amendments be made in POST Regulations and Procedures regarding Advanced Officer Training:

1. Regulation 1005 (d)(1) not be amended with the exception of the addition of the underlined statement, to read:

Every peace officer below the rank of first level supervisory position, as defined in Section 1001(i), shall satisfactorily complete the Advanced Officer Course of 20 or more hours at least once every four years after completion of the Basic Course.

Every regular officer, regardless of rank, may attend a certified Advanced Officer Course and the jurisdiction may be reimbursed.

2. Amend Procedure D-2, Section 2-2, to read:

Advanced Officer Course Objectives. The Advanced Officer Course is designed to provide updating and refresher training and an opportunity to address new problems confronting law enforcement officers. Flexibility is to be permitted in course content and manner of course offering in order to meet changing conditions and local needs.

3. Amend Procedure D-2, Section 2-3, to read:

The Commission recommends the following topics be considered, but not required, as part of the Advanced Officer Course:

New Laws

Recent Court Decisions and/or Search and Seizure Refresher

Officer Survival Techniques

New Concepts, Procedures, Technology

Discretionary Decision Making (Practical Field Problems)

(continued)

Amend Procedure D-2, Section 2-3 - cont.

The course may contain other currently needed subject matter such as the topical areas of the Basic Course, Commission Procedure D-1. It is suggested elective subjects address current and local problems or needs of a general, rather than a specific, nature.

4. Amend Procedure D-2, Section 2-5, to read:

Minimum Hours. The Advanced Officer Course shall consist of time blocks of not less than 2 hours regardless of subject matter.

After a discussion by Commissioners relative to the "increased costs" disclaimer statement required on Notice of Public Hearing bulletins pursuant to Section 2231 of the Revenue and Taxation Code, the Chairman directed that staff shall prepare a report, to accompany the Notice that goes to the Commission, which verifies the "no fiscal impact" statement of the proposed action.

F. Extended Format Training

Duane Lowe, Sheriff, Sacramento County, addressed the Commission in support of the extended format training and volunteered the Sacramento Reserve Academy to be certified for a pilot presentation.

Les Clark, Director, Sacramento Training Center, addressed the Commission in support of the quality of the extended format training.

Following discussion, action was taken:

MOTION - Grogan, second - Holloway, carried unanimously to approve the following staff recommendations:

- Authorize staff to certify three Basic Course presentations on an extended format.
- Specify the following guidelines:
 1. Only current presenters of certified Basic Courses will be eligible to participate.
 2. A fulltime course coordinator must be present during the presentation of the course.
 3. Length of instructional day and course will be subject to staff approval.
 4. Course instructors' teaching abilities shall be equal to those instructors in the intensive Basic Course.
- Staff to make periodic on-site visits to evaluate the quality of the

Extended Format Training - cont.

presentations through analysis and observation, student evaluation and written tests, and prepare a report for the Commission within one year.

G. New Reimbursement Plan - Revised Procedure

1. Proposed Revised Accounting Procedure

MOTION - McCauley, second - Holloway, carried unanimously to give final approval by the Commission to initiate new accounting procedures, beginning on July 1, 1979, which would accomplish the following: All reimbursement claims are to be charged against the fiscal year in which the claims are received -- without regard to the fiscal year in which the training occurred. Claims will continue to be paid on a quarterly basis. Any balance remaining in the Assistance to Cities and Counties budget will be disbursed on a pro rata share basis in conjunction with the fourth quarter payment. A permanent reserve of \$1,000,000 will be maintained to offset unforeseen expenditures or adjustments to the POTF.

2. Advisory Committee recommendation on Advanced Officer training reimbursement

As the result of discussions for the establishment of fiscal controls on Advanced Officer Course reimbursement, the POST Advisory Committee recommended the following:

1. Limit salary reimbursement for Advanced Officer and Job Specific courses at a percentage specified by the Commission, not to exceed 20 hours of such training per year or 40 hours every two years. Reimbursement for legislatively mandated courses as well as basic, supervisory, management skills and knowledge technical courses would not be affected.
2. Any unexpended funds in the total allocation for Aid to Local Government for a fiscal year should be divided on an equitable basis by re-evaluating the amount of reimbursement provided for advanced officer training.

Following discussion, this action was taken:

MOTION - Gates, second - Trives, carried unanimously to table the decision on the hours of salary reimbursement for the Advanced Officer Course until such time as staff can present a fiscal impact report regarding reimbursement for 24 hours, 32 hours, and the amount presently being reimbursed for 20 hours of training.

H. Reimbursement Program for F. Y. 1979/80

1. Reimbursement Rate for F. Y. 1979/80

MOTION - Ellingwood, second - McCauley, carried unanimously that the Commission adopt a salary reimbursement rate of 50% in 1979/80.

2. Review of Proposed Contracts, F. Y. 1979/80

Contract requests for F. Y. 1979/80 are estimated at \$1,116,357. D. O. J. and C. S. T. I. are requesting contracts. L. C. Giuffrida, Director of C. S. T. I., presented the Commission with a check for \$72,208, representing unused contract funds from F. Y. 1978/79. It was noted an additional \$90,000 had not been claimed by C. S. T. I.

The Commission was provided a brief report covering the total of C. S. T. I. contracts and amounts unclaimed since F. Y. 1975/76.

MOTION - Ellingwood, second - Kolender, motion carried (Jackson - No) that staff review C. S. T. I.'s contract request for \$356,246 as to course content with the intent that the Commission plans not to exceed that amount, if staff approves of the types of presentations.

MOTION - Trives, second - Gates, motion carried that at the April meeting staff be prepared to discuss the D. O. J. contract as to courses and recommendations. (No - Jackson)

MOTION - Trives, second - Kolender, carried unanimously that the balance of contracts be treated the same as C. S. T. I. and D. O. J. to be reviewed at the next meeting, i. e., Management Courses, C. P. O. A. Legislative Update Seminar, etc.

MOTION - McCauley, second - Trives, carried unanimously that driver training allocation recommendations, in the same reimbursement area of \$250,000 as in the past, be presented for review at the April meeting.

3. Effective Date of Subsistence Increase

The State Board of Control, at a meeting held on December 18, 1978, adopted a per diem rate of \$46, effective January 1, 1979. In the past, the Commission has directed that POST reimbursement be at the same rates approved by the State Board of Control.

MOTION - Anthony, second - Trives, MOTION FAILED (7 Noes) that the effective date of the subsistence increase of \$46 be made on a fiscal year basis of July 1, 1979.

Effective Date of Subsistence Increase - cont.

MOTION - Ellingwood, second - Grogan, motion carried that the per diem rate adopted by the Board of Control of \$46 effective January 1, 1979, be effective with POST reimbursement rates on January 1, 1979.

I. Officer Survival Course Contracts to C. S. T. I., D. O. J., and P. S. E.

At the October 19, 1978 Commission meeting, Bob Michael of Public Safety Educators (P. S. E.) made a presentation in support of P. S. E.'s request for certification of an Officer Survival Course. Mr. Michael alleged that they could provide, with a considerable savings to the P. O. T. F., Officer Survival training equivalent to that now being presented. A comparative and cost analysis report on Officer Survival Course contracts was presented. It was pointed out that part of the savings would come as a result of the 24-hour P. S. E. course being shorter than the 40-hour courses currently certified to C. S. T. I. and S. B. S. D. Following discussion on the report, there was consensus there is no need for more Officer Survival Courses, and that the courses presently certified are of the quality desired by the Commission.

MOTION - Gates, second - Kolender, carried (Sporrer abstaining) that the issue of awarding a contract to P. S. E. for Officer Survival Courses be given no further consideration.

J. Advisory Committee Report

Chief Robert Wasserman, Chairman of the Advisory Committee, stated those issues addressed by the Advisory Committee had been covered in other agenda items. He requested that staff be given direction to meet with the Advisory Committee to review recommendations relative to the reimbursement of Advanced Officer Training.

K. Basic Course Revision Project

Performance objectives for the Basic Course have been under development and revision for several years and are now ready for full implementation as the basic training standard.

MOTION - Kolender, second - Holloway, carried unanimously for approval of the following staff recommendations:

1. The performance objectives enumerated in the document Performance Objectives for the POST Basic Course become the basic training curriculum standard and that PAM Procedure D-1 be amended accordingly.

(continued)

Basic Course Revision Project - cont.

2. All supporting documents be initially provided to all presenters of certified basic academies and that they be recommended but not required for implementation. Subsequent revisions of these documents will await future Commission action based upon staff analysis of developmental and other costs.
3. All academies be given one year, from the date of adoption by the Commission of the new standard, to convert to performance objective content. There is no requirement to use a particular instructional or tracking technique.
4. Eligible law enforcement agencies will continue to be eligible for up to 400 hours reimbursement.

(There was considerable discussion whether 400 or 480 hours were required to present the Basic Course. This issue will be discussed at the Public Hearing.)

5. These recommendations are approved for the Public Hearing agenda at the April 19-20, 1979 Commission meeting.

L. Future Basic Training Requirement Committee Report

Commissioner Jackson, Chairman of the Committee, stated that because of differing cost analyses by staff on the fiscal impact on the P. O. T. F. of the Committee's recommendations, he was unable to give a comprehensive report.

MOTION - Jackson, second - Trives, carried unanimously that staff meet with the Committee Chairman and develop a presentation for the April Commission meeting. If the presentation is accepted, the recommendations will be approved for a Public Hearing agenda for the July Commission meeting.

M. Legislative Review Committee

Commissioner Ellingwood, Chairman of the Legislative Review Committee, moved for acceptance of four items, which were unanimously approved:

1. As part of the proposed technical cleanup bill, an amendment for P. C. 831 to change requirements for the setting of standards for custodial officers from POST to Board of Corrections.
2. Draft legislation to require POST to establish a Law Enforcement Agency Census containing census information on the number, types, and standards for peace officers, and identifying information on their employing agency.

Legislative Review Committee - cont.

3. Technical cleanup language for P.C. Section 13517 requiring first aid and cardiopulmonary resuscitation training which would exempt peace officers whose duties are clerical or administrative.
4. Approval of a resolution from the POST Commission to H.E.W. and California's Congressional delegation opposing the reduction in the Vocational Education program of approximately \$200,000,000.

N. Life Experience Program

Wayne Martindale, Acting Dean of Undergraduate Studies, Alfred North Whitehead College of the University of Redlands, addressed the Commission for the purpose of describing and responding to questions regarding the Life Experience Degree Program.

A motion was moved and seconded to accept the staff recommendation to be included in Commission Procedure F-1 for further clarification.

Before the question was called, Commissioner Gates introduced discussion on the differences in practice of awarding training points, e.g., through a B.A. degree program or POST's issuance of points toward certificates, and proposed a substitute motion:

SUBSTITUTE MOTION - Gates, second - Jackson, carried unanimously that staff prepare a procedure for consideration of the Commission which provides that a department head attest in writing to the training an employee has completed under the department's auspices, and that this attestation may be used by life experience degree granting institutions in order to give recognition to such training and the granting of units of credit.

O. Validation Committee Status Report

Commissioner Grogan, Chairman of the Validation Committee presented the Status Report.

The Job-Analysis Project of the California entry-level patrol officer position has been completed. It is planned that agencies will be able to obtain complete task-analysis data that is specific to their personnel.

At the October Commission Meeting, the award by LEAA of \$134,753 was announced. This grant to POST is provided to produce a manual for selection procedures for entry-level law enforcement officers.

P. Reimbursement Procedures Change for Instructor Courses

The Basic Course and Motorcycle Training Course are presently the only courses reimbursable for partial completion by a trainee. Several additional courses, primarily designed for personnel who are potential instructors in the subject areas, were recommended to be placed in the partial reimbursement category. This action was deemed necessary because it is not always possible to determine a person's potential as an instructor until he or she has attended the course. This suggested change would remove any unnecessary pressures upon instructors who properly fail a student and would increase the credibility of the course.

MOTION - McCauley, that the Commission not support broadening the policy of reimbursing for partial completion of any courses except the Basic Course and Motorcycle Training.

MOTION DIED FOR LACK OF A SECOND.

MOTION - Gates, second - Jackson, motion carried, (Noes: McCauley and Grogan) to allow for reimbursement when a trainee attends only a portion of any class listed below, in addition to Basic Courses and Motorcycle Training. The trainee's department is to be reimbursed only if failure to complete the course was based on the instructor's written opinion that the trainee did not qualify as a competent instructor in the subject area of the course.

The following courses are designed primarily to train the trainer:

Chemical Agents Instructors Course	273-771
Defensive Tactics for Instructors	971-700
Firearms Instructors Course	967-770
Firearms Instructors Course	968-770
Firearms Instructors Course	969-770
Firearms Instructors Course	970-770
Firearms Instructors Course	273-770
Instructor Development Course	967-771
Instructor Development Course	968-771
Instructor Development Course	969-771
Instructor Development Course	970-771
Law Enforcement Self-Defense and Arrest Techniques - Instructors Course	970-772
PR-24 Baton Instructors Course	441-771

Q. Supervisory and Management Course Equivalency

Section 1008 of the POST Regulations allows a waiver of the required training in the certified Supervisory and Management Courses "upon presentation of documentary evidence by a department that an officer has satisfactorily completed equivalent training".

Effective January 1, 1979, the contents of the Supervisory and Management Courses were mandatorily based on the performance objective format with specifics derived from job-analysis assessments previously conducted. As a result, the previously accepted "equivalents" are no longer equivalent.

MOTION - Grogan, second - Holloway, carried unanimously to place on the hearing agenda for the April Commission meeting the issue of elimination of "equivalents" for the Supervisory and Management Courses, with an effective date of January 1, 1980.

R. Old/New Business

1. Section 27.2 Reductions

Information item identifying methodology of the Governor's Office in administratively reducing two positions from the P. O. S. T. budget in F. Y. 1978/79.

2. Intergovernmental Training Development Center

In January 1978 the Commission approved a contract with Intergovernmental Training and Development Center for one presentation of the POST Management Course. Amount of the original contract (#78-384-3) was \$6,830.

The course was presented in San Diego in September 1978. The presentation received outstanding ratings from students. Demand continues for the course, and staff requested an increase in the contract to allow for two additional presentations scheduled for January and April 1979.

MOTION - Grogan, second - Trives, carried unanimously to increase the Management Course contract #78-384-3 with Intergovernmental Training and Development Center from \$6,830 to \$21,677.50 to allow two additional presentations scheduled for January and April 1979.

3. Data Conversion Contract and Proficiency Testing Data Entry Contracts

MOTION - Grogan, second - Holloway, carried unanimously for approval of the two following contract authorizations:

- The Commission authorizes the Executive Director to enter into a contract not to exceed \$32,000, with the lowest bidding, qualified and acceptable EDP contractor to perform POST's data conversion needs.
- The Commission authorizes the Executive Director to enter into a contract not to exceed \$8,500, with the lowest bidding, qualified and acceptable EDP contractor to enter the necessary data into POST's EDP system to satisfy the mandates of A. B. 2664 (Chapter 1193).

S. Election of Officers for 1979

MOTION - Jackson, second - Kolender, motion failed (6 Noes, 3 Ayes) to elect Nathaniel Trives Chairman and Kay Holloway Vice-Chairman for 1979.

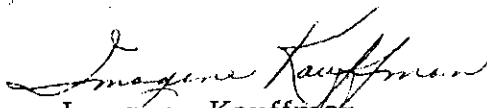
MOTION - Anthony, second - Grogan, carried unanimously to elect Kay Holloway Chairman and Nathaniel Trives Vice-Chairman for 1979.

T. Dates of Future Meetings/Hearings - 1979

April 19-20, 1979 -- Oakland Airport Hilton Inn
July 26-27, 1979 -- Los Angeles Area
October 18-19, 1979 -- Sacramento

U. Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 11:30 a. m.


Imogene Kauffman
Executive Secretary

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Financial Report - First Six Months 1978-79 F.Y.		Meeting Date January 18-19, 1979
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>[Signature]</i>	Date of Approval 1-16-79	Date of Report January 12, 1979
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes <input type="checkbox"/> (See Analysis per details) No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

This report covers the first six months of the 1978-79 Fiscal Year, July 1 through December 31, 1978; showing revenue for the Peace Officers' Training Fund and expenditures made from the Fund for administrative costs and for reimbursements for training costs to cities, counties, and districts in California. Detailed information is included showing a breakdown of training costs by category of expense, i.e., subsistence, travel, tuition and salary of the trainee (Schedule I). Also included is a quarterly summary of reimbursement (Schedule II) made from the Peace Officers' Training Fund providing detailed information on:

- Reimbursements made for each course category of training,
- Number of trainees,
- Cost per trainee
- Hours of training.

REVENUE

Revenue from traffic and criminal fines for the first six months of the 1978-79 Fiscal Year totalled \$6,670,160.29 compared to \$6,171,943.09 for the corresponding period in 1977-78, an increase of \$498,217.20 (8%). See Page 3 showing detail of revenue by month.

REIMBURSEMENTS

Reimbursements to cities, counties and districts for the first six months of the 1978-79 Fiscal Year totalled \$3,131,409.60 compared to \$3,637,726.61 for the corresponding period 1977-78 Fiscal Year, a decrease of \$506,317.01 (-13.92%).

Reimbursement paid and/or encumbered for the 1977-78 fiscal year is as follows:

Paid as of 6/30/78	\$10,550,977.58
Paid 1st Quarter 1978/79 against 77/78 funds	618,770.55
Held 1st Quarter 1978/79 pending Legislative approval for appropriation of additional funds	499,886.51
Held 2nd Quarter 1978/79 pending approval for additional funds	110,595.04
Grand Total 1977/78 F.Y.	<u>\$11,780,229.68</u>

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

PEACE OFFICER TRAINING FUND

ANALYSIS OF CHANGE IN ACCUMULATED SURPLUS
7-1-78-12-31-78

Resources

Accumulated Reserve July 1, 1978	\$1,573,237.81	
Less Prior Year Adjustment	(-) 13,208.75	
Total Accumulated Reserve		\$1,560,029.06
Revenue July 1, 1978 through December 31, 1978		<u>6,670,160.29</u>
Total Resources		\$8,230,189.35

Expenditures

Administrative Costs		
Cash Disbursed	\$1,093,824.69	
Debts to be Paid	<u>1,022,794.26</u>	
Total Administrative Costs		\$2,116,618.95
Aid to Local Governments		
Training Claims Paid	\$1,048,240.94	
Training Claims to be Paid	2,083,168.66	
Contractual Services	263,932.23	
Letters of Agreement	<u>37,988.89</u>	
Total Aid to Local Governments		<u>\$3,433,330.72</u>
Total Expenditures		<u>\$5,549,949.67</u>
Accumulated Surplus December 31, 1978		<u>\$2,680,239.68</u>

1/11/79

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

PEACE OFFICER TRAINING FUND

STATEMENT OF REVENUE
1978-79 Fiscal Year

<u>MONTH</u>	<u>TRAFFIC</u>	<u>CRIMINAL</u>	<u>TOTAL</u>
July, 1978	\$ 727,190.36	\$ 308,847.16	\$ 1,036,037.52
August, 1978	845,064.51	387,727.42	1,232,791.93
September, 1978	707,006.88	346,145.65	1,053,152.53
October, 1978	797,978.44	372,183.63	1,170,162.07
November, 1978	707,525.47	328,909.31	1,036,434.78
December, 1978	<u>798,990.50</u>	<u>342,590.96</u>	<u>1,141,581.46</u>
TOTAL	<u>\$4,583,756.16</u>	<u>\$2,086,404.13</u>	<u>\$6,670,160.29</u>

1/11/79

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Certification/Modification/Decertification Report		Meeting Date January 18-19, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By Gerald E. Townsend
Executive Director Approval <i>[Signature]</i>	Date of Approval 1-4-79	Date of Report January 3, 1979
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/>		Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).

C E R T I F I E D

<u>Title</u>	<u>Presenter</u>	<u>Fiscal Impact (Per Presentation)</u>
1. Civil Process (T-JS-II)	Allan Hancock College	\$7384
2. Law Enforcement Records Clerk Course (T-JS-II)	"	\$6787
3. Jail Operations Course (80 hrs. & 40 hrs.) (T-JS-II)	Los Angeles Sheriff's Department	40 hrs. - \$ 6,594 80 hrs. - \$13,186
4. PR-24 Instructor's Training Course (T-IV)	"	\$1268
5. Defensive Driving & Emergency Vehicle Operation (T-IV)	Kern County Sheriff's Department	\$ 530
6. Jail Operations Course (80 hrs.) (T-JS-II)	Modesto Regional Criminal Justice Training Center	\$17,850
7. Field Training Officer (T-JS-II)	Ventura County Police and Sheriff's Academy	\$9230
8. Search and Rescue Management (T-IV)	Office of Emergency Services	\$1282.96
9. Business Law - Part I - Economic Crime Series	Bureau of Business & Research CSU, Northridge	\$2708
10. Jail Operations Course (Variable format of 40 or 80 hrs.) (T-JS-II)	Ventura College	40 hrs. - \$8,275 80 hrs. - \$7,800
11. Arson Investigation Course (T-JS-II)	Columbia Junior College	\$6900
12. Reserve Officer Course Module C - (Level I)	Santa Clara Valley Criminal Justice Training Center	--

Utilize reverse side if needed

	<u>Title</u>	<u>Presenter</u>	<u>Fiscal Impact (Per Presentation)</u>
13.	Reserve Officer Course Module B - (Level II)	Santa Clara Valley Criminal Justice Training Center	--
14.	Reserve Officer Course Module B - (Level II)	San Joaquin Delta College	--
15.	Reserve Officer Course Module C - (Level I)	Modesto Criminal Justice Training Center	--
16.	Reserve Officer Course Module B - (Level II)	"	--
17.	Reserve Officer Course Module B - (Level II)	Alameda County Sheriff's Department	--
18.	Reserve Officer Course Module C - (Level I)	"	--
19.	Reserve Officer Course Level I	NCCJTES, Santa Rosa Center	--
20.	Reserve Officer Course Module B - (Level II)	Saddleback College	--
21.	Reserve Officer Course Module C - (Level I)	"	--
22.	Reserve Officer Course Module B - (Level II)	Southwestern College	--
23.	Reserve Officer Course Module C - (Level I)	"	--
24.	Reserve Officer Course Module B - (Level II)	Fullerton College	--
25.	Reserve Officer Course Module C - (Level I)	"	--
26.	Reserve Officer Course Module B - (Level II)	Orange County Sheriff's Department	--
27.	Reserve Officer Course Module C - (Level I)	"	--
28.	Reserve Officer Course Module B - (Level II)	Imperial Valley College	--
29.	Reserve Officer Course Module B - (Level II)	Academy of Justice, Riverside City College	--
30.	Reserve Officer Course Module C - (Level I)	San Bernardino County Sheriff's Department	--

<u>Title</u>	<u>Presenter</u>	<u>Fiscal Impact (Per Presentation)</u>
1. Reserve Officer Course Level I	Rio Hondo College	--
M O D I F I E D		
1. Search and Rescue Management (variable format of 20 to 40 hrs.)	Office of Emergency Services	\$2566.05
2. Advanced Officer (reduced hrs. 80 to 70)	Bakersfield College	\$2928 (reduction)
3. Homicide Course (reduced hrs. 48 to 44)	Department of Justice Advanced Training Center	--
4. Economic Crime Investigation (reduced hrs. 80 to 70)	"	--
5. Advanced Crime Prevention Institute on Environmental Design (tuition increase from \$114 to \$121)	Loss Prevention, Inc.	\$ 210
6. Jail Management Course (tuition increase from \$132 to \$136)	CSPU, Pomona	\$ 100
7. Research and Planning Course (tuition increase from \$565 to \$568)	"	\$ 87
8. Traffic Program Management Institute (tuition increase from \$161 to \$165)	"	\$ 100
9. Jail Operations (variable format of 40 or 80 hrs.)	NCCJTES, Santa Rosa Center	--
10. Jail Operations Course (80 hrs. - modification of existing 40-hour course)	Alameda County Sheriff's Department	--
11. Jail Operations Course (variable format of 40 or 80 hrs.)	Allan Hancock College	\$4125
12. Jail Operations Course (variable format of 40 or 80 hrs.)	Santa Barbara City College	\$4125

<u>Title</u>	<u>Presenter</u>	<u>Fiscal Impact (Per Presentation)</u>
13. Jail Operations (expanded 80 hr. course)	Academy of Justice, Riverside City College	\$15,720
14. Juvenile Law Enforcement Officers' Training Course (variable format of 40 or 48 hrs.)	Department of California Youth Authority	--

DECERTIFIED

<u>Title</u>	<u>Presenter</u>
1. Advanced Officer	Pasadena City College
2. Dispatcher/Complaint Desk Operator Course	Sacramento Law Enforcement Training Center
3. Basic Course	State Center Peace Officer Academy
4. Specialized Basic Course (Marshals)	San Bernardino Marshal's Office
5. Specialized Basic Course (Marshals)	Rio Hondo College



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

7100 BOWLING DRIVE, SUITE 250
SACRAMENTO, CALIFORNIA 95823

December 14, 1978

BULLETIN: 78-23

SUBJECT: NOTICE OF PUBLIC HEARING - ADVANCED OFFICER TRAINING

In accordance with provisions of the Administrative Procedures Act and pursuant to the authority vested by Section 1122 of the Government Code, NOTICE IS HEREBY GIVEN that a hearing will be held by the Commission on Peace Officer Standards and Training:

10 a.m., January 18, 1979
Plaza International Hotel
International Room
1515 Hotel Circle
San Diego, California

This hearing will address POST Regulation changes which relate to standards and reimbursement for Advanced Officer Training. The proposed changes, to be effective March 1, 1979 unless otherwise noted, include:

Standards

1. Amend Regulation 1005(d) (1) as follows:

Every peace officer ~~below the rank of first level supervisory positions as defined in Section 1001(i)~~ shall satisfactorily complete the Advanced Officer Course of 20 or more hours at least once every ~~four~~ three years after completion of the Basic Course. A department head may exempt those officers holding Management or Executive Certificates.

2. Amend Procedure D-2, Section 2-2, as follows:

Advanced Officer Course Objectives. The Advanced Officer Course is designed to provide updating and refresher training and an opportunity to address new problems confronting for law enforcement officers. Flexibility is to be permitted in course content and manner of course offering in order to meet changing conditions and local needs. ~~and yet remain consistent with the updating-refresher concept.~~

(continued)

3. Amend Procedure D-2, Section 2-3, as follows:

~~Required general updating refresher subject matter--the content shall devote no less than 10 hours to any combination of the following subjects~~
The Commission recommends the following topics be considered but not required as part of the Advanced Officer Course:

New Laws
Recent Court Decisions and/or Search and Seizure Refresher
Officer Survival Techniques
New Concepts, Procedures, Technology
Discretionary Decision Making (Practical Field Problems)

Elective Subject Matter. The course may contain other currently needed subject matter such as the topical areas of the Basic Course, Commission Procedure D-1. It is suggested elective subjects address current and local problems or needs of a general, rather than a specific, nature.

4. Amend Procedure D-2, Section 2-5, as follows:

Minimum Hours. The Advanced Officer Course shall consist of a minimum of 20 hours time blocks of not less than 4 hours regardless of subject matter.

Other recommendations concerning reimbursement for Advanced Officer training, not part of the public hearing, will also be addressed on the regular Commission Meeting agenda on January 18, 1979.

Notice is also given that any person interested may present statements or arguments orally or in writing relevant to the action proposed at the hearing. Written communications should be directed to:

Bradley W. Koch
Acting Executive Director
Commission on POST
7100 Bowling Drive, Suite 250
Sacramento, CA 95823

The Commission has determined that the above regulations will create no new cost to local government pursuant to Section 2231 of the Revenue and Taxation Code.


LOUIS L. SPORRER
Chairman

C

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Financial Report - First Nine Months 1978-79 F.Y.		Meeting Date April 19-20, 1979
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-17-79	Date of Report April 13, 1979
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/>		Financial Impact Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

This report covers the first nine months of the 1978-79 Fiscal Year, July 1 through March 31, 1979, showing revenue for the Peace Officers Training Fund and expenditures made from the Fund for administrative costs and for reimbursements for training costs to cities, counties, and districts in California. Detailed information is included showing a breakdown of training costs by category of expense, i.e., subsistence, travel, tuition and salary of the trainee (Schedule I). Also included is a cumulative report of reimbursement (Schedule II) made from the Peace Officers Training Fund year to date, 1978-79 Fiscal Year, providing detailed information on:

- Reimbursements made for each course category of training
- Number of trainees
- Cost per trainee
- Hours of training

REVENUE

Revenue from traffic and criminal fines for the first nine months of the 1978-79 Fiscal Year totaled \$10,142,414.64 compared to \$9,631,548.25 for the corresponding period in 1977-78, an increase of \$510,866.39 (5%). (See Page 3 showing detail of revenue by month.)

REIMBURSEMENTS

1977-78 Fiscal Year

Reimbursement paid and/or scheduled to be paid for the 1977-78 Fiscal Year as of December 31, 1978, was \$11,780,229.68. Claims received during the Third Quarter 1978-79 Fiscal Year for training completed in the 1977-78 Fiscal Year totaled \$20,361.34, bringing the total reimbursement for the 1977-78 Fiscal Year to \$11,800,591.02.

1978-79 Fiscal Year

Reimbursements to cities, counties, and districts for the first nine months of the 1978-79 Fiscal Year totaled \$5,949,382.57 compared to \$6,566,852.44 for the corresponding period, 1977-78 Fiscal Year, a decrease of \$617,469.87 (9.4%). (See page 6 for a comparison of reimbursement by type of course.)

Utilize reverse side if needed

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

PEACE OFFICER TRAINING FUND

ANALYSIS OF CHANGE IN ACCUMULATED RESERVE
7/1/78 - 3-31-79

Resources

Accumulated Reserve July 1, 1978	\$ 1,573,237.81	
Less Prior Year Adjustment	<u>- 13,208.75</u>	
Total Accumulated Reserve		\$ 1,560,029.06
Revenue July 1, 1978 through March 31, 1979		<u>10,380,108.26</u>
Total Resources		\$11,940,137.32

Expenditures

Administrative Costs		
Cash Disbursed	\$ 1,640,462.59	
Debts to be Paid	<u>490,147.79</u>	
Total Administrative Costs		\$ 2,130,610.38
Aid to Local Governments		
Training Claims Paid	\$ 3,131,409.60	
Training Claims to be Paid	2,817,972.97	
Contractual Services	673,093.58	
Letters of Agreement	<u>65,226.72</u>	
Total Aid to Local Governments		\$ <u>6,687,702.87</u>
Total Expenditures		\$ <u>8,818,313.25</u>
Accumulated Reserve March 31, 1979		\$ 3,121,824.07

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

PEACE OFFICER TRAINING FUND

STATEMENT OF REVENUE
1978-79 Fiscal Year

<u>Month</u>	<u>Traffic</u>	<u>Criminal</u>	<u>Surplus Investment and Other</u>	<u>Total</u>
July	\$ 727,190.36	\$ 308,847.16	\$	\$ 1,036,037.52
August	845,064.51	387,727.42		1,232,791.93
September	707,006.88	346,145.65		1,053,152.53
October	797,942.46	372,183.63	35.98	1,170,162.07
November	707,525.47	328,909.31		1,036,434.78
December	798,990.50	342,590.96		1,141,581.46
January	863,832.54	385,378.00	237,657.64	1,486,868.18
February	666,125.34	285,681.55		951,806.89
March	<u>877,395.04</u>	<u>393,877.86</u>		<u>1,271,272.90</u>
Total	<u>\$ 6,991,073.10</u>	<u>\$ 3,151,341.54</u>	<u>\$ 237,693.62</u>	<u>\$10,380,108.26</u>

ADMINISTRATION DIVISION

Claim Audit Section

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

7100 Bowling Drive, Sacramento, CA 95823

Reimbursement By Month	1978-79 F.Y. Reimbursement	Contract Reimbursement & Let. of Agree.	Adjustments and Audit Reports	Total Aid to Local Govn. Item 384
July	-0-	-0- 2,185.62		2,185.62
August	413,187.46	-0- 2,474.56		417,847.64
September	333,637.36	209.48 *5,321.77	(-) 39.28 (-) 677.84	756,299.13
October	760,777.83	2,615.54 9,008.76		1,528,701.26
November	742,390.95	41,788.14 7,579.05		2,320,459.40
December	892,122.60	219,319.07 10,100.63	(+) 1,248.25 (-) 11,237.73	3,432,012.22
January	696,074.55	68,081.81 2,047.54		4,198,216.12
February	885,638.03	124,786.35 16,903.92		5,225,544.42
March	1,236,469.55	216,293.19 9,980.13	(-) 264.38 (+) 55.22	6,688,078.13
April				
May				
June				
Total for Fiscal Year				

*Includes room rent - \$675.80

ADMINISTRATION DIVISION
Claims Audit Section

State of California Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

Reimbursement By Month	1977-78 Late Claim Reimbursement	1977-78 Accumulated Total Reimbursement	1978-79 Reimbursement	1978-79 Accumulated Total Reimbursement
Total Reimbursed in 1977-78	\$ 10,550,977.58	\$ 10,550,977.58		
July	385,170.16	10,936,147.74	\$ Combined with August	\$ Combined with August
August	623,556.17	11,559,703.91	413,187.46	413,187.46
September	113,282.95	11,672,986.86	333,637.36	746,824.82
Adjustments on Prior Reimbursements 1st Qtr	(-)980.19	11,672,006.67	(-)39.28	746,785.54
Audit Adjustments by Controller 1st Qtr	(-)2,372.03	11,669,634.64	(-)677.84	746,107.70
October	-0-	11,669,634.64	760,777.83	1,506,885.53
November	-0-	11,669,634.64	742,390.95	2,249,276.48
December	109,826.64	11,779,461.28	892,122.60	3,141,399.08
Adjustments on Prior Reimbursements 2nd Qtr	(+)768.40	11,780,229.68	(+)1,248.25	3,142,647.33
Audit Adjustments by Controller 2nd Qtr	-0-	11,780,229.68	(-)11,237.73	3,131,409.60
January	19,403.74	11,799,633.42	696,074.55	3,827,484.15
February	-0-	11,799,633.42	885,638.03	4,713,122.18
March	20,361.34	11,819,994.76	1,236,469.55	5,949,591.73
Adjustments on Prior Reimbursements 3rd Qtr	-0-	11,819,994.76	(-)264.38	5,949,327.35
Audit Adjustments by Controller 3rd Qtr	-0-	11,819,994.76	(+)55.22	5,949,382.57
April				
May				
June				
Adjustments on Prior Reimbursements 4th Qtr				
Audit Adjustments by Controller 4th Qtr				

DISTRIBUTION OF REIMBURSEMENT

During the first nine months of the 1978-79 Fiscal Year, \$5,949,382.57 was reimbursed for training. Of this amount, \$4,007,822.54 (68%) was reimbursed for mandated training, \$1,153,180.56 (19%) for Job Specific Courses, and \$799,295.23 (13%) for Technical Course training, the difference of (-) \$10,915.76 is for adjustments to prior reimbursement payments.

Basic	\$ 2,752,033.36	46%
Advanced Officer	817,604.43	14%
Supervisory Course	225,519.19	4%
Management Course	212,665.56	4%
Executive Course	19,899.03	0%
Job Specific Course	1,153,180.56	19%
Technical Courses	<u>779,396.20</u>	13%
Subtotal	\$ 5,960,298.33	
Adjustments	(-) <u>10,915.76</u>	
GRAND TOTAL	\$ 5,949,382.57	100%

PERCENT COMPARISON

The following chart shows a percent comparison of reimbursement and training between the first nine months 1978-79 Fiscal Year and the first nine months 1977-78 Fiscal Year:

MANDATED TRAINING

<u>Courses</u>	<u>REIMBURSEMENTS</u>			<u>NUMBER OF TRAINEES</u>		
	<u>1978-79</u>	<u>1977-78</u>	<u>% of Change</u>	<u>1978-79</u>	<u>1977-78</u>	<u>% of Change</u>
Basic	\$2,752,033.36	\$ 3,032,485.59	- 9.25	1,450	1,597	- 9.20
Advanced Officer	817,604.43	1,107,438.86	- 26.17	4,252	6,407	- 33.64
Supervisory	225,519.19	249,955.88	- 9.78	318	368	- 13.59
Management	<u>212,665.56</u>	<u>183,299.60</u>	<u>+ 16.02</u>	<u>224</u>	<u>192</u>	<u>+ 16.67</u>
TOTAL MANDATED COURSES	\$4,007,822.54	\$4,573,179.93	- 12.36	6,244	8,564	- 27.09

TECHNICAL TRAINING

Job Specific	1,153,180.56	1,066,447.17	+ 8.13	2,444	2,295	+ 6.49
Technical Courses and Seminars	<u>799,295.23</u>	<u>973,716.13</u>	<u>- 17.91</u>	<u>3,976</u>	<u>4,585</u>	<u>- 13.47</u>
TOTAL TECHNICAL TRAINING	\$1,952,475.79	\$2,040,163.30	- 4.30	6,420	6,880	- 6.69
Net Adjustments	<u>(-) 10,915.76</u>	<u>(-) 46,490.79</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
GRAND TOTAL	<u>\$5,949,382.57</u>	<u>\$6,566,852.44</u>	<u>- 9.40</u>	<u>12,664</u>	<u>15,444</u>	<u>- 18.00</u>

REIMBURSEMENT BY CATEGORY OF EXPENSE		FOR TRAINING TO DATE FOR 78-79 FISCAL YEAR									
MONTH	COURSE	Subsistence	%	Travel	%	Tuition	%	Salary	%	TOTAL	%
March, 1979	BASIC	Total this Month	113,900.25		12,291.42				459,763.17		590,974.84
		Previous Months	303,667.57		68,564.46				1,783,825.49		2,161,053.52
		Total to Date	422,567.82	15	80,855.88	3			2,243,609.56	22	2,752,032.36
	ADVANCED OFFICER	Total this Month	17,060.13		6,946.21				155,043.69		173,755.08
		Previous Months	51,566.70		23,813.62				563,554.00		639,649.32
		Total to Date	68,626.83	8	30,464.83	4			718,612.59	82	817,504.40
	SUPERVISORY COURSE	Total this Month	12,474.05		2,327.00				22,527.09		37,328.14
		Previous Months	41,476.51		12,365.10				134,349.44		188,191.06
		Total to Date	53,950.56	24	14,992.10	6			156,876.53	70	228,519.12
	MIDDLE MANAGEMENT COURSE	Total this Month	20,339.71		3,361.30		195.00		24,119.77		48,035.73
		Previous Months	52,267.22		9,152.95		17,420.00		95,773.61		165,529.73
		Total to Date	72,606.93	34	12,544.25	6	17,615.00	6	109,899.33	82	212,665.56
	EXECUTIVE DEVELOPMENT COURSE	Total this Month	4,011.98		633.82						4,645.80
		Previous Months	13,295.60		1,958.02						15,253.62
		Total to Date	17,307.58	87	2,591.85	13					19,899.05
	JOB SPECIFIC COURSES	Total this Month	57,784.52		13,129.11		19,425.00		117,361.63		207,702.31
		Previous Months	250,945.27		63,021.80		52,963.50		543,432.06		945,430.55
		Total to Date	308,730.79	26	76,150.91	7	102,388.50	9	665,910.76	53	1,153,130.95
	TECHNICAL/SPECIAL COURSES	Total this Month	37,695.67		26,372.18		54,951.75				169,029.50
		Previous Months	322,603.21		112,090.95		175,672.44				610,366.60
		Total to Date	410,298.88	53	138,463.13	18	230,634.19	29			779,396.20
	TOTAL FOR MONTH		318,265.36		64,781.04		74,581.75		778,642.40		1,235,455.55
		TOTAL FOR PREVIOUS MONTHS	1,055,722.66		290,981.91		276,055.94		3,121,053.62		4,723,829.15
		GRAND TOTAL TO DATE	1,353,989.04	23	355,762.95	6	350,637.59	6	3,899,939.02	65	5,950,293.70

POST 1-223 (Rev. 10-77)

\$5,960,298.70 Less Adjustments (-)10,915.76 = Grand Total Reimbursed \$5,949,382.57

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

Total 1978-79 Fiscal Year
July 1, 1978 through March 31, 1979

Page 1 of 6

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
1001	Basic	2,752,033.36	1,897.95	1,450	543,505
2001	Advanced Officer	817,691.43	192.29	4,252	131,341
3001	Supervisory	225,519.19	709.18	318	28,331
4001	Middle Management Course	212,665.56	949.40	224	18,105
5001	Executive Development Course	19,899.03	523.66	38	3,040
	Job Specific	1,153,180.56	471.65	2,444	127,032
	Technical Courses	779,396.20	197.97	3,958	126,879
	Subtotal	5,960,298.33	470.65	12,664	978,033
	Adjustments to Prior Payments (+)	944.59			
	State Controller Audit Adjustments (-)	11,860.35			
	Total Reimbursements	5,949,382.57		12,664	978,033
1000	BASIC TRAINING				
1001	Basic Course	2,752,033.36	1,897.95	1,450	543,505
1050	Arrest and Firearms (P.C. 832)	496.52	55.17	9	346
2000	ADVANCED OFFICER				
2001	Advanced Officer Course	817,691.43	192.29	4,252	131,341
3000	SUPERVISION				
3001	Supervisory Course	225,519.19	709.18	318	28,331
3055	Civilian Supervisory School				
4000	MANAGEMENT TRAINING				
4001	Middle Management Course	212,665.56	949.40	224	18,105
4050	Supplemental Management Training				
4055	Program Evaluation and Review Techniques	1,146.43	163.78	7	168
4060	Cost Analysis and Budgeting				
4062	Field Management Training	10,133.99	220.30	46	1,358
JS 4065	Planning, Research and Development				
4065	Planning, Research and Development	102.17	102.17	1	24
JS 4066	Research and Planning	9,143.64	653.12	14	520
4066	Research and Planning	403.64	403.64	1	40
4067	Research Design				
4070	Team Building Workshop	39,989.17	207.20	193	4,888
4075	Middle Management Seminar	8,133.14	162.66	50	1,200
4081	Managing Patrol Operations	3,380.88	62.61	54	850
4082	Managing Criminal Investigations	1,683.89	52.62	32	512
5000	EXECUTIVE AND ADMINISTRATIVE				
5001	Executive Development Course	19,899.03	523.66	38	3,040
5050	Executive Development Seminar	22,065.17	227.48	97	2,216

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

Page 2 of 6

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
6000	FIELD OPERATIONS				
6005	Hostage Negotiations				
6007	Advanced Hostage Negotiations	4,224.62	201.17	21	504
6008	Basic Hostage Negotiations	29,015.08	278.99	104	4,128
6010	Analysis of Urban Terrorist Activities	2,431.64	101.32	24	1,008
6015	Advanced Terrorism Analysis Course	1,472.76	245.46	6	282
6020	Boating Safety and Enforcement	283.75	283.75	1	40
6030	Breathalyzer Course				
6031	Contingency Planning for Hazardous Materials	10,270.11	250.49	41	1,929
6040	Civil Emergency Management	24,799.71	248.00	100	4,700
6045	Commercial Enforcement Training				
JS 6046	Commercial Vehicle Enforcement	7,368.10	254.07	29	1,200
JS 6047	Crime Prevention Institute	98,515.01	1,201.40	82	6,559
6047	Crime Prevention Institute	7,199.62	719.96	10	800
6048	Advanced Crime Prevention Institute Environmental Design	12,472.08	366.83	34	1,360
6049	Crisis Identification & Management				
6050	Crisis Intervention				
6052	Disaster and Riot Training				
JS 6054	Field Evidence Technician	122,826.28	1,364.74	90	10,508
6054	Field Evidence Technician	30.00	30.00	1	80
JS 6070	Field Training Officer Course	99,837.85	296.25	337	13,070
6070	Field Training Officer Course	1,099.65	109.97	10	402
6071	Law Enforcement and the Mentally Disordered Individual	5,978.46	86.64	69	1,382
6075	Law Enforcement Legal Education Program	26,980.76	299.79	90	3,093
6080	Law Enforcement Legal Education Update	10,734.60	155.57	69	1,374
6085	Law Enforcement Report Writing Workshop	3,648.43	53.76	66	1,440
6090	Law Enforcement Skills & Knowledges	205.83	15.83	13	216
6095	Narcotic Investigation for Peace Officers	1,358.16	35.74	38	760
6100	Officer Survival	107,235.37	242.07	443	20,678
6101	Officer Survival - San Bernardino	9,481.95	305.87	31	1,440
6105	Political Violence and Terrorism	12,853.10	242.51	53	1,755
6107	Prison Gang Activity	7,573.75	132.87	57	2,044
6110	Protection of Public Officials	2,275.33	66.92	34	1,352
6115	Protective Services				
6120	School Resource Officer	7,033.77	251.21	28	672
6130	Search and Rescue Management	218.50	218.50	1	40
6140	Underwater Search and Recovery				
6145	Unusual Incident Tactics	3,619.74	109.68	33	792
6150	Workshop on the Mentally Ill	3,297.12	189.86	20	476

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

Page 3 of 6

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
7000	TRAFFIC				
JS 7005	Traffic Accident Investigation	97,365.32	324.55	300	12,153
7005	Traffic Accident Investigation	1,427.50	101.96	14	557
JS 7010	Advanced Traffic Accident Investigation				
7010	Advanced Traffic Accident Investigation				
7025	Traffic Program Management Institute	26,526.75	434.86	61	2,684
7030	Speed from Skidmark	5,708.24	167.89	34	1,360
JS 7050	Motorcycle Training	38,721.96	1,106.34	35	2,506
7050	Motorcycle Training	1,470.00	735.00	2	164
JS 7055	Motor Officer Training School	17,455.81	758.95	23	2,468
7055	Motor Officer Training School				
8000	DRIVER TRAINING				
8005	Driver Training, Allied Agency	27,048.34	267.81	101	2,424
8006	Defensive Driver Training	2,909.30	184.16	15	224
8010	Driver Training Program	126.60	15.83	8	128
8020	Driver Training School				
8030	Advanced Driver Training	75,043.78	301.38	249	5,976
8040	Police Defensive Driving Course				
8050	Advanced Driver Training	91.14	18.23	5	100
9000	CRIMINAL INVESTIGATION				
JS 9001	Criminal Investigation	14,088.25	352.21	40	2,080
9001	Criminal Investigation	86.20	86.20	1	40
9002	Criminal Investigation II				
9003	Managing Criminal Investigations				
9005	Crime Scene Investigation	9,412.46	427.84	22	920
9006	Physical Evidence Presentation	24,656.85	770.53	32	2,440
9007	Basic Fingerprint Course	55.00	55.00	1	40
9010	Crime Specific	8,518.56	181.25	47	1,128
9012	Introduction to Crime Analysis	2,878.30	82.24	35	840
9014	Economic Crime Series: Business Law Part I	45.25	45.25	1	40
9015	Economic Crime Investigation Training	12,205.87	348.74	35	2,450
JS 9016	Investigation of Violent Crimes	38,712.64	496.32	78	3,603
9016	Investigation of Violent Crimes	1,011.03	252.76	4	181
9017	Investigation & Prosecution of Organized Crime in Pornography				
JS 9020	Investigators School	57,721.40	769.62	75	9,000
9020	Investigators School				
JS 9025	Practical Investigative Case	287.87	143.94	2	72
9025	Practical Investigative Case				
9026	Homicide Symposium				
JS 9030	Questioned Document Investigation	14,382.51	553.17	26	956

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

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COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
9030	Questioned Document Investigation	614.67	307.34	2	76
JS 9050	Basic Auto Theft Investigators Workshop	4,476.72	447.67	10	351
9050	Basic Auto Theft Investigators Workshop				
9055	Advanced Auto Theft Investigators Workshop	2,805.61	187.04	15	525
JS 9065	Basic Vehicle Theft Investigations				
9065	Basic Vehicle Theft Investigations				
JS 9100	Rape Investigation				
9100	Rape Investigation				
9110	Robbery Investigation	8,020.47	93.26	86	1,892
JS 9115	Robbery Investigation	5,505.72	289.77	19	380
9115	Robbery Investigation				
JS 9125	Sex Crime Investigation	1,096.48	182.75	6	144
9125	Sex Crime Investigation	85.19	85.19	1	24
JS 9126	Sexual Assault Investigation	14,017.95	368.89	38	1,174
9126	Sexual Assault Investigation	310.71	310.71	1	35
9150	Advanced Investigation for Coroners Cases				
9155	Coroners Course	460.11	460.11	1	56
JS 9160	Homicide Institute	43,083.37	673.18	64	5000
9160	Homicide Institute				
JS 9161	Homicide Investigation Cases	21,602.54	432.05	50	2,241
9161	Homicide Investigation Cases	227.00	227.00	1	44
JS 9162	Homicide Investigation	21,271.45	518.82	41	1,640
9162	Homicide Investigation	1,718.33	343.67	5	200
9165	Advanced Homicide Investigation Phencyclidine & Clandestine (PCP) Lab School				
9205	Lab School				
JS 9210	Basic Narcotic and Dangerous Drugs	49,257.16	502.62	98	8,056
9210	Basic Narcotic and Dangerous Drugs				
9220	Heroin Influence Course	2,586.83	64.67	40	800
JS 9225	Narcotics Investigation	96,234.10	882.88	109	8,720
9225	Narcotics Investigation	1,226.73	408.91	3	240
9230	Narcotics Investigation, Advanced	162.25	32.45	5	200
JS 9235	Narcotics Investigation, Basic	1,296.27	259.25	5	200
9235	Narcotics Investigation, Basic				
JS 9250	Vice School	12,570.21	279.34	45	1,920
9250	Vice School				
JS 9251	Vice Investigation	9,789.53	652.64	15	600
9251	Vice Investigation				
JS 9255	Air & Marine Narcotics Smuggling	13,829.09	363.92	38	1,184
9255	Air & Marine Narcotics Smuggling	637.20	159.30	4	128
9260	Child Abuse: Intervention, Referral and Investigation	13,302.89	309.37	43	1,680

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

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COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
9261	Link Analysis	374.40	9.85	38	304
9262	Visual Investigation Analysis	292.58	10.45	28	224
10000	CRIMINALISTICS				
10005	Fingerprint School	1,123.90	124.88	9	360
10010	Advanced Latent Fingerprint School	3,378.93	116.51	29	1,160
10106	Forensic Microscopy				
11000	INTELLIGENCE OPERATIONS				
11005	Chief Executive Criminal Intelligence Seminar	407.90	67.98	6	96
11010	Criminal Intelligence Commanders Course	2,214.92	221.49	10	328
11020	Criminal Intelligence Data Analyst	7,391.90	492.79	15	1,144
11030	Criminal Intelligence Data Collector	21,105.68	363.89	58	4,425
11040	Organized Crime Informant Development & Maintenance	6,568.98	218.97	30	1,080
11050	Specialized Surveillance Equipment	11,217.12	141.99	79	2,876
12000	JUVENILE				
12005	Delinquency Control Institute	18,337.90	1,078.70	17	5,440
12010	Juvenile Justice Update				
JS 12020	Juvenile Law Enforcement Officer's Training Course	36,031.59	562.99	64	2,576
12020	Juvenile Law Enforcement Officer's Training Course	515.61	257.81	2	88
JS 12025	Juvenile Officers				
12025	Juvenile Officers				
JS 12040	Juvenile Procedures School	22,955.07	147.15	156	3,768
12040	Juvenile Procedures School				
12050	Juvenile Investigations for Patrol Officers	3,020.10	125.84	24	576
13000	PERSONNEL				
13005	Background Investigation				
13025	Internal Affairs	21,142.99	171.89	123	2,952
JS 13030	Internal Affairs Investigation Procedures	7,246.84	362.34	20	480
13030	Internal Affairs Investigation Procedures	173.00	173.00	1	24
14000	COMMUNICATIONS				
JS 14005	Complaint/Dispatcher	38,966.72	265.08	147	6,120
14005	Complaint/Dispatcher	1,008.39	252.10	4	160
14015	Criminal Justice Information Systems	2,827.90	201.99	14	336
15000	TRAINING				
15005	Behavioral Objectives Course				
15006	Writing POST Performance Objectives				
15010	Criminal Justice Role Training Program				
15015	Chemical Agents Instructors Course				
15020	Firearms Instructors Course	15,424.14	223.54	69	4,067
15025	Defensive Tactics for Instructors				
15025	Instructor Development Course	263.30	131.65	2	80

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
JS 15045	Police Training Managers Course	58,213.59	1,323.04	44	3,520
15045	Police Training Managers Course	1,753.00	876.50	2	148
15050	POST Special Seminar	10,508.32	29.03	362	2,914
15055	Techniques of Teaching Criminal Justice Role Training				
15065	Upgrading Instructors Training				
15075	Managing the Volunteer in Law Enforcement				
15080	Law Enforcement Self Defense and Arrest Techniques Instructors Course	7,955.02	378.81	21	1,680
16000	COMMUNITY POLICE RELATIONS				
16005	Community Police Relations	310.70	34.52	9	395
17000	JAIL				
17005	Jail Management	21,821.64	411.73	53	2,352
JS 17010	Jail Operations	54,101.39	215.54	251	10,680
17010	Jail Operations	525.33	175.11	3	117
JS 17015	Jail Operations and Property Procedures				
17015	Jail Operations and Property Procedures				
18000	LANGUAGE				
18005	Total Immersion Spanish	1,752.20	584.07	3	360
18010	Spanish for Peace Officers				
19000	MISCELLANEOUS				
19005	Aviation Security Course				
19015	Non-Sworn Police Personnel Training				
19020	Security Guard Baton Training				
JS 19025	Records Officer Course	20,300.36	263.64	77	3,080
19025	Records Officer Course	359.86	71.97	5	200
19032	Legislative Update Seminar	1,750.14	11.08	158	948
19035	PR-24 Baton Instructor's Course	662.30	220.77	3	120
JS 19036	Civil Process	4,907.77	306.74	16	512

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Certification/Modification/Decertification Report		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>[Signature]</i>	Date of Approval 3-28-79	Date of Report March 23, 1979
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

CERTIFIED

<u>Title</u>	<u>Presenter</u>	<u>Fiscal Impact (Per Presentation)</u>
1. Reserve Officer Course Level I and II	Napa Community College	--
2. Reserve Officer Course Level I - Module C	Oakland Police Department	--
3. Reserve Officer Course Level II - Module B	"	--
4. Reserve Officer Course Module C	College of San Mateo	--
5. Reserve Officer Course Module B	"	--
6. Reserve Officer Course Level I	Los Angeles Co. Sheriff's Department	--
7. Reserve Officer Course Level I	NCCJTES - Redwood Center	--
8. Management Seminar - Criminal Invest. Mgnt.	Cal. State Poly University	\$13,100
9. Complaint Desk, Operator/ Dispatcher	NCCJTES - Sacramento Center	9,413
10. Reserve Officer Course Level II - Module B	Central Coast Counties Police Academy (Gavilan)	--
11. Reserve Officer Course Level II - Module B	Merced Community College	--

Utilize reverse side if needed

<u>Title</u>	<u>Presenter</u>	<u>Fiscal Impact</u>
12. South Bay Reserve Academy	El Camino College	--
13. Reserve Officer Course Modules A & B	Fresno County Sheriff's Department	--
14. Reserve Officer Course Module C	San Joaquin Delta College	--
15. Civil Liability Seminar	Center for Public Safety CSU Long Beach	*2,570 & 3,004
16. Advanced Officer Course	Fresno County Sheriff's	5,224
17. Reserve Officer Course Level II - Module B	NCCJTES - Butte Center	--
18. Reserve Officer Course Level I - Module C	"	--
19. Reserve Officer Course Module C	Golden West College	--
20. Reserve Officer Course Module B	"	--
21. Reserve Officer Course Modules A, B & C	"	--
22. Advanced Officer Course	Glendale Community College	4,704
23. Reserve Officer Course Level I	San Diego Police Department	--
24. Officer Survival Course	Public Safety Educators, Inc.	3,379
25. Reserve Officer Course Level I	Ventura College	--
26. Reserve Officer Course Level I - Module C	Allan Hancock College	--
27. Reserve Officer Course Level II - Module B	"	--
28. Reserve Officer Course Level II - Module B	Bakersfield College	--
29. Reserve Officer Course Level I	"	--
30. Reserve Officer Course Level I - Module C	Santa Barbara City College	--

* Depending on course location

<u>Title</u>	<u>Presenter</u>	<u>Fiscal Impact</u>
31. Reserve Officer Course Level II - Module B	Santa Barbara City College	--
32. Narcotic Commanders Course	DOJ - Advanced Training Center	3,984
33. Reserve Officer Course Level I	Grossmont College	--
34. Reserve Officer Course Module B	"	--
35. Reserve Officer Course Module C	"	--
36. Reserve Officer Course Level II	NCCJTES - Redwoods Center	--
37. Reserve Officer Course Level I - Module C	Los Medanos College	--
38. Reserve Officer Course Level II - Module B	"	--
39. Reserve Officer Course Level II - Module B	Martinez Adult School/ Contra Costa Co. Sheriff's Dept.	--

M O D I F I C A T I O N

1. Supervisory Course hr. decrease 120 to 80	Los Angeles Co. Sheriff's Dept.	23,767
2. Organization Development retitled from Team Management Course	Los Angeles Police Department	no additional
3. Police Supervision con't certification	Riverside City College	no additional
4. Law Enforcement Legal Education Update hr. increase from 20 to 24	CSU - Long Beach	*2,360 or 2,800
5. Bomb Scene Investigation hr. increase from 24 to 28	FBI - Sacramento	3,876.60

<u>Title</u>	<u>Presenter</u>	<u>Fiscal Impact</u>
6. Team Building Workshop 4 additional presentations +\$12,723.12	Thomas A. Anderson	3,180.78
7. Basic Course increase to 520 hr. certified to accommo- date training points	Los Medanos College	no additional
8. Rape Investigation hr. increase from 16 to 20	Riverside County Academy	5,250

DE CERTIFICATION

1. Executive Development Seminar - Terrorist	FBI - Sacramento	--
2. Forensic Microscopy	DOJ - Advanced Training Center	--
3. Crisis Identification and Management	"	--
4. Basic Course (Specialized)	State Specialized LE Regional Academy	--
5. Basic Course (Specialized)	CA Division of Forestry	--
6. Executive Development Seminar	American Justice Institute	--
7. Law Enforcement and the Mentally Disordered Individual	Mental Health Association in California	--
8. Total Immersion Spanish	University of California Davis	--

AGENDA ITEM SUMMARY SHEET

Agenda Item Title		Meeting Date
Commission Policy and Procedures		April 19-20, 1979
Division	Division Director Approval	Researched By
Executive Office		David A. Wallis <i>DAW</i>
Executive Director Approval	Date of Approval	Date of Report
<i>Donald W. Koch</i>	3-20-79	March 16, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/>		Financial Impact Yes <input type="checkbox"/> (See Analysis per details) No <input checked="" type="checkbox"/>

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

Background

Staff has been directed to report on actions taken by the Commission which establish or affect Commission policies and procedures. This report is made for approval of action taken at the January 18-19, 1979 meeting.

Analysis

1. Following discussion under Agenda Item E--Public Hearing for Advanced Officer Training Requirements, the Chairman directed that future "Disclaimer of Cost" statements on public hearing notices be justified in writing when approval of the notice is sought from the Commission.

To elaborate further on this direction and to clarify all of the cost statement requirements for public hearing notices, the following is offered as a statement of Commission policy on the matter:

- When a Notice of Public Hearing concerning a POST regulation is submitted to the Commission for approval, it must contain either a "Cost to Local Government" statement or a "Disclaimer of Cost to Local Government" statement pursuant to Section 2231 of the Revenue and Taxation Code. In either case, a separate report shall be attached setting forth the justification for the statement.
- If there is a cost to local government, approval of the regulation by the State Department of Finance is also required.

Examples of Statements

Cost to Local Government Statement	The cost to local government arising from these regulations was approved by the Department of Finance on (date).
Disclaimer of Cost to Local Government	The Commission has determined that, pursuant to Section 2231 of the Revenue and Taxation Code, no increased costs or new costs to local government will result from these regulations.

Recommendation: Staff recommends that the above policy be approved as indicated for inclusion in the Commission Policy Manual.

Utilize reverse side if needed

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Request for Entry into POST Specialized Program by California Department of Parks & Recreation		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By Gene DeCrona <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 3-21-79	Date of Report March 7, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/>		Financial Impact Yes <input type="checkbox"/> (See Analysis per details) No <input checked="" type="checkbox"/>

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

Background

The California Department of Parks and Recreation has made several requests for entry into the POST Specialized Certification Program, however, due to the moratorium that had been placed on all new entries into the program, their request was denied.

The Department Director, Russell Cahill reaffirmed their desires to participate in the program with a letter of intent on November 22, 1978. Director Cahill stated in his letter that they will adhere to all standards of selection and training established by the Commission for the program.

Analysis

The Department of Parks and Recreation has 720 sworn peace officer staff. All peace officers come under the supervision of the Associate Director of Operations, this is a peace officer position. The Associate Director of Operations reports directly to the Director of Parks and Recreation. The state is divided into six districts. Each district is managed by a Superintendent who is an appointed peace officer. Within the state there are fifty-six areas. Each area is supervised by an Assistant Superintendent or Area Manager; all are peace officers. There are several non-peace officer classifications within the areas that also report to the Assistant Superintendents/Managers. The entry level for peace officer is the classification of State Park Technician or State Park Trainee. The State Park Rangers peace officer powers are derived from Penal Code Section 830.3 (h) under authority of Public Resources Code Section 5008.

Authorized Peace Officer Personnel

Entry level - 485 - SPR I, SP Technician, SP Trainee, Life Guard (22), and Permanent Intermittents.

Supervisory level - 126 - SPR II, III, IV, and Life Guard Supervisor (4).

Middle Management - 90 - SP Manager I, II, III, IV; SP Enforcement Specialist, SP Enforcement Supervisor; District Superintendents, Assistant District Supervisor, Area Managers and District Aquatic Specialist

Chief Executive - 1 - Associate Director Operations

Utilize reverse side if needed

The selection standards meet or exceed minimum standards as prescribed by POST. All newly hired personnel must attend the Basic Course before assuming peace officer duties.

The Department of Parks and Recreation has its own basic academy. It is in the process of upgrading the basic course to conform with all requirements of Commission Procedure D-1. They will request certification of their basic course.

All personnel now attend an 80-hour in-service training every three years. Supervisory and Management personnel now attend in-house courses upon promotion. The department training center is currently changing the courses to comply with Commission Regulations relating to hours and content. A request for certification will be requested for these courses. Other state agencies have shown an interest in participating in the department's training program. This could assist in consolidating state agency training.

All personnel currently employed have completed the required POST training for specialized agencies as required at the time of their original letter of request dated August 23, 1977; this refers to basic training only.

The department has established a new position to control all background investigations and maintain centralized files to provide POST access to selection and training records. All training records are currently computerized statewide.

Fiscal Impact

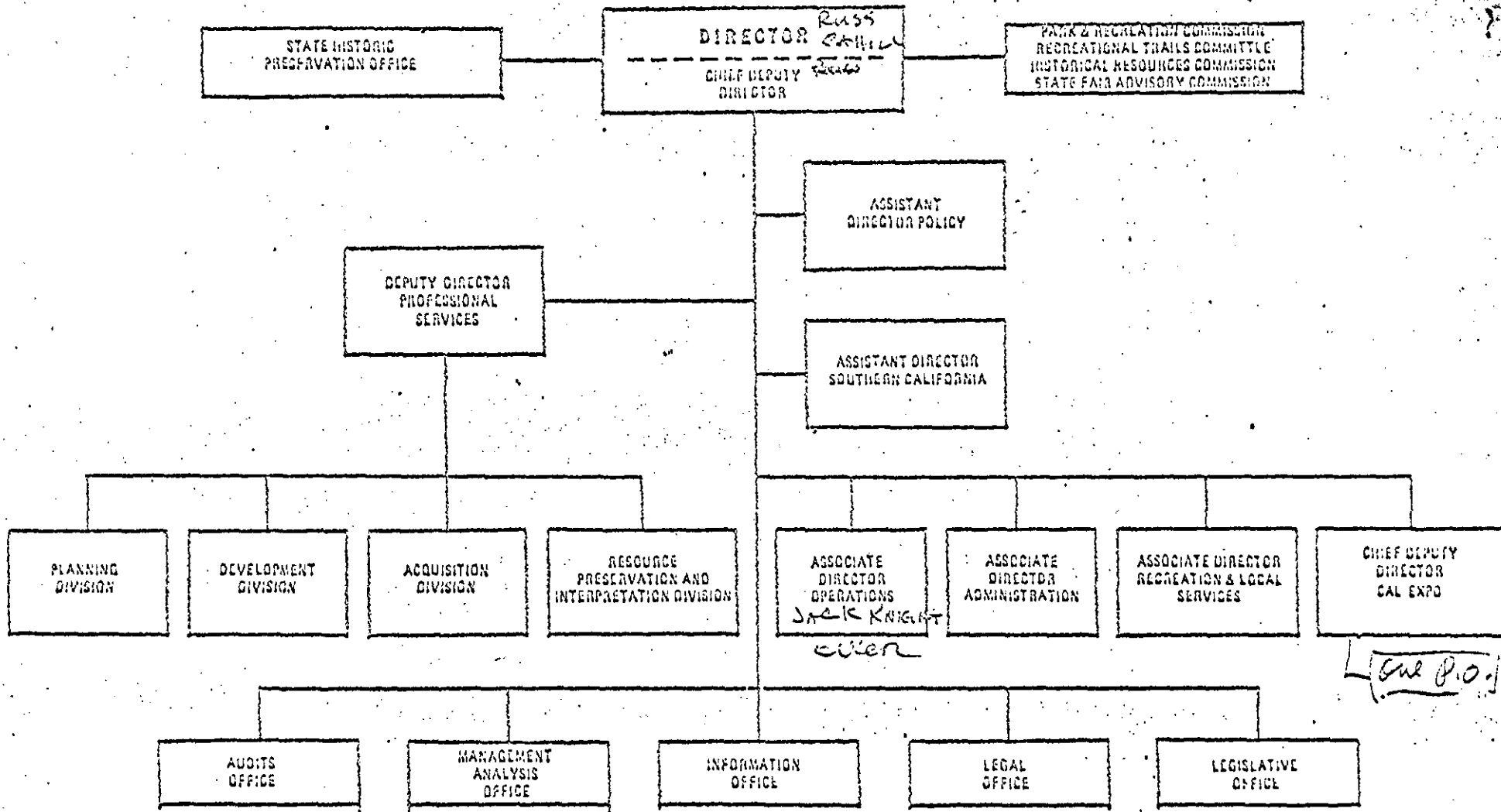
The inclusion of the Department of Parks and Recreation will have no fiscal impact on the POTF. (Aid to Local Government)

Recommendation

This is a new category for the POST Specialized Program. It is recommended that the California Department of Parks and Recreation be approved for entry into the POST Specialized Program.

This certification would include the one (1) peace officer that is assigned to Cal Expo and reports directly to the Chief Deputy Director of Cal Expo. The certification would be contingent upon the Department changing the probation period of Lifeguard (peace officers) to one year. The department has submitted his request for change to the State Personnel Board. No decision has been made at this time.

DEPARTMENT OF PARKS AND RECREATION



APPROVED: *Russell Cahill*
Director, Department of Parks & Recreation

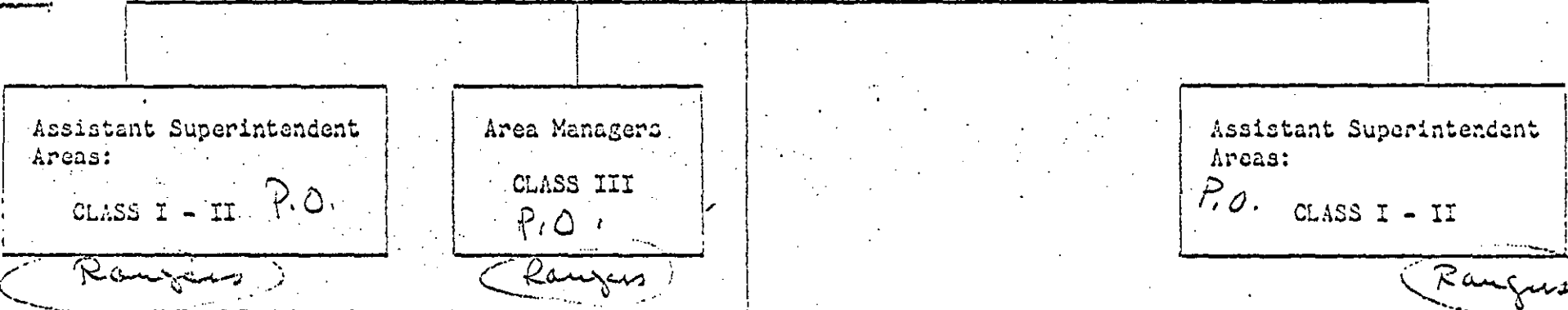
Date: 12/1/78

one p.o.

ASSOCIATE DIRECTOR
OPERATIONS
JACK KNIGHT

Top P.O.

DISTRICT SUPERINTENDENT
6 in STATE ALL P.O.



District Interpretive Specialist

State Park Resource Ecologist

Park District Maintenance Specialist

Park Safety and Enforcement Specialist
P.O. assigned to Dist. Supr.

P.O. District Aquatic Specialist
staff only

Regional Administrative Officer

9-79

Dpts from J. Knight

(463) APR I, training, tech + Perm. Inter.
 (122) APR II - IV
 81 Mgr I thru Assoc Dir
 9 St Enf Spec + Aquatic Spec
 22 Life Gd
 (4) " " Supr

F-0209C
PERM

hired
 " " Supr I
 " " " II
 22 TOTAL

(6) Park Safety Enf. Spec
 (1) " " " Supr.

701 TOTAL Deployed
 20 Start
 721 WITH

December 27, 1978

Executive Director
Commission on Peace Officer
Standards and Training
Department of Justice
7100 Bowling Drive, Suite 250
Sacramento, California 95823

Dear Sir:

I wish to recall to your attention the application for participation as a POST certified agency that I forwarded to you on June 10, 1977, only to be thereafter advised that there was a moratorium on admission of specialized agencies.

The Glenn County District Attorney's Office still desires to participate in the specialized law enforcement certificate program and declares that it will adhere to the standards of selection and training established by the Commission for the program.

The District Attorney will permit the Commission to make such inquiries and inspections of records as may be necessary for the purpose of determining compliance with the standards established by the Commission.

Very truly yours,

R. J. MALONEY
District Attorney

RJM:ag

DEPARTMENT OF JUSTICE

EVELLE J. YOUNGER, Attorney General

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

7100 BOWLING DRIVE, SUITE 250
SACRAMENTO 95823



EXECUTIVE OFFICE
(916) 445-4515

ADMINISTRATION
Certificates
Reimbursements
(916) 322-2235

STANDARDS AND TRAINING
(916) 322-2180

MANAGEMENT SERVICES
(916) 445-0345

March 26, 1979

R. J. Maloney
District Attorney
County of Glenn
Post Office Box 430
Willows, California 95988

Dear Mr. Maloney:

With the passage of Resolution 79-16, effective on February 13, 1979, the Glenn County District Attorney's Office officially signified its intention to adhere to the requirements of the Commission on Peace Officer Standards and Training.

After a review of all pertinent information, a report was prepared by the Operations Division. The county resolution and the report prepared by POST were presented to the Executive Director and your request for entry into the Specialized Program was officially approved as of this date.

This action entitles your agency to all of the benefits of the specialized program. We hope you will utilize our capabilities to the fullest extent. We congratulate you on your decision to participate in our program and pledge to work with you in any way we can for the betterment of law enforcement in California.

Sincerely,

A handwritten signature in cursive script that reads "Bradley W. Koch".

BRADLEY W. KOCH
Executive Director

DEPARTMENT OF JUSTICE

EVELLE J. YOUNGER, Attorney General

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

7100 BOWLING DRIVE, SUITE 250

SACRAMENTO 95823

March 28, 1979

EXECUTIVE OFFICE

(916) 445-4515

ADMINISTRATION

Certificates

Reimbursements

(916) 322-2235

STANDARDS AND TRAINING

(916) 322-2180

MANAGEMENT SERVICES

(916) 445-0345

Dr. William B. Richter
Superintendent/President
Ohlone College
P. O. Box 3909
Fremont, CA 94538

Dear Dr. Richter:

With the passage of Resolution No. 38/78-79 on November 15, 1979, the Fremont-Newark Community College Police Department signified its intentions to adhere to the requirements of the Commission on Peace Officer Standards and Training.

After review of all pertinent information, a report was prepared by the Operations Division of POST. Based upon this report and the submittal of the above-mentioned Resolution, the Executive Director of POST, as of this date, officially approved your request for entry into the POST Specialized Program.

This action entitles your agency to all of the benefits of the Specialized Program. We hope you will utilize our capabilities to the fullest extent. We congratulate you on your decision to participate in our program and pledge to work with you for the betterment of law enforcement in California.

Sincerely,



BRADLEY W. KOCH
Executive Director



State of California

Commission on Peace Officer Standards and Training

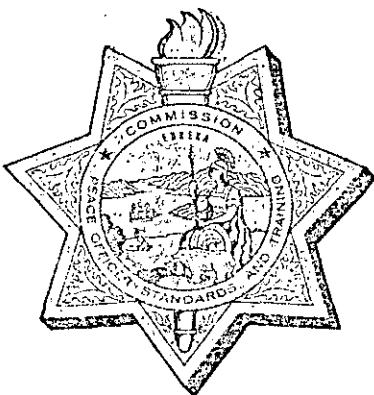
Resolution

WHEREAS WILLIAM J. KINNEY has served as a member of the Advisory Committee of the Commission on Peace Officer Standards and Training since 1975; and

WHEREAS WILLIAM J. KINNEY has effectively represented the California Peace Officers' Association; and

WHEREAS he has always demonstrated leadership and diligence in his service as a member of the Advisory Committee; Now therefore be it

RESOLVED that the members of the Commission on Peace Officer Standards and Training do hereby commend WILLIAM J. KINNEY for his outstanding service and dedication to California law enforcement.



April 19, 1979
Date

Chairman

Executive Director

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title A Review of the Report: The Quality of Police Education		Meeting Date April 19/20, 1979
Division Administration	Division Director Approval Gerald Townsend	Researched By George Williams <i>GDW</i>
Executive Director Approval Bradley W. Koch <i>BWK</i>	Date of Approval 3-2-79	Date of Report February 27, 1979
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).

Commissioners have expressed an interest in the Report: The Quality of Police Education. The material contained herein is for informational purposes.

The Police Foundation established the National Advisory Commission on Higher Education for Police Officers (NACHEPO) to address the question: How can the quality of police education be improved to make it a more effective force for changing the police?

Part One of the NACHEPO report reviews: the purpose of police education, "...the problems of policing and the historical development of higher education as a strategy for dealing with those problems...", and debates the objectives of educating the police. Its thesis is educating police for change.

Part Two of the NACHEPO report deals with the quality of police education, the relationship of curriculums for police careers, qualifications of faculties, standards and commitment of educational institutions, and the kinds of student experiences in police education.

Part Three of the NACHEPO report describes "...how both police and educational policies must be changed..." (and) concludes with a detailed strategy for changing police education.

The NACHEPO report makes a distinction between education which includes disciplines leading to degrees such as liberal arts, science, criminal justice and criminology, as compared with paraprofessional vocational training in police "science" and in-service/pre-service academy training. In the recommendations, the term "education" is used to describe formal post-secondary scholastic activities rather than vocational training.

The NACHEPO report which is a hardbound, 278 page document, contains a total of 43 recommendations. Eleven of these which appear to have direct interest to either the POST Program or to law enforcement departments are presented immediately hereafter; all of the recommendations in their original sequence are presented in the attachment.

Utilize reverse side if needed

RECOMMENDATIONS--of Particular Interest

- ***4-4. Colleges should grant no academic credit for attendance at police agency training programs.
- ***4-5. Life experience credit for police service should be awarded only after careful review consistent with the guidelines recommended by the American Council on Education and endorsed by the Council on Postsecondary Accreditation.
- ***4-7. Community colleges should phase out their terminal two-year degree programs in police education. Meanwhile, special efforts should be made to increase opportunities for community college students by ensuring articulation between two- and four-year programs.
- ***6-5. The Congress and the administrators of LEEP should give equal priority to supporting the education of both inservice police officers and other students planning to pursue police careers. Government policies at all levels should give highest priority to encouraging college education of officers before they begin their careers. (See also recommendation 7-3.)
- ***6-6. The Congress and the administrators of LEEP, in order to support the pursuit of a wide range of academic majors and courses by students participating in both LEEP and the Law Enforcement Internship Program should remove any requirements that course work be "directly related" to law enforcement and criminal justice. In-service students, presumably already familiar with the basic issues of policing, should be encouraged to study relevant subjects other than police science and criminal justice. (See also recommendation 7-4.)
- ***7-1. Police departments should place less emphasis on educating the recruited and more emphasis on recruiting the educated. The organization, policies, and practices of police departments should be modified to make better use of educated personnel.
- ***7-2. Police departments should conduct properly evaluated experiments with new organizational designs more appropriate for college-educated personnel.

RECOMMENDATIONS: (Cont'd)

- ***7-3. All police departments should move now to require new recruits to have earned a baccalaureate degree and no police department should require two years of college as the minimum qualification for police recruits. Vigorous recruitment of qualified minority-group members should be undertaken in order to alleviate any possible exclusionary impact of this requirement upon minorities.
- ***7-4. No major field of study should be specified in any college degree requirements for police positions. (See also recommendation 6-6.)
- ***7-5. No police salary increments should be awarded on a credit-by-credit basis.
- ***8-8. Congress should amend the statutory authorization of the vocational education program to exclude police and criminal justice programs from eligibility.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Reserve Officer Program - Regulation 1007		Meeting Date April 19-20, 1979
Division Executive Office	Division Director Approval	Researched By Darrell L. Stewart <i>DP</i>
Executive Director Approval <i>Shelley W. Koli</i>	Date of Approval 3-28-79	Date of Report March 23, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

Issue

The Regulations should be modified to include a reference to the Reserve Officer Program.

Background

The Reserve Officer Program was legislatively mandated by enactment of P.C. 832.6. Staff has developed PAM, Section H, Reserve Officer Program, to implement the requirements of P.C. 832.6. However, some reference to PAM, Section H, should be included in the Regulations for clarity.

Analysis

Administrative regulations, such as the POST Regulations, may be amended without public hearings when such modifications are for technical purposes. Inclusion of the following section can be considered a technical purpose as there are no new requirements included in the section. It is only a reference to other procedural information in PAM. The proposed section is:

1007. Reserve Officer Program

Participation requirements and procedures relating to reserve officer employment and training standards are set forth in PAM, Section H, "Reserve Officer Program".

This proposed section will not have any financial impact nor increased costs to POST or local agencies.

Recommendation

Adopt the proposed Section 1007 for inclusion in the Regulations under administrative procedures which do not require public hearings.

Utilize reverse side if needed

May 1, 1979

Reserve Officer Program

DEFINITIONS

Purpose

1-1. This Commission Procedure sets forth definitions pertaining to the Reserve Officer Program which are not included in Commission Regulation 1001.

1-2. Definitions. For purposes of clarifying P.C. 832.6, and establishing uniformity in implementing and conducting the Reserve Officer Program, the following definitions apply:

- a. "A Level I reserve" refers to a trained reserve officer as described in P.C. 832.6 (a)(1), and who while working alone is assigned to the prevention and detection of crime and the general enforcement of the laws of this State.
- b. "A Level II reserve" refers to a trained reserve officer as described in P.C. 832.6 (a)(2), who works under the immediate supervision of a peace officer possessing a basic certificate, and is assigned to the prevention and detection of crime and the general enforcement of the laws of this State.
- c. "A Level III reserve" refers to a trained reserve officer as described in P.C. 832.6 (a)(3), who is assigned to limited functions that do not normally require general law enforcement powers.
- d. "Exempted reserve" means a reserve peace officer appointed prior to January 1, 1979 for whom training requirements of P.C. 832.6 have been waived by the appointing authority by reason of the reserve officer's prior training and experience.
- e. "Field training program approved by POST" means a formalized on-the-job training program with instruction presented by experienced officers who are deemed qualified to instruct by the department head. The program should be consistent with guidelines developed by POST for such programs. (Applies only to Level II reserve officers.)
- f. "Immediate supervision" means the reserve officer acts under the direction of a peace officer possessing a basic certificate who is routinely in the physical proximity of and available to the reserve officer; however, allowance is permitted for necessary temporary separations. (Applies only to Level II reserve officers.)
- g. "Peace officer possessing a basic certificate" refers to a regular officer or a reserve officer who possesses a regular POST Basic Certificate.

Purpose (continued)

- h. "Prevention and detection of crime and the general enforcement of laws" refers to the peace officer authority of a Level I or Level II reserve officer assigned to investigate crime, or patrol a geographic area and personally handle the full range of citizen requests for police services, and take enforcement action on the full range of law violations for which the reserve's department has enforcement responsibility.
- i. "Working alone" refers to a qualified Level I reserve officer who works without immediate supervision and makes independent decisions. Two qualified Level I reserves, or a qualified Level I reserve and a regular officer, are not precluded from working together.

May 1, 1979

Reserve Officer Program

RESERVE OFFICER SELECTION

Purpose

2-1. This Commission Procedure sets forth the selection standards established by statute and the Commission for reserve officers and establishes policy and procedures for applying such standards.

Selection Standards

2-2. Exemption to Selection Standards: Adoption of minimum selection standards by the Commission does not imply that reserve officers appointed prior to January 1, 1979, are exempt from these standards. The standards were previously mandated by legislative action.

2-3. Minimum Selection Standards: The following minimum standards for selection shall apply to all reserve officers:

- a. Government Code Section 1029, enacted in 1949, which prohibits a person with a prior felony conviction from becoming a peace officer.
- b. Government Code Section 1030, enacted in 1959, which requires fingerprinting of each peace officer and submission of classifiable fingerprint sets to the State Department of Justice and Federal Bureau of Investigation.
- c. Government Code Section 1031, enacted in 1961, which requires the following of each peace officer:
 - (1) Be a citizen of the United States;*
 - (2) Be at least 18 years of age;
 - (3) Be fingerprinted for purposes of search of local, state, and national fingerprint files to disclose any criminal records;
 - (4) Be of good moral character, as determined by a thorough background investigation;
 - (5) Be a high school graduate or pass the General Education Development test indicating high school graduation level (does not apply to a reserve officer appointed prior to March 4, 1972);
 - (6) Be found, after examination by a licensed physician, to be free from any physical, emotional, or mental condition which might adversely affect his exercise of the powers of a peace officer.

* Citizenship presently under review by the courts to determine validity.

Selection Standards (continued)

- d. Commission requirement that each peace officer be interviewed personally by the department head or his/her representative prior to appointment.

NOTE: See PAM Law Section (A) for complete text of the above laws specified in 2-2 a, b and c.

Selection Documentation

2-4. Selection Files and Records: Departments shall document reserve officer background investigation files and maintain records security procedures which are similar to those used for regular officer selection.

May 1, 1979

Reserve Officer Program

RESERVE OFFICER TRAINING

Purpose

3-1. This Commission Procedure sets forth the minimum training standards for reserve officers, explains exemptions and the application of previous training as a method of meeting standards, and addresses the required field training for Level I and Level II reserve officers.

Training Standard

3-2. Minimum Training Standard: Effective January 1, 1979, minimum training is related to the level of duties to which a reserve officer is assigned as identified in Penal Code Section 832.6. Such training must be completed prior to assignment.

- a. Each person seeking to be a Level III reserve officer shall satisfactorily complete a 40-hour POST certified P.C. 832 (Arrest and Firearms) course.
- b. Each person seeking to be a Level II reserve officer shall satisfactorily complete a POST certified P.C. 832 course, and a POST certified 40-hour Level II Reserve Course, for a total of 80 hours. In addition, Level II officers must be engaged in a field training program approved by POST, unless they were appointed prior to January 1, 1979 and exempted from the provisions of P.C. 832.6 by their department head.
- c. Each person seeking to be a Level I reserve officer shall satisfactorily complete a POST certified Reserve Officer Course of at least 200 hours, and satisfactorily complete 200 hours of structured field training; OR satisfactorily complete the training requirements of a POST certified Basic Course for regular officers. The minimum 200-hours of reserve training may be fulfilled by satisfactory completion of a POST certified 40-hour P.C. 832 course, together with a certified 40-hour Level II Reserve Course and a certified 120-hour Level I Reserve Course.

NOTE: The POST-certified reserve courses do not equate with the 400-hour (D-1) basic training requirement for regular officers for purposes of Regulation 1008 equivalency.

Training Standard (continued)

3-3. Reserve Course Interrelatedness: Certified training satisfactorily completed to meet the Level III requirements can be credited toward the training requirements of Level II; and Level II training can be credited toward Level I training requirements. Attendance of the appropriate modules of training avoid duplication of training except when a department may consider this to be necessary. See PAM Section D-7, Approved Courses, for module content. Certified training required for the three levels of reserve officers is as follows:

<u>Level III</u>	<u>Level II</u>	<u>Level I</u>
Module A - (40 hours) - P.C. 832 Arrest & Firearms	Module A (40 hours) Module B (25-40 hours)* - Level II Reserve Officer Course	Module A (40 hours) Module B (40 hours) Module C (120 hours) - Level I Reserve Officer Course
TOTAL 40 hours	TOTAL 80 hours	TOTAL 200 hours

* Variable course length subject to completion of First Aid and CPR (15 Hours)

Exemption

3-4. Exemption to Minimum Training: Only reserve officers appointed prior to January 1, 1979, may be exempted from training requirements as provided for in Penal Code Section 832.6(b).

3-5. Transfer of Exemption: Any reserve officer appointed prior to January 1, 1979, and exempted by the appointing authority from the minimum training standards for Level I or Level II officers, cannot be appointed to either of these levels by another law enforcement department, unless the reserve officer has been awarded the POST Reserve Officer Certificate or has met the training requirements effective January 1, 1979, for the appropriate level of reserve officer assignment.

3-6. Changing Exemption Designation: Each reserve officer appointed prior to January 1, 1979, and exempted from training requirements may be designated to a specific reserve officer level by the appointing authority. This level designation may be changed by the appointing authority irrespective of the January 1, 1979, operative date of P.C. 832.6.

Compliance

3-7. Compliance with Training Standards: Reserve officers appointed prior to January 1, 1979, who were not exempted as permitted by law, and reserve officers appointed on or after January 1, 1979, must satisfy minimum training requirements appropriate to their level of assignment. The training requirements appropriate to the level of reserve officer may be deemed to be satisfied by any of the following means:

- a. Training started on or after January 1, 1979, in POST-certified P.C. 832 courses and POST-certified reserve officer courses, OR

Compliance (continued)

- b. A training course completed prior to January 1, 1980, when such training meets the requirements of the 200-hour POST Basic Course standard as it existed prior to July 1, 1978; OR
- c. Possession of a POST Reserve Officer Certificate; OR
- d. Completion of a certified POST Basic Course or possession of a regular POST Basic Certificate.

Field Training

3-8. Field Training: Field training is required for each Level I and Level II reserve officer, except when the reserve has been determined to be an exempt reserve as provided for in P.C. 832.6, or has completed a certified Basic Course or possess a regular POST Basic Certificate.

- a. Level I reserve officers shall complete 200 hours of structured field training, in addition to the required classroom training, prior to their designation and assignment as Level I reserves. The training shall be provided by the reserves department and be designed on the concepts and appropriate subject matter included in the "POST Field Training Guide." Specific approval of the program is not required by POST.
- b. Level II reserve officers shall be engaged in a continuous field training program approved by POST.
 - (1) Level II reserve officers shall be regularly provided training in the field, as appropriate, to improve their knowledge and skills.
 - (2) A Field Training Program for Level II reserve officers shall be consistent with the guidelines set forth in paragraph 3-9 of this procedure.
 - (3) If Level II reserve officers are to be, or subsequently may be, assigned as Level I reserves, the Field Training Program should be designed to avoid unnecessary duplication of training.

3-9. Level II Field Training Guidelines: General guidelines for development of Level II field training programs are:

- a. Field training shall be provided on a continuous basis and appropriately structured to the needs of the department.
- b. Field instruction shall be presented by peace officers possessing POST Basic Certificates who are deemed qualified to instruct by the department head.
- c. Field training shall be based on the concepts and appropriate subject matter included in the "POST Field Training Guide."
- d. Refresher first aid and cardiopulmonary instruction should be included in the training.

Field Training (continued)

3-10. Level II Field Training Program Approval: Departments establishing field training programs for Level II reserve officers shall design the programs using the guidelines set forth in paragraph 3-9 of this procedure. Such programs are considered POST approved programs if they are documented in department files. Documentation shall include a narrative description and attestation by the department head that the guidelines have been followed in the program design. Submission of the program to POST for specific approval is not necessary. Review of the program and documents will be conducted during conformance inspections.

Training Documentation

3-11. Training Files and Records: Departments shall document reserve officer training and experience by establishing files and procedures which are similar to those used for regular officer training.

May 1, 1979

Reserve Officer Program

RESERVE OFFICER CERTIFICATES

Purpose

4-1. This Commission Procedure describes reserve officer certificates and certificates of recognition, sets forth certificate eligibility requirements, and describes certificate processing procedures.

Types of Certificates

4-2. Types of Certificates: The Commission has established two types of certificates for reserve officers:

- a. Certificate of Recognition--This certificate may be issued by department heads to Level I, II or III reserve officers upon a person's designation to a specific reserve officer level.
- b. Reserve Officer Certificate: This certificate is issued by POST to reserve officers who meet the required training and experience and are qualified for Level I assignment. The certificate is not required by statute nor necessary to exercise peace officer powers as a Level I reserve officer working alone.

Certificate of Recognition

4-3. Certificate of Recognition Criteria: POST has not established specific eligibility criteria for issuing Certificates of Recognition. This certificate is designed primarily to be used by departments to give recognition or to document progression to various levels of reserve officer assignment. Each department head may develop criteria and procedures for issuance of the Certificate of Recognition.

4.4. Supplies of Certificates: Certificate of Recognition forms may be obtained by department heads from POST, Administration Division.

Reserve Officer Certificate

4-5. Eligibility: To be eligible for the award of a Reserve Officer Certificate, a reserve officer must:

- a. Have been selected according to minimum selection standards described in Commission Procedure H-2, Paragraph 2-3, AND
- b. Currently be appointed or deputized as a reserve officer as provided in Penal Code Section 830.6 (a), AND
- c. Have completed the training and general law enforcement experience prescribed by the Commission as set forth in Section 4-6 of this procedure.

Reserve Officer Certificate (continued)

4-6. Required Experience and Training: The Commission has established the required training and experience for award of the Reserve Officer Certificate as follows:

a. General Law Enforcement Experience

- (1) In addition to the required classroom training and 200 hours of field training, when required, a reserve officer must have completed no less than 200 hours of satisfactory service while assigned to the prevention and detection of crime and the general enforcement of the criminal laws of the State.

b. Training

- (1) Reserve officers appointed prior to January 1, 1979:

<u>Classroom Training</u>	<u>200 Hours Field Training</u>	<u>Verification PC 832</u>	<u>200 Hours General Law Enforcement Experience</u>
200 hours Reserve Officer Course(s) completed before 1-1-79 (*)	No	** Yes	Yes
Completion of certified Regular Basic Course	No	No	Yes

- (2) Reserve officers appointed on or after January 1, 1979:

<u>Classroom Training</u>	<u>200 Hours Field Training</u>	<u>Verification PC 832</u>	<u>200 Hours General Law Enforcement Experience</u>
200 hours Reserve Officer Course(s) started prior to 1-1-79 and completed before 1-1-80(*)	Yes	** Yes	Yes
200 hours certified Reserve Officer Course(s)	Yes	No	Yes
Completion of certified Regular Basic Course	No	No	Yes

(*) Must be equivalent to 200 hour regular officer Basic Course as it existed prior to July 1, 1978.

(**) Application form (POST 2-256) signed by Department Head may serve as verification.

May 1, 1979

Reserve Officer Certificate (continued)

4-7. Application Process: Application for award of the Reserve Officer Certificate shall be made on POST Form 2-256, "Application for Award of POST Reserve Officer Certificate." Completion of the form requires:

- a. Copies (not originals) of transcripts, certificates of completion and other documents to verify all training indicated.
- b. Signature of the applicant attesting to the truth of the information provided and subscription to the Law Enforcement Code of Ethics.
- c. Signature of the reserve officer's department head or designee attesting that minimum selection, training and experience requirements have been met, and the applicant is of good moral character and worthy of the award.

4-8. Application Submission: Mail one completed application form and supporting documents to POST, Administration Division, 7100 Bowling Drive, Sacramento, CA 95823. A copy of the application and supporting documents should be retained in the personnel files of the submitting department.

4-9. Cancellation: The Commission reserves the right to cancel any Reserve Officer Certificate as provided in Regulations Section 1011(b) and described in Commission Procedure F-2, Cancellation of Professional Certificates.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Proposed Regulation Change		Meeting Date April 19-20, 1979
Division Executive Office	Division Director Approval	Researched By Darrell L. Stewart <i>DS</i>
Executive Director Approval <i>Bradley W. Koch</i>	Date of Approval 3-28-79	Date of Report March 14, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/>		Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).

Issue

An error has been identified in Regulation 1010(a)(3).

Background

The Regulations were modified late in 1978 to incorporate the Specialized Regulations into the Regulations for the regular peace officer program. In the conversion, the context of Regulation 1010(a)(3) was overlooked and thus is erroneous as it relates to specialized agencies. The requirement for Basic Certificates in specialized agencies is not predicated on the January 1, 1971 date, but on the date of entry of the specialized agency into the POST Program.

Analysis

Regulation 1010(a)(3) may be modified as follows:

1010. Eligibility for Participation

(a) To be eligible for participation in the POST Program, a jurisdiction or agency must adhere to the minimum standards as defined in these Regulations for every peace officer employed by the jurisdiction or agency. A jurisdiction or agency shall be ineligible to participate if it:

- (1) Employs one or more peace officers who do not meet the minimum standards for employment; or
- (2) Does not require that every peace officer satisfactorily completes the required training as prescribed in these Regulations; or

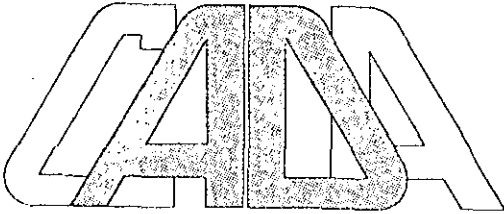
(3) (A) Effective January 1, 1971, has in its employ any regular program peace officer hired thereafter who has not acquired the Basic Certificate within six months after date of completion of 12 months of satisfactory service from the date first hired as a peace officer; or (B) Effective upon entry into the POST Specialized Program, has in its employ any specialized peace officer hired thereafter who has not acquired the Basic Certificate

within six months after date of completion of 12 months of satisfactory service from the date first hired as a peace officer; or

- (4) Fails to permit the Commission to make such inquiries and inspection of records as may be necessary to verify claims for reimbursement or to determine whether the jurisdiction or agency is, in fact, adhering to the Commission's Regulations.

Recommendation

Adopt the proposed Section 1010(a)(3) for inclusion in the Regulations under administrative procedures which do not require public hearings.



CALIFORNIA ACADEMY DIRECTORS' ASSOCIATION

San Francisco Police Academy
850 Bryant Street
San Francisco, California 94103

March 27, 1979

Mr. Brad Koch
Executive Director
Commission on Peace Officer
Standards and Training
7100 Bowling Drive, Suite 250
Sacramento, California 95823

Dear Mr. Koch:

In your recent letter concerning the CADA request for representation on the P.O.S.T. Advisory Committee, you indicated that CAAJE and CAPTO are now representing educators and trainers. You also referred to the fact that mutual memberships by the various members of the three organizations could present a problem.

While mutual memberships are certain to exist, there are issues and circumstances wherein the interests and objectives of the three organizations are not necessarily compatible. Quality of instruction and standards of excellence in training are obviously mutual concerns. However, ultimate responsibility for compliance with state mandates and for the implementation and administration of police training is uniquely applicable to the membership of CADA. This is not intended to imply that CAAJE and CAPTO are not legitimately entitled to representation on the Advisory Committee. It only serves to emphasize the fact that independent representation of each organization is both appropriate and necessary.

Should the P.O.S.T. Commission respond favorably to this request, it is the intention of CADA to recommend the appointment of Mr. Joseph McKeown, Director of the Contra Costa Criminal Justice Training Center, as the CADA representative on the Advisory Committee.

Your cooperation in conveying this information to members of the Commission will be most appreciated.

Sincerely yours,

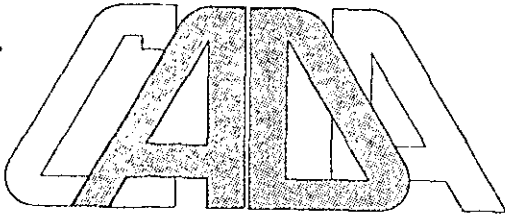
A handwritten signature in cursive script that reads "Richard D. Klapp". The signature is written in dark ink and is positioned above the printed name and title.

RICHARD D. KLAPP
Chairman

cc: CADA Executive Committee
Mr. Joseph McKeown

51 MAY 20 1979

800 NC 9 10 1979



CALIFORNIA ACADEMY DIRECTORS' ASSOCIATION

San Francisco Police Academy
850 Bryant Street
San Francisco, California 94103

March 1, 1979

COMMISSION ON POST
MAR 2 10 19 AM '79

Commission on Peace Officer
Standards and Training
7100 Bowling Drive
Sacramento, California 95823

Dear Commissioners:

The California Academy Directors' Association hereby requests that a member of our organization be appointed to the P.O.S.T. Advisory Committee.

As you are aware, C.A.D.A. membership includes the majority of Police Academy Directors in California. Accordingly, the majority of responsibility for training presentation in the state is also represented.

The enactment and revision of training legislation, regulations and policies affect our membership, individually and collectively, more directly and acutely than any other group or element in the law enforcement training community. Consequently, it is felt that an equal degree of representation and involvement by our members in such issues is appropriate. C.A.D.A. considers the Advisory Committee to be the means by which the desired representation can be accomplished.

C.A.D.A. is convinced that your favorable consideration of this request will provide P.O.S.T. with another valuable resource in the continuing effort to maintain excellence in California law enforcement.

Sincerely yours,

A handwritten signature in cursive script that reads "Richard D. Klapp". The signature is written in dark ink and is positioned above the typed name and title.

RICHARD D. KLAPP
Chairman

March 5, 1979

Richard D. Klapp
Chairman
California Academy Directors'
Association
San Francisco Police Academy
850 Bryant Street
San Francisco, California 94103

Dear Dick:

This acknowledges receipt of your letter written as Chairman of the California Academy Directors' Association in which you request CADA be represented on the POST Advisory Committee.

Dick, since CAAJE and CAPTO are already representing police educators and trainers, mutual memberships by the various members of the three organizations could present a problem.

Nevertheless, your letter will be forwarded to the Commission for consideration at its April 19-20, 1979 meeting.

Sincerely,

BRADLEY W. KOCH
Executive Director

BWK:WNS:cn

Note to Typist: Itemize Enclosures on this Copy

Bu. Chief

Director

Xerox copy to:

Executive Office
ADMINISTRATION DIVISION FILE COPY

A

K

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

7100 BOWLING DRIVE, SUITE 250
SACRAMENTO, CALIFORNIA 95823

March 16, 1979



BULLETIN: 79-3

SUBJECT: NOTICE OF PUBLIC HEARING -- BASIC COURSE

In accordance with the authority vested by Section 11422 of the Government Code, NOTICE IS HEREBY GIVEN that a hearing will be held by the Commission on Peace Officer Standards and Training, as follows:

10 a.m., April 19, 1979
Oakland Airport Hilton Inn
1 Hegenberger Road
Oakland, CA 94621

This hearing will address the following revisions in the Basic Course:

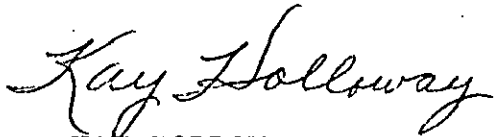
1. The performance objectives enumerated in the document "Performance Objectives for the POST Basic Course" become the basic training curriculum standard and that PAM Procedure D-1 be amended accordingly. Within this framework of revised content, flexibility continues for prior approved changes to occur in order to meet changing and local conditions.
2. All supporting documents be initially provided to all presenters of certified basic academies and that they be recommended but not required for implementation.
3. All academies presenting certified Basic Courses will be required to convert to performance objective content by July 1, 1980. There is no requirement to use a particular instructional or tracking technique.
4. Eligible law enforcement agencies will continue to be eligible for up to 400-hours reimbursement.

Proposed revision to PAM Procedure D-1 may be obtained upon request to POST, Internal Support Bureau, Suite 250, 7100 Bowling Drive, Sacramento, CA 95823 or phone (916) 445-4515.

Notice is also given that any person interested may present statement or arguments, orally or in writing, relevant to the action proposed at the hearing. Written communications should be directed to:

Bradley W. Koch
Executive Director
Commission on POST
7100 Bowling Drive, Suite 250
Sacramento, CA 95823

The Commission has determined that these proposed changes under the conditions set forth in Commission Procedure D-1 (400-hour Basic Course) will create no increased or new costs to local government pursuant to Section 2231 of the Revenue and Taxation Code.



KAY HOLLOWAY
Chairman

AGENDA ITEM SUMMARY SHEET

Agenda Item Title PUBLIC HEARING - Change in the Basic Course Trng. Standard		Meeting Date April 19-20, 1979
Division Executive Office	Division Director Approval	Researched By Staff
Executive Director Approval <i>Bradley W. Lock</i>	Date of Approval 4-5-79	Date of Report March 27, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).

ISSUES

(1) Should the Basic Course training standard be converted from the present topical outline in PAM Procedure D-1 to performance objective format? (2) If so, in what form should performance objectives be adopted, and (3) How many hours of POST reimbursement should be provided?

BACKGROUND

The POST Basic Course has been under revision for the past five and one-half years with periodic progress reports having been provided to the Commission. At the July 1977 meeting, the Commission took the first step toward adopting performance objectives by changing the Basic Course standard from 200 to 400 hours and specifying under Commission Procedure D-1 that the Commission encourages, but does not require, the use of the performance objectives training approach as outlined in the Basic Course Revision Project. At the same time, it was noted that this training methodology is not mandatory and that it is in a trial stage undergoing testing, evaluation, and revision. See attached PAM Procedure D-1, which is the current standard. Since July 1977, with the assistance of Basic Course presenters (Basic Course Consortium), the performance objectives identified in the April 1977 report have been undergoing testing and modification.

At the January 18-19, 1979 meeting, the Commission approved for public hearing the following revisions in the Basic Course:

1. The performance objectives enumerated in the document "Performance Objectives for the POST Basic Course" become the basic training curriculum standard and that PAM Procedure D-1 be amended accordingly. Within this framework of revised content, flexibility continues for prior approved changes to occur in order to meet changing and local needs.
2. All supporting documents be initially provided to all presenters of certified basic academies and that they be recommended but not required for implementation.
3. All academies presenting certified Basic Courses will be required to convert to performance objective content by July 1, 1980. There is no requirement to use a particular instructional or tracking technique.
4. Eligible law enforcement agencies will continue to be eligible for up to 400 hours reimbursement.

(continued)

ANALYSIS

Three primary issues are raised by these proposed changes and are addressed as follows:

Should the Basic Course training standard be converted from the present topical outline in PAM Procedure D-1 to performance objective format?

A performance objective is a brief statement describing exactly what the trainee will exhibit in order to satisfy the training requirement. It includes measurable behavior expected of the trainee, what degree of proficiency, and under what conditions the trainee must exhibit this behavior. Primary advantages of performance objective training include the ability to more directly relate the training to the job and to determine if and when the training objective is accomplished. It is recognized by users of the process as a superior method of organizing a training program.

In the testing process (Phase III), many original objectives were modified or deleted because of training difficulties or lack of consensus for applicability. There are currently 544 objectives directed toward the tasks the first-line law enforcement officer performs. These objectives are flexible enough to be adopted to varying local emphasis.

The Basic Course performance objective format, by design, must be a flexible means of training with the ability to make changes as the need arises. Conversion to a performance objectives training standard will require Basic Course presenters to evaluate content on a regular basis and to suggest revisions to POST.

The revised performance objectives have been field tested for the last one and one-half years. All but two of the 26 POST-certified Basic academies have been involved.

In what form should performance objectives be adopted?

Adoption of the performance objective in their entirety would establish precedent for POST in promulgating course standards. Heretofore, course curriculum standards have been expressed by only topical subjects and left trainee testing up to individual academies. A performance objective standard has three additional elements: measurable trainee behavior, success criteria, and conditions under which the trainee must exhibit the behavior. Mandated, performance objectives would ensure a greater degree of standardization but with some loss of local academy prerogatives in determining successful course completion. One alternative, which falls short of mandating the performance objectives in their entirety, is to mandate the content expressed in the performance objectives and leave the other elements (success criteria and conditions) up to individual academies.

How many hours of POST reimbursement should be provided?

Presently, the minimum and most common time required for completion of the Basic Course using performance objectives is 12 weeks or 480 hours. The basic academy directors have indicated the course should be 480 hours as a minimum standard. It is estimated the additional 80 hours of salary reimbursement at 50% would amount to an additional \$960,000 per fiscal year. In order to accommodate this increased reimbursement, reductions would be required in reimbursement for other categories of training, contracts, or salary percentages.

Alternatives

There are four alternatives worthy of consideration.

1. Effective July 1, 1980, mandate only the content expressed in performance objectives and leave the other elements (success criteria and conditions) up to the individual academies.

This alternative reduces the need and justification for the additional 80 hours of reimbursement; provides maximum discretion to academies in determining successful course completion; provides greater specificity of curriculum standard; and the test (AB 2664) being developed by Psychological Services, Inc., will be completed in July 1979 and can be used to verify achievement of training objectives.

On the other hand, this alternative may not be in keeping with the desires of Basic Course presenters; will result in less than a complete conversion to the performance objective standard; and will provide less assurance of standardization.

2. Effective July 1, 1980, mandate performance objectives in their entirety and extend reimbursement to 480 hours.

This alternative will receive support from training presenters and provide some degree of consistency with the SB 90 principle (State-Mandated Local Program). It would also require a reduction in the other aspects of the POST reimbursement program (i.e., other course categories, contracts, or salary percentages), reduce the "balanced training program" concept, and increase non-reimbursable costs to local government.

3. Effective July 1, 1980, mandate performance objectives in their entirety and continue reimbursement at 400 hours.

The need to reduce other aspects of the reimbursement program would be obviated by this alternative. Also, it would help maintain the "balanced training program" concept and would be consistent with the POST practice of reimbursing a small percentage of the actual costs of basic training. The disadvantages this alternative could cause include the possibility of hardship for some law enforcement agencies, the generation of considerable opposition and the increase of nonreimbursable costs to local government.

4. Review present performance objectives to determine those which, if deleted, would detract the least from the fundamental Basic Course objective or could be taught as an adjunct to the Basic Course, to insure, effective July 1, 1980, that the remaining performance objectives would be mandated and would not require more than 400 hours to present.

This alternative would mandate performance objectives but reduce them in number so that the resources of POST are not exceeded, yet the objective of the Basic Course could be met.

For example, it may be possible that certain of the present performance objectives could be taught in departmental training programs, including field training, before or after the academy, especially those involving local laws and policies.

BASIC COURSE

Proposed Minimum Course Content

1-4. PROFESSIONAL ORIENTATION: 10 hours

- a. History and Principles of Law Enforcement
- b. Law Enforcement Profession
- c. Ethics
- d. Unethical Behavior
- e. Department Orientation
- f. Career Influences
- g. Administration of Justice Components
- h. Related Law Enforcement Agencies
- i. California Court System
- j. California Corrections System

1-5. POLICE COMMUNITY RELATIONS: 15 hours

- a. Community Service Concept
- b. Community Attitudes and Influences
- c. Citizen Evaluation
- d. Crime Prevention
- e. ~~Factors Influencing Psychological Stress~~ Stress Factors

1-6. LAW: 45 hours

- a. Introduction to Law
- b. Crime Elements
- c. Intent
- d. Parties to a Crime
- e. Defenses
- f. Probable Cause
- g. Attempt/Conspiracy/Solicitation Law
- h. Obstruction of Justice Law
- i. Theft Law
- j. Extortion Law
- k. Embezzlement Law
- l. Forgery/Fraud Law
- m. Burglary Law
- n. Receiving Stolen Property Law
- o. Malicious Mischief Law
- p. Arson Law
- q. Assault/Battery Law
- r. Assault With Deadly Weapon Law
- s. Mayhem Law
- t. Felonious Assaults Law
- u. Crimes Against Children Law
- v. Public Nuisance Law
- w. Crimes Against Public Peace Law
- x. Deadly Weapons Law
- y. Robbery Law
- z. Kidnapping Law
- aa. Homicide Law
- bb. Sex Crimes Law
- cc. Rape Law
- dd. Gaming Law
- ee. Controlled Substances Law

RECOMMENDATION

Alternative number four, which provides:

"Review present performance objectives to determine those which, if deleted, would detract the least from the fundamental Basic Course objective or could be taught as an adjunct to the Basic Course, to insure, effective July 1, 1980, that the remaining performance objectives would be mandated and would not require more than 400 hours to present."

Attached is a list of the Learning Goals included
in the Performance Objectives document which
will be available in the near future.

1-6 LAW (Continued)

- ff. Hallucinogens Law
- gg. Narcotics Law
- hh. Marijuana Law
- ii. Poisonous Substances Law
- jj. Alcoholic Beverage Control Law
- kk. Constitutional Rights Law
- ll. Laws of Arrest
- mm. Local Ordinances
- nn. Juvenile Alcohol Law
- oo. Juvenile Law and Procedure

1-7. LAWS OF EVIDENCE: 15 hours

- a. Concepts of Evidence
- b. Privileged Communication
- ~~c. Witness Qualifications~~
- c.d. Subpoena
- d.e. Burden of Proof
- e.f. Rules of Evidence
- f.g. Search Concepts
- g.h. Seizure Concepts
- h.i. Legal Showup

1-8. COMMUNICATIONS: 15 hours

- a. Interpersonal
- b. Note Taking
- c. Introduction to Report Writing
- d. Report Writing Mechanics
- e. Report Writing
- f. Use of the Telephone

1-9. VEHICLE OPERATIONS: 15 hours

- a. Introduction to Vehicle Operation
- b. Vehicle Operation Factors
- c. Code 3
- d. Vehicle Operation Liability
- e. Vehicle Inspection
- f. Vehicle Control Techniques
- g. Stress Exposure and Hazard Awareness Emergency Driving

1-10. FORCE AND WEAPONRY: 40 hours

- a. Effects of Force
- b. Reasonable Force
- c. Deadly Force
- ~~d. Practical Problems in the Simulated Use of Force~~
- e. Firearms Safety
- f. Handgun
- g. Care and Cleaning of Service Handgun
- h. Shotgun
- ~~i. Care and Cleaning of Shotgun~~
- i.j. Handgun Shooting Principles
- j.k. Shotgun Shooting Principles
- k.t. Identification of Agency Weapons and Ammunition
- l.m. Handgun/Day/Range(Target)
- m.n. Handgun/Night/Range(Target)

1-10. FORCE AND WEAPONRY: (continued)

- ~~n.o.~~ Handgun/Combat/Day/Range
- ~~o.p.~~ Handgun/Combat/Night/Range
- ~~p.q.~~ Shotgun/Combat/Day/Range
- ~~q.r.~~ Shotgun/Combat/Night/Range
- ~~r.s.~~ Use of Chemical Agents
- ~~s.t.~~ Chemical Agent Simulation

1-11. PATROL PROCEDURES: ~~90~~ 105 hours

- a. Patrol Concepts
- b. Perception Techniques
- c. Observation Techniques
- d. Beat Familiarization
- e. Problem Area Patrol Techniques
- f. Patrol "Hazards"
- g. Pedestrian Approach
- h. Interrogation
- i. Vehicle Pullover Techniques
- j. Miscellaneous Vehicle Stops
- k. Felony/High Risk Pullover Field Problem
- ~~l.~~ ~~Vehicle Checks~~
- ~~l.m.~~ Wants and Warrants
- ~~m.n.~~ Person Search Techniques
- ~~n.o.~~ Vehicle Search Techniques
- ~~o.p.~~ Building Area Search
- ~~p.q.~~ Missing Persons
- ~~q.r.~~ Search/Handcuffing/Control Simulation
- ~~r.s.~~ Handcuffing Restraint Devices
- ~~s.t.~~ Prisoner Transportation
- ~~t.u.~~ Tactical Considerations/Crimes-In-Progress
- ~~u.v.~~ Burglary-In-Progress Calls
- ~~v.w.~~ Robbery-In-Progress Calls
- ~~w.x.~~ Prowler Calls
- ~~x.y.~~ Crimes-In-Progress/Field Problems
- ~~y.z.~~ Handling Disputes
- ~~z.aa.~~ Family Disputes
- ~~aa.bb.~~ Repossessions
- ~~bb.cc.~~ Landlord/Tenant Disputes
- ~~cc.dd.~~ Labor Disputes
- ~~dd.ee.~~ Defrauding an Innkeeper
- ~~ee.ff.~~ Handling Sick and Injured Persons
- ~~ff.gg.~~ Handling Dead Bodies
- ~~gg.hh.~~ Handling Animals
- ~~ii.~~ ~~Vehicle Impound and Storage~~
- ~~hh.jj.~~ Mentally Ill
- ~~ii.kk.~~ Officer Survival
- ~~jj.ll.~~ Mutual Aid
- ~~kk.mm.~~ Unusual Occurrences
- ~~ll.nn.~~ Fire Conditions
- ~~mm.oo.~~ News Media Relations
- ~~nn.pp.~~ Agency Referral
- ~~oo.qq.~~ Crowd Control
- ~~pp.rr.~~ Riot Control Field Problem
- ~~qq.~~ First Aid and CPR

1-12. TRAFFIC: 30 hours

- a. Introduction to Traffic
- b. Vehicle Code
- c. Vehicle Registration
- d. Vehicle Code Violations
- e. Alcohol Violations
- ~~f. Psychology of Violator Contacts~~
- f.g. Initial Violator Contact
- g.h. License Identification
- h.i. Traffic Stop Hazards
- i.j. Issuing Citations and Warnings
- j.k. Traffic Stop Field Problems
- k.l. Traffic ~~Control~~ Direction
- l.m. Traffic Accident Investigation
- m.n. Traffic Accident Field Problem

1-13. CRIMINAL INVESTIGATION: 45 hours

- a. Preliminary Investigation
- b. Crime Scene Search
- c. Crime Scene Notes
- d. Crime Scene Sketches
- e. ~~Latent~~ Finger Prints
- f. Identification, Collection, and Preservation Of Evidence
- g. Chain of Custody
- h. Interviewing
- i. Local Detective Function
- j. Information Gathering
- k. Courtroom Demeanor
- ~~l. Auto Theft Investigation~~
- l.m. Burglary Investigation
- m.n. Grand Theft Investigation
- n.o. Felonious Assault Investigation
- o.p. ~~Sex Crimes Investigation~~ Rape Investigation
- p.q. Homicide Investigation
- q.r. Suicide Investigation
- r.s. Kidnapping Investigation
- ~~t. Robbery Investigation~~
- ~~u. Child Abuse Investigation~~
- ~~v. Vice and Organized Crime~~
- ~~w. Controlled Substances Abuse~~
- s. Poisoning Investigation
- t. Robbery Investigation

1-14. CUSTODY: 5 hours

- a. Custody Orientation
- b. Custody Procedures
- c. Illegal Force Against Prisoners
- d. Adult Booking
- e. Juvenile Booking
- f. Prisoner Rights and Responsibilities
- g. Prisoner Release

1-15. PHYSICAL FITNESS AND DEFENSE TECHNIQUES: 40 hours

- a. Physical Disablers
- b. Prevention of Disablers
- c. Weight Control
- d. Self-Evaluation
- e. Lifetime Fitness
- f. Principles of Weaponless Defense
- g. Armed Suspect/Weaponless Defense
- h. Baton Techniques
- i. Baton Demonstration

~~1-16. FIRST AID AND CPR: 15 hours~~

- ~~a. Medic Alert~~

1-16.
~~1-17.~~ EXAMINATIONS: 20 hours

- ~~(a. Written and Performance)~~

1-17.
~~1-18.~~ TOTAL REQUIRED HOURS: 400 hours

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

7100 BOWLING DRIVE, SUITE 250
SACRAMENTO, CALIFORNIA 95823

March 18, 1979



BULLETIN: 79-4

Subject: NOTICE OF PUBLIC HEARING
Supervisory and Management Courses Equivalency

In accordance with the provisions of the Administrative Procedure Act and pursuant to the authority vested by Section 11422 of the Government Code, NOTICE IS HEREBY GIVEN that a hearing will be held by the Commission on Peace Officer Standards and Training, as follows:

10 a. m., April 19, 1979
Oakland Hilton Inn
#1 Hegenberger Road
Oakland International Airport


This hearing will address POST Commission policy statements which relate to standards for the Supervisory and Management Courses. Because the Supervisory and Management Course content has been revised, the Courses are now presented in Performance Objective format, and the previously accepted equivalents are no longer applicable. The proposed change in Commission policy follows:

Effective January 1, 1980, equivalency for the Supervisory and Management Courses is eliminated.

The Commission has determined that the above procedure change will not create new costs to local government, pursuant to Section 2231 of the Revenue and Taxation Code. The Supervisory and Management Courses have both been required since before January 1, 1973. The proposed change in the procedures emphasizes these requirements.

Notice is also given that any person interested may present statements or arguments orally or in writing relevant to the action proposed at the hearing. Written communications should be directed to:

Bradley W. Koch, Executive Director
Commission on POST
7100 Bowling Drive, Suite 250
Sacramento, CA 95823


KAY HOLLOWAY
Chairman

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Supervisory and Management Course Equivalency		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By George Fox <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-4-79	Date of Report 4-4-79
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).

ISSUE

Should POST continue to accept "equivalent" non-certified training courses to meet POST mandated supervisory and management training?

BACKGROUND

Section 1005(b) of the POST regulations requires that every supervisory officer complete a certified supervisory course within one year of the officer's appointment to such position.

Section 1005(c) requires every officer appointed to a middle management position attend a certified management course within one year of such appointment.

In addition, Section 1008 allows a waiver of such training "upon presentation of documentary evidence by a department that an officer has satisfactorily completed equivalent training".

ANALYSIS

Equivalent training for the supervisory course has included satisfactory completion of a 3 unit semester length course on police supervision and the 60 hour "Techniques of Teaching" course.

The management course equivalent training has been satisfied several ways, including:

- (a) A Bachelor Degree in Police, Public, or Business Administration.
- (b) Eighteen upper-division semester units (24 quarter units) in Police or Public Administration, Budget Analysis, or Personnel Administration.
- (c) Completion of the FBI National Academy.

Approximately 200 management certificates are issued each year. About one-third are because of equivalent training. The great majority of the

(over)

Utilize reverse side if needed

Analysis (continued)

equivalent training is option (a), Bachelor Degree. There are also a few option (b), 18 units of upper-division courses and a few option (c), FBI National Academy. An exact count is unavailable at this writing.

Effective January 1, 1979 the content of the supervisory and management course is mandatorily based on the performance objective format with specifics derived from job analysis assessments previously conducted. Over a year of satisfactory presentations and evaluations preceded this conversion.

As a result of the above, the previously accepted "equivalents" no longer are equivalent.

RECOMMENDATION

Eliminate "equivalents" for the supervisory and management course for those individuals appointed to supervisory or management positions after January 1, 1980.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

1979-80 CONTRACTS

<u>Agency</u>	<u>Projected Contract Estimate</u>	<u>Unnegotiated Max. Contract Amts. Proposed by Staff</u>	<u>Est. Reimb. Costs</u>	<u>Total Est. Cost</u>
Dept. of Justice Adv. Trng. Cntr.	\$512,297	\$ 511,028	\$ 323,518	\$ 834,546
CSTI	359,202	363,443	313,223	676,666
Gen. Services-Teal Data Center (CEI)	2,515	6,167	---	6,167
Controller	45,888	45,888 *	---	45,888
CPOA Leg. Update	31,701	28,680	---	28,680
Management Courses	130,185	124,488	336,528	461,016
ITDC, San Diego	\$ 6,964			
CSU, San Jose	37,142			
CSU, Humboldt	39,636			
CSU, Northridge	29,581			
CSU, Long Beach	16,862			
Exec. Development	<u>34,569</u>	<u>49,321</u> (+33,587)	<u>39,312</u>	<u>88,633</u>
	\$1,116,357	\$1,129,015	\$1,012,581	\$2,141,596 **

*Previously approved by Commission.

**This figure represents 18% of the total fund allocated in the "Assistance to Cities and Counties" portion of the POST Budget for 1979-80.

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title DOJ/ATC - POST Interagency Agreement		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By Gene DeCrona
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-4-79	Date of Report 3-13-79
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/>		Yes (See Analysis per details) <input checked="" type="checkbox"/> No <input type="checkbox"/>

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

ISSUE

In a memorandum to the Executive Director, dated November 22, 1978, the Department of Justice requested \$511,028 from the Peace Officer Training Fund to support the Advanced Training Center's law enforcement training program for fiscal year 1979/80.

BACKGROUND

POST and the Department of Justice entered into an Interagency Agreement #78-384-1 on June 9, 1978 whereby DOJ/ATC would receive up to \$502,376 for approximately 106 presentations of 19 courses. The amount of the agreement was based on cost to DOJ/ATC for instruction, coordination, clerical, supplies, and travel. These costs were below POST allowable tuition guideline expenses.

DOJ/ATC presented 79 course offerings during the first half of fiscal year 1978/79. Request for payment for these presentations were generally in amounts less than estimated and always in amounts less than the POST allowable guidelines per course.

The 79 presentations averaged 21.9 trainees per presentation for a total of 1732 trainees. Reimbursable trainees accounted for 80.7% of total trainees for an average of 17.7 per presentation.

DOJ/ATC received payment for the first half of fiscal year 1978/79 in the amount of \$222,880.32, or 44.4% of the total agreement. The 79 presentations accounted for 74.5% of the 106 total presentations agreed upon. If this trend continues for the balance of the 1978/79 fiscal year, DOJ/ATC will not make claim to the total amount in the agreement.

The quality of courses offered under the existing DOJ/POST Interagency Agreement have been excellent. They are presented in a professional manner by subject matter experts. The written and oral critiques have reinforced this opinion. POST Operations Division consultants have had numerous favorable comments from law enforcement officers and administrators regarding the quality and responsiveness of the courses.

ANALYSIS

The request for \$511,028 for fiscal year 1979/80 includes an increase of 80 hours in the Modular Training Course. This is based upon demand for the course by law enforcement agencies. The request also includes three new courses identified for inclusion into the agreement.

The new courses are Fencing Operations, Organized Crime Gambling Investigation, and Organized Crime Analysis Program. The OCAP is currently certified but was not included in

the 1978/79 agreement. The new courses were recommended by the Organized Crime Branch Advisory Committee. This committee is composed of intelligence commanders from law enforcement departments throughout the State who review training needs and make recommendations to the Advanced Training Center. The addition of these courses will not significantly increase the cost of the Inter-agency Agreement.

The amount requested by the Department of Justice is \$511,028. Using allowable cost in accordance with the tuition guidelines in the POST Administrative Manual, the requested amount could be as high as \$524,000.

Anticipated claims for reimbursement if the courses are presented are \$323,518. This amount is an adjusted figure based on the actual amounts paid out in Fiscal Year 1977/78 (refer to Reimbursement Study for Fiscal Year 1979/80 Commission Meeting, January 18-19, 1979). Included in the cost are some Job Specific Courses wherein salary costs were reimbursed.

The total cost to the Peace Officer Training Fund, if the request is approved is approximately \$834,546. It is anticipated that approximately 2,800 reimbursable trainees will attend the courses, or a per trainee cost of approximately \$298. The actual program costs to DOJ/ATC are substantially more than requested from the POTF. It is estimated that \$150,000 will be financed from the General Fund budget of ATC.

Refer to the attached chart for itemized analysis data.

STATEMENT OF NEED/JUSTIFICATION

The courses proposed in this Interagency Agreement are highly technical, and generally fall into three major job specific categories--investigation, intelligence, and narcotics. The Law Enforcement Modular Training is designed for skills and knowledge subjects and include the following 8-hour modules:

- Officer Survival
- Report Writing
- Laws of Arrest, Search, and Seizure
- Field Evidence Collection and Photography
- Crisis Intervention
- Hostage Negotiations
- Baton Techniques
- Searching and Handcuffing Techniques
- Livestock Theft Investigation
- Interviewing and Interrogation

All courses are listed in the latest Training Needs Assessment (TNA) Survey and their priority is indicated on the attached training program.

All intelligence/organized crime courses have been reviewed by the Organized Crime Branch Advisory Committee and recommended for continuation.

All courses have been reviewed by POST staff. It is believed that they properly address existing problems for law enforcement agencies.

ALTERNATIVES

The attached list is designed to provide the Commission with sufficient flexibility so that each course may be considered individually. If the Commission desires to delete courses or to increase or decrease the number of course presentations by course category, the format provided enables staff to quickly adjust the projected cost of DOJ's contract request.

RECOMMENDATION

Approved the preparation of an Interagency Agreement for Fiscal Year 1979/80 between the Department of Justice, Advanced Training Center and POST in the amount not to exceed \$511,028 or that approved by the Commission.

STAFF REQUEST

Staff requests a motion by the Commission authorizing the Executive Director to approve an Interagency Agreement with the Department of Justice, Advanced Training Center not to exceed \$511,028 or the amount arrived at after adjustments are made by the Commission after a course-by-course review.

Attachment

March 21, 1979

Larry Vaughan, President
Academy of Defensive Driving
2806 The Blaine
Lido Peninsula
Newport Beach, CA 92663

Dear Larry:

Your letter of March 14, 1979 was appreciated. Please be assured it will be brought to the attention of the Commission at its April 19-20 meeting at the Oakland Airport Hilton Inn.

Our decision to go out to bid is no reflection against you or any presenter. It is simply a matter of economics. POST has only so much money it can spend and it must be assured it gets the most for what there is to spend. I do not wish to imply that this might not have been the case in the past, but it is believed that the bid process will provide some assurance that the money is being spent judiciously.

We appreciate your past cooperation and the extra efforts you have put forth in behalf of the POST program. Should you be the successful bidder, we will look forward to working with you again.

Sincerely,

/s/Bradley W. Koch

BRADLEY W. KOCH
Executive Director

BWK:WNS:cn

Note to Typist: Itemize Enclosures on this Copy

Bu. Chief

Director

Xerox copy to:

ADMINISTRATION DIVISION FILE COPY

DEPARTMENT OF JUSTICE / ADVANCED TRAINING CENTER
 PROPOSED 1979/80 TRAINING PROGRAM
 (California Only)

Courses	TNA Priority	Hours	No. of Presentations		Total Classroom Hours	Average Cost Per Course (3)	Estimated Total POST Reimbursement (3&4)	Est. Total Allowable Reimbursement Per POST Tuition Guidelines (6)
			Onsite	ATC				
Criminal Intelligence Data Collector Course	2	76	4	2	456	\$ 6,455	\$ 38,730	\$ 39,300
Criminal Intelligence Data Analyst Course (1)	2	76	4	2	456	4,710	28,260	28,818
Fencing Operations (1)	1	40	3	1	160	3,450	13,800	13,735
Organized Crime Informant Develop- ment and Maintenance	2	36	4	2	216	3,300	19,800	20,364
Criminal Intelligence Commanders Course	2	40	0	2	80	2,852	5,704	5,842
Economic Crime Investigation	3	70	4	2	420	5,414	32,484	31,110
Specialized Surveillance Equipment	1	36	9	9	648	2,128	38,304	42,030
Chief Executive Intelligence Seminar	2	24	2	0	48	2,159	4,338	4,590
Urban Terrorist Activity Seminar	2	40	4	0	160	3,136	12,544	12,788
Prison Gang Activity Course	2	36	5	1	216	3,364	20,184	20,820
Introduction to Crime Analysis	2	24	6	0	144	2,105	12,630	15,445
Visual Investigative Analysis (VIA)	1	8	12	0	96	736	8,832	9,276
Link Analysis Charting Techniques (LINK)	1	8	12	0	96	736	8,832	9,312
Organized Crime Analysis Program	2	20	0	1	20	1,380	1,380	1,422
Heroin Influence Course (HIC)	1	20	10	0	200	1,971	19,710	20,910
Narcotic Investigation	1	80	0	10	800	10,051	100,510	100,510
Narcotic Enforcement for Peace Officers	1	20	10	0	200	2,254	22,540	23,090
Air and Marine Smuggling	1	32	4	0	128	2,983	11,952	12,372
Law Enforcement Modular Training Program (2)	1	32(5)	20	0	640	3,754	75,080	75,820
Homicide Investigation	1	44	3	1	176	4,058	16,272	16,272
Narcotic Commanders Course	1	40	0	2	80	2,795	5,590	5,725
Organized Crime Gambling Investigation (1)	2	40	3	1	160	3,393	13,572	12,584
			119(77%)	36(23%)			\$511,028	\$524,138

(1) New courses without additional funding.

(2) 20% can be given as 8-hour modules
independently of the 24-40 format.

(3) Includes 15% indirect.

(4) Budgets based on 20 students per class.

(5) Typical Modular Program consists
of four 8-hour segments or 32
hours.

(6) Added by POST for Commission
presentation.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title CSTI - POST Interagency Agreement		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By FRAVEL S. BROWN <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-4-79	Date of Report March 15, 1979

Purpose: Decision Requested Information Only Status Report Financial Impact Yes (See Analysis per details) No

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

ISSUE

In a memorandum to the Executive Director dated December 18, 1979, the California Specialized Training Institute preliminarily requested \$356,246 from the Peace Officer Training Fund to support CSTI's law enforcement training program for Fiscal Year 1979/80. Subsequent revisions based on Board of Control regulations and more accurate estimates have modified this figure to \$363,443.

BACKGROUND

POST and CSTI entered into Interagency Agreement #78-384-2 on September 22, 1978 whereby CSTI would receive up to \$356,447 for 50 presentations of 10 courses to approximately 2,000 POST-reimbursable students. The amount of the agreement was based on cost to CSTI for instruction, coordination, clerical services, printing, supplies, and travel beyond that portion paid for by OCJP grant funds. Costs funded by the POTF fell within POST tuition guidelines.

From projections made on the basis of course presentations through March 9, 1979, it appears that CSTI will meet or exceed the agreed number of presentations to the estimated number of POST-reimbursable students. It is not known at this time whether CSTI will need to claim against the full amount of the agreement or, should it do so, whether a subsequent rebate might be made. Such a rebate of 1977/78 funds to the amount of \$72,208 was made on January 18, 1979.

The quality of courses offered under the existing CSTI/POST Interagency Agreement continues to be excellent. They are presented in a professional manner by subject matter experts. Written and oral evaluations by students and on-site audits by POST personnel enforce this opinion.

ANALYSIS

The request for \$363,443 for Fiscal Year 1979/80 represents an increase of .02 over the amount approved for Fiscal Year 1978/79 for three additional presentations of courses to approximately 100 additional trainees. To respond to the training needs of local agencies, there will be one fewer presentation of the Civil Emergency Courses (from 6 to 5), one additional presentation of the Juvenile Investigation Course, and three additional presentations of the Hazardous Materials Course. No additional certifications or decertifications germane to the funding agreement are contemplated.

One minor change in presentation format is contemplated. Courses presented at CSTI will be uniformly reduced from the present format of 47 hours, Sunday through Friday to 44 hours, Monday through Friday. This new format will moderate the additional costs of

Utilize reverse side if needed

ANALYSIS

travel and per diem adopted by the Commission effective January 1, 1979. These certification modifications were made before the effective date of the new interagency agreement.

Anticipated claims for reimbursement for attendees at CSTI are \$313,223. This amount is an adjusted figure based on the actual amounts paid out in Fiscal Year 1977/78 (refer to Reimbursement Study for Fiscal Year 1979/80, Commission Meeting, January 18-19, 1979).

The total cost to the Peace Officer Training Fund, if the request is approved, is approximately \$676,666. It is anticipated that approximately 2,160 reimbursable trainees will attend the courses, at a per trainee cost of approximately \$313. Actual program costs to CSTI are substantially more than the amount requested from the POTF. Additional funding of about \$600,000 beyond POST tuition guidelines for POST-reimbursable students have been requested from OCJP, some of which will be applied towards course costs beyond POST's tuition guidelines. Still further funding has been requested from LEAA for travel and per diem costs for non-POST reimbursable students. This amount, if approved, will include an "indirect" cost to partially subvent the entire operations, including part of the cost of training local California law enforcement officers.

STATEMENT OF NEED/JUSTIFICATION

The courses proposed by CSTI are, in general, highly technical and diverse in subject matter. The need for some of the courses proposed by CSTI's contract request such as "Officer Survival," "Juvenile Investigations," "Robbery Investigations," and "Investigation of Violent Crimes," is supported by the latest Training Needs Assessment (TNA) survey, each of which is rank ordered either number one or number two statewide.

Terrorism courses, of which CSTI plans to present three different courses, are rank ordered number three in the TNA. Other highly specialized courses including "Civil Emergency Management," "Nuclear Site Security," "Contingency Planning for Hazardous Materials," although not listed in the TNA, are designed to meet problems which staff believes either currently exist or at least potentially exist because of recent events which have pointed out a need for training in these areas.

ALTERNATIVES

The attached list is designed to provide the Commission with sufficient flexibility so that each course may be considered individually. If the Commission desires to delete courses or to increase or decrease the number of course presentations by course category, the format provided enables staff to quickly adjust the projected cost of CSTI's contract request.

STAFF RECOMMENDATION

Staff supports the CSTI contract request. The quality of training at CSTI has consistently been excellent to outstanding

STAFF REQUEST

Staff requests a motion by the Commission authorizing the Executive Director to approve a contract with CSTI not to exceed \$363,443 or the amount arrived at after adjustments are made by the Commission after a course-by-course review.

CALIFORNIA SPECIALIZED TRAINING INSTITUTE

Proposed 1979/80 Training Program

(POST-Certified Courses, POST-Eligible Students Only)

<u>Courses</u>	<u>Hours</u>	<u>No. of Presentations</u>		<u>Total Classroom</u>	<u>Total Number</u>	<u>Average Cost</u>	<u>Estimated Contract</u>
		<u>CSTI</u>	<u>On-Site</u>	<u>Hours</u>	<u>POST Students**</u>	<u>Per Presentation</u>	<u>Costs Per Course</u>
Civil Emergency Management	44*	5		220	125	\$ 5,586	\$ 27,930
Contingency Planning For Hazardous Materials	44	6		264	150	4,346	26,077
Terrorism Course	44	5		220	125	5,468	27,341
Terrorism Analysis Course	44	2		88	30	5,448	10,916
International Terrorism Seminar	24		1	24	200	5,696	5,696
Nuclear Site Security Seminar	24	1		24	35	3,156	3,156
Investigation of Violent Crimes	44	6		264	180	10,484	62,903
Robbery Investigations	24	3		72	105	3,422	10,265
Juvenile Investigations Seminar	24	2	2	96	200	5,042	20,166
Officer Survival	44	<u>20</u> <u>50</u>	<u>3</u>	<u>880</u> <u>2,152</u>	<u>1,020</u> <u>2,170</u>	8,450	<u>168,993</u> <u>\$363,443</u>

*Courses presented at CSTI have been uniformly reduced from the previous format of 47 hours, Sunday through Friday, to 44 hours, Monday through Friday.

**Based on actual attendance figures, 1978/79.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Course Evaluation Instrument Data Processing Service		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By <i>[Signature]</i> B. W. Richsdson
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-4-79	Date of Report March 14, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input checked="" type="checkbox"/> (See Analysis per detail) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

ISSUE

Commission review and approval of the contract costs for data processing service provided by the Department of General Services in processing the Course Evaluation Instrument (CEI's), for Fiscal Year 1979/80, are required in order for the Executive Director to authorize development of the contract for Fiscal Year 1979/80.

BACKGROUND

As a part of the quality control process, POST requires that presenters of POST-certified courses have each attendee fill out a course evaluation form after each course presentation. This form is designed to identify potential quality control problems on courses presentations, as they occur.

In order for staff to properly evaluate course presentations, it is important that attendees evaluate each presentation. The forms provided are processed through the data processing unit at the Department of General Services. Information is compiled on each presentation and a printout is provided to the presenter and to the area Standards and Training consultant who is required to review the information on each presentation and to take action where a problem or problems are identified with a particular course presentation. The processing of the CEI's and the printout information made available as a result are essential to good quality control.

The cost to POST for data processing services at the Teale Data Processing Center, Department of General Services was approved at \$3,300 for Fiscal Year 1978/79. Problems with the system caused a complete breakdown of the CEI process. The entire system has been reviewed and new forms and procedures developed to ensure that the problems experienced in the past have been eliminated.

The cost of the program has increased as a result of the changes made at the request of POST staff. The total maximum cost to POST for Fiscal Year 1979/80 is currently estimated at \$6,167.00. A cost breakdown by General Services is provided in the attached memorandum.

STATEMENT OF NEED/JUSTIFICATION

The processing of CEI's is an integral part of the course quality control program. Consultants need the printout information provided on each course presentation in order to spot problems with courses and course presentations. Without printout information consultants have no means of spotting problem courses, except by receipt of complaints from attendees or by actually auditing course presentations. It is more cost effective to use the printout to spot problems because consultants can concentrate on those courses

Utilize reverse side if needed

STATEMENT OF NEED/JUSTIFICATION

where problems have been identified through use of the CEI.

Alternatives

No alternatives currently exist for maintaining quality control except by receipt of complaints from attendees or by auditing course presentations. Because of the volume of course presentations, it is not feasible for consultants to maintain good quality control without the information provided in the CEI.

STAFF RECOMMENDATION

Staff recommends continuation of the contract for data processing of CEI's not to exceed a maximum cost to POST of \$6,167.00 for Fiscal Year 1979/80.

STAFF REQUEST

Staff requests a motion by the Commission authorizing the Executive Director to approve a contract with the Department of General Services not to exceed \$6,167.00 for Fiscal Year 1979/80.

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title CPOA Law and Legislative Update Seminars		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By B. W. Richardson
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-4-79	Date of Report March 15, 1979

Purpose: Decision Requested Information Only Status Report Financial Impact Yes (See Analysis per details) No

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).

ISSUE:

Commission review and approval of the contract costs for CPOA Law and Legislative Update Seminars are required in order for the Executive Director to authorize development of a contract for Fiscal Year 1979/80.

BACKGROUND

The California Peace Officers Association has contracted with POST for the past two fiscal years to present 16 seminars entitled, "Law and Legislative Update." The purpose of the seminars is to familiarize law enforcement personnel throughout the state with information on changes in the law and/or legislative processes.

Between September and November 1978, CPOA, under contract from POST, presented 6-hour seminars ranging in location from Redding to San Diego. The seminars were generally well attended and numerous favorable comments were received concerning the various presentations. In all, 787 law enforcement personnel attended the seminars during Fiscal Year 1978/79. A manual of new laws and legislative changes is prepared and disseminated to attendees of the seminars.

STATEMENT OF NEED/JUSTIFICATION

Currently, the CPOA Law and Legislative Update seminars are the only formal means POST has available for informing the field of changes in the law and in legislation affecting law enforcement.

The cost to POST is minimal in terms of reimbursement since it is presented in various locations throughout the state. Of the 787 attendees in Fiscal Year 1978/79, only 138 even filed for reimbursement. Of the 138 claims received, a total of \$1,587 was reimbursed for travel and per diem, for an average cost to POST per attendee for travel and per diem of approximately \$2.02.

Total cost of the contracts for Fiscal Year 1978/79 were as follows:

Presentation of 16 6-hour seminars	\$12,680.00
Preparation of the manual, "The 1978 Legislative Changes Affecting Law Enforcement."	\$16,000.00
TOTAL:	\$28,680.00

Contract costs for Fiscal Year 1979/80 are estimated at the same level experienced during Fiscal Year 1978/79, \$28,688.00

Utilize reverse side if needed

ALTERNATIVES

The Commission could:

- (1) Reduce the number of presentations in order to reduce costs. In general, however, staff believes 16 presentations are justified in order to reduce travel and per diem costs.
- (2) Discontinue contracting for the development of a manual. The cost of the manual could be absorbed by attendees at the seminars, thereby reducing the cost to POST by \$16,000.
- (3) Continue contracting for 16 seminars and for development of the manual as it did in Fiscal Year 1978/79.
- (4) Discontinue contracting for the seminars and the manual.

STAFF RECOMMENDATION

Continue contracting for the seminars at the same level and cost as incurred in Fiscal Year 1978/79.

Staff Request

Staff requests a motion by the Commission authorizing the Executive Director to approve a contract with the above named vendor for a maximum of sixteen presentations of the "Law and Legislative Update" seminars and for preparation and distribution of the manual not to exceed a cost of \$28,680.00.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Management Courses		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By B. W. Richardson
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-4-79	Date of Report March 14, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input checked="" type="checkbox"/>		Yes (See Analysis per detail) <input checked="" type="checkbox"/> No <input type="checkbox"/>

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

ISSUE

Commission review and approval of Management Course contract costs as proposed for Fiscal Year 1978-80 are required in order for the Executive Director to authorize development of the contract for Fiscal Year 1979/80.

BACKGROUND

Currently, there are eight POST-certified Management Courses located throughout the State, ranging in location from San Diego to Eureka.

Three Management Courses are certified to law enforcement agencies. They are:

- California Highway Patrol - reimbursable under Plan II (for local agency personnel)
- Los Angeles Police Department (inactive) - reimbursable under Plan I
- Oakland Police Department - reimbursable under Plan I

The remaining five course presenters contract with POST for direct payment of instructional costs thus reducing the impact of law enforcement agency training budgets.

ANALYSIS

The average cost to POST per trainee for reimbursement of salary, travel, and per diem for attendance at the Management Course during Fiscal Year 1977/78 was \$982.25. Contracts for instructional costs added an additional cost of \$160.44 per trainee, increasing the total cost to POST per reimbursable trainee for attendance at the Management Course to an estimated \$1142.69.

The cost to POST for contracts and reimbursement for the Management Course during Fiscal Years 1977/78 and 1978/79 are as follows:

	1977/78	1978/79 (estimated)
Contracts (tuition)	\$56,155.00	\$127,421.78
Reimbursement (travel, per diem, non-contract tuition)	\$343,787.26	\$357,600.00
TOTAL:	\$399,942.26	\$485,021.78

Utilize reverse side if needed

Contract costs for Fiscal Year 1978/79 by individual vendors are as follows:

Intergovernmental Training & Development Center		
	3 presentations	\$21,677.50
CSU, San Jose	3 presentations	21,341.13
CSU, Humboldt	6 presentations	38,868.90
CSU, Northridge	5 presentations	29,008.75
CSU, Long Beach	3 presentations	16,525.50
Contract costs for Fiscal Year 1978/79		<u>\$127,421.78</u>

Estimated Contract Costs for Management Courses During Fiscal Year 1979/80

Contract costs for Fiscal Year 1979/80 are estimated at \$138, 320. Staff is currently working on Management Course contracts for Fiscal Year 1979/80 and will have the actual cost figures by the July Commission meeting.

It is projected the \$336,528 will be reimbursed for travel and per diem to local law enforcement agencies during Fiscal Year 1979/80 based on an estimated 380 trainees. The above cost will be additional to the actual amount approved by the Commission in contracts for instructional costs for the upcoming fiscal year.

Contracts		1979/80 (projected)
Reimbursement (travel, per diem & non-contract tuition)		<u>\$138,320</u>
	TOTAL:	<u>336,528</u>
		<u>\$474,808</u>

Statement of Need/Justification

Commission Regulation 1005(c) requires that every peace officer promoted, appointed, or transferred to a middle management position satisfactorily complete the Management Course prior to promotion or within 12 months after initial promotion, appointment, or transfer.

Section 1005(c) also provides that every regular officer appointed to first-level supervisory, or higher position, may attend the Management Course and the jurisdiction may be reimbursed provided the officer has satisfactorily met the training requirements of the Supervisory Course.

Generally, the quality of recent Management Course presentations have ranged from good to outstanding. Initial problems arising out of the transition from the traditional instructional mode to performance objectives have largely been resolved and staff is satisfied with the expertise of the presenters.

ALTERNATIVES

Because Commission Regulation 1005(c) requires that every individual appointed or transferred to a middle management position satisfactorily complete the Management Course prior to promotion, or within one year of appointment, Management Courses must be made available to middle management personnel.

There are, however, alternatives available to the Commission which would reduce the contract costs of this course. These alternatives are as follows:

- (1) Discontinue contracting for instructional costs and return to payment of tuition costs through the regular reimbursement process.

Effect on POST/Local Law Enforcement

Adoption of this alternative would not reduce the cost to POST for Management Courses, but would shift contract costs to the regular reimbursement process. This would require local law enforcement agencies to front the money for tuition which would be reimbursed by POST when trainees' claims are filed.

- (2) Continue contracting for Management Course, but restrict reimbursement to those who have been appointed to a middle management position and to those who are appointed to such a position within one year after satisfactorily completing the Management Course. This would be consistent with POST policy on reimbursement for attendance at a Supervisory Course. (See PAM section 1005(b)(2)(A)(B).

Effect on POST/Local Law Enforcement

Adoption of alternative two would bring POST's reimbursement policy for the Management Course in line with that of the Supervisory Course, and would reduce or defer training costs resulting in an estimated savings of 10% or \$47,481 during Fiscal Year 1979/80.

Local law enforcement agencies would be constrained in that they would not be reimbursed for sending potential middle management personnel to the Management Course unless the individual trainee was scheduled for appointment to a middle management position within one year of satisfactory completion of the course.

- (3) Continue reimbursement as is.

Effect on POST/Local Law Enforcement

No change in current operations.

Staff Recommendation

Staff recommends continuation of the contracts for the Management Course during Fiscal Year 1979/80 but recommend adoption of alternative two which would reduce reimbursement costs by limiting reimbursement to those trainees already appointed to a middle management position and to those appointed within 12 months of satisfactory completion of the course. Adoption of alternative two would save an estimated \$47,481 in reimbursement costs for the Management Course during Fiscal Year 1979/80.

Staff Request

Staff requests a motion by the Commission authorizing the Executive Director to approve contracts with the below named vendors for a maximum of 19 presentations of the Management Course not to exceed a cost of \$124,488, if alternative two (above) is adopted and \$138,320 if alternative number two is not adopted. The actual contract figures to be confirmed at the July meeting of the Commission.

- Vendors are:
- Intergovernmental Training & Development Center
 - CSU, San Jose
 - CSU, Humboldt
 - CSU, Northridge
 - CSU, Long Beach

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title		Meeting Date
Executive Development Course		April 19-20, 1979
Division	Division Director Approval	Researched By
Operations	<i>[Signature]</i>	B. W. Richardson <i>[Signature]</i>
Executive Director Approval	Date of Approval	Date of Report
<i>[Signature]</i>	4-4-79	March 14, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

ISSUE

Commission review and approval of the Executive Development Course contract costs as proposed for Fiscal Year 1979/80 are required in order for the Executive Director to authorize development of the contract for Fiscal Year 1979/80.

Background

Currently there is one POST-certified Executive Development Course to serve the entire State.

The contractor, Thomas H. Anderson, currently provides four presentations of the 80-hour course to provide executive development training for 80 personnel (20 per presentation).

Estimated cost to POST for contracts and reimbursement for the Executive Development Course during Fiscal Year 1978/79 is as follows:

Contract costs (tuition)	\$33,900
Reimbursement (travel and per diem)	35,805
TOTAL:	\$69,705

NOTE: Reimbursement for the Executive Development Course for Fiscal Year 1977/78 totaled \$33,153.25 and, for the first six months of Fiscal Year 1978/79 totaled \$7,657.25. This cost is additional to any contract costs incurred by POST.

The average cost to POST per trainee for reimbursement of salary, travel, and per diem for attendance at the Executive Development Course during Fiscal Year 1977/78 was \$487.55.

Contract costs for Executive Development Courses during Fiscal Year 1978/80 are estimated at \$49,321.79. This would be for a total of five presentation, two of which would be scheduled in Southern California. The contract and its actual cost will be subject to confirmation by the Commission at the July meeting.

Statement of Need/Justification

Commission Regulation 1005(c) provides that every regular officer appointed to a middle management or higher position may attend the course and the jurisdiction may be reimbursed, provided the officer has satisfactorily completed the Management Course. Staff estimates that there will be at least 100 trainees requesting the Executive Development Course in

Utilize reverse side if needed

Fiscal Year 1979/80, if no change is made in the eligibility requirements for attendance at the course. The Executive Development Course is optional.

It is projected that \$39,312 will be reimbursed to local law enforcement agencies for travel and per diem during Fiscal Year 1979/80 based upon five presentations and an estimated 70 trainees. The above cost will be additional to the actual amount approved by the Commission in contracts for instructional costs for the upcoming fiscal year.

The current presenter has performed well and has had a long standing contract to present the Executive Development Course. The quality of recent Executive Development Courses have consistently been rated as excellent. The only problem cited by staff has been that the course has exclusively been presented in Northern California, resulting in an imbalance of attendees from the northern and central areas of the state versus trainees from Southern California.

Staff is requiring that at least two of the five presentations scheduled for Fiscal Year 1979/80 be presented in Southern California. The presenter has agreed with staff's request and will present at least two course presentations in the Southern California area.

Staff is satisfied with the instructional staff utilized by the presenter.

Alternatives

Because the Executive Development Course is optional, the Commission has several alternatives available which would reduce the contract and reimbursement costs of this course. These alternatives are as follows:

- (1) Discontinue contracting for instructional costs and return to payment of tuition through the regular reimbursement process.

Effect on POST/Local Law Enforcement

Adoption of this alternative would not reduce the cost to POST for the Executive Development Course but would shift contract costs to the regular reimbursement process.

Elimination of the contract to pay instructional costs would create a hardship on local law enforcement agencies in that they would be required to front the money for tuition which would be reimbursed by POST when claims are filed.

- (2) Continue contracting for the Executive Development Course but restrict reimbursement to individuals who have already been appointed to serve in top command positions, as determined by the Commission.

Effect on POST/Local Law Enforcement

Adoption of alternative two would reduce the number of individuals eligible for attendance at the Executive Development Course and would

therefore, reduce the course costs by reducing the number of presentations required from five to four. The savings to POST for adoption of the alternative is estimated at \$18,046.93 for Fiscal Year 1979/80.

Local law enforcement agencies would be constrained in that they would not be reimbursed for attendance at the Executive Development Course by those trainees who did not qualify, by Commission decision, for reimbursement.

- (3) Continue reimbursement as is.

Effect on POST/Local Law Enforcement

No change in current operations.

Staff Recommendation

Staff recommends continuation of the contract for the Executive Development Course during Fiscal Year 1979/80, but recommends adoption of alternative two which would reduce reimbursement costs by limiting attendance at the Executive Development Course. Adoption of alternative two would save an estimated \$18,046.93 in reimbursement costs for the Executive Development Course during Fiscal Year 1979/80.

Staff Request

Staff requests a motion by the Commission authorizing the Executive Director to approve a contract with the above named vendor for a maximum number of presentations as determined by the alternative selected above not to exceed a cost of \$49,321.79

AGENDA ITEM SUMMARY SHEET

Agenda Item Title DRIVER TRAINING ALLOCATION		Meeting Date April 19, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By Gene Cartwright
Executive Director Approval <i>[Signature]</i>	Date of Approval 3-20-79	Date of Report March 19, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes <input checked="" type="checkbox"/> (See Analysis per details) No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

BACKGROUND

At the January Commission meeting, the Commissioners indicated that they desired to place a \$250,000 cap on tuition for Driver Training. They further indicated that they intended to discuss the issue at the April meeting.

The California Highway Patrol has been certified to present a defensive driving course for allied agencies. They were certified on October 22, 1969. Records reflect they have trained 998 local law enforcement officers up to March 1979.

Tuition is \$210 and their per diem and travel average per student is \$62 for an average per student cost of \$272.

The California Highway Patrol has indicated they will only train 60 allied agency officers during the 1979-80 Fiscal Year. The cost to the POTF for this course in Fiscal Year 1979-80 would be \$12,600. (\$210 tuition per student x 60 students)

The Academy of Defensive Driving was initially certified to present the Advanced Driver Training Course on September 15, 1972, and has been continually certified, and has provided the course at the Orange County location, as well as the Modesto Training Center as needed. To address specific training shortages, they have provided the training in other areas of the State.

Another firm, Phillips-Horwege, was previously certified to present this type of training. That firm was decertified when it went bankrupt.

On February 16, 1979, Mr. Larry Vaughan, President of the Academy of Defensive Driving, sent a request to POST for a budget increase. Mr. Vaughan provided two proposed budgets. The first is predicated on 960 students per year. In this proposal, tuition is increased from \$235 to \$373.19. This request represents a 60% increase and a total tuition cost of \$358,000.

ANALYSIS

Overall fiscal impact of the Academy of Defensive Driving proposals would be as follows:

Utilize reverse side if needed

Budget A

960 students	Tuition at \$373.19	\$373.19
	Average Per Diem & Travel	77.38
	Ave. cost per student	<u>\$450.57</u>

Total Cost to POTF \$432,547.20

Budget B

2,000 students	Tuition at \$285.87	\$285.87
	Average Per Diem & Travel	77.38
	Ave. cost per student	<u>\$363.25</u>

Total Cost to POTF \$726,500

If the Commission approves a \$250,000 cap on tuition costs for driver training and allots approximately \$12,600 to the California Highway Patrol, \$237,400 would be available for allotment to the Academy of Defensive Driving or other institutions. The \$237,400 falls far short of the Academy of Defensive Driving's proposals for funding. If the Academy of Defensive Driving was approved at the \$373.19 tuition rate, they could train only 626 students before funds were exhausted. At their current tuition, they could train 1,010 for \$237,400.

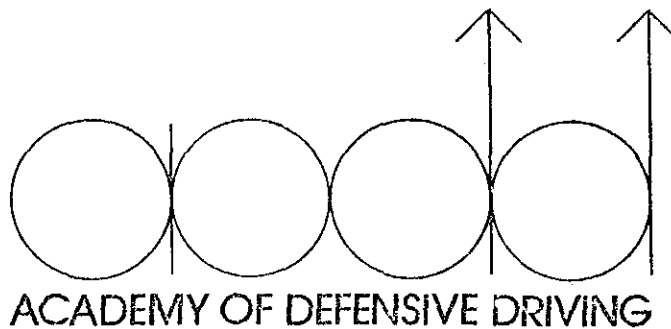
Due to rising costs for presentation of this type of training, staff believes that a competitive bid process should be used for private vendors in the 1979-80 Fiscal Year.

RECOMMENDATIONS

Approve the \$250,000 cap on driver training.

Approve an allocation of 60 trainees and \$12,600 for the California Highway Patrol, allied agency driver training program.

Direct staff to develop an RFP for competitive bids for the remaining \$237,400.



MAR 21 9 44 AM '79
CALIFORNIA POST

March 14, 1979

Mr. Bradley Koch
Executive Director
Commission on Peace Officers
Standards and Training
2100 Bowling Drive
Sacramento, CA 95823

Dear Brad:

Thank you for your letter of March 1, 1979 relative to Advanced Driver Training. I believe your contemplated action to ask for competitive bids from prospective vendors has merit.

I will be highly interested in the details of such a request. I would submit that the proposal should particularly specific to preclude misconceptions about program goals, content, length, required equipment, etc. As you know, we have not been able to resolve these questions throughout the past several years, and it will be refreshing to finally see a well-thought out comprehensive plan for advanced driver training.

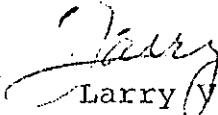
I have been involved in many competitive bidding processes over the years and know that these things take time. In view of this, I request that a continuing allocation of students be made until such time as a formal award is made to the winner of the competition.

If the Commissioners decide to make a follow-on student allocation in the interium, I believe we should discuss increasing the cost of tuition until a decision is made on the winner.

I must admit that I am surprised and slightly disappointed by your decision to go out to bid. I have felt that we had established a good working relationship with you and your staff. After all, we have always responded to your requests for special training programs; we have traveled the length of the state in the interests of providing training to all the departments who were unable to provide for themselves; and we have never asked for additional funds to accomplish this training. However, I am ready and willing to compete with anyone from anywhere, at anytime, just as long as the same obligations are required of all the participants.

I ask that you furnish the Commissioners with copies of this letter so that they will be aware of my views when this matter is considered. Thank you.

Sincerely,


Larry Vaughan
President

LV/lt

Memorandum

H

Commissioners: Brad Gates
Jake Jackson
William J. Anthony
Louis L. Sporrer

Date : March 26, 1979

From : **Commission on Peace Officer Standards and Training**

Subject: LEGISLATIVE REVIEW COMMITTEE REPORT

The Legislative Review Committee will meet 11 a.m.-1:30 p.m., Monday, April 16, 1979 in the Horizon Room, Western Airlines Terminal, Sacramento Metropolitan Airport. The Chairman will present the Committee's recommendations at the Commission Meeting.

AGENDA

Attachments

- | | |
|--|--------|
| 1. Legislative Counsel's Opinion re: Citizenship Requirement for Peace Officers. | Action |
| 2. Chemical Agent Training Standard for Private Security. | Action |
| 3. Legislation/Policy Alternatives for Addressing Future Increases in Mandated Training. | Action |
| 4. Pending Legislation. | Action |


HERBERT E. ELLINGWOOD
Chairman

Memorandum

To : COMMISSIONERS

Date : March 1, 1979

From : Harold Snow *H.S.*
Commission on Peace Officer Standards and Training
Special Assistant, Executive Office

Subject: LEGISLATIVE COUNSEL'S OPINION RE: CITIZENSHIP REQUIREMENT FOR PEACE OFFICERS

ISSUE

What action if any should be taken in view of legislative counsel's legal opinion that a citizenship requirement for peace officers would be unconstitutional under California's Constitution?

BACKGROUND

At the October 19-20, 1978 meeting, the Commission directed that a Legislative Counsel's opinion be requested on the constitutionality of a legislative change to Government Code Section 1031(a) limiting its applicability to those peace officers with broad enforcement authority consistent with the U. S. Supreme Court decision in *Foley v. New York State* (46 LW 4237). Events which led up to this request include:

1. January 1961 - Citizenship was enacted as a state requirement in Government Code Section 1031(a).
2. July 1969 - *Purdy & Fitzpatrick v. California* Decision (71 AC 587). The California Supreme Court invalidated citizenship for government employment.
3. February 1970 - Attorney General's Opinion (53 Ops. Cal. Atty.Gen. 63) holds *Purdy & Fitzpatrick* applicable to Government Code 1031(a).
4. March 1978 - *Foley v. New York State* (46 LW 4237) upholds New York State's citizenship requirement for certain peace officers with broad authority.
5. May 1978 - Attorney General's Memorandum (5-11-78)

ANALYSIS

Legislative Counsel's Opinion No. 771, dated February 12, 1979, concludes:

Hence, we think it follows, from the above discussion, that the California Supreme Court would not abandon the compelling interest test to review the constitutionality of a law which discriminates against aliens merely because the test under the federal Equal Protection Clause in this area, as interpreted by the United States Supreme Court, has changed. We think this is especially true since the United States Supreme Court decision in Foley is a plurality decision, and the dissenting opinions of the case, as discussed above, appear to be more in harmony with the California Supreme Court's broad approach to affording rights provided by equal protection of laws' principles. Such being the case, it is our opinion that if the California Supreme Court were to review the legislation at issue, it would use a compelling interest test under authority provided to it by the California Equal Protection Clause. Since, in our opinion, the proposed legislation cannot meet a compelling interest test, the proposed legislation would be unconstitutional under the California Equal Protection Clause.

RECOMMENDATION

No action be taken to introduce legislation re-establishing citizenship as a requirement for peace officers.

Memorandum

To : Commissioners

Date : March 1, 1979

From : Commission on Peace Officer Standards and Training

Subject: CHEMICAL AGENT TRAINING FOR PRIVATE SECURITY

ISSUE

Should POST: (1) change the chemical agent training standard for private security from the peace officer course to the private citizen course, and (2) introduce legislation to repeal Penal Code Section 12403.5.

BACKGROUND

At the October 19-20, 1978 meeting, the Commission deferred action on the staff proposal (Attachment A) recommending the above, pending a response from the new Attorney General, George Deukmejian.

ANALYSIS

The Attorney General's response (Attachment B) indicates the Attorney General's Office supports these recommendations. An explanation of these recommendations is provided in Attachment A.

RECOMMENDATIONS

1. At public hearing in July 1979, change the chemical agent training standard for private guards from the peace officer course to the private citizen course.
2. Immediately introduce legislation to repeal Penal Code Section 12403.5, which requires private security officers, if they purchase, possess, or transport tear gas, to complete a course of instruction approved by POST.

HAROLD L. SNOW *H.L.S.*
Special Assistant
Executive Office

Attachments

Memorandum

to : Legislative Review Committee

Date : September 19, 1978

From : Commission on Peace Officer Standards and Training

Subject: PROPOSED CHANGE IN THE CHEMICAL AGENT TRAINING STANDARD FOR PRIVATE SECURITY

ISSUE:

This report recommends POST: (1) Change the chemical agent training standard for private security from the peace officer course to the private citizen course, (2) Introduce legislation to repeal Penal Code Section 12403.5, which requires private security officers, if they purchase, possess, or transport tear gas, to complete a course of instruction approved by POST.

BACKGROUND:

On January 1, 1971, Penal Code Section 12403.5 became law and requires the completion of a course in the use of tear gas approved by POST for private security officers. See attachment 1.

On December 9, 1971, the Commission designated the 8-hour peace officer chemical agent training course (Penal Code Section 12403) as the standard which satisfies the private security chemical agent course. The action was based upon the availability of peace officer courses, lack of an alternative course vehicle, and the desire not to devote staff time to certifying separate private security training courses.

ANALYSIS:

Several developments and problems have arisen which indicate a need for the above recommendations including:

1. An analysis of the attached curriculum comparison between the citizens and peace officer chemical agents courses suggests that the citizens course is a more appropriate curriculum to meet the needs of private security officers. Private security officers do not use the great range of gas and equipment peace officers use nor are they called upon for crowd control or removal of barricaded subjects.

2. In recent times, private security officers have been arrested and/or detained for failure to present evidence of having successfully completed the course. Neither the law nor POST require that presenters provide certificates of completion. In administering the citizen's course DOJ has standardized certificates of completion and tear gas permits.
3. POST has received an increasing number of course approval requests (approximately 100 formal and informal requests since July 1976) which have been denied based upon Commission policy to designate only public institutions with POST certified courses.
4. Penal Code Section 12403.7 became operable July 1977 and requires chemical agent training for private citizens who possess chemical agents for self-defense purposes. The Department of Justice was given the responsibility to administer the law including certification of citizen courses, which are 2-4 hours in length. DOJ has certified 41 public institutions to date and contemplate certifying private presenters as a result of the passage of SB 1931, which will increase the availability of this course.
5. A spokesman for the Bureau of Collection and Investigation, Consumer Affairs has indicated its agency is advising the private security industry upon inquiry that either course (citizens or peace officer) will satisfy the requirement.

If implemented, these recommendations would have the following advantages:

1. Make the chemical agent training standard for private security consistent with the actual needs which is self-defense in nature.
2. Resolve the persistent problem of private vendor course approval requests and thus reduce POST staff workload in answering inquiries.
3. Provide a remedy for the lack of standardized documentation for this training.
4. Reduce potential criticism in POST's handling of private security legislative training mandates.
5. Remove, in part, POST's responsibility for private security which is consistent with past Commission policy.

RECOMMENDATION:

1. Submit for public hearing a proposal which after an appropriate date designates the citizens chemical agent training course as the standard for private security chemical agent training course under Penal Code Section 12403.5.
2. In the 1979-80 Session, introduce legislation to repeal Penal Code Section 12403.5, because the statute no longer is necessary.

WILLIAM R. GARLINGTON
Executive Director

Attachments:

1. P.C. Sections 12403, 12403.5, 12403.7, and 13514
2. Curriculum Comparison Chart

COURSE COMPARISONS

POST's Chemical Agent Training Course for Peace Officers & Private Security

DOJ's Chemical Agent Training Course for Citizens

- Comments:
1. Both offensive and defensive in nature
 - removal of barricaded persons, crowd control
 - tactics
 2. Instruction in a variety of chemical agents & dispensers (mace, grenades, shotgun launchers, tear gas guns, pepper foggers)
 3. Private security officers have no need for much of this instruction

Course Outline:

- A. Legal and Ethical Aspects
 1. Penal Code Sections 12403, 12403.1, 12420, 12421, & 12450
- B. Chemical Agent Familiarization
- C. Medical and Safety Aspects
- D. Use of Equipment
- E. Simulations and Exercises

- Comments:
1. Only defensive in nature
 2. Only one chemical agent - mace (hand-held)
 3. Private security officers need only mace training

Course Outline:

- I. Introduction
 - A. Penal Code Section 12403.7
 1. Self-Defense Only
 - B. History of Chemical Agents
 - C. Aerosol Weapon
- II. Effectiveness as a Self-Defense Weapon
 - A. Limitations and Capabilities
 - B. Effects of Aerosol Weapon
- III. Mechanics of Tear Gas Use
- IV. Medical Aspects and First Aid
- V. Practical Use
- VI. Field Training & Demonstration

Commission on Peace Officer Standards and Training

STATE LAWS OF INTEREST TO POST

Tear Gas; Chemical Agents--Peace Officers (Required Course)

P.C. 12403

Nothing in this chapter shall prohibit any person who is a peace officer as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2 from purchasing, possessing, or transporting any tear gas weapon for official use in the discharge of his duties, if such weapon has been certified as acceptable under Article 5 (commencing with Section 12450) of this chapter and if such person has satisfactorily completed a course of instruction approved by the Commission on Peace Officers Standards and Training in the use of tear gas.

Private Security--Chemical Agents

P.C. 12403.5

Notwithstanding any other provision of law, a person holding a license as a private investigator or private patrol operator issued pursuant to Chapter 11 (commencing with Section 7500), Division 3 of the Business and Professions Code, or uniformed patrolmen employees of a private patrol operator, may purchase, possess, or transport any tear gas weapon, if it is used solely for defensive purposes in the course of the activity for which the license was issued and if such person has satisfactorily completed a course of instruction approved by the Commission on Peace Officer Standards and Training in the use of tear gas.
(Added by Stats., 1971, c. 1651, p. 3557, S 2.)

Tear Gas; Mace--Private Citizens

P.C. 12403.7

Tear Gas--POST Development

P.C. 13514

The commission shall prepare a course of instruction for the training of peace officers in the use of tear gas. Such course of instruction may be given, upon approval by the commission, by any agency or institution engaged in the training or instruction of peace officers.

Memorandum

: Brad Koch
Acting Executive Director
Commission on POST

Date: January 26, 1979

From : Management and Manpower Services

Subject: Chemical Agent Training for Private Security Guards

This memo is in response to your January 2 letter to Don Meyers concerning chemical agent training for private security guards. I have discussed the issue with Chief Deputy Michael Franchetti.

The Department of Justice will not oppose legislation that: 1) changes the chemical agent training standard for private security guards from the peace officer course currently required by POST to the private citizen course, 2) repeals Penal Code Section 12403.5, which requires private security officers, if they purchase, possess, or transport tear gas, to complete a course of instruction approved by POST.

The Department's position is based on the assumption that the current fee structure approved by the Department of Finance and the Legislative Analyst will be applicable to private security guards.

Should you need any additional information, please call me or Don Meyers.



KIP SKIDMORE, Chief
Management and Manpower Services

KS:amw

cc: Michael Franchetti
Rod Blonien

JAN 29 4 06 PM '79
COMMISSION ON POST

Memorandum

To : Brad Koch
Acting Executive Director
Commission on POST

Date: January 26, 1979

From : Management and Manpower Services

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The Department's position is based on the assumption that the current fee structure approved by the Department of Finance and the Legislative Analyst will be applicable to private security guards.

Should you need any additional information, please call me or Don Meyers.



KIP SKIDMORE, Chief
Management and Manpower Services

KS:amw

cc: Michael Franchetti
Rod Blonien

62 JAN 29 1979
POST

Memorandum

To : COMMISSIONERS

Date : March 6, 1979

From : **Commission on Peace Officer Standards and Training**

Subject: LEGISLATION/POLICY ALTERNATIVES FOR ADDRESSING FUTURE INCREASES IN MANDATED TRAINING

ISSUE: Should POST by policy or through introduction of legislation require 100% reimbursement of costs to local government for any future mandated increases in peace officer training?

BACKGROUND: At the January 18-19 meeting, the Legislative Review Committee directed staff to draft legislation and/or Commission policy, which would require 100% reimbursement of costs to local government for any future mandated increases in peace officer training. This principle has not applied to POST for two primary reasons: (1) the POST Program is technically considered voluntary since participation by cities, counties and districts is not required, and (2) legislative training mandates are designed as mandates upon individual peace officers rather than employing agencies. However, the reality of establishing training mandates results in greater costs to local government.

ANALYSIS: The following are alternatives to accomplish this objective:

1. Commission Policy

"Any increase or changed training requirement initiated by the Commission, occurring after July 1, 1979, and resulting in additional costs to local government, shall be reimbursed for 100% of such additional costs."

Advantages:

- . Consistent with the intent of SB 90 (Rev. & Tax Code 2231- State Mandated Local Program)
- . Because this approach is through Commission policy, it permits flexibility which may be necessitated by changing conditions.

Disadvantages:

- . Does not impact increases in legislative training mandates.
- . Does not provide a means to secure the necessary funding.

2. Legislative Enactment

Add Penal Code Section 13510.1 to read:

"For any new or increased training requirement adopted after January 1, 1980, and arising from authority established in this chapter, which results in increased or new costs to any city, county, city and county, or district receiving state aid pursuant to this chapter, each affected jurisdiction shall be reimbursed for 100% of such additional or new costs."

Advantages:

- . Insures that new training mandates in the future contain adequate funding provisions.
- . Makes training mandates consistent with the spirit of SB 90

Disadvantages:

- . May make future increases or new training mandates more difficult to achieve.
- . May reduce the discretion of the Commissions in the future.
- . May be opposed by rank and file groups.
- . Applies only to regulatory training mandates of POST, excludes legislative mandates.

3. Legislative Change To Impact Both POST and Legislatively Mandated Training

This would be the same language as #2, except for the underlined additions:

"For any new or increased training requirement adopted or enacted after January 1, 1980, and arising from authority established in this chapter or from authority of any other provision of law requiring training of peace officers which results in increased or new costs to any city, county, city and county, or district receiving state aid pursuant to this chapter, each affected jurisdiction shall be reimbursed for 100% of such additional new costs. Such increased or new legislatively mandated training requirements shall only go into effect if sufficient supplemental funds are appropriated to the Peace Officer Training Fund from a source other than revenues resulting from Penal Code Section 13521 or Vehicle Code Section 42050."

Advantages:

- . Includes all training mandates affecting peace officers.

Disadvantages:

- . Substantial opposition could be expected from the Legislature as this would restrict its prerogatives.

RECOMMENDATION: Alternative #1 should be adopted.

HAROLD L. SNOW
Special Assistant
Executive Office

H.S.

STATUS OF PENDING LEGISLATION OF INTEREST TO POST

ACTIVE*

<u>Bill/Author</u>	<u>Subject</u>	<u>Status</u>	<u>Recommended Commission Position</u>
SB 151 (Holmdahl)	POST Deficiency Appropriation - appropriates \$650,000 from POTF to POST for training occurring 1976-77 FY	Senate Finance 3-12-79	Support (POST Bill)
SB 313 (Briggs)	State Police: POST Reimbursement - expands authority of State Police and makes eligible for POST reimbursement	Senate Judiciary 3-27-79	Oppose unless amended
SB 315 (Foran)	Driver Training: Penalty Assessments - makes changes to requirements for driver's license and driver training penalty assessment fund - makes technical changes to code sections relating to penalty assessments	Transportation 4-3-79	Watch, oppose if amended to affect POTF
AB 332 (Mountjoy)	Court Funding: Disposition of Fines - requires the State to reimburse each county for the total amount salary for court personnel - makes technical changes to code sections relating to penalty assessments	Senate Judiciary 4-25-79	Watch, oppose if amended to affect POTF
AB 529 (Bannai)	First Aid & CPR Training: Exemptions - exempts peace officers assigned to clerical and administrative functions	Criminal Justice 3-19-79	Support (POST Bill)
AB 530 (Bannai)	Technical Cleanup: Training Laws - amends Penal Code Sections 831, 13510.5 - repeals PC 13510.5, amends CVC 40600	Criminal Justice 3-19-79	Support (POST Bill)
AB 492 (Moore)	Penalty Assessments: Minor Traffic Violations Exempted - exempts violations relating to mechanical defects, equipment, or failure of driver to have a valid driver's license in possession	Dropped by author 3-23-79	Oppose, unless amended to have no adverse impact on POTF
AB 493 (Moore)	Revise Penalty Assessment to Percentages - deletes the formula \$5 on every \$20 fine or increment	Senate Judiciary 4-18-79	Oppose, unless amended to have no adverse impact on POTF
AB 468 (Dills)	Motorcycle and Motorized Bicycle Rider Training: Funding and Penalty Assessments - creates new special fund - used part of Driver Training Fund	Education 4-4-79	Watch, oppose if amended to affect POTF
AB 796 (McAllister)	Penalty Assessments: Additional Assessment - adds additional penalty assessment of \$3 on traffic offenses - funds to reimburse DMV for costs of processing traffic citations	Transportation 4-24-79	Watch, oppose if amended to affect POTF
AB 937 (McVittie)	DA's Investigators: POST Reimbursement - makes counties eligible for reimbursement of DA's investigators training	Not scheduled	Oppose
AB 1055 (Fonton)	Basic Course: Knowledge and Skills, Testing	Not scheduled	Oppose

*Active means the Commission has or may take an official position.

STATUS OF PENDING LEGISLATION OF INTEREST TO POST

INFORMATIONAL*

<u>Bill/Author</u>	<u>Subject</u>	<u>Status</u>
AB 58 (Robinson)	Workers' Compensation: Reserve Officers - exempts volunteers in public or tax-exempt private nonprofit organization from eligibility for workman's compensation except if governing body so declares such persons as employees	Industrial Relations 3-21-79
AB 82 (Lockyer)	Private Security: Required Record Check - requires Consumer Affairs to secure a criminal history record of applicants for security guards or patrol persons and authorizes the Director to deny registration - prohibits such uniformed persons to engage in work until Director has made such determination	Criminal Justice 2-26-79
SB 156 (Nejedly)	Appointment of Reserves: Marshals - authorizes marshals to appoint reserve peace officers - such reserves assigned court bailiff duties must qualify as set forth in PC 832.6 (a)(2)	Criminal Justice 3-26-79
AB 171 (McAllister)	State Agencies: Adoption of Regulations - provides for legislative review of state agency regulations - related bills ACR 16, AB 215	Governmental Organization 2-3-79
SB 179 (Marks)	Peace Officers: SF Port Commission - designates members of the SFPD who were formerly policemen of SF Port Commission as peace officers under PC 830.35 (a)	Senate Judiciary 3-6-79
SB 213 (Greene)	Jailers: Prohibits Sex Discrimination in Work Assignment - prohibits sex discrimination against any officer or jailer by prohibiting appointment or work assignment	Senate Judiciary 4-3-79
AB 286 (Knox)	Private Patrol Operators: Exempts Peace Officers - exempts peace officers who work less than 50 hours/mo. from licensing and training requirements for private security	Criminal Justice 2-22-79
SB 300 (D...)	Armored Vehicle Guards: Required Licensing and Training - adds armored vehicle guards to licensing and training requirements for private security	Senate Judiciary 3-6-79
SB 323 (Montoya)	Out-of-District Trainees: Apprentices - exempts apprentice students from having to obtain interdistrict permits from community colleges - authorizes the State School Fund to reimburse local share of ADA	Education 3-28-79
AB 332 (Mountjoy)	Court Funding: Disposition of Fines - state funding of courts	Senate Judiciary 4-25-79
SB 383 (Smith)	Crime Victims and Witness Compensation: Penalty Assessments - increases penalty assessments	Senate Judiciary 3-20-79
SB 583 (Craven)	State Reimbursement for Law Enforcement Costs of Labor Disputes	Not scheduled
AB 622 (D. Brown)	Peace Officers: Long Beach Airport Security Officers - grants peace officer powers	Criminal Justice 4-16-79
AB 636 (Bates)	Prohibited Employment as Private Security Guard During Strike and Labor Dispute	Criminal Justice 4-16-79
AB 661 (Kapiloff)	Tear Gas for Citizens: Deletes "Mace" - authorizes citizens to carry only tear gas	Criminal Justice 4-16-79
AB 747 (Waters)	Peace Officer Records: Repeals Confidentiality Laws	Criminal Justice 4-16-79
AB 776 (McVittie)	DMV Records Confidentiality: DA's Investigators	Criminal Justice 4-23-79
AB 885	Courts: Sheriffs, Marshals, Constables	Not scheduled

*Informational means the Commission will take no official position.

BILL ANALYSIS

State of California Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT	AUTHOR	BILL NUMBER
California State Police: POST Reimbursement	Senator Briggs	SB 313
SPONSORED BY	RELATED BILLS	DATE LAST AMENDED
California State Police Officers Association	-	2-1-79

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

SUMMARY:

SB 313 would 1) extend the jurisdiction of the State Police to the entire state as required by the performance of their duties, 2) require the State Police to provide physical security for all constitutional officers and candidates-elect or nominees upon request and 3) add the California State Police to P.C. Section 13507, making it a district eligible for POST reimbursement.

ANALYSIS:

SB 313 would require reimbursement of approximately \$73,000 annually from the Peace Officer Training Fund (POTF) for the training of 271 California State Police Officers. The bill makes no provisions for supplementing the revenue to POTF. It is Commission policy to oppose such legislation with no provisions for increased funding. SB 313 should be opposed because it detrimentally affects the funding available for the training of 44,000 peace officers employed by currently eligible jurisdictions. To expand expenditures from POTF is contrary to these realities: 1) the revenue for POTF has remained static in recent years and 2) training needs and inflationary costs have increased. Finally, it is probable that the enforcement activities of the California State Police contribute inconsequential revenue to penalty assessments which are the revenue source for POTF.

RECOMMENDATION:

It is recommended the reimbursement provision of SB 313 be opposed.

OFFICIAL POSITION

ANALYSIS BY Hal Snow <i>H.S.</i>	DATE 2-15-79	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>Madley W. Koch</i>	DATE 2-15-79	COMMENT	

BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT	AUTHOR	BILL NUMBER
Driver Training: Penalty Assessments	Senator Foran	SB 315
SPONSORED BY	RELATED BILLS	DATE LAST AMENDED
	AB 796, SB 468, AB 493	3-19-79

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

SUMMARY: SB 315 1) deletes the requirement that anyone between the ages of 16-18 years must complete driver education and training courses to obtain a driver's license, 2) gives schools discretion to provide such courses, and 3) makes various technical changes to driver training penalty assessments which are of interest to the POST Commission.

ANALYSIS: SB 315 was introduced by Senator Foran because recent studies of the Department of Motor Vehicles and others reveal that driver education and training courses have no positive impact in reducing accidents and citations among persons completing such courses.

The technical changes to Vehicle Code provisions relating to penalty assessments, from which the Peace Officer Training Fund derives the majority of its revenue, are being amended to transfer after July 1, 1980, all funds in the Driver Training Penalty Assessment Fund to the General Fund and from the General Fund to Section A of the State School Fund. Thus, funds heretofore earmarked for driver training would be diverted to education in general. The California Parent Teachers Association is opposing this provision.

In its present form, SB 315 does not impact the Peace Officer Training Fund even though CVC Sections 42050 and 42052 are being amended to accomplish the above purpose. The author's office has indicated there is no intent to impact the Peace Officer Training Fund.

RECOMMENDATION: Watch, oppose if amended to adversely impact the Peace Officer Training Fund.

OFFICIAL POSITION

ANALYSIS BY	DATE	REVIEWED BY	DATE
Harold L. Snow <i>H.S.</i>	3-21-79	<i>Row</i>	3-21-79
EXECUTIVE DIRECTOR	DATE	COMMENT	
<i>Shelley L. Kirk</i>	3-26-79		

BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT Motorcycle & Motorized Bicycle Rider Training: Funding and Penalty Assessments	AUTHOR Senator Dills	BILL NUMBER SB 468
SPONSORED BY	RELATED BILLS AB 493, SB 315	DATE LAST AMENDED

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

SUMMARY: SB 468 would 1) authorize any school district or community college district to establish and maintain motorcycle and motorized bicycle rider training classes and require the Department of Education to develop standards for such classes, 2) create the Motorcycle and Motorized Bicycle Rider Training Fund which would be continuously appropriated to the Department of Education and the Chancellor's Office of the California Community Colleges for such classes, and 3) appropriate annually from the Driver Training Penalty Assessment Fund to the General Fund and from the General Fund to the Motorcycle Fund a sum equal to 1% of the amount deposited in the Driver Training Penalty Assessment Fund.

ANALYSIS: SB 468 in its current form does not detrimentally impact the Peace Officer Training Fund (POTF). However, since Vehicle Code Section 42050 is being amended and is critical to POST and the revenue for the Peace Officer Training Fund, the bill should be closely monitored.

RECOMMENDATION: Watch, oppose if amended to detrimentally impact POTF.

OFFICIAL POSITION

ANALYSIS BY Harold Snow <i>H.S.</i>	DATE 3-21-79	REVIEWED BY <i>W.S.</i>	DATE 3-21-79
EXECUTIVE DIRECTOR <i>Budley W. Koch</i>	DATE 3-26-79	COMMENT	

BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT Revise Penalty Assessments: Percentages	AUTHOR Assemblywoman Moore	BILL NUMBER AB 493
SPONSORED BY California Municipal Court Clerks' Assoc.	RELATED BILLS AB 492	DATE LAST AMENDED 2-7-79

BILL SUMMARY (GENERAL ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

SUMMARY: AB 493 would 1) delete those penalty assessments not based upon fine or bail forfeiture and 2) delete the existing criminal and traffic penalty assessment formula (\$5 for every \$20 fine, or fraction thereof) and substitute an unspecified percentage.

ANALYSIS: The purpose of the bill, according to the author and sponsors, is to reduce 1) present court workload of having to maintain records of penalty assessments on each transaction and 2) disputes between court clerks and defendants who are sometimes not advised by judges of penalty assessments on top of fines. The author indicates it is not her intent to adversely impact the Peace Officer Training Fund.

It is probable that the percentage system would, in fact, reduce court work to a limited degree. The disputes between defendants and court clerks who collect fines and penalty assessments could be avoided by proper training of judges and adherence to routine procedures for counseling of defendants.

One of the almost unsurmountable difficulties in converting to a percentage formula is the lack of information needed to compute the current revenue derived from 1) suspended sentences and 2) the "or fraction thereof" part of the current formula. It is estimated that substantial revenue is derived from both of these sources. An example of the latter would be penalty assessments on a \$25 fine would be \$10 because the \$5 is a "fraction thereof". Neither the State Controller nor local courts retain information on the frequency of fines by various amounts, which is necessary in order to compute a percentage. A special study of a representative sample of county courts would have to be conducted to obtain this information.

AB 493 should be opposed for the following reasons:

- No reliable information currently exists to compute a percentage which would not detrimentally impact the Peace Officer Training Fund.
- The present formula has worked well for 18 years.
- A percentage-based penalty assessment could have the effect of placing the Peace Officer Training Fund in a competitive posture with cities and counties which receive all the revenue from fines. The practice is likely to evolve wherein courts extract a percentage of the fine rather than in addition to the fine.
- There is some uncertainty about the effect of percentage penalty assessments on the level of fines and sentences imposed by judges.

RECOMMENDATION: Oppose, recommend referral to interim study.

OFFICIAL POSITION

ANALYSIS BY Harold L. Snow, <i>HLS</i> EXECUTIVE DIRECTOR	DATE 3-21-79	REVIEWED BY	DATE
<i>Stanley W. Koch</i>	DATE 3-26-79	COMMENT	

BILL ANALYSIS

State of California Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT FIRST AID AND CPR TRAINING: EXEMPTION	AUTHOR Assemblyman Bannai	BILL NUMBER AB 529
SPONSORED BY Commission of Peace Officer Standards & Tr.	RELATED BILLS -	DATE LAST AMENDED 2-12-79

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

SUMMARY: Currently, Penal Code Section 13517 requires first aid and cardiopulmonary resuscitation training for all policemen, deputy sheriffs and California Highway Patrolmen. AB 529 was introduced by POST to re-establish the exemption for those officers whose duties are primarily clerical or administrative.

ANALYSIS: The exemption for these peace officers and firemen existed prior to January 1, 1979 when the attached AB 2913 (Chapter 963) became law. Due to oversight the exemption was not included in Penal Code Section 13517.

Advantages:

1. Peace officers whose duties are primarily clerical or administrative are infrequently exposed to emergency medical situations and hence this is unnecessary training.
2. It is estimated AB 529 will result in an annual cost savings of \$528,000 to local government for which there is no state reimbursement under Revenue and Tax Code Section 2231.
3. The Legislature has previously taken note of the need for this exemption.
4. As precedence, current legislative and regulatory training requirements for peace officers are directed at specific ranks and assignments of peace officers rather than a shotgun approach.

Disadvantages:

1. The Peace Officers Research Association of California opposes the bill because of concern that the bill creates an artificial difference in duties between street peace officers and clerical/administrative and thus a potential justification for the Legislature to reduce benefits (safety retirement and presumptions for disability) for clerical/administrative peace officers.

The State Department of Health Services has defined "primarily clerical or administrative" as the performance of clerical or administrative duties for 80 percent or more of the time worked within a pay period, during a one-year period.

AB 529 is supported by the California Peace Officers' Association.

RECOMMENDATION: Support AB 529

OFFICIAL POSITION Support	ANALYSIS BY <i>Harold Snow</i>	DATE 3-14-79	REVIEWED BY <i>W. C. ...</i>	DATE 3-14-79
	EXECUTIVE DIRECTOR <i>Dudley Welch</i>	DATE 3-14-79	COMMENT	

Assembly Bill No. 2913

CHAPTER 963

An act to amend Section 217 of the Health and Safety Code, and to add Section 13517 to the Penal Code, relating to peace officers, and making an appropriation therefor.

[Approved by Governor September 19, 1978. Filed with Secretary of State September 20, 1978.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2913, Kapiloff. Peace officers: first aid.

Existing law provides for first aid training to policemen, sheriffs, highway patrolmen, firemen, and lifeguards pursuant to provisions administered by the State Department of Health.

This bill would delete police, sheriffs and highway patrolmen from these provisions and would make other provisions relative to the first aid training of such persons.

Existing law provides for minimum standards for training of specified state and local peace officers. Pursuant to such provisions, training known as basic training is provided under the jurisdiction of the Commission on Peace Officer Standards and Training.

This bill would require that the basic peace officer training after a specified date include first aid training so that reimbursement where authorized is provided from the Peace Officers' Training Fund.

Existing law also provides for a refresher first aid course in cardiopulmonary resuscitation each year and in other first aid every 3 years.

This bill would require all such refresher courses only after 3 years. Appropriation: yes.

The people of the State of California do enact as follows:

SECTION 1. Section 217 of the Health and Safety Code is amended to read:

217. All ocean and public beach lifeguards, and firemen in this state shall be trained to administer first aid, including, but not limited to, cardiopulmonary resuscitation. The training shall meet the standards for first aid training prescribed by the state department and shall be satisfactorily completed by such ocean and public beach lifeguards, and firemen, as soon as practical, but in no event more than one year after the date of employment. Satisfactory completion of a refresher course approved by the state department in cardiopulmonary resuscitation and other first aid every three years shall also be required.

The state department shall designate a public agency or private

nonprofit agency to provide for each county the training required by this section. Such training shall be provided at no cost to the trainee.

This section shall not apply to firemen whose duties are primarily clerical or administrative.

As used in this section, "ocean and public beach lifeguard" means any regularly employed and paid officer, employee, or member of a public aquatic safety department or marine safety agency of the State of California, a city, county, city and county, district, or other public or municipal corporation or political subdivision of this state.

As used in this section, "fireman" means any regularly employed and paid officer, employee, or member of a fire department or fire protection or firefighting agency of the State of California, a city, county, city and county, district, or other public or municipal corporation or political subdivision of this state or member of an emergency reserve unit of a volunteer fire department or fire protection district.

SEC. 2. Section 13517 is added to the Penal Code, to read:

13517. (a) All policemen, sheriffs, deputy sheriffs, and members of the California Highway Patrol shall be trained to administer first aid, including, but not limited to, cardiopulmonary resuscitation. Satisfactory completion of a refresher course in cardiopulmonary resuscitation and other first aid every three years shall also be required.

(b) The course of training leading to the basic certificate issued by the commission shall, on and after July 1, 1979, include adequate instruction in the procedures described in subdivision (a). No reimbursement shall be made to local agencies based on attendance on or after such date at any such course which does not comply with the requirements of this subdivision.

BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT

TECHNICAL CLEANUP: TRAINING LAWS

AUTHOR

Assemblyman Bannai

BILL NUMBER

AB 530

SPONSORED BY

Commission on Peace Officer Standards and

RELATED BILLS

-

DATE LAST AMENDED

2-12-79

BILL SUMMARY (GENERAL ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

SUMMARY: AB 530 was introduced at the request of POST to make technical cleanup to existing laws relating to peace officer training.

ANALYSIS:

SECTION 1.- Amends Penal Code Section 831 by deleting an erroneous reference to the "Commission on Peace Officer Standards and Training course on jail operations" for which the Commission has no authority. Under Penal Code Section 6030, the Board of Corrections has the authority to determine training standards for employees of local detention facilities.

SECTION 2.- Amends Penal Code Section 13510.5 by deleting reference to affected state agency peace officers by their authority number in Section 830 and substitutes the names of the peace officers originally intended by the Legislature.

SECTION 3.- Repeals Penal Code Section 13515 which requires POST to develop a Police Citizens Guidebook if funds become available. No funding became available and therefore the section has become obsolete.

SECTION 4.- Amends Vehicle Code Section 40600 by deleting the qualifier "at least 40 hours" to make this training requirement consistent with all other requirements which give the Commission authority to establish the length of courses.

RECOMMENDATION: Support AB 530

OFFICIAL POSITION

Support:

ANALYSIS BY

Harold Snow

DATE

3-14-79

REVIEWED BY

10/10

DATE

3-14-79

EXECUTIVE DIRECTOR

Malloy? Koch

DATE

3-14-79

COMMENT

BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT	AUTHOR	BILL NUMBER
Penalty Assessments: Additional Assessment	Assemblyman McAlister	AB 796
SPONSORED BY	RELATED BILLS	DATE LAST AMENDED
		3-8-79

BILL SUMMARY (GENERAL ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

SUMMARY: AB 796 would, in addition to current penalty assessments, add an additional penalty assessment of \$3 on each \$20 fine or bail (or fraction thereof) on all traffic violations for the purpose of recovering state costs of processing traffic citations.

ANALYSIS: The revenue derived from this additional penalty assessment is to be deposited in the Motor Vehicle Account in the State Transportation Fund. This bill would provide that the money shall be available for expenditure, when appropriated by the Legislature, to reimburse the Department of Motor Vehicles and the Department of the California Highway Patrol for administrative costs incurred in connection with violations of the Vehicle Code. In a study done by the State Auditor General, this idea was recommended.

In its current form, AB 796 does not impact the Peace Officer Training Fund. However, the bill does cause concern because it could raise the specter of penalty assessment proliferation and, perhaps, cause the Legislature at some point to re-examine all penalty assessments. Also, there is reason to question why such costs should not continue to be funded by vehicle registration and driver's license fees. Because of opposition from the Judicial Council and others, it is likely this bill will be unsuccessful.

RECOMMENDATION: Watch, oppose if amended to detrimentally impact the Peace Officer Training Fund.

OFFICIAL POSITION

ANALYSIS BY	DATE	REVIEWED BY	DATE
Harold Snow <i>HS</i>	3-22-79		
EXECUTIVE DIRECTOR	DATE	COMMENT	
<i>Bradley W. Koch</i>	3-26-79		

BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT D.A. Investigators: POST Reimbursement	AUTHOR Assemblyman McVittie	BILL NUMBER AB 937
SPONSORED BY California District Attorneys' Association	RELATED BILLS SB 313	DATE LAST AMENDED 3-15-79

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

SUMMARY: AB 937 would require 1) POST to adopt minimum standards for regularly employed and paid inspectors and investigators of district attorneys' offices and 2) POST reimbursement for training expenses of such officers.

ANALYSIS: Numerous similar bills have been introduced in the past to accomplish this purpose. Due to opposition from POST and other groups, these have been unsuccessful. As a result of SB 821 being chaptered and effective on January 1, 1979, this category of peace officers was moved to Penal Code Section 830.1 where policemen, deputy sheriffs, constables and marshals are included.

AB 937 conflicts with standing Commission policy concerning expansion of POST reimbursement to other peace officer groups without supplemental funding provisions.

The bill should be opposed for the following reasons:

- With no provisions for supplementing the Peace Officer Training Fund, the bill will reduce the training funds available to local law enforcement by approximately \$120,000 annually.
- D.A. Investigators are specialists and do not perform the full range of law enforcement functions for which there is more compelling public need to provide for training.
- Both criminal and civil investigators would be eligible for POST reimbursement.
- AB 937 would be precedent-setting for other peace officer groups, totaling approximately 40,000 special peace officers.
- D.A. Investigators are almost universally recruited from the ranks of local law enforcement and, hence, trained at local expense.

RECOMMENDATION: Oppose

OFFICIAL POSITION

ANALYSIS BY Harold Snow <i>H.S.</i>	DATE 3-22-79	REVIEWED BY <i>[Signature]</i>	DATE 3-22-79
EXECUTIVE DIRECTOR <i>[Signature]</i>	DATE 3-26-79	COMMENT	

BILL ANALYSIS

State of California

Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
7100 Bowling Drive, Sacramento, CA 95823

TITLE OR SUBJECT	AUTHOR	BILL NUMBER
BASIC COURSE: Knowledge and Skills, Testing	Assemblyman Fenton	AB 1055
SPONSORED BY	RELATED BILLS	DATE LAST AMENDED
Peace Officers' Association of California		3-21-79

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

AB 1055 would:

1. Compel the Commission to recognize that the Basic Course requires both knowledge and skill training.
2. Allow the knowledge training specified by the Commission to be acquired at any Basic Course approved by the Commission, or at any accredited college which teaches law enforcement subjects.
3. Require the Commission to structure existing Basic Courses of training to provide for courses that teach skill training only, in order that graduates of college knowledge-oriented courses need not duplicate their training.
4. Allow the Commission to test graduates of knowledge-oriented college courses and require passage of the test before admittance to the skill-oriented courses.
5. Require the Commission to provide the opportunity for testing in lieu of attendance at a Commission-certified academy or accredited college, for those persons who have acquired prior peace officer training. These tests shall verify minimum knowledge and skills as outlined in the Basic Course required by the Commission. The tests are to be scheduled periodically in convenient locations and reasonable fees may be charged to offset administrative costs.

ANALYSIS

The proponents of this legislation are the Peace Officers' Research Association of California (PORAC). They indicate passage of this bill would 1) encourage potential peace officers to acquire all or part of their basic training prior to employment, thereby reducing state and local training expense, 2) reduce the redundancy of instruction for graduates of Administration of Justice or related college programs who are currently required to complete the entire Basic Course, and 3) legislatively authorize basic course equivalency testing.

At the present time, there are 26 basic training academies certified by the Commission. All of these courses present integrated knowledge and skill training in accordance with Commission guidelines as to curriculum, premises, instructors, lesson plans, etc. Quality control is maintained through regular contacts by POST field consultants. As required by Penal Code Section 832.3(c), all basic academy graduates after July 1, 1979 will be administered an examination to further confirm course quality and assist in

OFFICIAL POSITION

ANALYSIS BY Donald C. Beauchamp <i>DB</i>	DATE 4-4-79	REVIEWED BY <i>W. J. Stator</i>	DATE 4-11-79
EXECUTIVE DIRECTOR <i>Quillley L. Lach</i>	DATE 4-4-79	COMMENT	

ANALYSIS (Cont.)

standardizing instruction. To ensure the Basic Course continues to meet the needs of the field, the Commission staff is currently completing a Basic Course Revision study.

This legislation, as written, would mandate many of the activities which the Commission now addresses administratively. This could limit the flexibility the Commission has found advantageous in meeting changing needs of the field. In addition, the bill assumes that skills and knowledge training are easily distinguishable and could be presented separately without adverse effect. Although some subject matters could undoubtedly be presented in this manner, other training requires an integrated skill and knowledge presentation which would be difficult to administer under this proposal.

Along with the problems presented to the Commission by this legislation, the 26 certified basic training academies would suffer almost certain economic hardship. Class sizes for knowledge training will undoubtedly be smaller than that of skill training. Some academies may choose not to offer knowledge training because of class size, while others may be unable to offer skill courses because this type of course traditionally requires higher instructor expense. Integrated presentations have allowed academies to balance training costs.

The recognition of knowledge training received at a training facility (college) not certified by the Commission would eliminate the quality control activity which is now exercised in integrated academies. This legislation makes the assumption that all college programs are compatible and of equal quality. This is not true. There is currently no Administration of Justice accreditation system in California and course quality varies from one institution to the other. Also, it should be noted this bill does not authorize the Commission to set standards or engage in quality control activities at colleges offering knowledge training relating to the Basic Course.

The testing requirement of this legislation presupposes that appropriate examinations could be developed and administered in a relatively short period of time. Because of the potential impact of the testing process, validation of the testing instrument would have to include consideration of federal and state equal opportunity mandates, as well as civil liability concerns of the Commission. The magnitude of test validation and periodic testing in convenient locations throughout the state would require the assignment of additional funds to cover the increased costs.

COMMENTS

The issues addressed in this legislation are currently being dealt with administratively by the Commission. Approximately 40% of Basic Course graduates were not employed by a law enforcement agency while undergoing training. In addition, the Basic Course Revision now being finalized will enhance the integrated skills and knowledge training in that it will place the emphasis on individual student progress rather than on total hours of instruction.

COMMENTS (Cont.)

It is felt that the passage of this bill will restrict, rather than enhance, the overall training activity of the Commission. The loss of administrative flexibility and quality control, coupled with the added responsibilities of equivalency evaluations, test validation and test administration, will ultimately result in a lowering of training quality and increased Commission administrative costs, the latter at the expense of local law enforcement agencies who would otherwise receive the funds as reimbursement for training.

RECOMMENDATION

Oppose

Sect 7

Commission on Peace Officer Standards and Training

ADVISORY COMMITTEE MEETING

March 28, 1979
Sacramento

The meeting was called to order at 9 a.m. by Chairman Bob Wasserman.

PRESENT

Bob Wasserman	CPOA	Chief of Police, Fremont Police Department
Barbara Ayres	WPOA	Captain, Orange County Sheriff's Office
Wayne Caldwell	Spec. Law Enforcement	California State Employees' Association
Edwin Meese III	Public	Attorney at Law
Alex Pantaleoni	CAAJE	Rio Hondo College
John Riordan	PORAC	Sergeant, San Rafael Police Department
Dale Rickford	CAPTO	Captain, Antioch Police Department
Jay Rodriguez	Public	Manager, Community Relations, KNBC-4, Los Angeles
J. Winston Silva	Community Colleges	Supervisor, Criminal Justice Education and Training, California Community Colleges
George Tielsch	CPCA	Chief of Police, Anaheim Police Department
Larry Watkins	CHP	Commander, Training Division, California Highway Patrol
Roy Whiteaker	Sheriffs' Assoc.	Sheriff, Sutter County

STAFF PRESENT

Bradley Koch	Executive Director
Otto Saltenberger	Director, Operations Division
Gerald Townsend	Director, Administration Division
Bill Stahr	Bureau Chief, Executive Office
George Williams	Bureau Chief, Center for Police Management
Harold Snow	Special Assistant, Executive Office
Sherry Boone	Secretary to the POST Advisory Committee

APPROVAL OF MINUTES OF DECEMBER 7-8, 1978 - PALM SPRINGS

MOTION - Caldwell, second - Pantaleoni, carried unanimously that the minutes be approved as written.

INFORMATION REPORTSExecutive Director Search

Brad Koch brought the committee up to date on the search for an Executive Director for POST. He reported that at the last Commission meeting the firm of Korn/Ferry International had been selected to do the search. After the contract is signed, the firm will have 60 days to conduct their search and will submit five to seven names of individuals for the Commission to interview. Under this time frame, a new Executive Director should be selected around July 1979.

POST Reorganization

Mr. Koch explained that the reorganization which took place February 1, 1979, is designed to redirect activities and improve communications within POST. The new organizational design consolidates closely related functions such as the research efforts of the Center for Police Management and the Validation Unit. The Internal Support Bureau is now in the process of developing and revising policy regulations for PIM and PAM. The Headquarters Bureau in the Operations Division is developing operational guidelines for that division.

To improve communications within POST, the directors now meet three times a week and bureau chiefs meet with the directors frequently at these meetings. Minutes are distributed to all staff.

In order to provide a good foundation for the new Executive Director, committees have been formed to study the following: Executive Office Authority, Chain of Command, Conflict of Interest, Private Vendor Policy, Staff Training, Basic Course Equivalency Policy, Compensatory Time, Staff Meetings, Field Travel Activities, Modification of PIM Manual, the Role of the Supervisor, Work Ethics and Assignment Control System.

Due to the reorganization, Otto Saltenberger is now the Operations Division Director and will no longer be serving as the Executive Secretary to the Advisory Committee. Bureau Chief Bill Stahr was introduced as the new Advisory Committee Executive Secretary.

ADVANCED OFFICER STUDY

Brad Koch reviewed the Commission's previous action regarding the Advanced Officer Study. He stated that at its last meeting the Commission deferred action on the reimbursement issue for Advanced Officer training and requested staff to provide a fiscal impact report to assist in making a decision. It was explained that at present there is no control on the amount of money expended on AO Training due to the lack of a cap on frequency of reimbursable attendance. With inflation, it is estimated that currently only approximately 9,600 officers could be trained with a 32-hour reimbursement maximum at the same cost of training 11,500 officers previously. The main problem remains to establish some kind of control (frequency of reimbursable attendance and level of reimbursement) so reimbursement does not exceed amount available.

Otto Saltenberger explained that previously reimbursement claims had been paid from the fiscal year budget allocation in which the training occurred, which in Fiscal Year 77-78 necessitated a budget augmentation. A new procedure approved by the Department of Finance now allows claims to be paid from the fiscal year funds in which the claim is received. This new procedure allows staff to more accurately predict and control expenditures during the fiscal year. The new procedure additionally provides for any surplus allocation at the end of a fiscal year to be applied toward salary reimbursement on a pro rata basis.

Discussion followed concerning the fiscal study completed by staff suggesting a 32-hour maximum for salary reimbursement and the new reimbursement procedure. Some committee members expressed their concerns for use of any surplus money as an incentive for AO Training beyond a minimum requirement with the pro rata going back to

agencies participating in additional AO Training rather than as a supplement to salary for mandated courses.

MOTION - Riordan, Second - Caldwell to recommend to the Commission that Technical, AO and Job Specific Course salary reimbursement would be limited to 25% of the department per year, out of pocket reimbursement would be limited to 100% per year.

After considerable discussion, John Riordan withdrew his motion in favor of a substitute motion.

MOTION - Meese, second - Whiteaker to recommend to the Commission that a person be limited to one AO Course every four years with a 32-hour maximum for salary reimbursement purposes. Motion failed.
(Ayes: Caldwell, Rickford, Silva, Tielsch, and Watkins)

MOTION - Meese, second - Silva and passed unanimously that the committee recommend to the Commission to continue reimbursement of the AO Course under present policy, but place a two million dollar ceiling to be administered by staff for this fiscal year and to be reviewed annually.

LEGISLATIVE UPDATE

It was indicated this would be Hal Snow's last meeting due to his accepting the position of Executive Director of CPOA effective April 2, 1979. Hal introduced Don Beauchamp who will be his replacement.

Hal briefly described the active bills the Commission will be considering at its April meeting (copy attached).

MOTION - Caldwell, second - Rickford that the committee endorse staff's recommendation to the Commission to oppose SB 313 unless amended to eliminate POST reimbursement. Motion passed unanimously.

Hal stated that there were several bills that the staff's recommendation to the Commission would be to oppose if amended to affect POTT. Among these bills are SB 315, AB 332, AB 493, AB 468 and AB 796.

A copy of AB 1055 was distributed to the committee. The bill requires the Commission to recognize that the Basic Course has both knowledge and skills, it requires that knowledge can be taken at any college or academy teaching law enforcement subjects and

that the skills portion can be taken separately. It also requires the Commission to set up the basic course in two portions to enable those individuals taking the knowledge portion at a college not to have to repeat that portion at an academy. The bill also authorizes the Commission to establish admission standards for testing purposes.

MOTION - Pantaleoni, second - Meese that the committee support staff's recommendations in total regarding all the bills being presented to the Commission for action.
Motion carried (No - Riordan).

Citizenship Requirement

The legislative counsel's opinion has been received and states, in part, that because of the California Constitution in its provisions of equal protection, it would be unconstitutional to require citizenship as a prerequisite for law enforcement employment in California. Because of this opinion, staff's recommendation to the Commission will be to take no further action to initiate legislation requiring a citizenship requirement.

Chemical Agent Training for Private Security

The Attorney General's opinion has been received and will support the Commission, not only to change the training standard for private security, but also to repeal the requirement in the Penal Code for private security to carry chemical agents under the same basis as private citizens. Private security would carry the standardized card that private citizens carry.

Increasing Training Costs in the Future

At the last Commission meeting, staff was asked to develop alternatives to provide for reimbursement of increased training costs. Hal reviewed several alternatives that will be presented to the Commission for its consideration.

In conclusion, Hal expressed his pleasure in having worked with the committee and offered his continuing assistance in the future.

SUPERVISORY AND MANAGEMENT COURSE EQUIVALENCY

Otto Saltenberger reviewed the background leading to the Public Hearing to be held in April regarding Supervisory and Management Course Equivalency. Regulation 1008 provides for the waiver of the Supervisory and Management Course. Revised Supervisory and Management Courses have been developed and approved by the Commission

specifying performance objectives. Staff's recommendation to the Commission will be to eliminate "equivalents" for the Supervisory and Management Course for those individuals appointed to supervisory or management positions after January 1, 1980.

MOTION - Pantaleoni, second Riordan, carried unanimously to support staff's recommendation to the Commission.

BASIC COURSE TESTING

Brooks Wilson gave the committee a brief background on the PSI contract established to develop a statewide standard test that could be administered to all academy graduates based on performance objectives. Estimated completion of the contract is October 1979.

The series of tests being developed have three objectives (1) student mastery of the course by means of a final test, (2) student mastery in specific areas with progress tests and (3) POST will be able to evaluate quality of academies by testing graduates and comparing results. There will be two test pools of written items dealing with job knowledge and performance objectives and secured job knowledge tests that POST can administer. Tests, instructions, scoring materials, and methods to update the tests will be provided.

Helen Lewis, a project researcher with PSI, explained how PSI develops test questions. A group, formed of police personnel throughout the state, were first trained in item writing. That group will supply the test content and then PSI personnel will develop questions. After the items are developed, they are to be evaluated by an Advisory Board to determine if the items are job related and there is agreement with the test answers. The test will then be administered to students in order to determine the final test items. At least two questions will be developed for each objective and 1080 items for the State test.

Ms. Lewis stated that more emphasis could be put on particular objectives by either the number of questions asked or the difficulty of questions.

POST TESTING OF BASIC ACADEMY GRADUATES

George Williams explained that effective July 1, 1979, POST is required by law to test all basic academy graduates. PSI is developing the questions for this test. He also explained some of the problems that might be encountered by testing graduates after graduation day, i.e., being able to get the students to return to take the test, expenses involved. The purpose of the test is to evaluate basic academies presentations. Alex Pantaleoni pointed out the many variables involved in an evaluation process from the academy standpoint.

REPORTS FROM MEMBERS

CHP - Larry Watkins provided a video presentation on the CHP's Physical Performance Standards Program. Five job related tests were developed and tested at the academy to determine the physical condition necessary to perform various job functions safely. Officers will be given the test twice a year and if unable to pass will be given help in physical fitness to come up to acceptable standards. The test is designed to be given to all ranks and also to applicants.

Specialized Law Enforcement - Wayne Caldwell reported that they are involved in the implementation of the collective bargaining bill, SB 839, and are providing testimony.

CAAJE - Alex Pantaleoni reported that the annual CAAJE Conference would be held in Monterey in April.

PUBLIC - Jay Rodriguez informed the committee that he was working on a proposal to do a Crime Prevention Program developing a documentary dealing with precautions people can take before going on vacation to avoid home burglaries and auto theft, etc.

WPOA - Barbara Ayres reported on a successful training session in March on disasters and the physical effects on police officers. They will have their annual conference with CPOA in May.

COMMUNITY COLLEGES - Win Silva reported that the curriculum revision for pre-service training has been approved and it is going before the Joint Policy Council for final approval.

CAPTO - Dale Rickford reported the State conference is being planned for October. A seminar to acquaint new training officers with programs available through DOJ and CSTI is scheduled at CSTI for April 21 and 22.

PORAC - John Riordan reported that PORAC continues to be busy with legislation dealing with workmen's compensation and retirement benefits.

SHERIFFS' ASSOCIATION - Roy Whiteaker stated the annual Sheriffs' Conference would be held this year in Sacramento at the Sacramento Inn in April.

POLICE CHIEFS' ASSOCIATION - George Tielsch, the newly appointed president of the California Chiefs' Association, reported the location for their annual conference would be Monterey.


CPOA - Bob Wasserman congratulated Hal Snow, the new Executive Director of CPOA, and briefly outlined future association activities. He also thanked Otto Saltenberger for his work with the committee as Executive Secretary.

NEW BUSINESS

Bill Kinney who had been elected in December to serve as Vice Chairman of the Committee submitted his letter of resignation in January.

George Tielsch nominated and Dale Rickford seconded Wayne Caldwell to serve as Vice Chairman for 1979. The nominations were closed and Caldwell was unanimously elected.

The meeting adjourned at 3 p.m.


SHERRY BOONE
Secretary

Memorandum

I

To : All Commissioners

Date : April 4, 1979

From : **Commission on Peace Officer Standards and Training**

Subject: REPORT OF MARCH ADVISORY COMMITTEE MEETING

ADVANCED OFFICER COURSE

Because of having to augment the budget due to increasing reimbursement for Advanced Officer Course attendance for the last fiscal year, a control on money expended must be found in order to stay within the allotted budget. Several alternatives were discussed including a 32 hour maximum salary reimbursement, limiting the frequency of attendance, and the possibility of not approving additional courses when the budgeted amount was expended.

MOTION - Meese, second - Silva, and passed unanimously that the committee recommend to the Commission to continue reimbursement of the Advanced Officer Course under present policy but place a two million dollar ceiling to be administered by staff for this fiscal year and to be reviewed annually.

LEGISLATION

MOTION - Pantaleoni, second - Meese, that the committee support staff's recommendations in total regarding all the bills being presented to the Commission for action. Motion carried (No - Riordan).

SUPERVISORY AND MANAGEMENT COURSE EQUIVALENCY

The committee agreed with staff's recommendation to eliminate acceptance of equivalent training for the Supervisory and Management Course.

MOTION - Pantaleoni, second - Riordan, carried unanimously to support staff's recommendation to the Commission.

ELECTION OF VICE CHAIRMAN

With the resignation of Bill Kinney in January, Wayne Caldwell was unanimously elected to serve as Vice Chairman of the Advisory Committee for 1979.

Robert Wasserman

ROBERT WASSERMAN, Chairman
POST Advisory Committee

Memorandum

J

: Organizational Survey Committee
Chairman - Louis Sporrer
Members - Herb Ellingwood
 Tony Anthony
 Bob Grogan
 Joe Williams

Date : March 26, 1979

From : Brad Koch, Executive Director *Brad*
 : Commission on Peace Officer Standards and Training

Subject: MEETING - Monday, April 16, 9 a.m. - 11 a.m. (approximately)

Louis Sporrer, Chairman of the POST Organizational Committee, has called a meeting as follows:

Monday, April 16, 9 a.m. - 11 a.m. (app.)
Horizon Room, Western Airline Terminal
Sacramento Metropolitan Airport

Agenda items "Upward Mobility for Support Personnel" and "Space Reallocation and Consolidation of Work Groups" are enclosed. Other agenda items will be at the call of the Chairman.

Memorandum

: Organizational Survey Committee

Date : March 26, 1979

Brad
Bradley W. Koch, Executive Director
From : **Commission on Peace Officer Standards and Training**

Subject: UPWARD MOBILITY FOR SUPPORT PERSONNEL

To increase opportunities for support personnel to be promoted to professional classifications and to comply with the legislation mandating an "Affirmative Action Upward Mobility Program", I am proposing that three Law Enforcement Consultant II positions be reclassified to Staff Services Analyst positions as they become available through normal attrition.

Discussion

Excepting positions in the LEAA-funded Validation Project, there are two Management Services Technician positions which can ultimately lead to a Staff Services Analyst position, and one only Staff Services Analyst position in the POST organizational structure. These are the only opportunities for support personnel to advance to a professional position in the POST organization.

There are three Law Enforcement Consultant II positions currently used for research and development of analytical and procedural studies. Although a thorough background in law enforcement is essential in some projects, it is not essential in most. It is my considered opinion that the work can be performed nearly all the time by a professional staff analyst. For those few instances special expertise would be needed in the law enforcement field, a consultant could be assigned to assist.

At the present time, one Law Enforcement Consultant II position is vacant and available for reclassification. The remaining two positions in mind could be reclassified when vacated by attrition. One position is in the Internal Support Bureau and two in the Center for Police Management.

The monthly salary range for Staff Services Analyst begins at \$987, Range A and tops at \$1556, Range C. For Law Enforcement Consultant II, the range is \$1876 to \$2265. The minimum salary savings would be \$8508 per year per position ($\$2265 - \$1556 = \$708 \times 12 = \8508).

Recommendation:

That three Law Enforcement Consultant II positions be reclassified to Staff Services Analyst positions as they become vacated by attrition; and that the Executive Director be authorized to take appropriate steps to secure State Personnel Board approval.

Memorandum

: Organizational Survey Committee

Date : March 26, 1979



Bradley W. Koch, Executive Director

From : **Commission on Peace Officer Standards and Training**

Subject: SPACE REALLOCATION AND CONSOLIDATION OF WORK GROUPS

I believe the amount of space for POST operations can be reduced, with corresponding savings of approximately \$5,000 per year in rent, and our work relationships improved.

Over the past three years, POST staff has been reduced without a corresponding reduction in space use. POST has been reorganized into two divisions and personnel, especially in the Operations Division, are no longer grouped together according to work assignments. One building houses units and bureaus of both divisions and the Executive Office.

Through a reallocation of space, consolidation of divisional personnel, and realignment of allocated space to current needs, it is possible to eliminate an isolated area of approximately 920 square feet of rented space, for a savings of approximately \$5,000 per year in rent, and at the same time, bring like work units into closer proximity to each other, thus improving supervision and work relationships.

Construction of new POST facilities is approximately 2 - 2 1/2 years away. To implement this proposal, a 60-day notice to the lessor is required. It is suggested that the decision be made as quickly as possible in order to maximize the benefits that will accrue.

Recommendation:

Authorize the Executive Director to adjust divisional space allocations and locations as appropriate and feasible to improve work relationships and to reduce rental costs accordingly.

AGENDA ITEM SUMMARY SHEET			
Agenda Item Title Life Experience Policy		Meeting Date April 19-20, 1979	
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By George W. Williams <i>[Signature]</i>	
Executive Director Approval <i>[Signature]</i>	Date of Approval 3-30-79	Date of Report March 20, 1979	
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>			
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).			

1. ISSUE

Should the Commission's policy and/or procedure regarding life experience degrees or credit be amended or rescinded.

2. BACKGROUND

At the January 18-19, 1979 meeting, the Commission adopted the following motion:

Staff prepare a procedure for consideration of the Commission which provides that a department head attest, in writing, to the training an employee has completed under the department's auspices, and that this attestation may be used by life experience degree granting institutions in order to give recognition to such training and the granting of units of credit.

3. ANALYSIS

The above action calls for the development of a procedure for attestation of in-service training which can be used by a college when giving recognition to a student's experiential learning. Alternative A in the Recommendations is submitted accordingly.

It is not clear whether the above direction constituted the Commission's resolve of the life experience issue, or whether further consideration is intended. Should the latter be the case, Alternative B is offered for consideration.

Additional consideration may conclude that it is an appropriate function of accreditation rather than a Commission responsibility to promulgate qualifications on the acceptance of units of credits or degrees and the policy concerning the Life Experience Program should be rescinded. Alternative C provides for this.

4. RECOMMENDATIONS

The following alternatives are submitted for consideration:

A. The requested procedure:

Life experience degree granting institutions, in order to give recognition to training a student has completed under a law enforcement employer's auspices, may use in their learning assessment process the written attestation a law

Utilize reverse side if needed

4. RECOMMENDATIONS (Cont.)

enforcement department head has prepared concerning such specified training conducted by said employer.

If further consideration of the Life Experience Program is intended:

B. In order for an educational institution's degree/credits to be accepted in the issuance of any POST certificate, the following conditions must be met:

1. The course catalogue of the degree/credit granting institution must contain a detailed description of any course for which credits are awarded.
2. Units of credit awarded on the basis of an evaluation of life experience must be based upon an evaluation by a faculty member who teaches the specific subject area.
3. The course must be offered as a regular part of an educational institution's curriculum, and members of the student body who are not earning units of credit on the basis of life experience must be able to attend the course.
4. Units of credit awarded for training completed at other than the awarding institution, sometimes referred to as "certificated learning", must be restricted to obviously comparable courses offered by the educational institution and which are courses that may be attended by members of the institution's student body who are not earning units of credit on the basis of life experience.
5. Assessments in the award of credit for experiential learning, both "extra institutional learning" and certificated learning, must be limited to that which is demonstrated by students in terms of specific articulated curriculum and course equivalence.

C. Withdrawal of the Life Experience Policy:

The Commission will accept all units of credit or degrees awarded by any accredited college, including those awarded through life experience.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title ADVANCED OFFICER REIMBURSEMENTS		Meeting Date April 19-20, 1979
Division Executive Office	Division Director Approval	Researched By Staff
Executive Director Approval <i>Bradley W. Koch</i>	Date of Approval 4-5-79	Date of Report April 5, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes <input checked="" type="checkbox"/> (See Analysis per details) No <input type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).		

ISSUE

Commission action on Advanced Officer course reimbursement was put over to the April meeting in order to give staff sufficient time to provide the Commission with a complete fiscal impact report.

BACKGROUND

Since the inception of the Advanced Officer (AO) Course, there has been little or no control over the amount of monies expended for this training. Expenditures have ranged from a low of \$707,886 (1974-75) to a high of \$2,056,592 (1977-78). The Commission has attempted to control expenditures through adjustments in the percentages of salary reimbursement.

ANALYSIS

Analysis of the information available to Administration Division, which was previously presented to the Commission and the Advisory Committee, indicates that agencies with the greatest resources, in terms of sworn personnel and available training funds (because of more frequent attendance), are being reimbursed a greater share of the funds expended for AO training than other departments.

Course costs and per diem expenses are steadily rising and POST revenue has not paralleled this inflationary rise. This, coupled with the demands for more reimbursement for some courses and legislative attempts to place additional agencies into the reimbursement program, tends to diminish the pool of funds available for training.

It may not be appropriate to discourage the use of AO training. However, it is essential that reimbursement for salary be controlled.

Current Commission policy provides a maximum of 40 hours of reimbursement for Advanced Officer Course attendance. In the past fiscal year (1977-78), the average course length for reimbursement was thirty-one (31) hours. The average cost per hour for AO training was \$6.14. 1979-80 fiscal year reimbursement projections indicate that the average hourly cost will increase to \$6.27. Using the same number of average hours, 31, it indicates that, if current projections are correct, (9,117 reimbursable trainees), POST will be expending approximately \$1,772,071 for AO training in fiscal year 1979-80.

Utilize reverse side if needed

At its last meeting, the Commission directed staff to conduct a study on the fiscal impact of reimbursement for the Advanced Officer Course at varying lengths, i.e., 20 hours, 24 hours, 32 hours, and 40 hours.

At 50% salary reimbursement, the following chart reflects the projected cost per student of reimbursement for the AO category, using the lengths described above:

<u># AO Course Hours</u>	<u>Total # Trainees</u>	<u>Average Hourly Cost</u>	<u>Cost Per Student</u>	<u>Total Cost</u>
20	9,117	\$6.27	\$125.40	\$1,143,272
24	9,117	\$6.27	\$150.48	\$1,371,926
32	9,117	\$6.27	\$200.64	\$1,829,235
40	9,117	\$6.27	\$250.80	\$2,286,544

The cost figures projected for 32 hours of reimbursement for the Advanced Officer Course most closely parallel the average hours of reimbursement currently being expended for Advanced Officer Training and the projected amount to be expended for Advanced Officer Training in 79/80 fiscal year. (Please see Attachment A) It is reasonable to assume that current practices of attending courses, usually of 24 or 40 hours, will continue. The present 31-hour average course reimbursement would therefore sustain continuance of the 40-hour maximum reimbursement rate. Unless other substantial reallocations for course funding are made, the amount projected for allocation would be within our existing capability to accommodate.

RECOMMENDATION

Continue to authorize a maximum of 40 hours of salary reimbursement for the Advanced Officer Course.

FREQUENCY OF ATTENDANCE AT THE ADVANCED OFFICER COURSE

A recent survey indicated 69% of the agencies in the POST Program are training their personnel in AO type courses more than once every four years.

Present policy allows reimbursement for attendance at an AO course on a yearly basis. This policy coupled with an increasing tendency to use the AO course to present single subject presentations (which more properly should be presented as certified Technical Courses), has resulted in major increases in the cost of AO training. Because of high frequency use of the AO format by some departments and the need for control of the allocation of POTF funds for AO training, it is recommended that the Commission modify the policy of reimbursement on a yearly basis.

It is suggested that, since the AO course is mandated once every four years, POST should reimburse departments for no more than one reimbursement per trainee every four years.

STAFF RECOMMENDATION

The policy of allowing reimbursement on a yearly basis be changed to allow for one reimbursement per trainee every four years.

USE OF THE ADVANCED OFFICER COURSE TO PRESENT SINGLE SUBJECT COURSE CURRICULUM

The current wording of the Regulations purposely permits a wide range of curriculum content in the AO course. However, it is necessary, because of our present problems with AO course content, to adopt policy which will ensure that presentations meet the intended purpose of the training, i.e., update, refresher training, and to meet special training needs of an urgent and/or short-term nature which are consistent with the refresher-update concept. This implies that the training must be related to training on new laws; new, pertinent information; or training previously received which will be amplified, reinforced, corrected, modified or increased by the AO presentation.

RECOMMENDATION

Staff recommends that the Commission adopt the following policy statement:

The Advanced Officer Course is designed to provide update and refresher training at the operations level. It is not to be used to present single subject presentations. Since these are designed to train personnel in a specific subject area, single subjects are more properly addressed in POST-certified Technical Courses.

USE OF AO COURSE TO AVOID COMMISSION-IMPOSED TRAINING LIMITATIONS

Staff requests that the Commission adopt a policy which will ensure that the AO course is not used to present training which if presented as a Technical Course would be prohibited because of limitation placed on the type of training by Commission action.

An example would be the Defensive Driving Course. Although the Commission has placed a limitation of \$250,000 on Driver Training courses, this limitation is being circumvented by using the AO course as a means of avoiding the restriction. This would not preclude update-refresher training in driver training as a segment of an AO course.

STAFF RECOMMENDATION

Staff recommends that the Commission adopt the following policy statement:

The AO course shall not be used to circumvent Commission-imposed limitations on funding for specific training.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

Administration Division

1979-80 FY Reimbursement Projection*

COURSE CATEGORY	PAY PLAN	PROJECTED						
		TOTAL NO. TRAINEES	AVERAGE HOURLY COST	AVERAGE COST PER TRAINEE	NO. HOURS PER TRAINEE	OUT OF POCKET COSTS	50% SALARY COSTS	TOTAL REIMBURSEMENT
Basic	II	2,500 **(2,842)	\$ 4.80	\$ 1,920.00 **(1,895.95)	400	\$1,030,000	\$3,770,000	\$ 4,800,000 **(5,388,288.62)
Adv. Off.	II	9,117 **(11,469)	\$ 6.27	\$ 194.37 **(179.58)	31 (past actual)	\$ 274,148	\$1,497,923	\$ 1,772,071 **(2,056,592.00)
Supervisory	II	567 **(656)	\$ 7.42	\$ 593.60 **(677.52)	80	\$ 93,895	\$ 242,676	\$ 336,571 **(444,451.13)
Management	I	380 **(350)	\$ 11.07	\$ 885.60 **(982.25)	80	\$ 155,648	\$ 180,880	\$ 336,528 **(343,737.26)
Executive	IV	70 **(68)	\$ 7.02	\$ 561.60 **(487.55)	80	\$ 39,312	-0-	\$ 39,312 **(33,153.25)
Job Specific	I & II	3,970 **(4,320)	\$ 9.32	\$ 503.28 **(433.22)	54 (past actual)	\$ 962,566	\$1,035,455	\$ 1,998,021 **(1,871,504.86)
Technical & Seminars	III & IV	5,927 **(7,815)	\$ 6.45	\$ 206.40 **(218.09)	32 (past actual)	\$1,223,332	-0-	\$ 1,223,332 **(1,704,391.07)
TOTAL		22,531 **(27,520)				\$3,778,901	\$6,726,934	\$10,505,835 **(11,842,168.19)
							Aid to local gov. CONTRACTS	\$ 1,116,357 **(668,662.86)
							Letters of Agreement Estimated	\$ 30,000 **(54,128.21)
							Aid to local gov. reimb. TOTAL	\$11,652,192 **(12,564,959.26)

*79-80 FY projection based on 50% salary reimbursement, 100% out of pocket costs (includes 7% salary cost of living plus 10% out of pocket cost increase).

**77-78 FY actual figures for comparison. Salary reimbursement was at 60%.

M

AGENDA ITEM SUMMARY SHEET

Agenda Item Title POST Basic Course Equivalency Examination (BCEE)		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched by B. W. Richardson
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-3-79	Date of Report March 16, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

BACKGROUND

The origin of the Basic Course Equivalency process dates back to January 1, 1966. (See attached bulletin titled, "Specification," page 2 and 3, subsection VI, A, B, C, D, and E)

Subsection VI reads as follows:

VI. THE BASIC CERTIFICATE

In addition to the requirements set forth in Section I, General Provisions, the following are required for award of the Basic Certificate:

- A. Shall have completed the probationary period prescribed by the employing jurisdiction, but in no case of less than one year.
- B. Shall have completed the POST Basic Course or,
- C. Shall have completed the required police science subjects designated in a pre-service college course certified by the Commission at a junior college, college or university, or
- D. Shall possess no less than 200 classroom hours acquired from courses which include all the required subjects set forth in the specification titled, "The Basic Course."
- E. Upon a finding by the Executive Office that an officer has received training equivalent to that specified by the Commission for the Basic Course, the Executive Office may issue the Basic Certificate to said officer.

Subsection VI was subsequently amended so that Section A now reads, "no less than 12 months satisfactory experience;" Section C was eliminated; and Subsection D now requires no less than 400 hours training. Those individuals who qualify under the former Section D, according to Commission action at its July 1976 meeting, must also successfully pass the Basic Course Equivalency Examination (BCEE) as a condition for being eligible to receive a waiver of training requirements under POST regulation 1008.

While the alternatives described above were the original conditions under which a Basic Certificate could be issued, a fourth means for obtaining a Basic Certificate was added in about 1968. The BCEE process was described in a proposed POST bulletin which reads in part as follows:

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Subject: POST Basic Course Equivalency Examination

The Commission on Peace Officer Standards and Training has available an examination to assist those officers who are eligible to apply for the POST Basic Certificate, but who have not qualified for the certificate due to a lack of sufficient academy training. The examination encompasses the materials normally found in the POST Basic Course.

Eligibility

An applicant is eligible to take the examination if:

- a. He was employed prior to the effective date of his department's participation in the POST program.
- b. He has not satisfactorily completed a basic course certified by the Commission, or its equivalent.

As officers covered by these provisions, i.e., those who were employed by a law enforcement agency prior to its participation in the POST program who had not attended a Basic Course or its equivalent, either elected not to seek a waiver or were granted a waiver as a result of passing the BCEE, the demand for BCEE testing under the above process began to decline, although this alternative is still available to agency personnel who meet the requirements. Most of the BCEE's administered since July 1976 were given to those individuals who possessed no less than the 200 hours of required subject matter set forth in Commission Regulation D-1. With the Commission's adoption of the new 400-hour D-1 requirement, certain problems which require a policy decision by the Commission have been brought to staff's attention.

1. Should Commission regulation 1008 be continued as it applies to the basic training requirement?

In past discussions of the Basic Course Equivalency, (BCE), the Commission has continued the application of 1008. The issue is raised again because recent results indicate that hardly any of the "Equivalency" applications meet the new D-1 standard; and because of the increased demand on staff time to make comparative evaluations.

A BCE takes an average of about 3½ hours to complete and 32 BCE's have been conducted since adoption of the new D-1 standard, requiring approximately 112 hours of staff time. Since July 1, 1978, only one individual has successfully documented the required training.

At best, staff evaluations of Basic Course Equivalency have become an educated guess. While the new D-1 standard is extremely specific in content, the material submitted in support of an equivalency evaluation contains little information other than an identification of the broad subject or topic area taught. Many hours are spent reviewing college catalogues and searching through academy course curricula in an honest but usually fruitless attempt at determining whether or not a particular course has the required subject matter.

The Basic Course has become a highly finite, topic specific course, with definite subtopics and performance objectives which must be met in order to establish equivalency. It is virtually impossible to conduct Basic Course Equivalency evaluations with the information provided by individuals and their agencies. The necessary details, such as course outlines, are often not available to the individuals

and, consequently, to POST staff for comparison.

Staff Recommendation

Eliminate the Commission Regulation 1008 as it applies to basic training.

If the above recommendation is approved, schedule for public hearing at the July Commission meeting.

2. In the event the Commission elects to continue the equivalency process and retain 1008 as it applies to basic training, staff requests additional Commission policy direction which will facilitate the processing of Basic Course Equivalency Evaluations.

Suggested Policy Guidelines for Administering 1008

The following suggested policy guidelines are offered for processing Basic Course Equivalency Evaluations.

- a. Individuals who have completed a POST-certified Basic Course under the former D-1 (200-hour) requirement are deemed to have met the basic training requirements of either new D-1 or D-12, depending upon the individual's peace officer category, and no evaluation or testing is required.
- b. All other individuals for whom the basic training equivalency waiver is requested, for example, new employees from out of state, must meet either new D-1 or D-12 standard, depending on the type of employment the individual is applying for.
- c. Individuals who meet the current D-1 training standard are also deemed to meet the training requirements of D-12.
- d. If the appointing authority requests an evaluation of equivalency for basic training, the request may be submitted only after the individual has been hired, and the request for evaluation must reach POST within 30 days of the date of appointment as a regular officer in that jurisdiction. The equivalency evaluation request must be accompanied by a comparison of completed training made by the department, using POST Form 2-260, and must specifically identify the basis upon which the equivalency is deemed to exist when the training is compared to POST Commission Procedure D-1.
- e. When POST agrees that the material submitted in connection with an equivalency evaluation request satisfies the basic training requirement, a Basic Course Equivalency Examination (BCEE), will be administered by POST staff within fifteen days. If the individual successfully passes the examination, he/she will be deemed to have met the basic training requirement. If the individual fails the examination, the department will be notified, and, if the department has a POST-approved field training officer program, the individual will still have a maximum of 45 days in which peace officer powers may be exercised before being enrolled in a Basic Academy.

Note: The POST-certified reserve courses do not equate with the 400 hours (D-1) basic training required for regular officers for purposes of Regulation 1008 equivalency.

Staff Recommendation

Adopt the above describe policy.

3. In the past, an individual who failed the BCEE was allowed to make up portions of the BCEE. This policy enabled an individual who marginally met the former 200-hour, D-1, Basic Course training requirement to take the BCEE, fail part of all the exam, and then, make up the required training with 200 hours classroom instruction, or less. No time limitations were placed on the make up period. POST files contained, at any given time, 100 to 120 applications from individuals who, although they failed the BCEE, were in the process of making up deficiencies. Many of these individuals were employed as law enforcement officers and were in violation of 832.3 P.C., because the maximum 90-day period allowed for participating in a Field Training Officer Program had expired prior to a make up of the failed portions and the person was not enrolled in a certified Basic Course.

Staff Recommendation

- a. Authorize staff to establish minimum scores for successfully passing individual modules of the BCEE.
- b. Adopt the policy that an individual must pass the BCEE with an aggregate score of at least 70% and that a maximum of three modules of the BCEE may be failed before the individual is required to attend a POST-certified Basic Course to satisfy the basic training requirement.
- c. Require individuals who fail three or fewer modules of the BCEE to remediate the modules at a POST-certified Basic Course, or at any institution approved by the Commission.



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

ROOM 238 FORUM BUILDING
SACRAMENTO 14, CALIFORNIA

January 1, 1966

SPECIFICATION

Subject: BASIC, INTERMEDIATE AND ADVANCED CERTIFICATES

I. GENERAL PROVISIONS

- A. All applications for an award of the Basic, Intermediate or Advanced Certificate shall be completed on the prescribed Commission form entitled, "Application for Award of Certificate".
- B. Each applicant shall attest that he subscribes to the Law Enforcement Code of Ethics.
- C. Each applicant shall meet the minimum standards for recruitment as set forth in Section 1002 (a) (3), (4) and (6) of the regulations.
- D. Each applicant shall have completed the designated education and training, combined with the prescribed law enforcement experience, OR, shall hold the college degree designated combined with the prescribed law enforcement experience.

II. EDUCATION AND TRAINING POINTS

- A. One college unit shall equal one point.
- B. Twenty classroom hours of police training approved by the Commission shall equal one point.

III. LAW ENFORCEMENT EXPERIENCE

- A. The validity of the required law enforcement experience shall be determined by the Commission.

IV. MINIMUM COLLEGE, POLICE SCIENCE AND TRAINING REQUIREMENTS

- A. For the award of the Intermediate and Advanced Certificates, no less than 15 education and training points shall have been acquired in police training approved by the Commission or acquired from police science subjects designated in a course leading to a degree in police science, law enforcement or criminology, as described in a catalog of a junior college, college or university, AND,
- B. It is also required that no less than 15 college units be completed. When more than 15 college units are claimed, technical, vocational, and professional subjects shall not exceed two-thirds of the total.

V. RECOGNIZED COLLEGES

- A. For the purpose of awarding education and training credit acquired in educational institutions, the Commission shall only recognize those semester units awarded in a course from a junior college, college or university accredited as such by:
 - 1. The Department of Education of the state in which the junior college, college or university is located, or
 - 2. The recognized national accrediting body, or
 - 3. The state university in the state in which the junior college, college or university is located, or
 - 4. The Commission.

VI. THE BASIC CERTIFICATE

In addition to the requirements set forth in Section I, General Provisions, the following are required for the award of the Basic Certificate:

- A. Shall have completed the probationary period prescribed by the employing jurisdiction, but in no case of less than one year.
- B. Shall have completed the POST Basic Course, or

- C. Shall have completed the required police science subjects designated in a pre-service college course certified by the Commission at a junior college, college or university, or
- D. Shall possess no less than 200 classroom hours acquired from courses which include all of the required subjects set forth in the specification entitled, "The Basic Course".
- E. Upon a finding by the Executive Officer that an officer has received training equivalent to that specified by the Commission for the Basic Course, the Executive Officer may issue the Basic Certificate to said officer.

VII. THE INTERMEDIATE CERTIFICATE

In addition to the requirements set forth in Section I, General Provisions, the following are required for the award of the Intermediate Certificate:

- A. Shall possess or be eligible to possess a Basic Certificate.
- B. Shall have acquired the following combinations of education and training points combined with the prescribed years of law enforcement experience:

Education and Training Points	30	60	90	Baccalaureate Degree
and.	&	&	&	&
Years of Law Enforcement Experience	8	6	4	2

VIII. THE ADVANCED CERTIFICATE

In addition to the requirements set forth in Section I, General Provisions, the following are required for the award of the Advanced Certificate:

- A. Shall possess or be eligible to possess the Intermediate Certificate.
- B. Shall have acquired the following combinations of education and training points combined with the prescribed years of law enforcement experience, or, the college degree designated combined with the prescribed years of law enforcement experience:

Education and Training Points	60	90	Baccalaureate Degree	Masters Degree or Equivalent
and	&	&	&	&
Years of Law Enforcement Experience	12	9	6	4

C. Until July 1, 1966, the Commission may accept applications for and may thereafter award the Advanced Certificate to any person who in lieu of the requirements of Sections IV B, and VIII A and B, has acquired the following combinations of education and training points and years of law enforcement experience:

Education and Training Points	10	30
and	&	&
Years of Law Enforcement Experience	20	15

The last five years of either of the above combinations shall have been at the supervisory level or higher. The minimum acceptable supervisory experience shall be at a level no less than that defined in Section 1001 (1) of the regulations.

Basic Certificate

BASIC COURSE EQUIVALENCY

Purpose

- 1-1 Basic Course Equivalency: This Commission Procedure sets forth policy guidelines for processing equivalency requests (under Commission Regulation 1008) for the Regular Basic Course (D-1, and the Investigative Basic Course (D-12), for those individuals who have completed a POST-certified Basic Course prior to implementation of the new D-1 (400-hour), Basic Course standard.
- 1-2 The following guidelines are to be followed in processing Basic Course Equivalency Evaluations for those individuals described above:
- a. Individuals who have completed a POST-certified Basic Course under the former D-1 (200-hour), requirement are deemed to have met the basic training requirements of either new D-1 or D-12, depending upon the individual's peace officer category, and no evaluation or testing is required.
 - b. All other individuals for whom the basic training equivalency waiver is requested, for example, new employees from out of state, must meet either new D-1 or D-12 standard, depending on the type of employment the individual is applying for.
 - c. Individuals who meet the current D-1 training standard are also deemed to meet the training requirements of D-12.
 - d. If the appointing authority requests an evaluation of equivalency for basic training, the request may be submitted only after the individual has been hired, and the request for evaluation must reach POST within 30 days of the date of appointment as a regular officer in that jurisdiction. The equivalency evaluation request must be accompanied by a comparison of completed training made by the department, using POST Form 2-260, and must specifically identify the basis upon which the equivalency is deemed to exist when the training is compared to POST Commission Procedure D-1.
 - e. When POST agrees that the material submitted in connection with an equivalency evaluation request satisfies the basic training requirement, a Basic Course Equivalency Examination (BCEE), will be administered by POST staff within 15 days. If the individual fails the examination, the department will be notified, and, if the department has a POST-approved field training officer program, the individual will still have a maximum of 45 days in which peace officer powers may be exercised before being enrolled in a Basic Academy.
 - f. Individuals who fail the BCEE by obtaining an aggregation score of less than 70% and those who fail more than three modules are required to attend and successfully complete a POST-certified Basic Course in order to meet the Basic training requirement.

NOTE: The POST-certified reserve courses do not equate with the 400 hours (D-1) basic training required for regular officers for purposes of Regulation 1008 equivalency.

George
N

Memorandum

To : ALL COMMISSIONERS

Date : April 9, 1979

From : Robert F. Grogan, Chairman
Commission on Peace Officer Standards and Training

Subject: Validation Committee Status Report

With the field work completed for the Job Analysis of the California entry-level patrol officer position, the activities of the Validation Project Unit have been directed to the primary areas of study under the LEAA grant, the development of job-related entry-level selection tests of reading, writing and physical performance skills. Another product resulting from the grant will be a Recruitment and Selection Manual containing information on many important aspects of the selection process. All products will be developed for use by local agencies, estimated completion date: April 30, 1980.

To begin the component of the project devoted to physical performance testing, POST has begun surveying all police and sheriff agencies and basic training academies to determine the "state of the art" regarding physical performance testing. In order to compile and summarize the data in a timely manner, the Validation Project Unit is asking that all surveys be completed and returned to POST by Monday, April 9, 1979.

In the near future a sampling of police and sheriff agencies and basic training academies will be requested to provide information for the two remaining components - reading and writing testing.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title TEACHER TRAINING COURSE CERTIFICATION		Meeting Date April 19-20, 1979
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>[Signature]</i>	Date of Approval 3-3-79	Date of Report March 30, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).

ISSUE

A participating department has requested certification for a 64-hour Teacher Training Course for supervisors under POST Plan IV.

At one time, teacher training was a part of the Supervisory Course. In 1974, the teacher training portion was eliminated by Commission action in part because it was available through the community colleges as a specific course.

Although not in writing, staff believes the Commission articulated a policy that teacher training will not be certified.

There is a need to restate Commission policy on the subject.

BACKGROUND

For a number of years, teacher training was a part of the POST Supervisory Course. Several years ago, the Commission discontinued Supervisory Courses being taught over a period of two or three semesters. The change was to the intensive format. The intensive courses generally were 80 to 120 hours in length. POST reimbursed for 100 hours. Effective January 1, 1979, the Commission has mandated a minimum of 80 classroom hours and 80 hours maximum salary reimbursement.

ANALYSIS

As presently being used, the POST performance objectives relating to training now only touch on the general principles of the training role of the supervisor. The request for separate certification of a teacher training course reflects a local desire to provide training beyond what is certified in the Supervisory Course.

Since no written policy is available, staff requests a policy decision.

ALTERNATIVES

Disallow certification of such courses on the premise that the training is available in the State college system.

Allow certification on the basis of need to train supervisors as instructors.

Utilize reverse side if needed

Q

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Reimbursement for Paraprofessionals Attending Basic Courses		Meeting Date April 19-20, 1979
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By Admin. Div.
Executive Director Approval <i>[Signature]</i>	Date of Approval 4-3-79	Date of Report March 27, 1979
Purpose: Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

ISSUE:

Should reimbursement for expenditures related to a satisfactorily completed Basic Course continue to be allowed after a nonsworn employee is appointed as a regular peace officer?

BACKGROUND:

At its March 25, 1977 meeting, the Commission passed the following motion:

"On a two-year trial period (until March 25, 1979) the employing agency may claim reimbursement for attendance at the Basic Course by paraprofessionals if and when those employees are appointed as a police officer or deputy sheriff. Only the agency which employed the paraprofessional employee can claim this subsequent reimbursement. During this period, such claims will be exempt from the time limitation for submission of claims as set forth in POST Regulations."

ANALYSIS:

The above actions resulted from agencies requesting reimbursement for "Community Service Officers", "Cadets" and other categories of nonsworn employees.

Minimal use has been made of the program. Problems have occurred because of reimbursement claims being processed in different fiscal years.

RECOMMENDATION:

1. Eliminate Commission Policy R52 relative to the Basic Course:

"Until March 25, 1979, paraprofessionals may be reimbursed after they have been appointed as a police officer or deputy sheriff. Such claims during this period will be exempt from the time limitation for submission of claims. (Commission Procedure E-3-8)" Commission Meeting 3-25-77.

2. Authorize staff to develop guidelines which will more effectively accommodate the possible reimbursement of paraprofessionals for presentation at the next Commission Meeting.

Utilize reverse side if needed

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AGENDA ITEM SUMMARY SHEET

Agenda Item Title Retroactive Pay Raises-Reimbursement to Local Government		Meeting Date April 19-20, 1979
Division Administration	Division Director Approval <i>St</i>	Researched By Gerald E. Townsend
Executive Director Approval <i>Bradley W. Koch</i>	Date of Approval 4-3-79	Date of Report March 30, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).

ISSUE:

Should a local government be reimbursed from the Peace Officer Training Fund for salary levels increased as a result of retroactive pay raises?

BACKGROUND:

Several local agencies have recently inquired if they could make an amended claim to reflect the increased salary level due to retroactive pay increases as a result of the court decision on Proposition 13 pay freezes.

ANALYSIS:

In prior years, the problem of retroactive pay raises has been addressed. It has been the policy that the Commission would not modify or accept amended claims to cover reimbursement for retroactive salary increases. The most notable case was when the Los Angeles Police Department obtained a retroactive salary increase covering two fiscal years as a result of a court order. In that instance, Commission policy was to maintain reimbursement only for the salary actually paid at the beginning of the course.

RECOMMENDATION:

Reaffirm the Commission policy of not honoring claims to cover retroactive salary increases for local agencies.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title		Meeting Date
Policy Statement Penal Code Section 832.4(a)		April 19-20, 1979
Division	Division Director Approval	Researched By
Administration	<i>dt</i>	Gerald E. Townsend
Executive Director Approval	Date of Approval	Date of Report
<i>Stanley W. Koch</i>	4-3-79	March 30, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).

ISSUE:

How shall the calculation be made of the 18-month period after initial hiring during which an officer must obtain the POST Basic Certificate?

BACKGROUND:

Penal Code Section 832.4(a) requires a peace officer to obtain the POST Basic Certificate within 18 months of the date of hire. There is no problem in determining the 18-month period if the officer is hired by a department and serves continuously for 18 months or more. A problem occurs when an officer:

1. Within the 18-month period, leaves one department, joins another and neither department head has observed the officer for a 12-month period; or
2. Has a break in service for several months or longer and does not obtain 12 months service in an 18-month period; or
3. Is unable to secure an attestation of satisfactory service from his first employer and his service with the second employer is less than 12 months by the end of the 18th month of employment.

ANALYSIS:

The Attorney General has advised that it is within the rulemaking functions of the Commission to decide the issue, consistent with the intent of the legislature. Also, it is within the purview of the Commission to define "satisfactory service" and to require employers of peace officers to certify service meeting the definition. Three alternatives were offered:

1. Commence the 18-month period from the calendar date of initial employment.
2. Count only the most recent 18 months of continuous service.
3. Allow the service to be cumulative, which would account for the individual's actual employment as a peace officer designated under Penal Code Section 832.4, and require certification before the aggregated periods amount to a cumulative total of 18 months.

Utilize reverse side if needed

ANALYSIS: (Cont.)

Alternative No. 1 would prohibit a peace officer returning to peace officer employment if he leaves such employment before completion of 12 months of satisfactory service and does not return until after the 18th month following his initial employment. This would penalize an officer with a break in service.

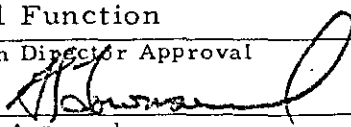
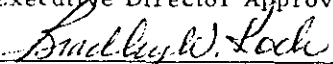
Alternative No. 2 would allow a peace officer to avoid the 18-month requirement by frequently changing employers, but it would not penalize those with breaks in service or who are unable to obtain certifications of satisfactory service from previous employers.

Alternative No. 3 does not penalize an officer with a break in service. However, it does not relieve those who are unable, for whatever reasons, to secure attestations of satisfactory service from previous employers, yet may be serving satisfactorily with their present employers.

RECOMMENDATION:

Adopt Alternative No. 2 which would count only the most recent 18 months of continuous service.

T

AGENDA ITEM SUMMARY SHEET		
Agenda Item Title Department of Justice, Personnel Function		Meeting Date April 19-20, 1979
Division Administration	Division Director Approval 	Researched By Jim Phillips/Townsend
Executive Director Approval 	Date of Approval 3-3-79	Date of Report April 3, 1979
Purpose: Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).		
<p><u>ISSUE:</u></p> <p>Should POST continue to contract with Justice Personnel or perform the function in-house?</p> <p><u>BACKGROUND:</u></p> <p>Justice Personnel Section now does all of our personnel transactions, reclassification work, and contacts with the State Personnel Board under a contractual arrangement currently costing \$9,271.00 per year.</p> <p><u>ANALYSIS:</u></p> <p>There would be several advantages to our handling the total personnel operation:</p> <ul style="list-style-type: none"> • Reduction in cost. The existing contract with Justice could be cancelled with a reduction in cost of approximately \$9,271.00. • Development of a posture with State Personnel Board regarding classification and allocation of positions that is consistent with the needs and desires of the Commission. • Elimination of duplication of work. Justice and POST both maintain records of employee's vacation and sick leave balances. This represents the most time consuming portion of the personnel work at both places. For appointments, separations and transfers we prepare a Request for Personnel Action (RPA). Justice then initiates the appropriate State Personnel Board document to actually accomplish this transaction. <p><u>DISADVANTAGES:</u></p> <ol style="list-style-type: none"> 1. We might be precluded from participation in Justice's examination and promotional process. 		
Utilize reverse side if needed		

2. Some additional workload will have to be assumed.

To perform our total personnel function, additional training would be needed in the use of allocation guidelines established by the State Personnel Board, transaction work, attendance and payroll procedures, NDI procedures, and establishment of accounts receivable for employees who are overpaid.

Approximately .5 of an additional clerical position would be required. Shifting of workloads and the assignment of the more complex activities to the Administrative Services Officer could absorb this increase by existant staff resources.

RECOMMENDATION:

Effective July 1, 1979, assume full responsibility for all personnel functions and do not renew the contract with Justice Personnel Section.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Categories of Peace Officers Subject to Recruitment Selection and Training Requirements		Meeting Date 4-19, 20-1979 of the POST Program	
Division Administration Division	Division Director Approval <i>A. Stinson</i>	Researched By <i>J. McColl</i> James McColl	
Executive Director Approval <i>Bradley W. Koch</i>	Date of Approval 4-5-79	Date of Report March 22, 1979	
Purpose: Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/>		Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>	

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).

ISSUE

Which categories of peace officer are subject to the recruitment, selection and training requirements of the POST Program? Which of these categories qualify for regular professional certificates, and which qualify for the reserve officer certificate?

BACKGROUND

Over the years, police and sheriffs departments have evolved a variety of categories or officer classes used to distinguish regular from non-regular officers employed by the department, e.g.:

- Part Time
- Provisional
- On-Call
- Seasonal
- Intermittent, etc.

Because usage is not consistent from one department to another, and in some instances a clear distinction is not made between full-time regular officers and part-time non-regular officers, such terminology has tended to cloud the issue of recruitment, selection and training requirements of the POST Program. Further, the determination of which categories of officer properly are subject to the training requirements of Regulation 1005(a) and which qualify for regular professional certificates or which qualify for the reserve officer certificate is often obscure.

This lack of common terminology, or of a clear-cut distinction between categories of officers has led, in certain instances, to jurisdictions attempting to circumvent the intent of the legislature by the jurisdiction's non-adherence to the standards established by the Commission for recruitment and training of peace officers.

ANALYSIS

Section 830 et seq. of the Penal Code establishes those persons who are peace officers under the law.

Section 830.1 P.C. establishes that certain regularly employed officers who are designated broad powers are peace officers. (Regular officers, e.g., sheriff's personnel and city police are appointed as peace officers under this section).

Section 830.6(a) P.C. establishes that a qualified person deputized or appointed as a reserve or auxiliary sheriff or city policeman is a peace officer for the duration of a specific assignment. (Reserve police officers and reserve deputy sheriffs are appointed as peace officers under this section).

In the appointment of peace officers, the sheriff of a county or the chief of police of a city, as the local appointing authority is the logical official to determine whether an individual is to be appointed and employed as a regular officer or as a reserve officer. At the time of appointment of such peace officer, it is incumbent upon the appointing authority to establish intent of the appointment, i.e., as a regular officer appointed under authority of 830.1 P.C. or as a reserve officer appointed under authority of 830.6(a) P.C.

Appointment status of individual peace officers should be recorded and reflected as "Appointed under 830.1 P.C." or "Appointed under 830.6(a) P.C." Such record of appointment status should be reflected on POST Form 2-114, Notice of Appointment/Termination, and on POST Form 2-116, Application for Award of POST Certificate. In each instance the appointment status should be entered in block 10 of the respective form.

PAM Commission Procedures should be amended as necessary to reflect this policy. By doing so it would provide guidance to law enforcement agencies consistent with state laws, assist in determination of POST certificate eligibility; and facilitate standards compliance actions of POST.

RECOMMENDATION

Require, at the time of appointment of a peace officer, that the appointing authority establish intent by citing that section of the Penal Code under which authority the appointment has been made, e.g.:

- 830.1
- 830.6(a)
- Other

Authorize POST staff to amend PAM Commission Procedures to reflect this policy.

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Advisory Committee Membership		Meeting Date April 19-20, 1979
Division Executive Office	Division Director Approval	Researched By William N. Stahr <i>WNS</i>
Executive Director Approval <i>Bradley W. Koch</i>	Date of Approval 3-12-79	Date of Report March 12, 1979
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page_____).

The Advisory Committee membership includes two public representatives. In October, 1978, William J. Kinney was appointed as the public member. Mr. Kinney resigned in January, 1979 and one of the positions is now vacant. This term ends in September, 1981.

Recommendation:

That a public member be appointed to the Advisory Committee to fill the existing vacancy for the unexpired term.

POST Commission Committees and Appointed Members

Budget Review Committee

Tony Anthony - Chairman
 Brad Gates
 Jake Jackson
 Kay Holloway
 Ed McCauley
 Lou Sporrer - Alternate

Legislative Review Committee

Herb Ellingwood - Chairman
 Tony Anthony
 Jake Jackson
 Brad Gates
 Lou Sporrer - Alternate

Standards Validation Committee

Bob Grogan - Chairman
 Kay Holloway
 William Kolender
 Lou Sporrer

Contracts Committee

Brad Gates - Chairman
 Herb Ellingwood
 Bob Grogan
 Jake Jackson
 Kay Holloway - Alternate

Selection Committee

Kay Holloway - Chairman
 Brad Gates
 Jake Jackson
 Bill Kolender
 Ed McCauley
 Nat Trives

Future Basic Training Requirements

Jake Jackson - Chairman
 Kay Holloway
 Ed McCauley

Organizational Survey Committee

Louis Sporrer - Chairman
 Herb Ellingwood
 Tony Anthony
 Bob Grogan
 Joe Williams