

COMMISSION MEETING
January 23, 1992 - 10:00 A.M.
Bahia Hotel
Del Mar Room
998 West Mission Bay Drive
San Diego, CA 92109
(619) 488-0551

AGENDA

CALL TO ORDER

FLAG SALUTE

ROLL CALL OF COMMISSION MEMBERS

INTRODUCTIONS

HONORING FORMER COMMISSIONERS:

- o Richard L. Moore - June 1990 - November 1991
- o C. Alex Pantaleoni - April 1983 - November 1991
- o Robert L. Vernon - January 1980 - November 1991

APPROVAL OF MINUTES

- A. Approval of minutes of the October 31, 1991 regular Commission meeting at the Pan Pacific Hotel in San Diego.

CONSENT CALENDAR

B.1 Receiving Course Certificate Report

Since the October meeting, there have been 33 new certifications, no decertifications, and 21 modifications. In approving the Consent Calendar, your Honorable Commission receives the report.

B.2 Receiving Financial Report - Second Quarter FY 1991/92

The second quarter financial report will be provided at the meeting for information purposes. In approving the Consent Calendar, your Honorable Commission receives the report.

B.3 Setting Command College Tuition for Non-Reimbursable Agencies

At the January 1987 meeting, the Commission adopted a Command College tuition for all non-reimbursable agencies. Staff was instructed to annually review the tuition and to report to the Commission each January with the recommended

tuition for the coming year. The tuition for classes 16 and 17 was \$3,747 for the two-year program. Costs now allow a modest reduction to \$3,728. Analysis of costs is included in the report under this tab.

In approving the Consent Calendar, your Honorable Commission receives the report and sets the new tuition rate of \$3,728 effective for classes 18 and 19.

B.4 Setting Supervisory Leadership Institute Tuition for Non-Reimbursable Agencies

At the January 1991 meeting, the Commission adopted a Supervisory Leadership Institute tuition for all non-reimbursable agencies. Staff was instructed to annually review the tuition and to report to the Commission each January with the recommended tuition for classes beginning in the coming year. The tuition for classes starting in 1991 was \$1,568 for the eight-month program. Costs allow the rate to remain the same for classes beginning after May 1, 1992. Analysis of costs is included in the report under this tab.

In approving the Consent Calendar, your Honorable Commission receives the report and sets the tuition rate of \$1,568 effective for classes beginning after May 1, 1992.

PUBLIC HEARING

C. Receiving Testimony on the Proposal to Change POST Regulations to Establish Standards and Reimbursement for Peace Officer Members of Coroner's Offices (SB 249)

SB 249 modifies P.C. 13510(a), effective January 1, 1992, to establish eligibility of peace officer employees of coroners' offices to participate in the POST reimbursement program. Deputy Coroners derive peace officer authority from P.C. Section 830.35. Their duties are principally related to death investigations.

In 38 of California's 58 counties, coroner functions are carried out by the sheriffs' department whose deputy sheriff/coroners have been eligible for POST reimbursement for some time. The 20 county coroners' offices are now also eligible to participate in the POST program. The purpose of this public hearing is to receive testimony on the proposal to establish appropriate initial minimum standards for the selection and training of this peace officer classification.

As described in the enclosed report, it is proposed that the Commission consider adoption of regulation changes to:

- o add coroners and deputy coroners to those eligible for reimbursement;
- o specify all existing selection standards for regular officers as applicable to the employment of peace officer members of coroners' offices;
- o require that coroners and deputy coroners complete the P.C. 832 course before exercise of peace officer powers and complete the 80-hour coroners' course within one year of employment.

Coroners' offices have long been eligible to participate in the POST specialized (non-reimbursable) program. In that program, the minimum basic training standard has been the 340-hour Specialized Investigator Course. The above proposal to require P.C. 832 and the Coroners' Course is intended as an initial standard pending completion of a more thorough study of the needs and requirements of the position. Until that study is completed, it is proposed that the Commission also approve reimbursement for deputy coroners whose employers choose to continue to use the Specialized Investigator Course.

Subject to the input at the public hearing, the appropriate action would be a MOTION to approve adoption of the standards and establish reimbursement for peace officer members of Coroners' Offices. The regulation changes will be effective upon approval as to form and procedure by the Office of Administrative Law.

STANDARDS AND EVALUATIONS

D. Recommendation to Schedule a Public Hearing to Adopt Regulations to Implement P.C. 832 Course Requalification Requirements

Penal Code Section 832(a) requires all peace officers (except those who complete the Basic Course) to satisfactorily complete an introductory course of training prescribed by POST. Satisfactory completion of the course must be demonstrated by passing a POST-developed or POST-approved examination.

With the passage of Commission-supported legislation (Senate Bill 474), Penal Code Section 832(e) was added, which requires that any person who successfully completes 832 training, but either: (1) does not become employed as a peace officer within three years of successful completion of training, or (2) has a three year or longer break in service as a peace officer, must "requalify" to exercise the powers of a peace officer. This may be done by either passing the

same POST-developed or POST-approved tests that are administered in conjunction with the PC 832 Course, or by successfully repeating a PC 832 Course (and thus passing the tests at the conclusion of the course).

The requalification requirement does not apply to any person who: (1) is returning to a law enforcement management position at the second level of supervision or higher, (2) has successfully requalified for a POST Basic Course, (3) has maintained proficiency through teaching the P.C. 832 Course, or (4) was continuously employed as a peace officer in another state or at the federal level during the break in California service.

Senate Bill 474 also added Penal Code Section 832(f), which grants the Commission the authority to charge fees for all "requalification" exams, with the amount of such fees not to exceed actual costs.

In order to comply with the provisions of Penal Code Sections 832(e) and 832(f), it is proposed that the Commission schedule a public hearing in conjunction with its April 16, 1992 meeting for the purpose of adding subsection (b) to Commission Regulation 1080. Key provisions of the proposed new subsection are as follows:

- (1) Persons seeking to satisfy P.C. 832 Course requalification requirements via testing would be permitted two opportunities to pass each applicable test (i.e., Arrest Procedures exam and Firearms exam), as is the case for persons who take the tests at the conclusion of P.C. 832 training. Failure to pass any test upon the second attempt would result in the need to successfully repeat the applicable P.C. 832 training (Arrest Procedures or Firearms).
- (2) Those persons who are exempt from the P.C. 832 Course requalification requirements would be enumerated in the proposed regulations. Persons seeking written notification from POST as to exemption status would be required to submit verifiable documentation in support of the contended exemption.
- (3) As provided for in law, POST would charge examination fees, not to exceed actual costs, to those who wish to test for purposes of satisfying the P.C. 832 Course requalification requirements.

If the Commission concurs, the appropriate action would be a MOTION to schedule a public hearing in conjunction with its April 16, 1992 meeting for purposes of adopting the proposed regulation changes.

TRAINING PROGRAM SERVICES

E. Recommendation to Approve Additions, Deletions, and Changes to the Regular Basic Course Performance Objectives

Additions, deletions, and changes are recommended to the Basic Course performance objectives (PO's) as a result of staff and subject matter experts (SME's) meeting in curriculum update workshops and test item writing workshops. These workshops assure that PO content is standardized, current, and provides precise language which enables objective test questions to be written. Additional changes are proposed as a result of conversion to Knowledge Domain format previously approved by the Commission.

The PO's recommended for addition are those meeting the following conditions:

- o complex PO's were divided into two or more new PO's to clarify the intent of the PO's;
- o multiple PO's involving similar content were consolidated into a single objective to reduce redundancy; and
- o new PO's were developed to address new curriculum either mandated by law or recommended by SME's.

New curricula included in this proposal were either mandated by law or recommended by subject matter experts and impact the following areas:

- o Probation and Parole
- o Victim Compensation
- o Hazardous Material Training
- o Sex Offender Registration
- o Gang Awareness

Those PO's recommended for deletion are those meeting the following conditions:

- o an objective was redundant;
- o an objective dealt with the student's personal perspective and therefore could not be objectively evaluated;

- o the objective required knowledge outside the usual scope of a patrol officer's duties; and
- o an objective required knowledge that varies from agency to agency and therefore cannot be evaluated on a statewide basis.

Revisions to many PO's are also being proposed to clarify instructional intent and provide greater specificity. These changes, if approved, should improve the utility of the PO's. Revisions also include numerous purely technical changes.

Although changes affect a majority of the PO's, the impact on actual content of the course is modest. The major impact is on organization of the PO document and improved clarity and specificity. Though impact on the number of hours needed to present the required curriculum remains to be formally evaluated, the belief at this time is that the existing 560-hour mandate should be unchanged.

All of the recommended additions, deletions, and changes have been reviewed by basic course academy directors and members of the basic course consortium.

The proposed additions, deletions, and changes must be adopted pursuant to the Administrative Procedures Act. It is proposed that the abbreviated public hearing process be used. If no one requests a public hearing, these proposed changes would go into effect 30 days after approval as to form and procedure by the Office of Administrative Law.

Subject to the results of the proposed Notice of Regulatory Action, the appropriate action would be a MOTION to approve the proposed revisions to the Regular Basic Course curriculum described in the agenda, and amend Performance Objectives for the Basic Course, PAM, Procedure D-1, and Regulation 1005 to include these revisions.

F. Progress Report and Demonstration - Law Enforcement Driver Training Interactive Courseware

The Commission is currently completing development of the Law Enforcement Driver Training IVD project. General Physics (the contractor), POST, and subject matter experts have completed the majority of tasks necessary to fully develop the courseware. Final programming, graphics generation, and the study booklet/reference manual are nearing completion.

The final testing of the courseware is scheduled to be completed during the week of February 3, 1992. The testing

process will help to confirm that a sample target audience can successfully complete the course in a reasonable time. Both academy and in-service personnel will test the courseware, using IVD hardware and the study guide/reference manual. The review process will require one day per disc side to complete.

The Commission will be given a demonstration of several parts of the program during the meeting. The demonstration will allow the Commission an advance preview of the courseware prior to testing.

Once testing is finished, final reviews will be completed on all courseware, and it will be delivered to the Commission on March 1, 1992. Distribution of the courseware to those agencies having IVD hardware and instruction in use of the courseware will begin at that time.

EXECUTIVE OFFICE

G. Recommendation to Initiate Contracts for Tactical Communications Training

Law enforcement agencies currently place a high degree of emphasis on interpersonal and verbal communications skills. One recommendation emanating from the Symposium on Training Issues is that additional emphasis is needed in training in the use of verbal communication skills.

Dr. George Thompson has developed a course in Tactical Communication (Verbal Judo). This course has met with high praise for its effectiveness by those who have used it. Because of the need for improved communication skills for all law enforcement and because of this course's reputation, a proposal to make the training available to all California law enforcement has been explored with Dr. Thompson.

A four-part program has been identified to integrate tactical communications' skills into California law enforcement training. The proposed program consists of: (1) a telecourse; (2) a series of training videotapes; (3) development of specific curriculum for the basic and field training officer courses; and (4) a 40-hour train-the-trainer program to be presented as a certified course.

The approximate costs for all aspects of this program are estimated at \$174,000. All agencies could receive the telecourse and each would receive the full series of training video tapes. Those trained in the train-the-trainer course taught by Dr. Thompson would constitute an instructional reservoir for California law enforcement. A more complete report is under the tab.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to finalize negotiations and enter into contracts with Dr. George Thompson (in an amount not to exceed \$6,000) and a public entity (in an amount not to exceed \$168,000) to develop and implement a comprehensive tactical communications program at a total cost not to exceed \$174,000. (ROLL CALL VOTE)

H. Recommendation to Extend and Increase a Current Contract with the City of Los Angeles for Professional Services Associated with the Revision and Update of the POST Medical Screening Manual

At its January, 1991 meeting, the Commission authorized a \$26,000 interagency agreement with the City of Los Angeles for the assistance of Dr. Robert Goldberg, Assistant Director of Occupational Health, in revising the POST Medical Screening Manual for California Law Enforcement (1977)

The manual is relied on by law enforcement agencies and their physicians in making hiring decisions. Dr. Goldberg is an expert in occupational medicine. The project is progressing well, and the products and services provided by Dr. Goldberg have been excellent. However, for the reasons enumerated in the full agenda report, completion of the project will require an additional 52 days of Dr. Goldberg's time, at a cost of \$17,600. A more complete report is under the tab.

Approval is requested to amend the current interagency agreement with the City of Los Angeles for assistance in revising the POST Medical Screening Manual for California Law Enforcement by an amount not to exceed \$17,600. (ROLL CALL VOTE)

COMMITTEE REPORTS

I. Finance Committee

a. Status Report - POTF Funding

The Committee will review POST's financial position at mid-year in view of the revenue shortfalls reported at the October 1991 meeting. Any recommendations of the Committee related to this matter will be reported.

b. Recommendation to Approve Negotiation for 1992-93 FY Contracts for Training, Standards and Administration Services

At each January meeting, the Commission receives a Committee report on major training standards and administrative contracts planned for the upcoming fiscal year. Information regarding these contracts is presented in order to obtain the Commission's approval to negotiate and return the proposed contracts for final approval at the April 1992 Commission meeting.

The Finance Committee will meet January 22, 1992 and make recommendations regarding authorizing the Executive Director to negotiate contracts for services as outlined below. The contracts will be brought back for approval to sign at the April meeting.

Assuming favorable recommendations of the Finance Committee, the appropriate action, if the Commission concurs, would be a MOTION to authorize the Executive Director to negotiate the contracts and return them to the April meeting for formal approval.

Proposed contracts to be negotiated for Fiscal Year 1992/93:

Training Contracts

1. Management Course

This course is presently budgeted at \$330,783 for 22 presentations spread among five presenters.

California State University - Humboldt
California State University - Long Beach
California State University - Northridge
California State University - San Jose
San Diego Regional Training Center

Course costs are consistent with Commission guidelines, and performance by all five presenters has been satisfactory. Staff anticipates modest increases over FY 1991/92 due to increased costs for instructors, coordination, facilities, and materials. No additional presenters or presentations are planned for FY 1992/93.

2. Executive Development Course

This course is currently budgeted at \$121,555 for five presentations. The EDC has been presented by California State Polytechnic University, Pomona, since October 1979.

Course costs are consistent with POST guidelines, and the performance of the presenter has been satisfactory. Staff anticipates modest additional costs over FY 1991/92 due to increased costs for instructors, coordination, and facilities. One of the five course presentations will be offered in Northern California for the first time to accommodate departments with limited travel budgets. This move will, however, increase faculty travel costs slightly. Five presentations are planned for FY 1992/93.

3. San Diego Regional Training Center - Support of Executive Training (e.g., Command College and Executive Seminars)

The San Diego Regional Training Center serves as the chief contractor for a variety of training activities of the Commission conducted by the Center for Leadership Development. Curriculum development as well as instructional and evaluation costs for these training activities for FY 1991/92 was \$453,618. Staff anticipates only modest, if any, increased costs in the 1992/93 contract.

4. CSU Long Beach - Support of the Supervisory Leadership Institute

The CSU Long Beach Foundation provides administrative services for the Supervisory Leadership Institute. This includes training site support, ordering materials, paying instructors and auditors, and purchasing/maintaining equipment. Costs for these services in FY 1991/92 were \$391,684 for six classes running continuously throughout the year. Staff anticipates only modest increased costs in FY 1992/93.

5. Department of Justice - Training Center

The Department of Justice has provided training to local law enforcement each year through an Interagency Agreement with POST since 1974. The

Commission approved a current year contract in an amount not to exceed \$953,081

Approval is requested to negotiate a similar agreement for Fiscal Year 1992/93. Staff anticipates that any presentation cost increases will be offset by the consolidation of several existing courses. The overall contract amount is expected to not exceed the 1991/92 total.

6. San Diego State University - Satellite Video Broadcasts

POST currently has an interagency agreement with San Diego State University for \$54,000 for the assembly and transmission of twelve videotape training programs during 1991-92. It is recommended that this interagency agreement be continued for similar services during 1992-93.

Approval is requested to negotiate a new contract with San Diego State University, or other units of the California State University System, for twelve satellite broadcasts.

7. Alameda County District Attorney's Office and Golden West College - Case Law Update Video Production

POST currently has contracts with Alameda County District Attorney's Office and Golden West College for \$52,000 for the production of twenty-four Case Law Update programs each during 1991-92. It is requested that these contracts be continued with similar amounts for similar services during 1992-93.

Approval is requested to negotiate new contracts with Alameda County District Attorney's Office and Golden West College for twenty-four programs from each producer.

8. 1992/93 Telecourse Programs

POST will have developed and delivered six telecourse programs during Fiscal Year 1991/92. The current contract for these six programs is with the San Diego State University for a cost not to exceed \$210,000, based on an average of \$35,000 per program.

It is proposed to increase the distance learning telecourse training provided in Fiscal Year 1992/93 from six telecourses to twelve telecourses, allowing for the production of one telecourse per month. The total estimated cost for the telecourse programs would be approximately \$420,000, based on the \$35,000 average per program.

Approval is requested to negotiate and enter into interagency agreement(s) with the San Diego State University, or any other public entity, to produce and uplink POST telecourse training broadcasts in an amount not to exceed \$420,000.

Standards Contracts

9. Cooperative Personnel Services - Basic Course Proficiency Examination

POST has contracted with Cooperative Personnel Services for administration of the POST Proficiency Examination each of the last nine years. The current year contract is for \$33,800. The proposed contract for fiscal year 1992/93 is not expected to exceed this amount.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1992/93 for an amount not to exceed \$33,800.

10. Cooperative Personnel Services - Entry-Level Reading and Writing Test Battery

POST has contracted with Cooperative Personnel Services for administration of the POST entry-level reading and writing test battery since 1983. The current year contract is for \$98,400. The proposed contract for fiscal year 1992/93 is not expected to exceed this amount.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1992/93 for an amount not to exceed \$98,400.

11. Cooperative Personnel Services - P.C. 832 Written Examination

POST has contracted with Cooperative Personnel Services for administration of the P.C. 832

Written Examination since 1989. The current year contract is for \$78,560. The proposed contract for fiscal year 1992/93 is not expected to exceed this amount.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1992/93 for an amount not to exceed \$78,560.

Administrative Contracts

12. State Controller's Office - Agreement for Auditing Services

Each year POST has negotiated an Interagency Agreement with the State Controller's office to conduct audits of selected local jurisdictions which receive POST reimbursement funds. The Commission approved an agreement not to exceed \$85,000 for the current fiscal year.

Approval is requested to negotiate a similar agreement to maintain current level of service for Fiscal Year 1992/93.

13. Computer Services Contract - Teale Data Center

POST has an Interagency Agreement with Teale Data Center (a state agency) for computer services. The contract provides a link between POST's computer and the Data Center's mainframe computer. This allows POST to utilize the mainframe's power for complex data processing jobs and the storage of large data files that require more resources than POST's minicomputer can provide. The current year contract is for \$89,000.

Approval is requested to negotiate an Interagency Agreement with the Teale Data Center for computer services in 1992/93 for an amount similar to the current year's costs.

14. CALSTARS Contract

The mandated California Accounting and Reporting Systems (CALSTARS) requires an agreement with the Health and Welfare Data Center to provide computer linkage and necessary data processing services. The Commission approved a current year contract in an amount not to exceed \$24,000.

Approval is requested to negotiate a similar agreement to maintain the current level of required services for Fiscal Year 1992/93.

The Committee will have reviewed two proposed contract items that call for Commission authorization to commit funds in this fiscal year: (1) contract with the City of Los Angeles for support of the medical screening manual project; and (2) proposed contracts for a tactical communications training program, both of which are elsewhere on this agenda. Committee recommendations will be offered as those contract proposals are addressed.

J. Training Review Committee

Committee Chairman Wasserman will report on the Training Review Committee meeting held in Ontario on January 15, 1992.

K. Long Range Planning Committee

Chairman Lowenberg, who also chairs the Long Range Planning Committee, will report on the Committee meeting held in San Diego on January 22, 1992.

L. Legislative Review Committee

Committee Chairman Block will report on the Committee meeting held January 23rd just prior to the Commission meeting.

M. Advisory Committee

Committee Chairman Donald Forkus will report on the Committee meeting held January 22, 1992 in San Diego.

OLD/NEW BUSINESS

N. Accreditation Process - New Campuses of Public College & Universities

At its October 31, 1991 meeting, staff was directed to clarify whether new branch campuses of the CSU, UC, and Community College systems operate for a period of years without accreditation and whether POST has accepted units from non-accredited new campuses. The issue was raised by representatives of August Vollmer University.

During the five years from application to award of accreditation, new campuses are designated as "Candidates for accreditation." They become accredited after their first class graduates and all accreditation requirements are

met. Accreditation is not retroactive. However, once accredited, units earned prior to official accreditation are accepted by other accredited colleges and universities. Only then has POST accepted the units for purposes of certificate award.

The matter is described more fully in the report under this tab.

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

April 9, 1992 - Red Lion Hotel - San Diego
July 16, 1992 - Red Lion Hotel - San Diego
October 15, 1992 - Radisson Hotel (Tentative) - Sacramento
January 21, 1993 - Holiday Inn Embarcadero, San Diego

COMMISSION MEETING MINUTES
October 31, 1991
Pan Pacific Hotel
San Diego, CA

The meeting was called to order at 10:20 a.m. by Chairman Ronald L. Lowenberg.

Advisory Committee Chairman John Clements led the flag salute.

ROLL CALL OF COMMISSION MEMBERS

A calling of the roll indicated a quorum was present.

Commissioners Present:

Sherman Block
Edward Hunt
Ronald E. Lowenberg
Daniel E. Lungren
Edward Maghakian
Raquel Montenegro
Richard L. Moore
Floyd Tidwell
Robert L. Vernon
Robert Wasserman

Commissioners Absent:

C. Alex Pantaleoni

POST Advisory Committee Members Present:

Charles Brobeck
Jay Clark
John Clements
Donald Forkus
Dolores Kan
Joe McKeown

Staff Present:

Norman C. Boehm, Executive Director
Glen Fine, Deputy Executive Director
Hal Snow, Assistant Executive Director
John Berner, Bureau Chief, Standards and Evaluation
Mike DiMiceli, Bureau Chief, Management Counseling
Holly Mitchum, Bureau Chief, Information Services
Tom Liddicoat, Budget Officer, Administration Services
Ken O'Brien, Bureau Chief, Training Program Services

Otto Saltenberger, Bureau Chief, Administrative Services
Frederick Williams, Bureau Chief, Compliance and Certificates
Vera Roff, Executive Secretary

Visitor's Roster:

Mary Kay Borchard, Imperial Valley College
Harold Carter, El Central Police Department
Raul Cornejo, Sergeant, Riverside County Sheriff's Department
Bob Curry, San Diego Marshal's Office
Doug Drummond, City Councilman, City of Long Beach,
August Vollmer University
Anne Faheh, Coronado Police Department
Fred Fourcher, Miralite Communications
Mark Graver, Special Assistant to the Attorney General
Jack Healy, California Highway Patrol
Ed Hendry, Orange County Sheriff's Department
Jack Kenney, President, August Vollmer University
Dennis Kollar, San Diego Sheriff's Department/CADA
Greg Kyritsis, San Bernardino Sheriff's Department
Kelson McDaniel, LETN
Mike Mooney, LETN
Al Nyman, Sergeant, San Diego Sheriff's Department
Herb Pettus, Captain, Los Angeles County Sheriff's Department
Nick Ponce, Sergeant, Escondido Police Department
Bill Prince, LETN

A. APPROVAL OF MINUTES

MOTION - Montenegro, second - Maghakian, carried unanimously to approve the minutes of the July 18, 1991 regular Commission meeting held at the Marriott Mission Valley in San Diego.

CONSENT CALENDAR

B. MOTION - Maghakian, second - Block, carried unanimously to approve the following Consent Calendar:

- B.1 Course Certification Report
- B.2 Financial Report - First Quarter FY 1991/92
- B.3 Information on New Entry Into the POST Regular (Reimbursement Program)
- B.4 Information on New Entries Into the Public Safety Dispatcher Program
- B.5 Resolution Commending Former Advisory Committee Member Marcel Leduc

- B.6 Resolution Commending Advisory Committee Member Douglas W. Burris
- B.6 Resolution Commending Advisory Committee Member John R. Clements
- B.7 Resolution Commending Retiring POST Consultant John B. Davidson
- B.8 Resolution Commending Retiring Chief of Police Arthur G. Le Blanc
- B.9 Resolution Commending Retiring Chief of Police Robert Wasserman

PRESENTATIONS

Chairman Lowenberg presented a gavel to former Chairman Floyd Tidwell commemorating his service as Commissioner and Commission Chairman from April 1990 to April 1991.

Chairman Lowenberg presented a resolution to John R. Clements, Assistant Chief, California Highway Patrol, in appreciation for his outstanding service and dedication to California law enforcement. Chief Clements served as a member of the Advisory Committee from 1987 to 1991 and as its Chairman during 1991.

PUBLIC HEARING

C. Proposed Changes in POST Regulations to Allow Reimbursement for Satellite Receiving Antennas

The purpose of the public hearing was to receive testimony in regard to proposed changes in POST regulations to allow reimbursement for satellite receiving antennas.

The public hearing was held in compliance with requirements set forth in the Administrative Procedures Act to provide public input on the proposed regulatory actions.

Following the staff report, the Executive Director presented a summarization of written commentary received from the following:

Gary S. Hart, Chief of Police, Upland Police Department, wrote in support of the proposal, stating that in the search for quality training for their law enforcement officers, Upland Police Department purchased a satellite antenna in January 1990. The antenna has proved to be extremely valuable by enabling them to pick up programming broadcast by POST, as well as KU Band programming. The satellite has aided with

training during briefing periods and during other scheduled training.

Philip A. Goehring, Chief of Police, City of Fullerton, wrote in support of the proposal stating that the assistance in buying satellite equipment will enhance the department's ability to receive, and make use of, satellite training programs, and is a major step toward enhancing law enforcement's use of satellite technology.

Stephen D. Walpole, Chief of Police, Scotts Valley Police Department, wrote in support of the proposal stating that in a small agency it is difficult to release personnel to attend training, and that in almost every single incident that they relieve someone from duty the vacancy must be backfilled which negatively impacts the department's budget. With the adoption of the proposed regulation, small departments would be able to purchase a satellite antenna which would enhance the continuing education of their personnel. Videotaping and satellite broadcasting are the wave of the future, and perhaps the most cost effective way of continuing education for personnel.

Donald E. Braunton, Chief of Police, Capitola Police Department and Chairman of the Small Law Enforcement Agency Committee of the California Peace Officers Association (CPOA), wrote in support of the proposal stating that oftentimes small agencies are unable to free up either dollars or personnel to attend training sessions, and that the proposed regulation would be a tremendous step in providing training for small agencies. Satellite and electronic training are the wave of the future. Approximately 60 percent of all police agencies in the state are small agencies. This proposal would indeed be a regulation enthusiastically received.

Sergeant Scott Holsworth, Training Manager, Del Norte County Sheriff's Department, wrote in support of the proposal stating that due to the department's location, availability of training is somewhat limited. Also the department's financial situation has not allowed for the purchase of an antenna. If Del Norte County Sheriff's Department is to participate in this valuable training on a regular basis it is essential that this proposal go forward.

Jack Bassett, Chief of Police, Santa Cruz Police Department, wrote in support of the proposal stating that it would be extremely advantageous for the agency

to be able to purchase a satellite antenna because it would enhance their ability to maintain adequate education levels for personnel. Because of budgetary problems the city has experienced since the October 1989 earthquake, the purchase of satellite equipment has been a very low priority capital expenditure for the city, though important to the department.

James E. Goulart, Commander of Support Services, Belmont Police Department, wrote in support of the proposal stating that this technology will allow law enforcement agencies to obtain training in a timely manner. Currently, the agency depends on the local junior college to receive broadcasts. Usually three or four copies of the broadcasts are made and distributed for sharing among 19 agencies. Time delays can run into weeks before agencies view the tape. The profession cannot afford to allow law enforcement personnel to be the last to know of the latest information or training. The news media have set standards that the public expects for law enforcement, but delays in receiving any law enforcement information or training material as currently exists hampers good law enforcement. Commander Goulart fully supports proposed Regulation 1020. Satellite broadcasting is technology that is not being utilized to its potential and could benefit many public needs in the future.

After a summary of written commentary, the Chairman invited oral testimony from those in opposition to the recommendation.

Herb Pettus, Captain, Commander of Recruit Training Bureau, Los Angeles Sheriff's Department, spoke in opposition to the proposal: (1) because of the anticipated financial shortfall; and (2) because of the inequity of the program which allows all agencies to receive only one antenna regardless of agency size.

The Chairman then invited oral testimony from those in favor of the proposal.

Fred Fourcher, Miralite Communications, spoke in favor of the proposal because of the benefits of satellite distance learning. He stated that rather than using a steerable C/KU-band satellite ground terminal, a half transponder KU-band, while more expensive initially, would result in more programming at a lower cost and would be more cost-effective in the long run.

Billy Prince, President, Law Enforcement Television Network, spoke in favor of the concept of satellite training. He submitted a proposal using a fixed 1.8 meter KU-band antenna with installation provided by LETN at a cost of \$2500 plus \$285 installation fee. He also recommended the use of encryption.

Mike Nooney, Chief Engineer and Vice President of Engineering, Westcott Communications, spoke in favor of using a fixed KU system rather than a steerable antenna, as it is not only less expensive initially but the maintenance is less costly.

In accordance with the California Code of Regulations, the Executive Director summarized responses to concerns expressed:

Response to Herb Pettus concern about the anticipated financial shortfall and inequity of program which allows all agencies to receive only one antenna regardless of agency size. Reimbursement to local agencies for the purchase of satellite antennas would be done subject to availability of funds. As to the issue of inequity, the Commission could well want to consider more than one antenna for large agencies in the future, since the purpose of the proposed program is to get training to the officers and many larger agencies have substations where satellite training could occur.

Response to Fred Fourcher recommendation for use of a half transponder KU-band and maintenance costs. The proposal before the Commission was for reimbursement of a steerable antenna which would pick up both CU and KU-band. A half transponder or KU-band only would ignore the need for C-band capability. The half transponder issue, though, warrants further study.

Response to Billy Prince and Mike Nooney recommendation to accept a proposal by LETN for installation of antennas and the use of encryption. The proposal before the Commission is for purchase of steerable C/KU-band satellite ground terminals. The LETN proposal consists of fixed antennas which are aimed at the LETN satellite only which would limit POST's options in broadcasting. Encryption will be considered before sensitive tactical videos are broadcast. The maintenance costs would be the responsibility of the local agencies.

There being no further testimony, the hearing was closed. After discussion, it was agreed that further evaluation of technical and fiscal issues was warranted. It was suggested that the Commission investigate the possibility of public/private partnership as an alternative.

MOTION - Wasserman, second - Maghakian, carried unanimously to establish a subcommittee of the Long Range Planning Committee to look into the questions of methodology, equity, and fiscal impact of any proposed POST satellite reimbursement program, including private sector proposals, and report back as appropriate.

The Committee will also consider the input of independent experts in the field of satellite communication and instructional broadcasting.

TRAINING PROGRAM SERVICES

D. Authorization to Contract with Community College Academies for Satellite Receiving Antennas

At its July meeting, the Commission directed staff to develop a proposal regarding the placing of satellite antennas at community colleges certified to present the POST Basic Course.

MOTION - Block, second - Wasserman, carried unanimously that this matter be tabled pending resolution of the previous issue.

E. Scheduling a Public Hearing on the Proposal to Establish Standards and Reimbursement for Peace Officer Members of Coroners' Offices (SB 2491)

Staff reported that SB 249 (Davis) has been signed into law modifying P.C. 13510(a) effective January 1, 1992. It establishes eligibility of peace officer employees of coroner's offices to participate in the POST reimbursement program. Deputy Coroners derive peace officer authority from P.C. Section 830.35. Their duties are principally related to death investigations.

In 38 of California's 58 counties, coroner functions are carried out by the sheriff's department whose deputy sheriff/coroners have been eligible for POST reimbursement for some time. With this bill, the remaining 20 county coroner offices are now also eligible to participate in the POST program. This item is on the agenda for the Commission to establish appropriate initial minimum standards for selection and training.

Staff proposed that the Commission schedule a public hearing in conjunction with its January 1992 meeting to consider adoption of regulation changes to:

- o add coroners and deputy coroners to those eligible for reimbursement;
- o specify all existing selection standards for regular officers as applicable to the employment of coroners/deputy coroners;
- o require that deputy coroners complete the P.C. 832 course before exercise of peace officer powers and complete the 80-hour coroners' course within one year of employment.

Coroner offices have long been eligible to participate in the POST specialized (non-reimbursable) program. In that program, the minimum basic training standard has been the 340-hour Specialized Basic Investigators Course. The above proposal to require P.C. 832 and the coroners' course is intended as an initial standard pending completion of a more thorough study of the needs and requirements of the position. Until that study is completed, it is proposed that the Commission also approve reimbursement for deputy coroners whose employers choose to continue to use the Specialized Basic Investigators Course.

MOTION - Block, second - Hunt, carried unanimously, to schedule a public hearing for the January 1992 Commission meeting to consider adoption of proposed regulations and reimbursement for peace officer members of coroner's offices.

F. Authorization to Contract for Special Consultant (Management Fellowship Program) for Symposium Follow up

Considerable work remains to follow up on recommendations from the recent Symposium on Training Issues. There is an obligation to thoroughly evaluate issues and propose directions for change in a number of significant areas including supervisory training, field training, basic, and inservice training.

It was proposed that authorization be granted for the recruitment of a special consultant whose law enforcement agency will agree to a contract for services. A recommended dollar amount is \$75,000 which should be sufficient for up to nine months service depending on the pay/benefit scale of the selected individual.

MOTION - Tidwell, second - Hunt, carried unanimously by ROLL CALL VOTE to authorize the Executive Director to sign a contract with a law enforcement agency for services of an individual for symposium follow up in an amount not to exceed \$75,000.

G. Report on Legislative Changes to the Peace Officer Training Fund

Report was presented on effects of AB 1297 and 544 which modified the penalty assessment system with the effect of lowering revenue. Commissioner Wasserman, Chairman of the Finance Committee, reported that revenue to POST in the first quarter was down 41% and projections are for a potential drop of \$19 million in expected revenue. He reported the Finance Committee believes the only effective immediate step to control expenditures and avoid budget overrun is to suspend reimbursement for salary of officers attending training courses.

Staff was directed to prepare a "white paper" to be distributed to the field and to work with professional law enforcement organizations wishing to make a presentation to the Governor informing him of the negative impact of the changes.

MOTION - Wasserman, second - Montenegro, and carried to suspend salary reimbursement effective November 1, 1991.
(Block: No)

MOTION - Wasserman, second - Lungren, carried unanimously to direct the Finance Committee to study, through the remainder of the year, longer range solutions in the event the financial picture does not improve, and to determine no later than the end of the year a method of reimbursing any funds that are available in the POTF.

COMMITTEE REPORTS

H. Accreditation Committee

Chairman Lowenberg, who also chairs the Accreditation Committee, reported the Committee met on August 21 and September 27. The Committee discussed accreditation program funding and reaffirmed the consensus that asset forfeiture funds should be sought initially to develop and operate the program. The Committee reviewed legislation drafted in 1989 and staff comments concerning modifications for new legislation.

The Committee recommended development of the accreditation program by:

1. Structuring the initial program to apply to local police and sheriffs' agencies with latitude to include other agencies in the future.

2. Drafting legislation for introduction in the next session to provide authority to operate an accreditation program and obtain General Fund asset forfeiture funds to support the program. Professional organizations would sponsor any legislation.
3. Appointing a Standards Committee to oversee the development of specific standards. The Standards Committee should be composed of eight members including:
 - o 2 Chiefs of Police
 - o 2 Sheriffs
 - o 2 Middle Managers
 - o 2 Rank and File

MOTION - Tidwell, second - Lungren, carried unanimously that the Commission Chairman appoint members of the Accreditation Standards Committee and instruct staff to convene the first Committee meeting as soon as practical.

I. Finance Committee

Committee Chairman Wasserman reported the Committee met on October 30, 1991 in San Diego. All items discussed by the Committee have previously been addressed on the Commission agenda.

J. Training Review Committee

Commissioner Wasserman, Chairman of the Training Review Committee, recommended that the Commission direct staff to immediately commence work in the following areas:

- o Propose modifications in Field Training Officer programs to address the concerns that have surfaced.
- o Propose Basic Course curricula and instructional methods covering those areas addressed by the symposium.
- o Evaluate and report on the feasibility of integrating the Basic Course and the Field Training Officer program.
- o Propose supervisory training curriculum and instructional methods to address symposium concerns.
- o Propose course curricula and instructional methodology in the area of use of force, supervisory accountability, and community/ethnic sensitivity in inservice training programs.

There was consensus by the Commission to approve the Committee's recommendations.

K. Long Range Planning Committee

Chairman Lowenberg, who also chairs the Long Range Planning Committee, reported the Committee met in San Diego on October 30, 1991. In addition to items already addressed on the agenda, the Committee discussed the following:

1. Statewide Recruitment Campaign

As requested by the Commission in July, the Committee reviewed the staff report concerning alternatives for POST support of statewide law enforcement recruitment efforts. These alternatives clearly call for commitment of additional resources by the Commission. The Committee discussed our current revenue crisis and the problems of law enforcement agencies sustaining their allocated law enforcement officer positions. These realities suggest that action not be taken regarding funding for recruitment at this time. Additionally, it was reported that CPOA through their foundation is very interested in pursuing law enforcement image building programs. It was suggested POST staff be directed to meet and work with CPOA in this regard.

Committee recommendation is that no commitment of funds to recruitment programs be made at this time.

2. Report on Dispatcher Job Analysis

Subsequent to entry of Public Safety Dispatchers into the POST program, staff was directed to conduct a statewide job analysis of the public safety dispatcher position with an objective of refining selection and training standards.

The Committee received an extensive report of the results of the statewide job analysis. Staff will use those results to perform additional work which will result in recommendations in the future concerning selection standards and the content and length of basic training and selection standards. This matter was reported for information only.

There was consensus by the Commission to approve the Committee's report.

L. Legislative Review Committee

Committee Chairman Block reported on the results of the Committee meeting held October 31, 1991 just prior to the Commission meeting and recommended approval of the following:

1. Take an "Oppose" position on House Resolution 22 concerning POST certificate revocation and federal bill House Resolution 2537 concerning the establishment of a federal accreditation program.
2. Directed staff to work with representatives of the Attorney General to propose amendments to SB 1261 by Davis that would substitute a proposed training mandate on bystandership responsibilities of officers in preventing excessive use of force.
3. Approve proposed 1992 legislation relating to:
 - o corrective legislation relating to penalty assessment and restoring revenue levels to the POTF;
 - o establishment of a Law Enforcement Accreditation Program within POST;
 - o continue seeking funding for dispatcher training from the 911 Fund.

MOTION - Block, second - Tidwell, carried unanimously that the Commission approve the recommendations of the Legislative Review Committee.

M. Advisory Committee

John Clements, Chairman of the POST Advisory Committee, reported on the Committee meeting held October 30, 1991 in San Diego. He expressed appreciation for the opportunity to work with the Commission as a Advisory Committee member and Chairman of the Committee.

It was reported that Joe Flannagan, Peace Officers' Research Association of California representative, was welcomed as a new member of the Committee.

The election of officers was held. Chief Donald L. Forkus, California Peace Officers' Association representative, was elected Chairman, and Sheriff Cois Byrd, California State Sheriffs' Association representative, was elected Vice-Chairman for the 1991-92 year.

OLD/NEW BUSINESS

N. Chairman Lowenberg recommended the following appointments to the Advisory Committee:

- o Chief Jack Healy as a replacement for Chief John Clements, California Highway Patrol, who was recently reassigned to the Coastal Division, San Luis Obispo.
- o Deputy Chancellor Ernest R. Leach as a replacement for Dr. Douglas Burris, who recently retired from the California Community Colleges.

' MOTION - Block, second - Montenegro, carried unanimously to appoint Chief Jack Healy and Deputy Chancellor Ernest R. Leach as members of the Advisory Committee for terms to expire September 1993.

COMPLIANCE AND CERTIFICATES

N. August Vollmer University

Chairman Lowenberg reported that the Long Range Planning Committee discussed this matter at its October 30th meeting and recommended:

1. That no change in the current regulations be made at this time;
2. That staff be directed to examine proposed regulations, when enacted, of the Council on Private Post-secondary Education; and
3. That staff report back to the Commission regarding the compatibility of those regulations with accreditation standards.

MOTION - Wasserman, second - Maghakian, carried unanimously to approve the Committee's recommendation. It was further recommended that if the standards developed by the Council on Private Post-Secondary Education by January 1, 1994 are compatible with the accreditation requirements, the Commission look at it again for acceptance.

After receiving input from representatives of August Vollmer University, the Commission directed staff to clarify and report back as to whether new branch campuses of the CSU, UC, and Community College systems operate for a period of years without accreditation and whether POST has accepted units from non-accredited new campuses.

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

January 23, 1992 - Bahia Hotel - San Diego
April 9, 1992 - Red Lion Hotel - San Diego
July 16, 1992 - Red Lion Hotel - San Diego
October 15, 1992 - Radisson Hotel (Tentative) - Sacramento

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Course Certification/Decertification Report		Meeting Date January 23, 1992
Bureau Training Delivery Services	Reviewed By <i>RTA</i> Ronald T. Allen, Chief	Researched By <i>R S Fuentes</i> Rachel S. Fuentes
Executive Director Approval <i>Monahan C. Boehm</i>	Date of Approval 12-16-91	Date of Report December 12, 1991
Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

The following courses have been certified or decertified since the October 31, 1991 Commission meeting:

CERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
1.	Contemporary Patrol Management	San Diego RTC	Mgmt. Sem.	III	\$29,492
2.	Hostage Negotiations, Intermediate	Los Angeles P.D.	Technical	IV	360
3.	Complaint Dispatcher	Oakland P.D.	Technical	IV	32,000
4.	Child Victims' Interviewing Specialist	CSU, Los Angeles	Technical	IV	12,000
5.	Dive Rescue I	San Bernardino S.D.	Technical	IV	3,240
6.	Prosecution of Computer Crime	Search Group, Inc.	Technical	IV	13,860
7.	Genetic Blood Typing Isoelectric Focusing	Calif. Crim. Inst.	Technical	IV	2,560
8.	Gang Awareness Update	Fullerton College	Technical	IV	15,382
9.	Skills & Knowledge Modular Training	San Luis Obispo Co. S.D.	Technical	IV	7,600
10.	Drug Alcohol Recognition Update	Sacramento PSC	Technical	IV	12,960

CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
11.	Skills & Knowledge Modular Training	Santa Maria P.D.	Technical	IV	\$ 910
12.	Hostage Negotiation, Advanced	Los Angeles P.D.	Technical	IV	320
13.	Radar Operator Instr.	Los Angeles P.D.	Technical	IV	14,429
14.	Child Victims - Interviewing Specialist	Allan Hancock College	Technical	IV	645
15.	Fiber Ident. & Comparison	Calif. Crim. Inst.	Technical	IV	3,840
16.	Off-Road Motorcycle	Dept. of P&R	Technical	IV	6,480
17.	Supervisory Update	Calif. State Police	Supv. Trng.	IV	-0-
18.	Analytic Interviewing	Los Angeles S.D.	Technical	IV	20,250
19.	Chemical Agent Instr.	FBI, San Francisco	Technical	IV	38,880
20.	Child Victims - Interviewing	Children's Inst. International	Technical	IV	714
21.	Child Abuse	Los Angeles S.D.	Technical	IV	9,000
22.	Radar Operator	College of the Siskiyou	Technical	IV	6,480
23.	Radar Operator Update	Los Angeles P.D.	Technical	IV	1,440
24. - 33.	10 additional Proposition 115 Hearsay Evidence Testimony Course Presenters have been certified as of 12-12-91. Presentation of this course is generally done using a copy of POST Proposition 115 Video Tape. To date 220 presenters of Proposition 115 have been certified.				

TOTAL CERTIFIED	<u>33</u>
TOTAL DECERTIFIED	<u>0</u>
TOTAL MODIFICATIONS	<u>21</u>

1326 Courses certified as of 12-12-91

361 Presenters certified as of 12-12-91

559 Skills & Knowledge Modules certified as of 12-12-91

55 Skills & Knowledge Presenters certified as of 12-12-91

1,885 TOTAL CERTIFIED COURSES

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title		Meeting Date
Financial Report - Second Quarter 1991-92		January 23, 1992
Bureau	Reviewed By	Researched By
Administrative Services	<i>Otto H. Saltenberger</i> Otto H. Saltenberger	Staff
Executive Director Approval	Date of Approval	Date of Report
<i>Morgan C. Becken</i>	1.14.92	January 20, 1992
Purpose:		Financial Impact:
<input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p>This report provides financial information relative to the local assistance budget through December 31, 1991. Revenue which has accrued to the Peace Officer Training Fund is shown as are expenditures made from the 1991-92 Budget to California cities, counties and districts.</p> <p><u>COMPARISON OF REVENUE BY MONTH</u> This report, shown as Attachment 1, identifies monthly revenues which have been transferred to the Peace Officer Training Fund. Through December 31, 1991, we received \$13,538,261. The total is \$8,343,739 (38%) less than originally anticipated on a straight line projection (see Attachment 1A) and is \$10,522,850 (43%) less than received the same period last fiscal year.</p> <p><u>NUMBER OF REIMBURSED TRAINEES BY CATEGORY</u> This report, identified as Attachment 2, compares the number of trainees reimbursed this fiscal year with the number reimbursed last year. The 26,158 trainees the first two quarters represents a 1,275 decrease (4.6%) compared to the 27,433 trainees reimbursed during the similar period last fiscal year.</p> <p><u>REIMBURSEMENT BY COURSE CATEGORY</u> This report, identified as Attachment 3, compares the reimbursement paid by course category this year with the amount reimbursed last fiscal year. Second quarter reimbursement of \$10,217,944 represents a \$4,788,053 (32%) decrease compared to last fiscal year. The decreased level of reimbursement is primarily due to the Commission's action to suspend salary reimbursement effective November 1st in response to the dramatic revenue shortfall this fiscal year. Attachment 3A shows the status of the local assistance budget as of December 31, 1991.</p> <p><u>ANALYSIS AND SALARY RECOMMENDATION</u> Although December revenue showed a slight improvement over previous months, the midyear receipts indicate that the fiscal year revenue picture remains bleak. Absent any significant improvement in the current funding trend, it would appear that the revenue shortfall by the end of year will be as substantial as reported last quarter. The emerging decline in the training volume is believed to be the direct</p>		

result of the suspension of salary reimbursement necessitated by the critical nature of the shortfall. Efforts to restore funds which were diverted this year and assure a steady revenue flow for the future are being undertaken. Fiscal expenditures, the status of available resources and funding restoration strategies will be addressed by the Finance Committee and will be reported on as a separate agenda item.

Comparison of Revenue by Month
Fiscal Years 1990-91 and 1991-92

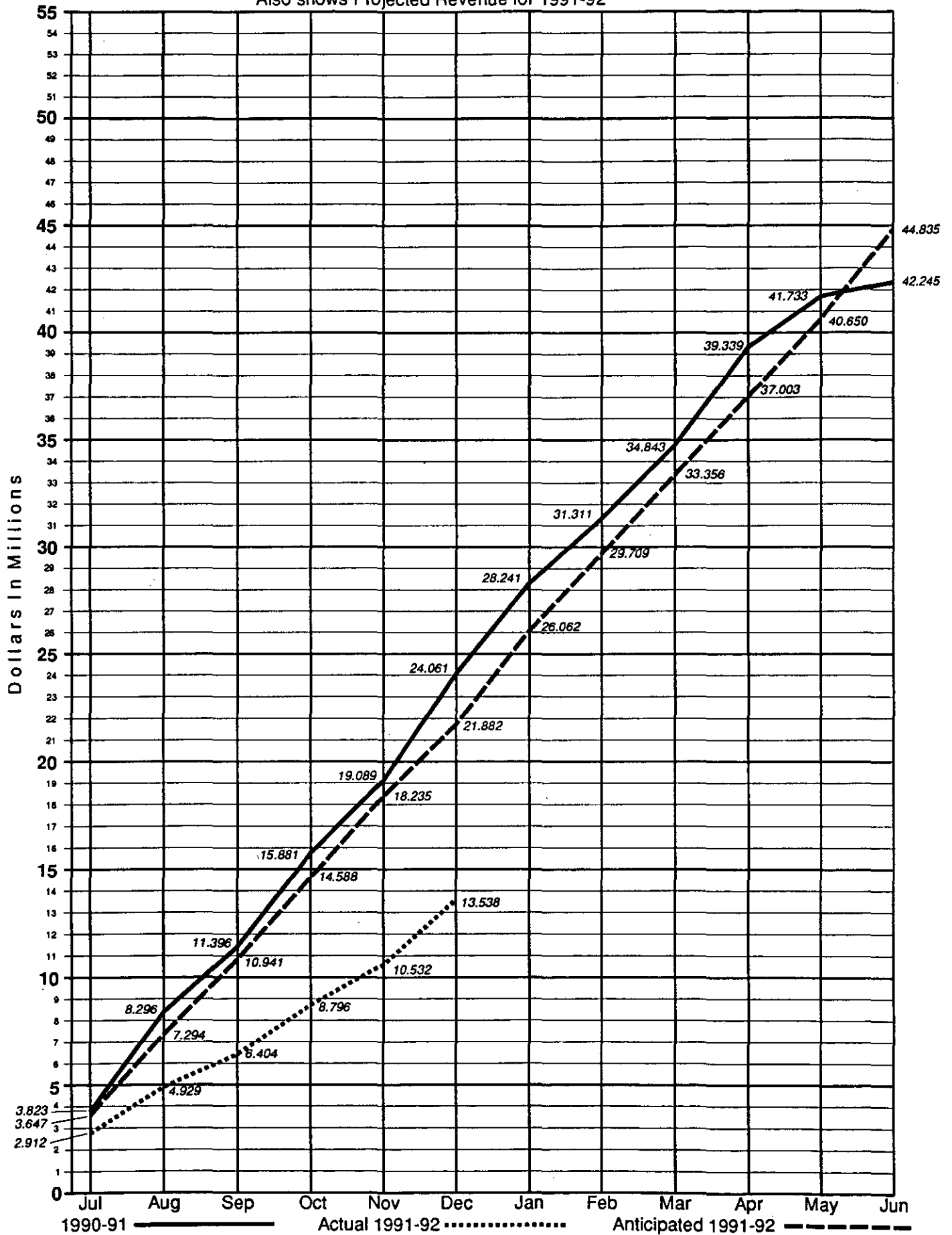
	<u>1990-91</u>				<u>1991-92</u>			
	Penalty Assessment Fund	Other	Cumulative Total	Cumulative Monthly Estimate	Penalty Assessment Fund	Other	Total	Cumulative Total
July	\$ 3,822,890	\$ 541	\$ 3,823,431	\$ 3,647,000	\$ 2,886,023	\$25,676	\$ 2,911,699	\$ 2,911,699
August	4,467,623	5,433	8,296,487	7,294,000	1,992,791	24,624	2,017,415	4,929,114
September	3,096,014	3,690	11,396,191	10,941,000	1,467,766	7,359	1,475,125	6,404,239
October	4,468,976	16,184	15,881,351	14,588,000	2,378,813	13,105	2,391,918	8,796,157
November	3,207,368	412	19,089,131	18,235,000	1,722,707	12,819	1,735,526	10,531,683
December	4,971,707	273	24,061,111	21,882,000	2,970,202	36,376	3,006,578	13,538,261
January	3,641,274	538,309	28,240,694	26,062,000				
February	3,069,568	402	31,310,664	29,709,000				
March	3,515,682	16,549	34,842,895	33,356,000				
April	4,482,331	14,204	39,339,430	37,003,000				
May	2,388,687	4,495	41,732,612	40,650,000				
June	0	512,275	*42,244,887	44,835,000				
Total	\$41,132,120	\$1,112,767	\$42,244,887	\$44,835,000	\$13,418,302	\$ 119,959	\$13,538,261	\$13,538,261

* End of FY 90-91 revenue reported as \$44,273,729.
Due to posting error, Controller's Office reversed \$2,028,842.

Comparison of Revenue by Month

Fiscal years 1990-91 and 1991-92

Also shows Projected Revenue for 1991-92



COMMISSION ON POST

Number of Reimbursed Trainees by Category - For Claims Processed

December 1991

	1990-91			1991-92		
	Actual Total For Year	Actual Jul. - Dec.	% of Total	Projected Total For Year	Actual Jul. - Dec.	% of Projection
Basic Course	4,438	2,507	.56	4,500	978	.22
Dispatchers-Basic	814	462	.57	820	295	.36
Advanced Office Course	18,672	6,730	.36	19,500	6,050	.31
Supervisory Course (Mandated)	1,200	554	.46	1,275	286	.22
Supervisory Seminars and Courses	3,088	1,320	.43	3,200	1,601	.50
Management Course (Mandated)	384	126	.33	390	80	.21
Management Seminars and Courses	2,882	1,058	.37	2,910	1,019	.35
Executive Development Course	443	182	.41	520	278	.53
Executive Seminars and Courses	155	39	.25	200	291	1.46
Other Reimbursement	570	219	.38	600	178	.30
Technical Skills and Knowledge Course	30,901	13,520	.44	32,500	14,530	.45
Field Management Training	27	10	.37	40	11	.28
Team Building Workshops	544	271	.50	575	211	.37
POST Special Seminars	935	400	.43	1,000	316	.32
Approved Courses	69	35	.51	80	34	.43
TOTAL	65,122	27,433	.42	68,110	26,158	.38

COMMISSION ON POST
REIMBURSEMENT BY COURSE CATEGORY

Course Category	1990-1991		1991-1992	
	Total For Year	Actual July - Dec.	December	Actual *July - Dec.
Basic Course	\$ 12,356,552	\$ 6,713,901	\$ 90,408	\$ 2,585,060
Dispatchers-Basic	426,520	186,761	35,275	165,215
Advanced Office Course	4,620,685	1,692,576	40,680	1,220,643
Supervisory Course (Mandated)	1,145,719	510,573	38,741	265,581
Supervisory Seminars and Courses	1,157,463	504,398	101,556	595,256
Management Course (Mandated)	566,879	168,820	2,529	110,935
Management Seminars and Courses	1,074,787	380,239	131,647	397,369
Executive Development Course	352,868	147,010	21,835	208,107
Executive Seminars and Courses	73,438	23,416	7,989	94,116
Other Reimbursement	498,739	243,079	12,003	110,687
Technical Skills and Knowledge Courses	9,538,765	4,209,870	930,240	4,294,615
Field Management Training	11,197	3,416	916	5,178
Team Building Workshops	241,188	128,746	13,331	84,492
POST Special Seminars	216,509	86,040	2,946	74,015
Approved Courses	12,011	7,152	524	6,675
TOTAL	\$ 32,293,320	\$ 15,005,997	\$ 1,430,620	\$ 10,217,944

*Includes funds charged to 90-91 F. Y. for training

1-8-92

ATTACHMENT 3

FILE: 9192LA-3

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
1991-92 LOCAL ASSISTANCE BUDGET
AS OF: DECEMBER 31, 1991

	Allocated	Expended *	Balance
AID TO LOCAL GOVERNMENT:	-----		
Course Reimbursement **	\$30,581,416	7,762,254	\$22,819,162
Carry Over from FY 90-91	2,467,110	2,455,690	11,420

Sub-Total, Reimbursements	\$33,048,526	10,217,944	\$22,830,582
OTHER:			
Reserve for Satelite Dishes	\$600,000	\$0	\$600,000
Transfer to Training Contracts	1,105,000	1,105,000	0
Reserve for Contingencies	1,213,584	0	1,213,584

Sub-Total, Other	\$2,918,584	\$1,105,000	\$1,813,584

Total, Local Assistance	\$35,967,110	\$11,322,944	\$24,644,166
EXPENDITURE REDUCTIONS:			
Suspend Salary Reimbursement			(10,670,000)
Satellite Dishes			(600,000)
Reserve for Contingencies			(1,213,584)

Sub-total, Exp Reductions			(12,483,584)

Revised Balance			12,160,582

** Salary reimbursement @ 20/35%

FUNDING

LOCAL ASSISTANCE	33,500,000
CARRYOVER FROM 1990-91	2,467,110

TOTAL	35,967,110

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Annual Review of Command College Tuition		Meeting Date January 23, 1992
Bureau Center for Leadership Development	Reviewed By <i>Doug Thomas</i>	Researched By Beverley Short
Executive Director Approval <i>Norman C. Boehm</i>	Date of Approval 11-27-91	Date of Report November 27, 1991
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

This item is before the Commission for its annual review of the Command College tuition.

BACKGROUND

At the January 1987 meeting, the Commission designated a tuition be charged all eligible, non-reimbursable agencies desiring to send participants to the Command College. The Commission also directed staff to monitor the direct costs of the two-year program and to submit a report annually with recommendations for the tuition rate for the coming year.

The current tuition approved by the Commission for participants beginning the Command College program in 1991 is \$3,747.

The non-reimbursable agencies currently in the Command College and being charged a tuition are the California Highway Patrol, the Department of Justice, Los Angeles Housing Police, and the Department of Motor Vehicles. The total amount of tuition collected for the 15 officers from these non-reimbursable agencies since it was implemented with Class 8 in June 1987 is \$40,757.21.

ANALYSIS

The recommended tuition based on anticipated direct Command College costs per participant for the two-year program in Classes 18 and 19 is \$3,728. The cost breakdown is as follows:

	<u>Per Student</u>
Faculty	\$2,153
Facility Fees	405
Project Consultants	440
Independent Project and Interession Grading	412
Lead Faculty Meeting	150
Project Consultant Training	440
Total	\$3,728

The recommended tuition per participant of \$3,728 for 1992 is a decrease of \$19 over the 1991 tuition.

The decreased tuition is due in part to moving the Command College to a new facility, the Quails Inn Hotel at Lake San Marcos. The decrease in facility fees however is offset by the increase in project consultant training and academic advisory services to the students during the Independent Study Project phase of the program. The Commission was advised in last year's report of this increased emphasis in the program and subsequent expense in this area.

RECOMMENDATION

Approve a decrease in the Command College tuition for the two-year program from \$3,747 to \$3,728. The decreased tuition would be effective for the Command College Class 18 beginning July 19, 1992, and Class 19 beginning January 31, 1993.

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Public Hearing Regarding the Establishment of Standards for Peace Officer Members of Coroners' Offices	Meeting Date January 23, 1991	
Bureau Compliance and Certificate Services	Reviewed By	Researched By <i>[Signature]</i> Frederick Williams
Executive Director Approval <i>[Signature]</i>	Date of Approval 12-6-91	Date of Report December 4, 1991
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission establish training and selection standards for peace officer members of Coroners' offices?

BACKGROUND

Legislation (SB 2244) was passed in 1990 to provide POST with additional revenue derived from a permit fee, affecting county Coroners and related to the disposition of human remains. Inadvertently, the portion of the bill that would make Coroners' offices eligible for participation in the reimbursement program and require POST to set selection and training standards for peace officer members of county Coroners' offices was chaptered out.

In the 1991 legislative session, SB 249 (Attachment A) by Senator Davis, was introduced to give POST the authority to set standards for and provide reimbursement to participating peace officer members of county Coroners' offices. The Governor has signed this bill into law. This legislation was introduced at the request of the California Coroners' Association and supported by POST.

At its October 31, 1991 meeting, the Commission authorized a public hearing to consider the proposed selection and training standards for peace officer members of Coroners' offices.

ANALYSIS

In 38 of California's 58 counties, coroner functions are carried out by the Sheriff. There are 20 counties with separate Coroners' offices that employ approximately 200 peace officer coroners and deputy coroners. Of the 20 separate Coroners' offices, three currently participate in the POST Specialized Program. These agencies are Los Angeles, Marin, and Sacramento Counties.

The fiscal impact of reimbursing all 200 officers, if they entered the POST program, would be approximately \$200,000 annually which would be offset by the revenue to the POTF generated from county fees to dispose of human remains. It is anticipated that all eligible Coroners' offices will enter the POST program.

The recommended training standard for peace officer members of county Coroners' offices is Penal Code Section 832 course and the 80-hour Coroners' Death Investigation Course (see Attachment B for course outlines). The 80-hour Coroners' Death Investigation Course is currently attended voluntarily by peace officer members of Coroners' offices (as well as deputy sheriff coroners) because of the appropriateness of the training. The P.C. 832 Course would be completed prior to assignment as a peace officer. The Coroners' Course is proposed to be completed within one year from date of hire. Other training standards would apply, including Supervisory, Management, and Continuing Professional Training.

Recommended selection standards would be those peace officers selection standards now required by Commission Regulation 1002 for all employed officers in the reimbursable or specialized programs.

It is proposed that the Commission consider adoption of regulation changes to:

- . add peace officer members of Coroners' offices to those eligible for reimbursement;
- . specify all existing selection standards as applicable to the employment of peace officer members of Coroners' offices;
- . require that peace officer members of Coroners' offices complete the P.C. 832 course before exercise of peace officer powers and complete the 80-hour Coroners' Death Investigation Course within one year.

Coroners' offices have been eligible to participate in the POST Specialized Program. In that program, the minimum basic training standard is the 340-hour Specialized Investigators Course. Three Coroners' offices have participated and trained personnel in that course. The above proposal to require P.C. 832 and the Coroners' Death Investigation Course is proposed as an initial standard, pending completion of further study. Until then, it is also proposed that as a matter of policy, the Commission approve reimbursement for peace officer members of Coroners' offices whose employers choose to continue to use the Specialized Investigators Course. This course would satisfy the P.C. 832 requirement, but officers would still have to attend the 80-hour Coroners' Death Investigation Course.

Regulation changes required to implement the proposed standards and the Notice of Public Hearing and Statement of Reasons are included as Attachment C.

RECOMMENDATION

Subject to the results of the public hearing, approve the adoption of the proposed standards and provisions for peace officer members of Coroners' offices.

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1 *term of three years.*

2 *The additional temporary members provided for by*
3 *paragraph (8) of subdivision (b) shall be appointed on or*
4 *before July 1, 1992, and shall serve for a term of two years.*

5 *(d) It is the intent of the Legislature that all future*
6 *appointments to this commission reflect the ethnic,*
7 *racial, and gender diversity of the state and be considered*
8 *in light of the cultural diversity of the commission at the*
9 *time of appointment.*

10 **SEC. 9.** Section 13510 of the Penal Code is amended
11 to read:

12 13510. (a) For the purpose of raising the level of
13 competence of local law enforcement officers, the
14 commission shall adopt, and may from time to time
15 amend, rules establishing minimum standards relating to
16 physical, mental, and moral fitness which shall govern the
17 recruitment of any city police officers, peace officer
18 members of a county sheriff's office, marshals or deputy
19 marshals of a municipal court, peace officer members of
20 a county coroner's office notwithstanding Section 13526,
21 reserve officers, as defined in subdivision (a) of Section
22 830.6, police officers of a district authorized by statute to
23 maintain a police department, peace officer members of
24 a police department operated by a joint powers agency
25 established by Article 1 (commencing with Section 6500)
26 of Chapter 5 of Division 7 of Title 1 of the Government
27 Code, regularly employed and paid inspectors and
28 investigators of a district attorney's office, as defined in
29 Section 830.1, who conduct criminal investigations, or
30 peace officer members of a district, in any city, county,
31 city and county, or district receiving state aid pursuant to
32 this chapter, and shall adopt, and may from time to time
33 amend, rules establishing minimum standards for
34 training of city police officers, peace officer members of
35 county sheriff's offices, marshals or deputy marshals of a
36 municipal court, peace officer members of a county
37 coroner's office notwithstanding Section 13526, reserve
38 officers, as defined in subdivision (a) of Section 830.6,
39 police officers of a district authorized by statute to
40 maintain a police department, peace officer members of

CONTENT AND MINIMUM HOURS

Penal Code Section 832

Arrest and Firearms - 40 hours

Arrest Course: (24 hours) (Required)

- A. Professional Orientation
 - 1. Professionalism
 - 2. Ethics/Unethical Behavior
 - 3. Administration of Justice Components
 - 4. California Court System
 - 5. Discretionary Decision Making

- B. Law
 - 1. Introduction to Law
 - 2. Crime Elements
 - 3. Intent
 - 4. Parties to a Crime
 - 5. Defenses
 - 6. Probable Cause
 - 7. Obstruction of Justice
 - 8. Constitutional Rights Law
 - 9. Laws of Arrest
 - 10. Effects of Force
 - 11. Reasonable Force
 - 12. Deadly Force
 - 13. Illegal Force Against Prisoners

- C. Laws of Evidence
 - 1. Concepts of Evidence
 - 2. Rules of Evidence
 - 3. Search Concept
 - 4. Seizure Concept

- D. Investigation
 - 1. Preliminary Investigation
 - 2. Crime Scene Notes
 - 3. Identification, Collection, and Preservation of Evidence
 - 4. Chain of Custody Examination

Firearms Course (16 hours)

- A. Firearms Safety
- B. Care and Cleaning
- C. Firearms Shooting Principles
- D. Firearms Range (Target)
- E. Firearms Range (Combat)
- F. Firearms Range (Qualification)

Communications and Arrest Methods: (16 hours)

- A. Community Relations
 - 1. Community Service Concept
 - 2. Community Attitudes and Influences
- B. Communications
 - 1. Interpersonal Communications
 - 2. Note Taking
 - 3. Introduction to Report Writing
 - 4. Interviewing Techniques
- C. Arrest and Control
 - 1. Weaponless Defense/Control Techniques
 - 2. Person Search Techniques
 - 3. Restraint Devices
 - 4. Prisoner Transportation Examination

Commission on Peace Officer Standards and Training

COURSE OUTLINE

TITLE CORONERS' COURSE

HOURS 80

PURPOSE: This course is designed to provide basic skills and knowledge to the newly assigned coroner or deputy sheriff-coroner in death investigation and the role of the coroner.

TOPICAL OUTLINE

RECOMMENDED HOURS

1.0 Course Overview/Administrative Issues	1
2.0 Death Investigation	40
3.0 Introduction to Disaster Management	2
4.0 Role of the Coroner/Public Administrator	4
5.0 Coroners Law	2
6.0 General Laboratory Practices	4
7.0 Vehicle Fatalities	2
8.0 Forensic Use of Medical Records	2
9.0 Forensic Anthropology	4
10.0 Forensic Pathology	10
11.0 Death and Grief Bereaved	2
12.0 A.I.D.S. and Other Communicable Diseases	2
13.0 Forensic Odontology	4
14.0 Test	1

EXPANDED COURSE OUTLINE

1.0 Course Overview/Administrative Issues

2.0 Death Investigation

A. Introduction to Death Investigation

1. General Overview of Death Scene Problems
2. Death's Time Clock, with the "Mortis Brothers"
3. Determination of Death
4. Definition of Terms

B. Differential Diagnosis of Death: Gunshot Wounds

1. Entry/Exit Wounds
2. Distance-Powder Burns & Tattooing/Direction of Fire
3. Weapons/Caliber
4. Preservation of Autopsy Evidence in Firearms Deaths
5. Case Studies

- C. Differential Diagnosis of Death: Asphyxiation
 - 1. Hangings
 - 2. Suffocation
 - 3. Auto Erotica
 - 4. Bodies from Fire
 - a. Deceased, Alive or Dead at Start of Fire
 - b. Fire Set Accidental or Intentional
 - c. Identification of Deceased
 - 5. Bodies from Water
 - a. Drowning, Exposure
 - b. Death Due to Natural Causes in Water
 - D. Differential Diagnosis of Death: Stabbing and Cutting
 - 1. Cut vs. Stab Wounds
 - 2. Suicide vs Homicide
 - 3. Weapon Identification by Wound Analysis
 - E. Differential Diagnosis of Death: Lust Murders Differentiated
 - F. Differential Diagnosis of Death: Psychological Profiling and Psychological Autopsies
 - G. Differential Diagnosis of Death: Drug Deaths
 - H. Death Scene Investigation--Role of Coroner
 - 1. Mode of Death
 - a. Manner
 - b. Cause
 - c. Circumstances Prior to Death
 - 2. Collection of Evidence
 - 3. Scene Search Issues
 - I. SIDS and Child Deaths
- 3.0 Introduction to Disaster Management
- A. Coroner's Role in Disaster Situations
 - B. State and County Office of Emergency Services Function/ Mutual Aid
 - C. Federal Assistance/FBI Disaster Response Team
 - D. Galaxy 203 (Reno) Aircrash
 - E. Disaster Planning, Procedure Manual

4.0 Role of the Coroner/Public Administrator

- A. Coroner/Medical Examiner/Sheriff-Coroner Offices
- B. National Medical Examiner
- C. Legal Issues at Death
- D. Medical Terminology
- E. Office of Public Administrator
- F. Duties of the Public Administrator
- G. Responsibilities and Involvement in Coroner Cases
- H. Managing Decedents Property
- I. Processing Death Certificates
- J. Investigative Relationships

- 1. With Police Investigator
- 2. With District Attorney
- 3. With Physician

K. Role of California State Coroners Association

5. Coroners Law

- A. Introduction to Coroners Law
- B. Government Code
- C. Health and Safety Code
- D. Code of Civil Procedures
- E. Labor Code
- F. Military and Veteran's Code
- G. Penal Code
- H. Probate Code
- I. Vehicle Code
- J. Welfare and Institutions Code
- K. Business and Professions Code
- L. United States Code
- M. Legal Issues

- 1. Organ Transplantation/Harvesting
- 2. Case Law
- 3. Inquests

6. General Laboratory Practices

- A. Overview of Forensic Laboratory Capabilities
- B. The Bureau of Forensic Service (D.O.J.)
- C. Trace Evidence as Applied to Death Investigations

- 1. Blood Stains/Spatter Patterns
- 2. Fibers/Hair

D. Physiological Fluid in Death Investigations

- 1. Serology
- 2. Seminal Fluids/Stains

- E. Firearms Evidence
 - 1. Firearms Overview
 - 2. Weapons Functioning Tests
 - 3. Collection and Recovery Techniques
 - 4. Trace Metal Detection

- F. Collection and Preservation of Evidence
 - 1. Medical
 - 2. Physical
 - 3. Chain of Custody

- 7.0 Vehicle Fatalities
 - A. Role of the Coroner at Traffic Fatality Scene Liaison with Traffic Officers
 - B. Special Traffic Investigative Unit Capabilities
 - C. Vehicular Death

- 8.0 Forensic Use of Medical Records
 - A. Legal Issues

- 9.0 Forensic Anthropology
 - A. Introduction to Forensic Anthropology
 - B. Review of the Human Skeletal System
 - C. Fragments Skeletal Evidence
 - D. Environmental Changes in Bone Remains
 - E. Description of Remains and Human Identification
 - F. Trauma Evidence I: Blunt Force
 - G. Trauma Evidence II: Incising Wounds
 - H. Trauma Evidence III: Ballistic Evidence
 - I. Trauma Evidence IV: Burn Cases
 - J. What Did the Person Probably Look Like
 - K. Review and Question Session

- 10. Forensic Pathology
 - A. Anatomy
 - B. Toxicology
 - C. Coroners Investigative Techniques
 - D. Post Mortem Examination
 - E. Case Study Method
 - 1. Natural
 - 2. Homicide
 - 3. Suicide

 - F. Lab Procedures

POST ADMINISTRATIVE MANUAL

REGULATIONS

Proposed Language

1001. Definitions

(a) through (g) (Continued)

(h) "Department" in the Regular Program is a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, the University of California Police, the California State University and Colleges Police, marshal's department, district attorney offices employing investigators, and Community College District Police, and County Coroners' Offices; or in the Specialized Program, "department" is a specialized agency, department, division, branch, bureau, unit, section, office or district that provides investigative or general law enforcement services; and in the Public Safety Dispatcher Program and Specialized Public Safety Dispatcher Program, "department" is the governmental entity which provides the dispatch services.

(i) through (bb) (Continued)

Authority: Section 13506, Penal Code.

Reference: Sections 13503, 13507, 13510 and 13510.5, Penal Code.

POST ADMINISTRATIVE MANUAL

REGULATIONS

Proposed Language

1005. Minimum Standards for Training.

(a) Basic Training Standards (Required).

(a) (1) through (4) (Continued)

(5) Every regularly employed and paid as such peace officer member of Coroners' Offices, as defined in Section 830.35 P. C., shall satisfactorily complete the training requirements of Penal Code Section 832, PAM, Section D-7-2 before the exercise of peace officer powers. The satisfactory completion of the POST-certified Coroners' Death Investigation Course, PAM, Section D-1-8 is also required, within one year from date of appointment, and shall only apply to peace officer coroners hired on or after the agency enters the POST Program.

(7) ~~(6)~~ (Continued)

(8) ~~(7)~~ (Continued)

(b) through (j) (Continued)

Existing incorporation by reference statements remain unchanged with the exception of the following addition:

PAM Section D-1-8 adopted effective * is herein incorporated by reference.

*This date to be filled in by OAL

Authority: Sections 13503, 13506 and 13510, Penal Code.
Reference: Sections 832, 832.3, 832.6, 13506, 13510, 13510.5, 13511, 13513, 13514, 13516, 13517, 13520 and 13523, Penal Code.

POST ADMINISTRATIVE MANUAL

COMMISSION PROCEDURE D-1

BASIC TRAINING

D-1-1 through D-1-7 (Continued)

D-1-8. Coroner's Death Investigation Course: The Coroners' Death Investigation Course contains the following Functional Areas and minimum hours. This course partially fulfills the minimum basic training required under 1005 (a) (5) for peace officer members of Coroners' Offices. With prior POST approval, flexibility shall be granted to adjust hours between functional areas.

Functional Areas:

<u>1.0</u>	<u>Course Overview Administrative Issues</u>	<u>1 hour</u>
<u>2.0</u>	<u>Death Investigation</u>	<u>40 hours</u>
<u>3.0</u>	<u>Introduction to Disaster Management</u>	<u>2 hours</u>
<u>4.0</u>	<u>Role of Coroner/Public Administrator</u>	<u>4 hours</u>
<u>5.0</u>	<u>Coroners Law</u>	<u>2 hours</u>
<u>6.0</u>	<u>General Laboratory Practices</u>	<u>4 hours</u>
<u>7.0</u>	<u>Vehicle Fatalities</u>	<u>2 hours</u>
<u>8.0</u>	<u>Forensic Use of Medical Records</u>	<u>2 hours</u>
<u>9.0</u>	<u>Forensic Anthropology</u>	<u>4 hours</u>
<u>10.0</u>	<u>Forensic Pathology</u>	<u>10 hours</u>
<u>11.0</u>	<u>Death and Grief Bereaved</u>	<u>2 hours</u>
<u>12.0</u>	<u>A.I.D.S. and Other Communicable Diseases</u>	<u>2 hours</u>
<u>13.0</u>	<u>Forensic Odontology</u>	<u>4 hours</u>
<u>14.0</u>	<u>Test</u>	<u>1 hour</u>
	<u>Total Minimum Required Hours</u>	<u>80 hours</u>

Commission on Peace Officer Standards and Training

NOTICE OF PUBLIC HEARING

**ADOPTION OF TRAINING AND SELECTION STANDARDS FOR
PEACE OFFICER MEMBERS OF COUNTY CORONERS' OFFICES**

Notice is hereby given that the Commission on Peace Officer Standards and Training (POST), pursuant to the authority vested by Sections 13503, 13506, 13510, 13522, and 13523 of the Penal Code and in order to interpret, implement and make specific Sections 830.35 and 13510 of the Penal Code, propose to adopt, amend, or repeal regulations in Chapter 2 of Title 11 of the California Code of Regulations. A public hearing to adopt the proposed amendments will be held before the full Commission on:

Date: January 23, 1992
Time: 10:00 a.m.
Place: Bahia Hotel
San Diego, California

Notice is also hereby given that any interested person may present oral or written statements or arguments, relevant to the action proposed, during the public hearing.

INFORMATIVE DIGEST

When legislatively mandated, POST approves selection and training standards for peace officers. Those standards are incorporated in Regulation 1005 (Minimum Standards for Training) and by reference in Regulation 1002 (Minimum Standards for Employment).

Senate Bill 249, modifying Penal Code Section 13510, was passed in the 1991 legislative session, signed by the Governor, and becomes effective January 1, 1992. This bill gives POST authority to set selection and training standards for peace officer members of County Coroners' Offices.

Penal Code Section 13522 provides authority for POST to reimburse County Coroners' Offices through the provision that any city, county, city/county, or district may make application to the Commission for aid, providing that while receiving aid the jurisdiction (department) adheres to the standards for recruitment and training established by the Commission.

In 1990, SB 2244 was passed which provides POST with additional revenue, derived from a County Coroner permit fee which is related to the disposition of human remains. This new revenue is expected to provide the funding for reimbursement to Coroners' Offices.

It is proposed that the Commission amend the following regulations and Commission Procedure:

Regulation 1001

Modify 1001 (h) by adding peace officer members of coroners' offices to those listed under the definition of "department."

Regulation 1005

Language added to this section and cited as Regulation 1005, (a) (5) to require peace officer members of Coroners' Offices, appointed pursuant to Penal Code Section 830.35, to complete the training requirements of Penal Code Section 832 before the exercise of peace officer powers, and to also complete a POST-certified Coroners Death Investigation Course within one year of employment.

P.C. 832 is statutorily required of this peace officer classification. The Coroners Death Investigation Course was developed by coroners and is currently being used on a voluntary basis as a relevant level of training.

Selection and training standards adopted under proposed regulations will only apply to peace officer coroners hired on or after the date the agency enters into the POST Program.

Commission Procedure D-1

Add Commission Procedure D-1-8, course outline of Coroners' Death Investigation Course, to specify the content and minimum hours of the Coroners' Death Investigation Course.

PUBLIC COMMENT

The Commission hereby requests written comments on the proposed actions. All written comments must be received at POST no later than 4:30 p.m. on January 6, 1992. Written comments should be directed to Norman C. Boehm, Executive director, Commission on Peace Officer Standards and Training, 1601 Alhambra Blvd., Sacramento, CA, 95816-7083.

ADOPTION OF PROPOSED REGULATIONS

After the hearing, and consideration of public comments, the Commission may adopt the proposals substantially as set forth without further notice. If the proposed text is modified prior to adoption and the change is related but not solely grammatical or nonsubstantial in nature, the full text of the resulting regulation will be made available at least 15 days before the date of adoption to all persons who testified or submitted written comments at the public hearing, all persons whose

comments were received by POST during the public comment period, and all persons who request notification from POST of the availability of such changes. A request for the modified text should be addressed to the agency official designated in this notice. The Commission will accept written comments on the modified text for 15 days after the date on which the revised text is made available.

TEXT OF PROPOSAL

Copies of the Statement of Reasons and exact language of the proposed action may be obtained at the hearing, or prior to the hearing upon request in writing to the contact person at the address below. This address also is the location of all information considered as the basis for these proposals. The information will be maintained for inspection during Commission's normal business hours (8 a.m. to 5 p.m.).

ESTIMATE OF ECONOMIC IMPACT

Fiscal Impact on Public Agencies Including Costs or Savings to State Agencies or Costs/Savings in Federal Funding to the State: None

Nondiscretionary Costs/Savings to Local Agencies: None

Local Mandate: None

Small Business Impact: None

Costs Impact on Private Persons or Entities: None

Housing Costs: None

Cost to Any Local Agency or School District for which Government Code Section 17561 Requires Reimbursement: None

CONSIDERATION OF ALTERNATIVES

In order to take this action, the Commission must determine that no alternative considered by the Commission would be more effective in carrying out the purpose for which the action is proposed or would be as effective and less burdensome to affected private persons than the proposed action.

CONTACT PERSON

Inquiries concerning the proposed action and requests for written material pertaining to the proposed action should be directed to Anna Del Porto, Staff Services Analyst, 1601 Alhambra Blvd., Sacramento, CA, or by telephone at (916) 739-5400.

Commission on Peace Officer Standards and Training

PUBLIC HEARING: ADOPTION OF TRAINING AND SELECTION
STANDARDS FOR PEACE OFFICER MEMBERS OF
COUNTY CORONERS' OFFICES

STATEMENT OF REASONS

<u>Requirement</u>	<u>Reasons</u>
Modify Regulation 1001(h) by adding peace officer members of Coroners' Offices, appointed pursuant to P.C. 830.35, to those listed under definition of "department."	Makes provisions and standards sections required by Regulation 1002 applicable to this class of peace officer. Regulation 1002 applies to every peace officer employed by a department.
Modify Regulation 1005 to require peace officer members of Coroners' Offices, appointed pursuant to P.C. 830.35, to complete the training requirements of Penal Code Section 832 before the exercise of peace officer powers.	P.C. 13510 gives the Commission the authority to set training standards for peace officer coroners. The Commission is adding the P.C. 832 training requirement, already mandated for all peace officers, to Regulation 1005 in order for POST to enforce this required training.
Modify Regulation 1005(a)(5) to require peace officer members of Coroners' Offices, appointed pursuant to P. C. 830.35 to complete the POST-certified Coroners' Death Investigation Course within one year from date of appointment and shall only apply to peace officer coroners hired on or after the agency enters the POST Program.	This course, in existence for a number of years, has been voluntarily subscribed to by this class of peace officer coroners. The course, which was recently revised by POST and representatives of this class of peace officer, has been determined by POST to be job related to the functions of Coroners. The one-year allowance for completion of the Coroners' Death Investigation Course is because of the small number of individuals affected causing infrequency of the course offerings owing to course cost considerations.

Requirement

Reasons

Modify Commission Procedure D-1 to add as D-1-8 the specific course content of the Coroners' Death Investigation Course.

The provision that the training requirement only applies to peace officers hired on or after the agency enters the POST Program is to avoid a retroactive application of the standard.

Content of 80-hour Death Investigation Course.

This course partially fulfills the minimum basic training required under Regulation 1005(a)(5). This section is where all basic training requirements are defined.

Hourly flexibility in the 80-hour course.

The course content and hours are based on the expert opinion of POST trainers and members of Coroners' Offices who have recently met and reviewed the content of the course.

Changing conditions from time to time may warrant changing the emphasis of hours.

ANALYSIS

The intent of Penal Code Section 832(e) is to impose a "3-year rule" for peace officers for whom PC 832 training is the minimum training requirement that is analogous to the "3-year rule" for peace officers for whom the minimum training requirement is a POST-certified basic course (as specified in Commission Regulation 1008).

Proposed regulations to accomplish this objective are provided in Attachment B. Key features of the proposed regulations are as follows:

- (1) Persons seeking to satisfy PC 832 Course requalification requirements via testing will be permitted two opportunities to pass each applicable test (i.e., Arrest Procedures exam and Firearms exam), as is the case for persons who take the tests at the conclusion of PC 832 training. Failure to pass any test upon the second attempt will result in the need to successfully repeat the applicable PC 832 training (Arrest Procedures or Firearms).
- (2) Those persons who are exempt from the PC 832 Course requalification requirements, as specified in Penal Code Section 832(e) (see above), are enumerated in the proposed regulations. Further, persons seeking written notification from POST as to exemption status will be required to submit verifiable documentation in support of the contended exemption. In the case of those who purport to be exempt due to PC 832 teaching experience, such documentation must conclusively demonstrate maintained proficiency resulting from substantive and recent experience as a PC 832 Course instructor.
- (3) As provided for in law, POST will charge examination fees, not to exceed actual costs, to those who wish to test for purposes of satisfying the PC 832 Course requalification requirements.

It is impossible to estimate with any certainty the testing volume that will result from adoption of the proposed regulations. Fewer than 50 people per year undergo the testing process associated with the "3 year rule" for the basic course. The number of persons who complete PC 832 training is approximately two and one-half times that for basic training. Based on this difference in training volume, one could assume that between 100 and 150 persons per year would request and qualify for PC 832 requalification testing. However, the alternative to basic course waiver testing - repeating a basic course, or completing the 120-hour Basic Course Requalification Course (depending on the specific waiver test failed) - is significantly more burdensome than the alternative to PC 832 requalification testing (i.e., repeating the 56-hour PC 832 Course). Thus, it would seem reasonable to assume that fewer than 100 to 150 PC 832 requalification exams would be administered

annually.

Whatever the testing volume, as with the basic course waiver examination program, it is proposed that POST contract for actual administration of all requalification exams, with the fees for testing used to pay all contract costs, and any ancillary administrative duties performed by existing POST staff.

RECOMMENDATION

Schedule a public hearing in conjunction with the April 16, 1992 Commission meeting for purposes of adopting the proposed regulation changes shown in Attachment B.

SEC. 2. Section 832 of the Penal Code is amended to read:

832. (a) Every person described in this chapter as a peace officer shall satisfactorily complete an introductory course of training prescribed by the Commission on Peace Officer Standards and Training. On or after July 1, 1989, satisfactory completion of the course shall be demonstrated by passage of an appropriate examination developed or approved by the commission. Training in the carrying and use of firearms shall not be required of any peace officer whose employing agency prohibits the use of firearms.

(b) (1) Every peace officer described in this chapter, prior to the exercise of the powers of a peace officer, shall have satisfactorily completed the course of training described in subdivision (a).

(2) Every peace officer described in Section 13510 or in subdivision (a) of Section 830.2 may satisfactorily complete the training required by this section as part of the training prescribed pursuant to Section 13510.

(c) Persons described in this chapter as peace officers who have not satisfactorily completed the course described in subdivision (a), as specified in subdivision (b), shall not have the powers of a peace officer until they satisfactorily complete the course.

(d) Any peace officer who, on March 4, 1972, possesses or is qualified to possess the basic certificate as awarded by the Commission on Peace Officer Standards and Training shall be exempted from this section.

(e) (1) Any person completing the training described in subdivision (a) who does not become employed as a peace officer within three years from the date of passing the examination described in subdivision (a), or who has a three-year or longer break in service as a peace officer, shall pass the examination described in subdivision (a) prior to the exercise of the powers of a peace officer, except for any person described in paragraph (2).

(2) The requirement in paragraph (1) does not apply to any person who meets any of the following requirements:

(A) Is returning to a management position that is at the second level of supervision or higher.

(B) Has successfully requalified for a basic course through the Commission on Peace Officer Standards and Training.

(C) Has maintained proficiency through teaching the course described in subdivision (a).

(D) During the break in California service, was continuously employed as a peace officer in another state or at the federal level.

(f) The commission may charge appropriate fees for the examination required by subdivision (e), not to exceed actual costs.

New

POST ADMINISTRATIVE MANUAL

REGULATIONS

Proposed Language

1080. PC 832 COURSE Testing and Regualification Requirements

(a)(4) Continued

(b) Any person who does not become employed as a peace officer within 3 years of successfully completing PC 832 training, or who has a 3-year or longer break in service as a peace officer subsequent to successfully completing PC 832 training, must requalify to exercise the powers of a peace officer by either: (1) repeating satisfactory completion of PC 832 training, or (2) demonstrating continued mastery of PC 832 training material by passing the examinations enumerated in POST Regulation 1080(a). This section does not apply to those persons who qualify for an exemption as outlined in (b)(2).

(1) Regualification Examination Procedures:

(A) Eligibility: Persons seeking to test must request so in writing, must provide verifiable evidence of prior successful completion of PC 832 training, and must provide advance payment of all applicable examination fees [see (E), below], in the form of a certified check or money order, made payable to the Commission on POST.

(B) Administration of Examinations:

(1) Every eligible person shall be tested at a POST-approved location within 90 days of substantiation of eligibility, and shall be notified at least 30 days in advance as to the specific date, time and location of testing. Failure to appear for testing shall result in forfeiture of all applicable examination fees and loss of eligibility to test pending reapplication to establish eligibility to test as per (A) above (including prepayment of

applicable examination fees).

- (2) All examinations shall be administered in accordance with the provisions of POST Regulation 1080(a)(1), subsections (B), (C), and (D).
- (C) Notification Procedures: All examinees shall be notified of test results in accordance with POST Regulation 1080(a)(2).
- (D) Retesting: One retest shall be permitted for any test failed, contingent upon advanced payment of any applicable examination fee [see (E), below]. Persons who fail to achieve a passing score upon retesting, or who fail to appear for retesting, shall be required to successfully complete the appropriate PC 832 training (i.e., Arrest Procedures or Firearms) in order to meet the PC 832 Course requalification requirements of Penal Code Section 832(e).
- (E) Examination Fees: POST shall charge fees for all examinations administered. The appropriate fees shall be determined by the Commission and shall not exceed actual test administration costs.

(2) Exemptions:

- (A) Persons who meet any of the following criteria shall be exempt from the PC 832 Course Requalification Requirements:
 - (1) Persons returning to management level law enforcement positions at the second level of supervision or higher
 - (2) Persons who have successfully requalified for a POST Basic Course
 - (3) Persons who have maintained proficiency through teaching the course described in PC 832(a)
 - (4) Persons who were continuously employed as full-time peace officers in other states or at the

federal level during the break in
service as a California peace
officer

(B) Persons seeking confirmation of
exemption status from the Commission
shall submit verifiable documentation of
the basis of the purported exemption.
With reference to (A)(3) above, such
documentation must clearly substantiate,
based on the nature, extent, and recency
of PC 832 teaching experience, that the
person has maintained proficiency.

work with POST staff to develop test items that can be used statewide. This process of writing test items for statewide use revealed that many POs were too general. They did not provide enough details to ensure that the resulting test items addressed the instructional issues that they were supposed to impact. For some POs, usable test items could simply not be written. Proposed changes will improve clarity and specificity.

The third process deals with the reorganizing of the Basic Course curriculum. For administrative reasons, some POs are proposed to be split into two or more, while in other instances multiple POs are proposed to be merged into one. It is also proposed that some POs be moved from broad functional areas into smaller topical categories. This was done to maintain consistency with the knowledge domain concept previously approved by the Commission and results in the re-numbering of many of the POs.

The proposals included in this report represent the product of an extensive effort to review all Basic Course POs and where appropriate, make amendments. All proposals have been reviewed by an ad hoc committee representing the consortium of academy directors. All proposed substantive revisions are discussed in this report and summarized in attachments. All performance objectives, including those with technical changes, are included in the document Performance Objectives for the POST Basic Course which is provided under separate cover as an addendum to this report.

ANALYSIS

Content Additions

POs were added to address new curriculum either mandated by law or recommended by SMEs. The following POs and the reasons for their proposed adoption are detailed below:

Probation and Parole. PO 1.10.7 requires students to identify the differences between parole and probation. PO 3.38.14 requires students to identify parole and probation violations. This knowledge is required so that students can handle situations involving probationers and parolees. There are two PO's (proposed for deletion) that required students to identify the parole and probation processes. These did not require students to identify the differences between the two processes nor to identify violations of either. The two proposed POs contain all the information included in the current POs, plus more detailed information that patrol officers require to do more thorough field investigations.

Victim Compensation. PO 2.6.3 requires students to identify individuals who qualify for assistance under the Victim Compensation Act (Government Code Sections 13960). PO 2.6.4

requires students to identify the information they must provide to victims of violent crimes (Government Code Section 13968). This knowledge is required so that students can fulfill their obligations to crime victims under the Victim Compensation Act. A PO proposed for deletion (2.6.2) required students to identify only the general information that patrol officers were required to give crime victims. The two recommended POs provide more clarity and detailed information which should be given to victims of crime.

Hazardous Materials Training. PO 8.51.1 requires students to recognize when a situation may involve hazardous materials. PO 8.51.2 requires students to identify the precautions which should be taken when hazardous materials may be present. PO 8.51.3 requires students to use an emergency response guidebook to identify hazardous materials. PO 8.51.4 requires students to describe the nature of the incident, select safety precautions, explain how to isolate the scene and identify who to contact in a hazardous materials incident. These POs were written to comply with new training requirements established by the Office of Emergency Services. There is one PO on HAZMAT (8.39.6) which outlined four general responsibilities required for first responders at HAZMAT scenes. This PO is proposed for deletion and more specific and clearer responsibilities are recommended in the above cited POs.

Sex Offender Registration. PO 3.28.12 requires students to identify if an individual is required to register as a sex offender. This knowledge is required to enforce the registration requirement for sex offenders. This is new information which was not previously included in the Basic Course.

Gang Awareness. PO. 8.50.1 requires students to identify types of gangs. PO 8.50.2 requires students to identify reasons for gang membership. PO 8.50.3 requires students to identify the characteristics of gangs. PO 8.50.4 requires students to identify the methods which gangs use to distinguish membership. PO 8.50.5 requires students to identify gang graffiti factors. PO 8.50.6 requires students to identify criminal activities engaged in by gang members. PO 8.50.7 requires students to identify law enforcement methods used to reduce gang activities. This knowledge is required so students can recognize gang members and gang-related activities. These PO's were approved by the Commission at its July 1989 meeting, but were not included in the Performance Objectives for the POST Basic Course (1989) when it was submitted to the Office of Administrative Law (OAL). Therefore, they must be resubmitted to the Commission so that they can be included in the 1992 document.

All POs proposed as additional Basic Course content are included for reference in Attachment A.

Content Deletions.

Content deletions to the Regular Basic Course curriculum are proposed based upon the recommendations of SMEs. Content deletions were proposed for the following reasons: (a) the PO dealt with the student's personal perspective and could not be evaluated with objective test items; (b) the PO required knowledge outside the usual scope of a patrol officer's duties; (c) the PO required knowledge that varies from agency to agency and could not be uniformly evaluated on a statewide basis; or (d) the knowledge or skill required by the PO could be better acquired in the field.

In the great majority of areas of proposed deletion of PO's, it should be borne in mind that instruction on the topics will continue, as a practical matter, but not as a state mandate. Lesson plans, curriculum guides, and the content of related PO's will continue to provide for instruction in the subject area.

Specific proposals for deletion and accompanying rationales are explained below.

Organizational Functions. PO 1.5.1 requires students to identify the organizational functions of a typical law enforcement agency. There is no prototypical law enforcement agency, and students can learn about the organization of their own agencies on the job.

Criminal Justice System Components PO 1.7.5 requires students to identify how criminal justice components affect one another. For example, the PO requires students to identify how changes in sentencing guidelines (judicial component) impacts prison populations (correctional component). Patrol officers do not control these changes and this knowledge is not needed in order for them to perform their duties.

Personal Factors. PO 2.2.1 requires students to identify ways to personally influence the community's attitude toward law enforcement. PO 2.2.5 requires students to identify how factors in their self-development affect the way they relate to people. Objective tests cannot be developed for POs that address a student's self-perception or self-development. Instead, nonobjective techniques (e.g., peer and staff evaluations, anecdotal records and individual counseling) are used to evaluate a student's personal suitability for a law enforcement career.

Victimology. PO 2.6.1 requires students to identify the benefits of focusing attention on crime victims. PO 8.17.5 requires students to identify the benefits of law enforcement involvement in missing persons cases. PO 8.17.6 requires students to identify the reasons for exhibiting sensitivity in missing persons cases. These POs require students to identify how law enforcement benefits by being attentive, sensitive, and competent. These are qualities that are emphasized throughout the Regular

Basic Course, and the benefits to law enforcement are self-evident. Moreover, SMEs and POST staff have been unsuccessful in developing acceptable test items for these POs.

Bestiality. PO 3.28.5 requires students to identify the crime of bestiality. SMEs say that this crime is rarely encountered and should not be included in the Regular Basic Course.

ABC Laws. PO 3.36.1 requires students to identify persons designated to enforce ABC laws. Students do not need to distinguish between who can and who cannot enforce the ABC laws because every peace officer can enforce them. PO 3.36.3 requires students to identify the types of ABC licenses required by various establishments. SMEs recommend that this instruction be given during field training instead of in the Regular Basic Course. Other ABC violations such as selling alcoholic beverages to minors will still be taught in the Regular Basic Course.

Chemical Agents. PO 7.19.1 requires students to identify the chemical agents used by law enforcement. PO 7.19.2 requires students to identify the chemical agent delivery systems used by law enforcement. SMEs say that students should be tested only on their knowledge of personal tear gas canisters since these are the only chemical agent devices routinely issued to patrol officers. POs 7.19.3 and 7.19.6. require students to demonstrate this knowledge.

Perception and Observation Skills. PO 8.2.2 requires students to identify at least two means by which an officer's skills of perception can be improved. PO 8.3.1 requires students to identify at least two means by which an officer's skills of observation can be improved. SMEs could not provide specific ways to improve these skills other than by experience and exposure to field incidents. Perception and observation are covered throughout the curriculum in the context of other topics such as investigations, traffic, and patrol procedures.

Labor Disputes. PO 8.30.1 requires students to identify the laws applicable to handling labor disputes. SMEs say that patrol officers do not need this knowledge because supervisors establish the procedures for handling labor disputes. Instruction will still be provided on how to handle landlord-tenant disputes and domestic violence incidents.

Handling Animals. PO 8.34.1 requires students to identify the common law enforcement practices pertaining to the disposition of dangerous, sick or injured animals. PO 8.34.2 requires students to identify the agency responsible for treating and disposing of dead or injured animals. PO 8.34.3 requires students to identify the procedures used in handling animal bite cases. These POs cover information which is only relevant to rural areas of the state where there are no animal control officers. These POs do not have statewide applicability.

Ambushes. PO 8.37.1 requires students to identify the ways to avoid being set up in an ambush. SMEs are unable to list specific ways to avoid ambushes, other than following the general officer safety practices taught throughout the course.

Press Credentials. PO 8.41.2 requires students to identify acceptable press credentials. This would require developing tests depicting acceptable and unacceptable press credentials. However, the press organization honored and the type of credential issued vary from agency to agency. Therefore, it is impossible to construct tests with statewide applicability.

Nonenforcement of Traffic Laws. PO 9.1.1 requires students to identify the results of the nonenforcement of traffic laws. This PO is unnecessary because the results of nonenforcement are obvious, and it has proven impossible to develop acceptable test items.

Custody. PO 11.1.2 requires students to identify the primary reasons for maintaining jail security. PO 11.5.1 requires students to identify custody procedures involving juveniles. PO 11.6.2 requires students to identify that prisoners are entitled to provide for their own medical care. PO 11.6.3 requires students to identify a prisoner's rights to an attorney. These POs pertain to custodial jails and not to the temporary holding jails that are commonly used by law enforcement agencies. That is, they do not apply to the duties performed by patrol officers. Officers who happen to be assigned to custodial facilities receive additional training under the direction of the Department of Corrections.

Regular Basic Course students are required to demonstrate the knowledge required to perform the prisoner handling duties assigned to patrol officers. POs 11.6.1, 11.6.4, 11.6.5 require students to demonstrate knowledge of prisoner rights including the right to humane treatment, telephone calls, free speech, and privacy. POs 3.41.1 - 3.41.7 require students to demonstrate knowledge of juvenile arrest and custody procedures for patrol officer functions.

Batons. PO 12.8.4 requires students to identify the batons most commonly used by law enforcement and the limitations imposed upon their use. Agencies adopt a particular baton and train their personnel on its use. SMEs say that students should not be required to learn the limitations of weapons they will never use.

All POs proposed for deletion are included for reference in Attachment B.

Revisions of Existing Content

Revisions of a substantive nature are proposed to modify the

curriculum by amplifying or clarifying the instructional intent of existing POs. These changes differ from "content revisions" in that they do not add new topics or delete existing topics from the curriculum. Substantive revisions are accomplished by either: (a) changing - i.e., adding more specific information to the same PO; (b) adding a new PO number or renumbering it; or, (c) deleting a PO number to accommodate a reorganization of the POs. Examples of substantive revisions made by changing, adding, and deleting PO numbers are described below.

Substantive Changes to Existing POs. As one example, it is proposed that a substantive change be made to PO 1.4.3 that requires students to identify problems that are likely to result if an officer accepts gratuities. PO 1.4.3 currently reads as follows:

The student will identify problems associated with an officer's acceptance of gratuities.

The proposed substantive change reads as follows:

Given a direct question, the student will identify the problems associated with an officer's acceptance of gratuities:

- A. Creates a negative public image of law enforcement officers and their agencies**
- B. Obligates the officer to the gift giver**
- C. May lead to the acceptance of larger gifts, serious misconduct, or the commission of a crime**

The changes (shown in bold type) clarify for instructors, students, and item writers: (a) that test items will be in the form of a direct question, and (b) the specific problems that are created by the acceptance of gratuities. This additional information ensures a close match between instruction, student practice, and the test items used to evaluate the students.

Changes of this nature are extensive and are summarized in Attachment C. Actual proposed revised POs are found in the addendum, Performance Objectives for the POST Basic Course (1992).

Changes to POs Including Renumbering. This type of change has been proposed where an existing PO covers so much content that instructional intent is unclear. Clarity is restored by dividing the existing PO into two or more simpler POs. PO 3.32.3 is an example of an existing PO that covers too much content:

When shown or given a description of PCP, the student will identify it as a controlled substance and the following information:

- A. Its common name(s) or slang name(s)
- B. The ways in which it is introduced into the system
- C. The ways in which it is commonly packaged
- D. Its effects on the user, both short and long term
- E. Hazards associated with handling

PO 3.32.3 (a proposed substantive change) covers identification of PCP and PO 3.32.8 (a proposed "new" numbered PO) covers the symptoms of PCP use. As proposed, PO 3.32.8 reads as follows:

Given a word picture depicting a person exhibiting the symptoms of PCP use, the student will identify that the person may be under the influence of PCP. These **symptoms** include high pain tolerance, great physical strength, hallucinations, unpredictability, aggressive and extremely violent behavior, excessive sweating, drowsiness, nystagmus, paranoia, confusion, blank stares, muscle rigidity, unusual gait, convulsions, and a chemical odor on the breath or body.

In contrast to the existing PO 3.32.3, the proposed PO 3.32.8 describes for students, instructors, and item writers that: (a) the stem of the test items will contain a description of a person exhibiting the symptoms of PCP use; and (b) those symptoms are high pain tolerance, great physical strength, etc.

Proposed changes in this category are summarized in Attachment D, and the actual proposed POs are found in the addendum.

Deletion of PO Numbers to Accommodate Reorganization of POs.

This type of change is proposed whenever the knowledge or skill required by one PO overlaps one or more existing POs. In some cases this overlap was inadvertent and in other cases the overlap was the result of other revisions made to improve organization and increase clarity and consistency.

An example of inadvertent overlap is POs 8.9.14 and 9.8.1. Both require the student to discriminate between acceptable and unacceptable personal identification. To eliminate this redundancy, it is proposed that PO 8.9.14 be deleted. The proposal to add PO 3.1.4 is an example of redundancy created by the staff's efforts to improve the organization of the curriculum. PO 3.1.4 places all the introductory legal terminology into a single PO. To avoid redundancy, the existing POs covering these same terms require deletion.

Proposed deletion of PO numbers for these reasons is extensive and is summarized in Attachment E, and also included in the addendum.

Summary

POST staff, SMEs, and academy directors have been involved in the process of developing these recommendations and feel their adoption will greatly benefit basic course instruction and testing. If adopted by the Commission, these recommendations will accomplish the following goals: (a) revisions to the POs will clarify instructional intent for instructors, students and item writers; (b) new POs will add curriculum that either meets a legal mandate or is required to perform the duties of a patrol officer; (c) POs deleted will eliminate unnecessary instruction and increase the legal defensibility of the tests; and (d) POs that created serious testing problems will be deleted or modified, thus increasing the psychometric quality of the tests.

Despite the extensive revisions proposed, it is anticipated that no additional time will be needed to complete the Regular Basic Course. A total of 560 hours is now allotted to complete it.

It is proposed that the abbreviated public notice process be used. If no one requests a public hearing, these proposed changes would go into effect 30 days after approval by OAL. It is proposed that pursuant to Commission Regulation 1005(a), Performance Objectives for the POST Basic Course be amended to include the recommended revisions. The Regulation and Commission Procedure D-1 are included as Attachment F.

RECOMMENDATION

Subject to the results of the proposed Notice of Regulatory Action approve the revisions to Performance Objectives for the POST Basic Course.

CONTENT ADDITIONS

- 1.10.7 Given a direct question, the student will identify the following similarities and differences between parole and probation:
- A. A primary role of parole and probation is to protect the community from the future criminal acts of people who have been convicted of a crime
 - B. Parole officers and probation officers are peace officers and may be armed
 - C. Parole is a reduction in the parolee's sentence (after he/she has served time in state prison), while probation is a suspension of the probationer's incarceration (before he/she has served time)
 - D. The Parole Division is a 24-hour-a-day operation and a parolee's status can be checked at any time, while the availability of information about probationer's during nonbusiness hours varies from county to county
 - E. The conditions of parole are imposed by an administrative body, either the Department of Corrections or the Community Release Board, while the conditions of probation are imposed by the court in the county where the offense occurred
 - F. In contrast to parole, there are two types of probation: **summary** probation - an unsupervised probation period where the rules and conditions are determined by the imposing judge and **formal** probation - a supervised probation period with a formalized set of rules and conditions under which the probationer is compelled to comply
- 3.38.14 Given a direct question, the student will identify that a person who violates the conditions of parole or probation may be taken into custody and that the person's parole or probation officer should be notified as soon as possible.
- 2.6.3 Given a direct question, the student will identify the following individuals who qualify for state assistance to crime victims under Government Code Section 1390
- A. Anyone who is injured or dies as a direct result of a crime committed in California
 - B. A resident of California who is injured or dies as a direct result of a crime while temporarily outside the state
 - C. Anyone legally dependent for support upon a person who: (a) is injured or dies as a direct result of a

crime committed in California, or (b) is a resident of California and is injured or dies as a direct result of a crime while temporarily outside the state

- D. A family member or any person in close relationship with a crime victim if that person was present when the crime was committed and: (a) the victim was injured or died as a direct result of the crime, and (b) the crime was committed in California or the victim was a resident of California and the crime occurred while the victim was temporarily outside the state
- E. A family member or any person in close relationship with a crime victim whose presence is required for the successful treatment of the victim if: (a) the victim was injured as a direct result of the crime, and (b) the crime was committed in California or the victim was a resident of California and the crime occurred while the victim was temporarily outside the state
- F. Any individual who legally assumes the obligation or voluntarily pays the medical or burial expenses incurred as a direct result of a crime if the crime was committed in California or the victim was a resident of California and the crime occurred while the victim was temporarily outside the state

2.6.4

Given a direct question, the student will identify the following information which a law enforcement officer must provide to individuals who qualify as crime victims entitled to state assistance under Government Code Section 13968.

- A. The victim may receive cash payments for loss of income and expenses related to medical treatment, rehabilitation, mental health counseling services, and burial costs under Sections 13959 et seq. of the Government Code
- B. The phone number and address of the local victim assistance center, or if there is no local victim assistance center, a state application for victim assistance

8.51.1

Given a word picture depicting the presence of an unknown substance, a spill, fire, or explosion or a container, vehicle, or building marked by a placard -- the student will identify if the situation should be treated as a hazardous materials incident. In making this identification, the student will use the following indicators:

- A. People evacuating an area or building
- B. People unconscious or showing signs of dizziness,

- nausea, or breathing difficulty
- C. A spill or leak involving an unknown or dangerous substance
- D. Fire, smoke, fumes or vapors
- E. Hissing, knocking or pinging sounds coming from an enclosed container
- F. Type of business (e.g., fertilizer plants, laboratories, gas stations, etc.)
- G. Container sizes or shapes used in storing or transporting hazardous materials
- H. Markings, colors, placards, or labels indicating the presence of hazardous materials
- I. Shipping papers, Material Safety Data Sheets (MSDS), or National Fire Protection Association (NFPA) 704 system

8.51.2 Given a direct question, the student will identify the following precautions which should be taken in the presence of hazardous materials.

- A. Stay upwind, uphill and upstream of the material in a well-ventilated location
- B. Do not smoke, eat, or drink
- C. Do not attempt to touch, taste or sniff any substance
- D. Eliminate all sources of ignition (e.g., do not use flares, do not turn on light switches, do not strike matches, etc.)
- E. Park emergency vehicles facing away from the incident

8.51.3 Given an Emergency Response Guidebook (ERG) and information contained on a shipping paper or placard for a hazardous material, the student will use the ERG to identify the material by its name or identification number as listed in the ERG; the potential hazards of the material; and the actions to be taken.

8.51.4 Given a table-top exercise simulating a hazardous materials incident, the student will do the following.

- A. Describe the nature of the hazardous incident
- B. Select the appropriate safety precautions to take
- C. Explain how to isolate the scene
- D. Name the agency or person that should be contacted

3.28.12 Given an offender's criminal record and place of residence, the student will identify if the offender is required to register as a sex offender, and where the offender is required to register, identify the public

official with whom the offender must register. (Penal Code Section 290(a))

- 8.50.1 Given a direct question, the student will identify the following types of gangs which represent law enforcement concerns:
- A. Street gangs
 - B. Motorcycle gangs
 - C. Prison gangs
 - D. Cult/ritualistic gangs
- 8.50.2 Given a direct question, the student will identify the following primary reasons for gang membership:
- A. Peer pressure
 - B. Common interest
 - C. Protection/safety
- 8.50.3 Given a direct question, the student will identify the following characteristics which are common to most gangs:
- A. Cohesiveness
 - B. Code of silence
 - C. Rivalries
 - D. Revenge
- 8.50.4 Given a direct question, the student will identify the following methods which gangs use to distinguish their members from members of other gangs.
- A. Tattoos
 - B. Attire and accessories
 - C. Use of monikers
 - D. Use of hand signs
- 8.50.5 Given a direct question, the student will identify the following gang graffiti factors as significant to law enforcement operations.
- A. Identifying individuals and/or a specific gang
 - B. Identifying gang boundaries
 - C. Indications of pending and/or past gang conflicts
- 8.50.6 Given a direct question, the student will identify the following types of criminal activities as those commonly engaged in by gangs.
- A. Sale and use of narcotics
 - B. Physical violence
 - C. Auto theft/burglary from vehicles

8.50.7

Given a direct question, the student will identify law enforcement methods used to reduce gang activity. These include.

- A. Identification of gang activity
- B. Coordination with allied agencies
- C. Reduction of the opportunity for criminal activities

CONTENT DELETIONS

- 1.5.1 The student will identify the organizational functions and chain of command of a typical law enforcement agency on an organizational chart.
- 1.7.5 The student will identify at least one way in which a component of the criminal justice system impacts the other components.
- 2.2.1 The student will identify ways to personally influence and affect the community's attitude toward law enforcement with the following:
- A. Schools
 - B. Media-newspapers, TV, radio
 - C. Family
 - D. Friends/Acquaintances
 - E. Victims/witnesses
- 2.2.5 The student will identify those factors in his/her self development which affect the way he/she deals with people.
- 2.6.1 The student will identify the benefits of focusing attention on crime victims including:
- A. Community support
 - B. Criminal investigation/prosecution
 - C. Personal/professional satisfaction
- 8.17.5 The student will identify the benefits for law enforcement involvement in missing person cases including:
- A. Community support
 - B. Personal/Professional satisfaction
 - C. Reduction of civil liability
- 8.17.6 The student will identify the reasons why officers should exhibit sensitivity in handling missing person cases including:
- A. Feelings of helplessness/trauma/fear/anger
 - B. Valuable public service opportunity
 - C. Unfamiliarity with police procedures

- 3.28.5 Given word-pictures depicting bestiality, the student will determine if the crime is complete and, in any situation where the crime is complete, will identify the crime by its common name and crime classification. (Penal Code Section 286.5)
- 3.36.1 The student will identify those persons designated to enforce the Alcoholic Beverage Control Act (ABC). (Business and Professions Code Sections 23000 and 25619)
- 3.36.3 Given word-pictures or audio-visual presentations depicting a variety of legal and illegal liquor/beer sales, the student will identify those sales which are illegal and the type of license, if applicable, which is required for each type of sale. (Business and Professions Code Sections 23393, 23394, 23396, and 23399)
- 7.19.1 The student will identify the chemical agents most commonly used by law enforcement agencies.
- 7.19.2 The student will identify the most common law enforcement chemical agent devices and delivery systems. This will include:
- A. Types of dissemination (burn, blast, liquid)
 - B. Types of devices
- 8.2.2 The student will identify at least two means by which an officer's skills of perception can be improved.
- 8.3.1 The student will identify at least two means by which an officer's skills of observation can be improved.
- 8.30.1 The student will identify the following provisions applicable to the handling of labor disputes.
- 8.34.1 The student will identify the most common provisions of law enforcement practices concerning the disposition of vicious, injured, or sick animals.
- 8.34.2 The student will identify an agency which will provide assistance in treating or disposing of injured or dead animals.
- 8.34.3 The student will identify the most common procedures used in law enforcement agencies for handling animal bite cases.
- 8.37.1 The student will identify patrol techniques that minimize the possibility of an officer entering into an ambush "set-up".

- 8.41.2 The student will recognize those press credentials most commonly honored by law enforcement agencies.
- 9.1.1 The student will identify the following results of non-enforcement of traffic laws:
- A. Highway fatalities and injuries
 - B. Property damage
 - C. A poor police image
 - D. Impediment to efficient flow of traffic
- 11.1.2 The student will identify the primary reason for maintaining jail security as it relates to the following:
- A. Control of contraband
 - B. Unauthorized communications
 - C. Probable cause arrest (PC 836)
 - D. Escapes
- 11.5.1 Given word-pictures or audio-visual presentations of types of juvenile prisoners, the student will identify the custody procedures in conformance with the law and minimum jail standards.
- This will minimally include:
- A. Miranda advisement (Welfare & Institution Code Section 625)
 - B. What notifications are required.
 - C. Strip search of juveniles (Penal Code 4030)
 - D. Requirements pertaining to the confinement of a child under 16 years with an adult accused or convicted of a crime. (Penal Code Section 273b)
 - E. Custody alternatives. (Welfare and Institutions Code Sections 626 and 626.5)
- 11.6.2 The student will identify that a prisoner is entitled to provide for his own medical care at his own expense, even though a "jail" physician may be available. (Penal Code Section 4023)
- 11.6.3 The student will identify the requirements and sanctions pertaining to the rights of an attorney to visit a prisoner when the prisoner or any relative of the prisoner has requested the attorney's presence. (Penal Code Section 825)
- 12.8.4 The student will identify those batons most commonly used by law enforcement and the limitations imposed upon their use.

Substantive Changes to Existing POs

<u>PO #</u>	<u>TOPIC</u>
1.1.1	KEY HISTORICAL EVENTS IN LAW ENFORCEMENT REASON: The specific key events were previously missing; these are now included in the PO.
1.2.1	CHARACTERISTICS OF A PROFESSION REASON: Adds the specific characteristics of a profession to the PO
1.3.1	ETHICAL AND MORAL STANDARDS REASON: Adds specific reasons for behaving ethically and morally
1.3.2	CODE OF ETHICS REASON: Adds specific elements of the Code of Ethics to the PO
1.4.1	UNETHICAL/CRIMINAL CONDUCT REASON: Adds specific methods for handling observed unethical/criminal conduct by officers
1.4.2	NONENFORCEMENT OF SPECIFIC LAWS REASON: Adds list of possible problems associated with nonenforcement of laws
1.4.3	ACCEPTANCE OF GRATUITIES REASON: Adds a list of problems associated with acceptance of gratuities
1.4.4	POSITIVE ACTION ON UNETHICAL/CRIMINAL CONDUCT REASON: Adds specific action to take when becoming aware of unethical/criminal conduct by officer
1.6.1	LAW ENFORCEMENT CAREER - SATISFACTIONS AND DISSATISFACTIONS REASON: Adds specific common pros and cons of the job
1.7.1	CRIMINAL JUSTICE SYSTEM COMPONENTS/POSITIONS REASON: Adds two positions to a list of job categories that comprise the criminal justice system in California

- 1.8.1 PRIMARY LAW ENFORCEMENT FUNCTIONS
REASON: Eliminates a redundancy within the PO
- 1.9.1 COURTS - RESPONSIBILITIES
REASON: Adds specific responsibilities of each type of court
- 1.9.2 COURT RELATED TERMS
REASON: Defines the terms arraignment, bail, indictment, trial, and preliminary hearing
- 1.10.2 PAROLE CONDITIONS
REASON: Adds the specific conditions of the parole process
- 1.10.5 PROBATION CONDITIONS
REASON: Adds the specific conditions of probation
- 1.11.4 FIELD INCIDENTS
REASON: Adds specificity to PO
- 2.3.1 CITIZEN EVALUATION OF LAW ENFORCEMENT
REASON: Adds specific criteria (e.g., response time, use of equipment, etc.) used by communities to rate quality of service
- 2.3.3 NEGATIVE LAW ENFORCEMENT STEREOTYPES
REASON: Lists the five most commonly viewed stereotypes of law enforcement (e.g., anti gays, apathetic, etc.)
- 2.5.6 IDENTIFY SYMPTOMS OF PERSONS IN CRISIS
REASON: Adds five common symptoms exhibited by persons in crisis (e.g., depression, hysteria, guilt, etc.)
- 2.6.2 CRIME VICTIM INFORMATION
REASON: Adds specific information which officers should give to victims
- 2.7.2 EFFECTS OF HATE CRIME
REASON: Adds the specific possible effects associated with hate crimes
- 3.1.1 SPIRIT VERSUS LETTER OF THE LAW
REASON: A technical change to facilitate distinguishing the terms and facilitate writing of test items
- 3.3.1 INTENT
REASON: Same as above

- 3.5.1 ENTRAPMENT
REASON: A technical change to ensure coverage and testing of the PO
- 3.6.1 REASONABLE SUSPICION
REASON: Adds specific conditions to establish basis for reasonable suspicion
- 3.6.2 PROBABLE CAUSE
REASON: Adds specific conditions for probable cause to arrest, issue warrants, search vehicles
- 3.7.1 ATTEMPTS
REASON: A technical change to ensure coverage and testing of the PO
- 3.7.2 CONSPIRACY
REASON: Same as above
- 3.7.3 SOLICITATION
REASON: Same as above
- 3.16.1 ARSON
REASON: Adds additional information for clarity
- 3.21.1 CHILD DESERTION
REASON: Same as above
- 3.21.4 CHILD ENDANGERMENT
REASON: Same as above
- 3.23.6 HATE CRIMES
REASON: Same as above.
- 3.31.1 POSSESSION OF CONTROLLED SUBSTANCES
REASON: Same as above
- 3.31.2 POSSESSION OF CONTROLLED SUBSTANCES FOR SALE
REASON: Same as above
- 3.31.3 TRANSPORTING CONTROLLED SUBSTANCES
REASON: Same as above
- 3.31.4 POSSESSION OF PARAPHERNALIA USED FOR CONTROLLED SUBSTANCES
REASON: Same as above
- 3.31.5 PRESENT WHERE CONTROLLED SUBSTANCES USED
REASON: Same as above

- 3.32.1 IDENTIFY LSD/FORMS
REASON: Same as above
- 3.32.2 IDENTIFY PEYOTE
REASON: Same as above
- 3.32.3 IDENTIFY PCP
REASON: Same as above
- 3.32.4 IDENTIFY PSILOCYBIN
REASON: Same as above
- 3.32.5 IDENTIFY DEPRESSANTS/TRANQUILIZERS
REASON: Same as above
- 3.32.6 IDENTIFY METHAMPHETAMINE
REASON: Same as above
- 3.33.2 IDENTIFY HEROIN
REASON: Same as above
- 3.33.3 IDENTIFY COCAINE
REASON: Same as above
- 3.34.1 IDENTIFY CANNABIS
REASON: Same as above
- 3.37.1 U.S. CONSTITUTIONAL AMENDMENTS
REASON: Rather than requiring knowledge of each Amendment by number and the right afforded by each, this change requires that students know only the rights without needing to know the Amendment by number and corresponding right.
- 3.37.3 CONSPIRACY AGAINST RIGHTS OF CITIZENS
REASON: A technical change to ensure coverage and testing of the PO
- 3.37.4 DEPRIVATION OF RIGHTS UNDER COLOR OF AUTHORITY
REASON: Same as above
- 3.38.1 AUTHORITY TO MAKE ARRESTS
REASON: Same as above
- 3.38.2 ELEMENTS OF LAWFUL ARRESTS
REASON: Adds specific elements of lawful arrests to PO
- 3.38.4 INFORMATION GIVEN TO PERSONS ARRESTED
REASON: Adds the specific information that should be given to arrestees

- 3.38.5 LAWFUL ARRESTS
REASON: Adds specific conditions of lawful arrests to PO
- 3.38.8 PRIVATE PERSONS ARRESTS
REASON: Adds elements of private persons arrests to PO
- 3.38.12 LIABILITY FOR FALSE ARREST
REASON: Adds the conditions when an officer is not civilly liable for making arrests
- 3.40.1 ALCOHOLIC SALES TO MINORS
REASON: A technical change to ensure coverage and testing of the PO
- 3.40.2 ALCOHOLIC BEVERAGES
REASON: A technical change to ensure coverage and testing of the PO
- 3.41.1 JUVENILE COURT LAW
REASON: Adds the specific purposes of juvenile court law
- 3.41.2 JUVENILE COURT JURISDICTION
REASON: Adds conditions related to court jurisdiction of juveniles
- 3.41.3 TEMPORARY CUSTODY OF MINORS
REASON: Adds conditions related to custody of juveniles
- 3.41.4 ADVISING MINORS OF THEIR RIGHTS
REASON: Adds conditions on when to advise juveniles of their rights
- 3.41.5 SEGREGATING JUVENILES FROM ADULT PRISONERS
REASON: Adds requirements for separating juvenile from adult prisoners
- 4.1.1 DIRECT, INDIRECT AND CIRCUMSTANTIAL EVIDENCE
REASON: A technical change to ensure coverage and testing of the PO
- 4.1.2 FRUITS/INSTRUMENTALITIES OF CRIMES AND CONTRABAND
REASON: Same as above
- 4.4.2 SUBPOENAS AND POWERS TO ISSUE
REASON: Adds information on who can issue subpoenas

- 4.6.1 PURPOSES OF EXCLUSIONARY RULE
REASON: Adds the specific purposes of the exclusionary rule
- 4.6.3 EXCEPTIONS TO THE HEARSAY RULE
REASON: A technical change to ensure coverage and testing of the PO
- 4.7.1 TYPES OF SEARCHES
REASON: Adds definitions to seven types of searches
- 4.8.1 USE OF FORCE
REASON: Clarifies intent of PO
- 4.8.2 EVIDENCE SWALLOWED - INDUCE VOMITING
REASON: Adds conditions when vomiting can be induced as per case law
- 4.8.3 BLOOD EVIDENCE - EXTRACTING
REASON: As per case law, adds conditions under which blood evidence can be obtained
- 4.8.4 FINGERPRINT EVIDENCE - INVOLUNTARY EXTRACTION
REASON: Adds conditions as per case law under which extraction of fingerprint evidence is justified
- 4.8.5 HANDWRITING EVIDENCE - EXTRACTION
REASON: Same as above on handwriting
- 4.9.1 SHOWUPS - ADMISSIBILITY
REASON: Adds practices which improve the admissibility of showups
- 4.9.3 PHOTOGRAPHIC IDENTIFICATION
REASON: Adds steps which should be taken to make photo identifications admissible
- 4.9.4 LINE-UP IDENTIFICATION
REASON: Adds steps to ensure line-ups are in line with case law
- 5.2.2 FIELD NOTES
REASON: Adds specificity to types of information
- 5.3.1 POLICE REPORT - USES
REASON: Lists uses of reports with more specificity

- 5.4.3 REPORT WRITING - ID GRAMMATICAL ERRORS
REASON: Adds two additional grammatical errors to list of common errors
- 5.5.1 COLLECTION OF INFORMATION/REPORT WRITING
REASON: Adds six steps involved in the collection of information and how it will be evaluated in the completed report. This PO replaces POs 5.3.2.
- 5.6.1 TELEPHONE ETIQUETTE
REASON: This PO involves a technical change to make it a demonstration instead of a paper/pencil test.
- 5.7.1 COMMUNICATING WITH THE DEAF/HEARING IMPAIRED
REASON: Lists cues and appropriate ways to respond to persons with hearing disabilities.
- 6.1.3 TRAFFIC COLLISION - DRIVING MOVEMENTS
REASON: A technical change to ensure coverage and testing of the PO
- 6.1.4 EFFECTS OF FATIGUE ON DRIVING
REASON: Same as above
- 6.1.5 REASONS FOR WEARING SEAT BELTS
REASON: Adds reasons for wearing seat belts to PO
- 6.2.2 DRIVER TRAINING - COMPONENTS OF STOPPING DISTANCE
REASON: Adds speed as one of several components which affects stopping distance
- 6.2.3 SPEED - EFFECTS ON TURNING
REASON: A technical change to ensure coverage and testing of the PO
- 6.2.4 COMPONENTS OF STOPPING DISTANCE
REASON: Same as above
- 6.3.1 ISSUES IN AGENCY PURSUIT POLICIES
REASON: Same as above
- 6.3.2 LIMITATIONS OF EMERGENCY WARNING DEVICES
REASON: Adds specific precautions on the limitations of warning devices
- 6.4.3 RULES OF THE ROAD IN NON-EMERGENCIES
REASON: A technical change to ensure coverage of the PO and testing

- 6.4.4 PURSUIT DRIVING LIABILITY
REASON: Adds specific conditions under which officer may be civilly liable in pursuit driving situations.
- 6.5.1 PRE-SHIFT VEHICLE INSPECTION
REASON: Lists objectives of a pre-shift vehicle inspection - e.g., remove possible evidence, check tire wear, etc.
- 6.6.2 ALL WHEEL LOCKED SKIDS
REASON: A technical change to ensure coverage and testing of the PO
- 6.6.4 PROPER ROAD POSITIONING
REASON: Same as above
- 6.7.2 CONTROLLED VEHICLE PURSUIT
REASON: Same as above
- 7.1.2 USE OF FORCE - LIABILITY
REASON: Adds seven specific conditions under which officers may be held civilly liable in use of force incidents
- 7.2.1 ARRESTS - LEGAL FRAMEWORK ON USE OF FORCE
REASON: Adds conditions under which officers can use force to make legal arrests
- 7.3.2 "SUFFICIENCY OF FEAR"
REASON: Adds factors which may establish sufficiency of fear in use of deadly force situations
- 7.3.3 DEADLY FORCE - FACTORS TO CONSIDER
REASON: Adds factors to consider before deciding to use deadly force
- 7.3.4 AGENCY POLICIES ON USE OF DEADLY FORCE
REASON: A technical change to ensure coverage and testing of the PO
- 7.6.1 HANDGUN PARTS
REASON: Adds handgun parts and their function to the PO
- 7.8.1 SHOTGUN PARTS
REASON: Same as above
- 7.8.2 SHOTGUN AMMUNITION CHARACTERISTICS
REASON: Adds characteristics of shotgun ammunition

7.19.3

USE OF FORCE - TEARGAS

REASON: A technical change to test student as to when teargas can be used

8.1.4

FOOT VS MOTORIZED PATROL - ADVANTAGES AND DISADVANTAGES

REASON: The specific advantages and disadvantages of each type patrol are listed

8.5.1

PREVENTIVE VS APPREHENSIVE PATROL

REASON: A technical change to ensure coverage and testing of the PO

8.5.2

PATROL TECHNIQUES

REASON: Adds specific techniques to improve patrol function

8.6.1

HAZARDS OF SILHOUETTING

REASON: Adds hazards associated with silhouetting

8.6.2

AVOIDANCE OF UNNECESSARY NOISE IN PATROLLING

REASON: Adds ways to decrease unnecessary noise

8.6.3

ENCOUNTERING PLAINCLOTHES OFFICERS

REASON: Adds specific behaviors that patrol officers should exhibit in this type of encounter

8.7.2

APPROACHING PEDESTRIANS ON FOOT

REASON: Adds specific reasons for approaching pedestrians on foot and positions to take

8.7.3

"POSITIONING" DURING FIELD INTERVIEWS

REASON: Adds specific positions officers should take when conducting field interviews

8.8.1

ADVISEMENT OF MIRANDA RIGHTS

REASON: Adds specific conditions regarding when officers are required admonish adults and minors

8.8.2

INTERROGATION

REASON: Removes language which is redundant

8.9.1

TYPES OF VEHICLE STOPS

REASON: Adds three types of vehicle stops and describes them

8.9.2

SELECTION OF LOCATION FOR VEHICLE STOPS

REASON: A technical change to ensure coverage and testing of PO

8.9.5

VEHICLE STOPS - DRIVER ATTENTION

REASON: Same as above

- 8.11.1 HIGH-RISK PULLOVERS
REASON: Removes the word "felony" which is redundant when referring to high-risk pullovers.
- 8.13.2 STATEWIDE INFORMATION SYSTEMS
REASON: Adds the names/types of systems available
- 8.13.3 LAWFUL EXCHANGE OF TELECOMMUNICATIONS INFORMATION
REASON: A technical change to ensure coverage and testing of the PO
- 8.14.1 SEARCHING PERSONS OF THE OPPOSITE SEX
REASON: Adds conditions when these searches should or should not be made
- 8.14.3 EVIDENCE CONCEALMENT ON PERSONS
REASON: Adds body locations where evidence can be concealed
- 8.15.1 VEHICLE SEARCHES
REASON: Includes specific steps to take when conducting vehicle searches
- 8.16.1 BUILDING SEARCHES
REASON: Adds specific steps involved in conducting this type of search
- 8.16.2 OUTDOOR SEARCHES
REASON: Same as above.
- 8.17.3 MISSING PERSONS - CONDITIONS WHICH AFFECT RESPONDING
REASON: Deletes two conditions which SMEs did not believe were necessary to consider in responding
- 8.19.3 HANDCUFFING SINGLE AND MULTIPLE SUSPECTS
REASON: One of the ten conditions was deleted; SMEs thought it was redundant.
- 8.17.4 STEPS IN MISSING PERSON SEARCHES
REASON: Same as above.
- 8.19.2 PURPOSE/LIMITATIONS OF HANDCUFFS
REASON: Adds specific purpose/limitations on the use of handcuffs
- 8.21.1 CRIME IN-PROGRESS - RESPONDING TO
REASON: A technical change to ensure coverage and testing of the PO

- 8.22.1 BURGLARY IN PROGRESS CALLS
REASON: A technical change to ensure coverage and testing of the PO
- 8.23.1 ROBBERY IN PROGRESS CALLS
REASON: Same as above
- 8.24.1 PROWLER CALLS
REASON: Same as above
- 8.27.2 SEPARATING PARTIES IN FAMILY DISPUTES
REASON: Adds specific reasons for separating disputants
- 8.28.1 REPOSSESSION DISPUTES - ISSUES
REASON: A technical change to ensure coverage and testing of the PO
- 8.28.2 REPOSSESSION DISPUTES - RESPONSIBILITIES
REASON: Adds specific responsibilities involved in handling these disputes
- 8.29.1 LANDLORD-TENANT DISPUTES
REASON: Adds specific conditions and courses of action to take in handling disputes of this type
- 8.33.1 HANDLING DEAD BODY CALLS
REASON: Adds the specific tasks assigned to an officer who handles this type call
- 8.33.3 SEARCHING DECEASED PERSONS
REASON: A technical change to ensure coverage and testing of the PO
- 8.36.2 HANDLING MENTALLY ILL PERSONS (5150 WIC)
REASON: Adds the specific provisions of Section 5150 WIC
- 8.39.1 HAZARDOUS OCCURRENCES - ACTIONS REQUIRED
REASON: Deletes one of six types of hazardous occurrences ("other local possibilities") from the list; SMEs thought it was too broad of a category
- 8.39.3 AIR CRASHES
REASON: Adds factors to consider at site of air crashes
- 8.40.1 FIRE EMERGENCIES
REASON: Specifies the preferred methods of extinguishing class a, b, and c type fires

- 8.40.3 ENTERING BURNING BUILDINGS - WHEN NOT TO
REASON: Adds specific signs which indicate when it is unsafe to enter
- 8.41.4 NEWS MEDIA RELATIONS
REASON: Removes information which is redundant within the PO
- 8.42.2 REFERRALS
REASON: A technical change which combines this PO with 8.42.1 (deleted) and makes it a level 3 PO which must be demonstrated rather than tested using paper/pencil exams
- 8.46.1 BARRICADED SUSPECTS - COURSE OF ACTION
REASON: A technical change to ensure coverage and testing of the PO
- 8.47.1 DOMESTIC VIOLENCE VS DOMESTIC DISPUTES
REASON: This modified PO defines the difference between the two terms
- 8.47.2 DOMESTIC VIOLENCE - EXTENT, NATURE AND IMPACT
REASON: Specifies eight views on D.V. and how law enforcement intervention impacts D.V.
- 8.47.4 DOMESTIC VIOLENCE - LAW ENFORCEMENT OPTIONS
REASON: Delineates five common options for law enforcement to consider in D.V. situations - e.g., arrest, cite, etc.
- 8.47.5 DOMESTIC VIOLENCE - RESTRAINING AND EMERGENCY PROTECTIVE ORDERS
REASON: Lists officers' responsibilities in verifying, identifying, and requesting these court orders
- 8.48.1 BODY ARMOR - CHARACTERISTICS
REASON: This modified PO deletes the obvious benefit of wearing armor and the types of armor available; it requires knowledge of the degree of protection that can be realized against handguns and penetrating weapons
- 9.2.1 TRAFFIC RELATED TERMS
REASON: Adds terminology related to traffic/ Vehicle Code
- 9.4.15 VEHICLE CODE VIOLATIONS
REASON: Adds specific information regarding flare and/or cone pattern violations

- 9.5.1 DRUNK DRIVING ARRESTS
REASON: Adds course of action to take on DUI cases
- 9.8.1 ACCEPTABLE IDENTIFICATION
REASON: Adds specific information regarding validity and authenticity of identification
- 9.8.2 VERIFYING AUTHENTICITY OF DRIVER'S LICENSE
REASON: Adds reasons for verifying authenticity of drivers' licenses
- 9.10.2 INFORMATION GIVEN TO PERSONS CITED
REASON: Adds specific information which should be provided to persons cited
- 9.13.6 TRAFFIC COLLISION MANAGEMENT
REASON: Adds elements of traffic collision management
- 9.14.1 TRAFFIC COLLISION INVESTIGATION
REASON: Deletes information which is not required to complete this scenario PO
- 9.14.2 TRAFFIC COLLISION TERMS
REASON: Adds and defines six collision terms
- 9.15.1 AUTHORITY TO IMPOUND VEHICLES
REASON: Lists nine situations where impounds can be made
- 10.1.1 CRIME SCENE EXERCISE
REASON: Adds an additional requirement - the completion of a report if one is required
- 10.2.1 CRIME SCENE EXERCISE - SEARCH
REASON: Two additional types of physical evidence are included: 1)fruits of the crime and, 2)other evidence
- 10.3.1 CRIME SCENE INVESTIGATION - NOTES
REASON: Adds requirement that other persons at crime scene be included in notes.
- 10.4.1 CRIME SCENE SKETCHES
REASON: A technical change to ensure coverage and testing of the PO
- 10.6.2 EVIDENCE - COLLECTION, PRESERVATION AND PACKAGING
REASON: Adds hazardous materials to list and changes the term "blood" to "body fluids"

- 10.8.1 INTERVIEWING SUSPECTS, VICTIMS, AND WITNESSES
REASON: Adds specific steps to take prior to conducting interviews
- 10.8.2 CHILD ABUSE - INVESTIGATION/INTERVIEWING
REASON: Adds additional useful information to assist in the investigation/interview of persons involved in child abuse cases
- 10.9.1 FUNCTIONS OF SPECIALIZED INVESTIGATIVE UNITS
REASON: Delineates the functions of four types of investigative units
- 10.10.1 SOURCES OF INFORMATION
REASON: Adds four specific sources of information to the PO
- 10.11.1 APPROPRIATE COURTROOM DRESS/BEHAVIOR
REASON: Adds the benefits derived if officers dress and behave properly in court
- 10.11.2 COURTROOM TESTIMONY PREPARATION
REASON: Adds how officers should prepare prior to offering testimony in court
- 10.11.3 RESPONDING TO COURTROOM QUESTIONING
REASON: Adds ways to respond to direct and cross-examination questioning
- 11.1.1 CUSTODY - COMMITMENT PROCEDURES
REASON: Specifies the steps to take to ensure that custody is legal; e.g., verify documents, custody orders, etc.
- 11.2.1 PRISONER PROPERTY/SOLICITING FOR ATTORNEYS
REASON: Adds when a receipt must be given for property taken and the specific prohibition on soliciting on behalf of attorneys
- 11.3.1 INHUMANE TREATMENT OF PRISONERS
REASON: A technical change to improve coverage and testing of the PO
- 11.3.2 COLOR OF AUTHORITY - CRIME ELEMENTS
REASON: Same as above
- 11.4.1 ARRESTING OFFICER RESPONSIBILITIES - NOTIFICATION TO CUSTODIAL OFFICERS
REASON: Adds the responsibilities that an arresting officer has when booking specific types of prisoners - e.g., sick, injured, violent, etc.

- 11.4.2 SECURING WEAPONS WHEN ENTERING JAIL
REASON: A technical change to ensure coverage and testing of the PO
- 11.4.3 BOOKING SICK/INJURED PERSONS
REASON: Adds steps an officer should take prior to booking sick/injured persons
- 11.6.1 PRISONERS - CONSTITUTIONAL RIGHTS
REASON: Specifies five rights guaranteed to prisoners; e.g., speech, speedy trial, reasonable bail, etc.
- 11.6.4 ARRESTEE RIGHTS TO TELEPHONIC CALLS
REASON: Adds rights afforded to adult and juvenile prisoners to make telephone calls
- 12.6.3 BODY PARTS USED AS WEAPONS
REASON: Adds parts of the body that can be used as weapons
- 12.8.2 POLICE BATON TARGET AREAS
REASON: Adds body parts which should be targeted when a baton is used
- 12.8.3 BODY PARTS SUSCEPTIBLE TO LETHAL BATON BLOWS
REASON: Adds body parts which should be avoided when using a baton

Changes to POs Including Renumbering

<u>PO#</u>	<u>TOPIC</u>
1.1.2	CALIFORNIA LAW ENFORCEMENT - HISTORY REASON: This PO provides historical events that serve as milestones and thus provides perspective for inductees.
1.3.3	CODE OF PROFESSIONAL CONDUCT REASON: This PO specifically delineates the nine responsibilities an officer is entrusted with under this Code.
2.4.8	ELEMENTS WHICH DEFINE CRIME PREVENTION REASON: This PO replaces a PO that is proposed for deletion. This PO is worded more accurately and will facilitate writing of test items.
3.1.4	LAW ENFORCEMENT TERMS; E.G., CRIME REASON: This PO defines 30 terms and replaces 8 deleted POs; additionally, it defines terms that were not previously defined but are essential to a better understanding of criminal statutes.
3.1.5	IDENTIFY CRIME VS. TORT REASON: Although the previous PO defines both of these terms, the insertion of this one is to ensure coverage and testing of the fine points of both terms.
3.4.3	PRINCIPLES, ACCESSORIES AND ACCOMPLICES REASON: Same as above
3.21.9	CHILD PORNOGRAPHY REASON: This PO involves a technical change to ensure coverage and testing of PC 311.11.
3.21.10	UNLAWFUL SEXUAL INTERCOURSE REASON: This PO involves a technical change; it was previously numbered 3.28.6 and was modified to facilitate testing of Penal Code Section 261.5.
3.24.9	UNLAWFUL POSSESSION OF TEAR GAS REASON: This PO was previously listed under the types of chemical agents used by peace officers (KD35). It is more appropriate to place it in the criminal law area so that officers can be tested on its unlawful use.

- 3.32.7 SYMPTOMS OF HALLUCINOGEN USE
REASON: This PO requires students to identify symptoms of a person under the influence of a hallucinogen. It consolidates portions of POs 3.32.1, 3.32.2, and 3.32.4 into a single PO
- 3.32.8 SYMPTOMS OF PCP USE
REASON: This PO requires students to identify symptoms of a person under the influence of PCP. It amplifies a portion of PO 3.32.3
- 3.32.9 SYMPTOMS OF STIMULANT USE
REASON: This PO requires students to identify symptoms of a person under the influence of a stimulant. It amplifies a portion of PO 3.32.6
- 3.32.10 SYMPTOMS OF DEPRESSANT USE
REASON: This PO requires students to identify symptoms of a person under the influence of a depressant. It amplifies a portions of PO 3.32.5
- 3.32.11 INTRODUCTION OF CONTROLLED SUBSTANCES INTO THE SYSTEM
REASON: This PO requires students to identify the most common methods of using nine types of narcotics and dangerous drugs. It consolidates portions of POs 3.32.1, 3.32.2, 3.32.3, 3.32.4, 3.32.6, 3.33.2, and 3.33.3 into one PO.
- 3.42.1 ELDER AND DEPENDENT ADULT ABUSE
REASON: This PO was previously 10.25.1 and is now modified and renumbered to include dependent adult abuse.
- 4.1.6 TERMS RELATED TO SEARCHES, EVIDENCE
REASON: This PO defines 35 terms related to searches and evidence. This move introduces students to these criminal statutes/case law terms and facilitates the writing of corresponding test items.
- 6.2.5 VEHICLE - DISTANCE IT TRAVELS IN MPH
REASON: A technical change to ensure students know how to calculate the distance a car travels in MPH.
- 6.6.6 VEHICLE - THRESHOLD BRAKING
REASON: A technical change to ensure student knows how to brake when stopping and turning a vehicle.
- 8.9.16 DAYTIME TRAFFIC STOPS
REASON: A technical change; this PO lists the

steps involved in traffic stops and deletes 2 POs that were not as clear or as detailed.

8.9.17

NIGHT TRAFFIC STOPS

REASON: Same reason as given above

8.17.9

MISSING CHILD SEARCHES

REASON: This PO replaces a PO that previously asked for the importance of making a search with the steps involved in the actual search. The new PO more accurately describes the duties a patrol officer performs.

9.4.17

RED SIGNAL LIGHT VIOLATIONS

REASON: This PO was previously included along with other traffic signal violations in PO 9.4.3. SMEs wanted to ensure that this common violation was properly covered and tested.

9.7.5

TRAFFIC VIOLATOR CONTACTS - STEPS

REASON: This PO provides the four steps an officer normally follows when citing traffic violators; it replaces 4 POs, each of which asked the student to provide a reason for taking one of the four steps.

11.4.5

BODY SEARCHES - TYPES

REASON: Defines four types of body searches: strip, visual body cavity, physical body cavity and body cavity. Officers must know this information to describe the type of search they perform in given field/custodial situations.

11.4.6

STRIP SEARCH CONDITIONS

REASON: Officers need to know the conditions under which they may conduct strip searches to prevent getting civilly sued.

11.6.5

EAVESDROPPING ON PRISONER-ATTORNEY, PRISONER-CLERGY, AND PRISONER-PHYSICIAN CONVERSATIONS

REASON: Informs officers that this is a crime for which they may be fined/imprisoned

Deletion of PO Numbers to Accommodate Reorganization of POs

<u>PO #</u>	<u>TOPIC</u>
1.2.2	IDENTIFY BASIC PRINCIPLES OF A PROFESSION REASON: This PO is redundant with revised PO 1.2.1
1.2.3	IDENTIFY PROFESSIONAL STANDARDS/REQUIREMENTS REASON: This PO is redundant with revised PO 1.2.1
2.4.1	IDENTIFY ROLE OF CRIME PREVENTION REASON: This PO was replaced by PO 2.4.8
2.4.2	CRIME PREVENTION FUNCTIONS REASON: This PO was replaced by PO 2.4.8
2.6.2	VICTIM COMPENSATION REASON: This po is replaced by pos 2.6.3 and 2.6.4
2.7.1	INDICATORS OF HATE CRIME REASON: This PO is redundant with revised PO 3.23.6
3.1.2	COMMON VS. STATUTE LAW REASON: This PO was replaced by PO 3.1.4
3.1.3	CASE LAW VS. STATUTE LAW REASON: This PO was replaced by PO 3.1.4
3.2.1	CRIME DEFINED REASON: This PO was replaced by PO 3.1.4
3.2.2	MISDEMEANOR, FELONY, INFRACTION DEFINED REASON: This PO was replaced by PO 3.1.4
3.2.3	CORPUS DELICTI DEFINED REASON: This PO was replaced by PO 3.1.4
3.4.1	PRINCIPAL, ACCESSORY DEFINED REASON: This PO was replaced by PO 3.1.4
3.4.2	ACCOMPLICE DEFINED REASON: This PO was replaced by PO 3.1.4
3.5.2	PERSONS INCAPABLE OF COMMITTING CRIMES REASON: This PO was replaced by PO 3.1.4
3.21.7	CHILD PORNOGRAPHY REASON: This PO was replaced by PO 3.21.9

- 3.21.8 CHILD PORNOGRAPHY
REASON: This PO was replaced by PO 3.21.9
- 3.28.6 UNLAWFUL SEXUAL INTERCOURSE
REASON: This PO was replaced by PO 3.21.10
- 3.33.1 PARAPHERNALIA USED TO TAKE DRUGS/NARCOTICS
REASON: This PO was replaced by PO 3.31.4
- 3.38.3 USE OF FORCE TO EFFECT ARRESTS
REASON: This PO is redundant with POs 7.2.1, 7.2.2 and 7.3.1.
- 3.41.6 JUVENILE PROCEEDINGS - ID VARIOUS STAGES
REASON: This PO is redundant; the various juvenile proceedings are covered in other POs throughout this learning goal.
- 3.41.7 HANDLING SICK/INJURED JUVENILES
REASON: This PO is redundant with PO 3.41.3
- 4.4.1 SUBPOENA DEFINED
REASON: This PO was replaced by PO 4.1.6
- 4.6.2 HEARSAY RULE DEFINED
REASON: This PO was replaced by PO 4.1.6
- 4.7.2 SEARCH TERMS DEFINED
REASON: This PO was replaced by PO 4.1.6
- 4.7.4 SEARCH TERMS DEFINED (ADDITIONAL)
REASON: This PO was replaced by PO 4.1.6
- 6.2.1 TRAFFIC CONDITIONS - ACTING ACCORDINGLY
REASON: This PO is replaced by revised PO's 6.2.3, 6.2.4, 6.2.5.
- 6.6.3 DRIVER TRAINING - CONTROLLED SKID
REASON: This PO was replaced by revised PO 6.6.2.
- 7.2.3 ARRESTS - REASONABLE FORCE TO USE
REASON: This PO is redundant with PO 7.2.1.
- 7.19.4 CHEMICAL AGENT DEVICES - POSSESSION
REASON: This PO is redundant with PO 3.24.9
- 8.9.3 VEHICLE STOPS - RECORDING LICENSE NUMBER
REASON: This PO is redundant; it requires knowledge that students acquire during the high-risk vehicle stop scenario, PO 8.11.1

- 8.9.4 VEHICLE STOPS - POTENTIAL HAZARDS
REASON: This PO is redundant; it requires knowledge that students acquire during the high-risk vehicle stop scenario, PO 8.11.1
- 8.9.6 VEHICLE STOPS - PROPER DISTANCE
REASON: This PO is redundant; it requires knowledge that students acquire during the high-risk vehicle stop scenario, PO 8.11.1
- 8.9.8 VEHICLE STOPS - ADVANTAGES/DISADVANTAGES OF PASSENGER EXITING VEHICLE
REASON: This PO is redundant; it requires knowledge that students acquire during the high-risk vehicle stop scenario, PO 8.11.1 and the traffic stop scenario, PO 8.9.17
- 8.9.9 VEHICLE STOPS - PROTECTION OF OFFICER
REASON: This PO is redundant; it requires knowledge that students acquire during the high-risk vehicle stop scenario, PO 8.11.1 and the traffic stop scenario, PO 8.9.17
- 8.9.11 VEHICLE STOPS - TRAFFIC ENFORCEMENT
REASON: This PO is redundant; it requires knowledge that students acquire during the high-risk vehicle stop scenario, PO 8.11.1 and the traffic stop scenario, PO 8.9.17
- 8.9.12 VEHICLE STOPS - FELONY HIGH RISK
REASON: This PO is redundant; it requires knowledge that students acquire during the high-risk vehicle stop scenario, PO 8.11.1
- 8.9.14 VEHICLE STOPS - ACCEPTABILITY OF IDENTIFICATION
REASON: This PO is redundant with POs 9.8.1 and 9.8.2
- 8.9.15 VEHICLE STOPS - LEGAL CONSIDERATIONS
REASON: This PO is redundant with PO 3.6.1
- 8.17.2 MISSING CHILD SEARCHES
REASON: This PO is redundant with PO 8.17.9
- 8.26.2 CRIMES, TORTS IDENTIFY DIFFERENCES
REASON: This PO is redundant with PO 3.1.5
- 8.27.1 FAMILY DISPUTES - DANGERS INVOLVED
REASON: This PO is redundant; the same knowledge is required by 8.47.11

- 8.31.1 DEFRAUDING AN INNKEEPER DISPUTE
REASON: This PO is redundant with PO 3.9.2.
- 8.33.2 DEAD BODIES
REASON: This PO is redundant with PO 8.33.1
- 8.36.1 MENTALLY ILL PERSONS - FACTORS TO CONSIDER
REASON: This PO is redundant with PO 8.36.5
- 8.36.3 MENTALLY ILL - 72 HOUR TREATMENT/EVALUATION
REASON: This PO is redundant with POs 8.36.2 and
8.36.9
- 8.36.4 MENTALLY ILL - REFERRAL
REASON: This PO is redundant with PO 8.36.10
- 8.37.8 SURVIVING LIFE THREATENING SITUATIONS
REASON: This PO is redundant with 8.37.7 and
8.37.6
- 8.39.6 HAZMAT - FIRST RESPONDER RESPONSIBILITIES
REASON: This PO is replaced by POs 8.51.1 through
8.51.5
- 8.39.7 HAZMAT - EXPOSURE TO CARCINOGENS
REASON: This PO is replaced by POs 8.51.1 through
8.51.5
- 8.40.4 FIRES - METHODS TO DEAL WITH TYPES OF FIRES
REASON: This PO is redundant with PO 8.40.3
- 8.42.1 REFERRAL SERVICES - PRIVATE AND PUBLIC AGENCIES
REASON: This PO is redundant with PO 8.42.2
- 8.47.10 DOMESTIC VIOLENCE REFERRALS
REASON: This PO is redundant with revised POs
2.6.2 and 8.42.2
- 9.1.2 TRAFFIC OFFICER'S ROLE
REASON: This PO is redundant. The functions of a
traffic officer are covered under other learning
goals (e.g., learning goals 9.10.0, 9.12.0,
9.13.0, and 9.14.0)
- 9.4.8 RECKLESS DRIVING - IDENTIFY VIOLATION
REASON: This PO is redundant with PO 9.4.12
- 9.6.1 STOLEN VEHICLE INVESTIGATION - IDENTIFY TASKS
REASON: This PO is redundant with PO 10.24.1

- 9.6.2 TRAFFIC INVESTIGATION - LOCATE VIN NUMBERS
REASON: This PO is redundant with PO 10.24.2
- 9.7.1 TRAFFIC VIOLATOR - INITIAL CONTACT
REASON: This PO is redundant with PO 9.7.5
- 9.7.2 TRAFFIC VIOLATOR - OBTAINING LICENSE/REGISTRATION
REASON: A redundant PO with PO 9.7.5
- 9.7.3 TRAFFIC VIOLATOR - REASON FOR NOT ARGUING
REASON: This PO is redundant with PO 9.7.5
- 9.7.4 TRAFFIC VIOLATOR - REASON FOR NOT ACCEPTING
WALLET/PURSE
REASON: This PO is redundant with PO 9.7.5
- 9.9.1 TRAFFIC STOP HAZARDS
REASON: This PO is redundant; the knowledge
required by this PO is also required POs 8.9.17,
8.9.18, and 9.7.5
- 9.9.2 TRAFFIC STOP HAZARDS
REASON: This PO is redundant; the knowledge
required by this PO is also required by POs
8.9.16, 8.9.17, and 9.7.5
- 9.9.3 TRAFFIC STOPS - PROTECTION FROM TRAFFIC
REASON: This PO is redundant; the knowledge
required by this PO is also required POs 8.9.16,
8.9.17, and 9.7.5
- 9.10.1 TRAFFIC - IDENTIFY SITUATIONS WHEN IT WOULD BE
POSSIBLE NOT TO CITE (IN THE PUBLIC INTEREST)
REASON: This PO is redundant; this information is
covered in PO 9.10.3 which requires students to
complete a citation, and in other POs which
require student knowledge of prima facie traffic
violations
- 9.11.1 TRAFFIC STOPS - NIGHT (GETTING DRIVER'S ATTENTION)
REASON: This PO is redundant with PO 8.9.18
- 9.11.2 TRAFFIC STOPS - NIGHT
REASON: This PO is redundant with PO 8.9.18
- 10.6.6 CRIME SCENE EVIDENCE - PRESERVATION
REASON: This PO is redundant with revised PO
10.6.2
- 10.25.1 ELDERLY AND DEPENDENT ADULT ABUSE
REASON: This PO was revised and renumbered to
3.42.1

- 11.4.4 SEARCHES - STRIP
REASON: This PO is redundant PO with PO 11.4.5
- 11.7.1 PRISONER RELEASE PROCEDURES
REASON: This PO is redundant with PO 3.38.6
- 11.7.2 PRISONER RELEASE CONDITIONS
REASON: This PO is redundant with PO 3.38.6
- 12.6.2 DANGER AREAS OF BODY
REASON: This PO is redundant with PO 12.6.3
- 12.7.3 DISARMING SUSPECTS - MENTAL PREPARATION
REASON: This PO is redundant with POs 12.7.5 and
12.7.6

- (5) **Moral Character.** Government Code Section 1031(d) requires good moral character as determined by a thorough background investigation.

The background investigation shall be conducted as prescribed in the POST Administrative Manual, Section C-1. The background investigation shall be completed on or prior to the appointment date.

- (6) **Education.** Government Code Section 1031(e): Requires high school graduation, passage of the General Education Development Test (GED) or attainment of a two-year or four-year degree from an accredited college or university.

When the GED is used, a minimum overall score of not less than 45, and a standard score of not less than 35 on any section of the test, as established by the American Council on Education, shall be attained.

- (7) **Physical and Psychological Suitability Examinations.** Government Code Section 1031(f): Requires an examination of physical, emotional, and mental conditions.

The examinations shall be conducted as prescribed in the POST Administrative Manual, Section C-2.

- (8) **Interview.** Be personally interviewed prior to employment by the department head or a representative(s) to determine the person's suitability for police service, which includes, but is not limited to, the person's appearance, personality, maturity, temperament, background, and ability to communicate. This regulation may be satisfied by an employee of the department participating as a member of the person's oral interview panel.

- (9) **Reading and Writing Ability.** Be able to read and write at the levels necessary to perform the job of a peace officer as determined by the use of the POST Entry-Level Law Enforcement Test Battery or other job-related tests of reading and writing ability.

- (b) All requirements of Section 1002 of the Regulations shall apply to each lateral entrant, regardless of the rank to which the person is appointed, unless waived by the Commission.

PAM Section C-1 adopted effective April 15, 1982 is herein incorporated by reference.

PAM Section C-2 adopted effective April 15, 1982, and amended January 1, 1985, July 1, 1985, and January 29, 1988, is herein incorporated by reference.

1003. Notice of Appointment/Termination.

Whenever a regular, specialized, limited function, or reserve peace officer is newly appointed, enters a department laterally, terminates, or changes peace officer status within the same agency, the department shall notify the Commission within 30 days of such action on the Notice of Appointment/Termination Form 2-114 (Rev. 10/88), prescribed in PAM Section C-4, "Notice of Appointment/Termination." For departments in the Public Safety Dispatcher Programs, the form shall be submitted whenever a person is appointed, promoted, reclassified, or transferred to a public safety dispatcher position, or whenever the person is terminated from a public safety dispatcher position.

1004. Conditions for Continuing Employment.

Every peace officer employed by a department shall be required to serve in a probationary status for not less than 12 months.

1005. Minimum Standards for Training.

- (a) **Basic Training Standards (Required).**

More specific information regarding basic training requirements is located in Commission Procedure D-1.

- (1) Every regular officer, except those participating in a POST-approved field training program, shall satisfactorily meet the training requirements of the Regular Basic Course before being assigned duties which include the exercise of peace officer power.

Requirements for the Regular Basic Course are set forth in PAM, Section D-1-3.

A basic course peace officer trainee as described in Penal Code Section 832.3(a) is authorized to exercise peace officer

powers while engaged in a field training program conducted as an approved segment of a POST-certified basic course when the director of the basic training academy has received written approval from POST for a basic course field training program. Requests for approval must be submitted to POST on an Application for POST-Approved Field Training Program, POST form 2-229 (Rev. 3/89). Application forms are available from POST.

Requirements for approval of a during basic course field training program are:

- (A) The trainees have completed the training requirements of Penal Code Section 832.
 - (B) The trainees are participants in a structure learning activity under the direction of the basic training academy staff.
 - (C) The trainees are, during field training, under the direct and immediate supervision (physical presence) of a peace officer who has been awarded a POST basic certificate and who has completed a POST-certified field training officer course.
 - (D) The basic training director has secured the written commitment of the trainee's agency head to provide the trainee with the structured field training experience, as required by the director of the basic training academy, using a qualified field training officer as described in sub-paragraph C.
- (2) Every regularly employed and paid as such inspector or investigator of a district attorney's office as defined in Section 830.1 P.C. who conducts criminal investigations shall be required to satisfactorily meet the training requirements of the District Attorney Investigators Basic Course, PAM Section D-1-4. Alternatively, the basic training standard for district attorney investigative personnel shall be satisfied by successful completion of the training requirements of the Basic Course, PAM, Section D-1-3, before these

personnel are assigned duties which include performing specialized law enforcement or investigative duties, except all of the Basic Course need not be completed before they participate in a POST-approved field training program as described in sub-paragraph 1. The satisfactory completion of a certified Investigation and Trial Preparation Course, PAM Section D-1-4, is also required within 12 months from the date of appointment as a regularly employed and paid as such inspector or investigator of a District Attorney's Office.

- (3) Every regularly employed and paid as such marshal or deputy marshal, of a municipal court, as defined in Section 830.1 P.C., shall satisfactorily meet the training requirements of the Marshals Basic Course, PAM, Section D-1-5. Alternatively, the basic training standard for marshal personnel shall be satisfied by successful completion of the training requirements of the Basic Course, PAM, Section D-1-3, before these personnel are assigned duties which include performing specialized law enforcement or investigative duties, except all of the basic course need not be completed before they participate in a POST-approved field training program as described in sub-paragraph 1. The satisfactory completion of a certified Bailiff and Civil Process Course or a Bailiff and Court Security Course and a Civil Process Course, PAM Section D-1-5, is also required within 12 months from the date of appointment as a regularly employed and paid as such marshal or deputy marshal of a municipal court.
- (4) Every specialized officer, except marshals, deputy marshals, and regularly employed and paid as such inspectors or investigators of a district attorney's office, shall satisfactorily meet the training requirements of the Basic Course, PAM, Section D-1-3, within 12 months from the date of appointment as a regularly employed specialized peace officer; or for those specialized agency peace officers whose primary duties are investigative and have not satisfactorily completed the Basic Course, the chief law enforcement administrator may elect to substitute the satisfactory completion of the training requirements of the Special-

Commission Procedure D-1

BASIC TRAINING

1.1 ****

Training Content and Methodology

1.2 **Requirements for Basic Training Content and Methodology:**

The minimum content standards for basic training are broadly stated in paragraphs 1-3 to 1-6. Within each functional area, listed below, flexibility is provided to adjust hours and instructional topics with prior POST approval. More detailed specifications are contained in the document "Performance Objectives for the POST Basic Course" - ~~1989~~

Successful course completion requires attendance of an entire course at a single academy except where POST has approved a contractual agreement between academies for the use of facilities. The Law Enforcement Code of Ethics shall be administered to peace officer trainees during the basic course. Instructional methodology is at the discretion of individual course presenters. Requirements and exceptions for specific basic courses are as follows:

- a. For the Regular Basic Course specified in paragraph 1-3, performance objectives must be taught and tested as requirements for successful course completion are specified here and in the document "Performance

Objectives for the POST Basic Course". For academy classes starting prior to October 1, 1992, successful course completion shall be determined using either the "success criteria" method or the "knowledge domain" method, as described below. For academy classes starting on or after October 1, 1992, successful course completion shall be determined using the "knowledge domain" method.

(1) **SUCCESS CRITERIA METHOD**

Using the "success criteria" method, successful course completion is based upon students meeting the established success criteria specified for all objectives in this document the document "Performance Objectives for the POST Basic Course." Tracking performance objectives to document student achievement is mandatory; however, the tracking system to be used is optional.

Student success criteria have been established, using a comprehensive field survey, whereby percentiles of 70%, 80%, 90% or 100% were identified for each performance objective. Each student must complete 70% of the performance

objectives in the 70 percentile, 80% of those in the 80 percentile, etc. (Note: 100% Performance Objectives are "Must Pass.")

(2) **KNOWLEDGE DOMAIN METHOD**

Using the "knowledge domain" method, successful course completion is based on passing knowledge domain tests and demonstrating proficiency on psychomotor performance objectives. The Basic Course contains two types of performance objectives: (a) objectives which require the students to demonstrate knowledge, and (b) objectives which require the students to demonstrate psychomotor skills. These performance objectives are described in the document "Performance Objectives for the POST Basic Course."

Requirements for Successfully Completing the Basic Course. To successfully complete the Regular Basic Course, a student must (a) obtain a score on each POST-constructed knowledge domain test which is equal to or greater than the cut score established by POST, and (b) demonstrate, in an exercise or scenario, the required psychomotor

skills associated with each psychomotor performance objective at a level consistent with adequate performance in the field, as judged by the academy. If a student fails a knowledge domain or psychomotor skills test when first tested, the student will be given only one opportunity (except as noted below) to retake the test.

Retaking a Knowledge domain Test. Students who fail a knowledge domain test on the first attempt shall be provided with an opportunity to: (a) review their test results in a manner which does not compromise test security; (b) have a reasonable time, established by each academy, to prepare for a retest; and (c) be provided with an opportunity to be retested on the knowledge domain with a POST-constructed, parallel form of the same test. If a student fails the second test, the student shall be dismissed from the academy class in which he or she is currently enrolled unless the student missed instruction relevant to the test in question due to an academy-approved absence, in which case the student may be permitted to retest a second time.

Retaking a Test on a Psychomotor Objective.

Students who fail to clearly demonstrate proficiency on a psychomotor objective when first tested (as determined by the academy) shall be provided with an opportunity to be retested. If a student fails to demonstrate proficiency on the objective on the second test, the student shall be dismissed from the academy class in which he or she is currently enrolled unless the student missed instruction relevant to the test due to an academy-approved absence, or the student performed marginally (as determined by the academy), in which case the student may be permitted to retake the test a second time. Marginal test performance is performance that does not clearly demonstrate either proficiency or lack of proficiency on the objective.

Academy Requirements. POST has established **minimum** training requirements for the Basic Course. However, POST recognizes that academies must respond to the needs of the local law enforcement agencies which they serve and that this may justify additional training requirements or higher performance standards than those mandated by POST.

Regardless of the method used to determine successful completion of the Regular Basic Course (i.e., the "success

criteria" or "knowledge domain" method), for the Regular Basic Course, the POST-developed physical conditioning program must be followed within Functional Area 12.0. and students must pass a POST-developed physical abilities test as described in the POST Basic Academy Physical Conditioning Manual at the conclusion of the conditioning program as a condition for successful course completion. The use of alternatives to the POST-developed physical abilities test is subject to approval by POST. Course presenters seeking POST approval to use alternative tests shall present evidence that the alternative tests were developed in accordance with recognized professional standards, and that alternative tests are equivalent to the POST-developed test with respect to validity and reliability. Evidence concerning the comparability of scores on the POST-developed test and the proposed alternative test is also required.

- b. For basic courses listed in paragraphs 1-4 to 1-6, the performance objectives of the Regular Basic Course are not required but illustrative only of the content for

the broad functional areas and learning goals specified for each of these basic courses. Successful course completion shall be determined by each course presenter.

1.3 - 1.7 ****

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Request Authority to Initiate Contract for Tactical Communications Training		Meeting Date January 23, 1992
Bureau Training Program Svcs.	Reviewed By Ken O'Brien <i>Ken O'Brien</i>	Researched By Ken Whitman <i>Ken Whitman</i>
Executive Director Approval <i>Morgan C. Boehm</i>	Date of Approval 1/7/92	Date of Report December 10, 1991
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission allocate the sum of \$174,000 to develop a comprehensive tactical communications training course.

BACKGROUND

Verbal communication skills is an important training need for peace officers. The Commission's Training Review Committee forums and symposium have resulted in inputs reinforcing the need for a high degree of emphasis on verbal communication skills.

Dr. George Thompson, through his Verbal Judo Institute in Albuquerque, New Mexico, has been providing a "Verbal Judo" course to many departments in California. Some of the larger police departments have already introduced this training to their officers, but many agencies have not had the opportunity to avail themselves of this type of training. This communications course has received good evaluations from many of the agencies in California and the western United States where Thompson has provided this training material on a contract basis. His classes have been presented to over 500 departments and agencies nationwide, and over the past eight years has trained over 50,000 peace officers. The course, as it is now designed, is aimed at the peace officer working a patrol function in the field.

ANALYSIS

Staff has attended various presentations of the course presented by Dr. Thompson. Preliminary conversations with Dr. Thompson have focused on a four-part project for the Commission to develop a program of tactical communications that would be available to all peace officers in California. It would also provide training material that would allow reinforcement of tactical communication skills in all peace officers, including those that have already gone through this course.

The proposed program would consist of the following:

- o Presentation of a two hour telecourse that will introduce the issue, promote interest, establish a program on which to build interpersonal communication skills; a foundation program on which to integrate the follow-up videotape segments into the program;
- o Development of fourteen (14) ten to twelve minute videotapes on various aspects of tactical communications skills that will serve as roll call tapes for introduction, motivation and reinforcement of communications skills;
- o Development of specific segments of training on tactical communications for introduction into the basic course curriculum and field training officer program based upon review of all applicable performance objectives;
- o Development and implementation of a five-day train-the-trainer program on tactical communication skills which would give California a group of competent instructors to continue tactical communication skills on a regular basis within their respective agencies.

The two-hour telecourse would be developed and broadcast as one of the monthly telecourse programs now under contract with San Diego State University. In addition to the initial program being live, it would also be taped and made available to augment the videotapes.

The fourteen (14) ten to twelve minute videotapes will cost approximately \$12,000 each to produce, with a total approximate cost of \$168,000. These cost estimates are for video production times and services. It is anticipated that an inter-agency agreement and contract could be developed with a public entity to produce these professional videotapes. One set of master tapes will be provided to Dr. Thompson for his exclusive use outside of the State of California.

The Commission could negotiate and enter into a contract with Dr. Thompson for the following:

- o Assisting in the development of scripts for the telecourse and video taped programs, including specific realistic scenarios; presenting the material in telecourse and videotaped format at a location in California; and the development of a comprehensive workbook for use with the telecourse/video programs;
- o Developing and teaching a five day train-the-trainer course in tactical communication skills that will be presented at a California site to be selected later;

- o Developing specific material for inclusion in the basic course curriculum and the field training officer program.

Dr. Thompson would develop a five-day train-the-trainer program to be presented in a selected location. This would provide for the training of approximately 35 selected officers from across the state. Those trained officers would then go back to their individual departments and continue to train and emphasize proper tactical communications techniques. If this pilot presentation is successful, additional courses could be added to strengthen the training staff statewide.

Dr. Thompson would also review each of the applicable performance objectives in the basic course and in the FTO course and provide special direction on where and how to integrate tactical communications skills into those two curriculum. Costs for the personal services part of the project are estimated at approximately \$6,000.

POST would retain all rights to the videotape programs and workbook for presentation, reproduction, and viewing within California. Dr. Thompson would retain exclusive rights to the use of all videotape programs outside of California. The goal for completion of the training videotapes is projected to be six months after date of issuance of the contract to develop these tapes.

RECOMMENDATIONS

1. Authorize the Executive Director to negotiate and enter into a contract with Dr. George Thompson to provide his services in the development of a telecourse, fourteen training videotapes, a five day training course, and development of specific instructional material for inclusion in the basic course curriculum and field training officer course at a cost not to exceed \$6,000.
2. Authorize the Executive Director to negotiate and enter into an interagency agreement with a public entity to produce a series of 14 video training tapes on Tactical Communications in an amount not to exceed \$168,000.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Amendment to the Contract with the City of Los Angeles for Assistance in Revising POST Medical Screening Manual.		Meeting Date January 23, 1992
Department Standards & Evaluation	Reviewed By	Researched By John Berner <i>JB</i>
Executive Director Approval <i>Norman C. Becker</i>	Date of Approval 12/18/91	Date of Report December 9, 1991
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE:

Should the Commission amend the current contract with the City of Los Angeles for the services of Dr. Robert Goldberg in revising the POST Medical Screening Manual for California Law Enforcement by the amount of \$17,600?

BACKGROUND:

At its January, 1991 meeting, the Commission authorized the Executive Director to enter into an interagency agreement with the City of Los Angeles for the services of Dr. Robert Goldberg to assist POST staff in revising the POST Medical Screening Manual for California Law Enforcement. This agreement allows for 55 days of Dr. Goldberg's time (over a period of ten months), for an amount not to exceed \$26,000.

Dr. Goldberg, who is board certified in occupational medicine, is the Assistant Director of the Occupational Health and Safety Division for the City of Los Angeles, and is responsible for the medical screening of all candidates for employment with the Los Angeles Police Department.

Together with Dr. Steven Weyers (Medical Director for the State Personnel Board) Dr. Goldberg has served as a core subject matter expert for this project. Drs. Goldberg and Weyers have responsibility for such integral project activities as developing draft medical examination and evaluation protocol chapters for each major body system (e.g., musculoskeletal, cardiovascular), participating in a series of panel meetings attended by applicable medical specialists for the purpose of reviewing and finalizing each chapter, and revising the protocol chapters to incorporate the specialists' input.

The City of Los Angeles bills POST for Dr. Goldberg's services at an hourly rate (\$58.85) which equals the current costs to the city for his salary and benefits. Dr. Weyers' services are being provided to POST without charge.

ANALYSIS

The current POST Medical Screening Manual was developed in 1977. The need to update the manual is made all the more greater by the recent passage of the federal American with Disabilities Act, which will become effective on July 26, 1992. This Act, and the associated regulations published by the Equal Employment Opportunity Commission in July, 1991, will have a dramatic impact on the procedures, criteria and timing of pre-employment medical examinations.

Although the project is proceeding very successfully, the effort will require more of Dr. Goldberg's time than originally anticipated. The reasons for this need for additional time are summarized below.

1. Distribution of Work Between Drs. Goldberg and Weyers. Dr. Weyers' competing responsibilities have limited the time he has been able to devote to this project. Consequently, project tasks have been redistributed so as to place responsibility for development of the more labor-intensive protocol chapters (e.g., musculoskeletal system, vision, hearing) with Dr. Goldberg. Therefore, rather than the earlier estimate of 25 days of Dr. Goldberg's time to draft examination/evaluation protocol chapters, it is now estimated that 46 days of his time will be required.
2. Attendance by Both Dr. Goldberg and Weyers at Specialist Panel Meetings. Earlier in the project it was assumed that Dr. Goldberg would only attend the specialist panel meetings for the protocol chapters which he drafted. However, based on the benefit derived from having both Drs. Weyers and Goldberg in attendance at the first specialist meeting, it was decided that both experts should participate in all panel meetings. This will result in an increase of 11 days of Dr. Goldberg's time.
3. Days Required for Post-Meeting Revisions. Approximately eight days of Dr. Goldberg's time were originally allotted for revising the protocol chapters subsequent to the relevant specialist panel meeting. Experience has shown that 18 days is a more accurate estimate of the amount of time needed for making chapter revisions subsequent to the nine panel meetings in Dr. Goldberg's area of responsibility.
4. Generic Activities. Relative to earlier estimates, up to an additional ten days of Dr. Goldberg's time may be needed for assistance in merging the separate protocol chapters into one cohesive, consistent document, and for assistance in developing a training program to instruct individuals on the proper use the revised manual.

Taken together, the above re-estimates amount to an additional 52 days of Dr. Goldberg's time. At \$482.64/day (Dr. Goldberg's current hourly rate), this results in the need for an additional \$25,100. However, the City of Los Angeles has agreed to sponsor approximately 30% of the additional time needed of Dr. Goldberg on this project. Therefore, the additional POST funding needed is reduced to approximately \$17,600.

RECOMMENDATION: Authorize the Executive Director to amend the interagency agreement with the City of Los Angeles for an amount not to exceed \$17,600 for the services of Dr. Robert Goldberg to assist POST staff in revising the POST Medical Screening Manual for California Law Enforcement.

FINANCE COMMITTEE MEETING
January 22, 1992 - 1:30 P.M.
Bahia Hotel
Del Mar Room
998 West Mission Bay Drive
San Diego, CA 92109
(619) 488-0551

A. CALL TO ORDER

B. Second Quarter 1991/92 Financial Report

Quarterly financial reports are provided to show the fiscal status of the Commission's reimbursement program. The report summarizes revenue receipts, training volumes, and reimbursement expenditures during the fiscal year. Data contained in the reports are reviewed by the Finance Committee to assess resources available in considering program modifications.

C. Status Report - Peace Officer Training Fund Revenue

o Report on Meeting with Governor and other Penalty Assessment Fund Users

o Review Proposed Legislation that Would Impact Revenue

D. Proposed Contracts to be Negotiated for Fiscal Year 1992/93

In January of each year, the Commission receives a recommendation from the Finance Committee to authorize the Executive Director to negotiate certain contracts for the upcoming fiscal year. This agenda explains the proposed contracts. The action before the Committee is to form a recommendation to be made to the full Commission at the January 23, 1992 meeting.

Proposed contracts to be negotiated for Fiscal Year 1992/93:

Training Contracts

1. Management Course

This course is presently budgeted at \$330,783 for 22 presentations spread among five presenters.

California State University - Humboldt
California State University - Long Beach
California State University - Northridge
California State University - San Jose
San Diego Regional Training Center

Course costs are consistent with Commission guidelines, and performance by all five presenters has been satisfactory. Staff anticipates modest increases over FY 1991/92 due to increased costs for instructors, coordination, facilities, and materials. No additional presenters or presentations are planned for FY 1992/93.

2. Executive Development Course

This course is currently budgeted at \$121,555 for five presentations. The EDC has been presented by California State Polytechnic University, Pomona, since October 1979.

Course costs are consistent with POST guidelines, and the performance of the presenter has been satisfactory. Staff anticipates modest additional costs over FY 1991/92 due to increased costs for instructors, coordination, and facilities. One of the five course presentations will be offered in Northern California for the first time to accommodate departments with limited travel budgets. This move will, however, increase faculty travel costs slightly. Five presentations are planned for FY 1992/93.

3. San Diego Regional Training Center - Support of Executive Training (e.g., Command College and Executive Seminars)

The San Diego Regional Training Center serves as the chief contractor for a variety of training activities of the Commission conducted by the Center for Leadership Development. Curriculum development as well as instructional and evaluation costs for these training activities for FY 1991/92 was \$453,618. Staff anticipates only modest, if any, increased costs in the 1992/93 contract.

4. CSU Long Beach - Support of the Supervisory Leadership Institute

The CSU Long Beach Foundation provides administrative services for the Supervisory Leadership Institute. This includes training site support, ordering materials, paying instructors and auditors, and purchasing/maintaining equipment. Costs for these services in FY 1991/92 were \$391,684 for six classes running continuously throughout the year. Staff anticipates only modest increased costs in FY 1992/93.

5. Department of Justice - Training Center

The Department of Justice has provided training to local law enforcement each year through an Interagency Agreement with POST since 1974. The Commission approved a current year contract in an amount not to exceed \$953,081 (which included a mid-year supplement to meet a "flood stage" need for additional narcotics training).

Approval is requested to negotiate a similar agreement for Fiscal Year 1992/93. Staff anticipates that any presentation cost increases will be offset by the consolidation of several existing courses. The overall contract amount is expected to not exceed the 1991/92 total.

6. San Diego State University - Satellite Video Broadcasts

POST currently has an interagency agreement with San Diego State University for \$54,000 for the assembly and transmission of twelve videotape training programs during 1991-92. It is recommended that this interagency agreement be continued for similar services during 1992-93.

Approval is requested to negotiate a new contract with San Diego State University, or other units of the California State University System, for twelve satellite broadcasts.

7. Alameda County District Attorney's Office and Golden West College - Case Law Update Video Production

POST currently has contracts with Alameda County District Attorney's Office and Golden West College for \$52,000 for the production of twenty-four Case Law Update programs each during 1991-92. It is requested that these contracts be continued with similar amounts for similar services during 1992-93.

Approval is requested to negotiate new contracts with Alameda County District Attorney's Office and Golden West College for twenty-four programs from each producer.

8. 1992/93 Telecourse Programs

POST will have developed and delivered six telecourse programs during Fiscal Year 1991/92. The current contract for these six programs is with the San Diego

State University for a cost not to exceed \$210,000, based on an average of \$35,000 per program.

It is proposed to increase the distance learning telecourse training provided in Fiscal Year 1992/93 from six telecourses to twelve telecourses, allowing for the production of one telecourse per month. The total estimated cost for the telecourse programs would be approximately \$420,000, based on the \$35,000 average per program.

Approval is requested to negotiate and enter into interagency agreement(s) with the San Diego State University, or any other public entity, to produce and uplink POST telecourse training broadcasts in an amount not to exceed \$420,000.

Standards Contracts

9. Cooperative Personnel Services - Basic Course Proficiency Examination

POST has contracted with Cooperative Personnel Services for administration of the POST Proficiency Examination each of the last nine years. The current year contract is for \$33,800. The proposed contract for fiscal year 1992/93 is not expected to exceed this amount.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1992/93 for an amount not to exceed \$33,800.

10. Cooperative Personnel Services - Entry-Level Reading and Writing Test Battery

POST has contracted with Cooperative Personnel Services for administration of the POST entry-level reading and writing test battery since 1983. The current year contract is for \$98,400. The proposed contract for fiscal year 1992/93 is not expected to exceed this amount.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1992/93 for an amount not to exceed \$98,400.

11. Cooperative Personnel Services - P.C. 832 Written Examination

POST has contracted with Cooperative Personnel Services for administration of the P.C. 832 Written Examination since 1989. The current year contract is for \$78,560.

The proposed contract for fiscal year 1992/93 is not expected to exceed this amount.

Approval is requested to negotiate a similar contract with Cooperative Personnel Services for fiscal year 1992/93 for an amount not to exceed \$78,560.

Administrative Contracts

12. State Controller's Office - Agreement for Auditing Services

Each year POST has negotiated an Interagency Agreement with the State Controller's office to conduct audits of selected local jurisdictions which receive POST reimbursement funds. The Commission approved an agreement not to exceed \$85,000 for the current fiscal year.

Approval is requested to negotiate a similar agreement to maintain current level of service for Fiscal Year 1992/93.

13. Computer Services Contract - Teale Data Center

POST has an Interagency Agreement with Teale Data Center (a state agency) for computer services. The contract provides a link between POST's computer and the Data Center's mainframe computer. This allows POST to utilize the mainframe's power for complex data processing jobs and the storage of large data files that require more resources than POST's minicomputer can provide. The current year contract is for \$89,000.

Approval is requested to negotiate an Interagency Agreement with the Teale Data Center for computer services in 1992/93 for an amount similar to the current year's costs.

14. CALSTARS Contract

The mandated California Accounting and Reporting Systems (CALSTARS) requires an agreement with the Health and Welfare Data Center to provide computer linkage and necessary data processing services. The Commission approved a current year contract in an amount not to exceed \$24,000.

Approval is requested to negotiate a similar agreement to maintain the current level of required services for Fiscal Year 1992/93.

Items D.1 - D.14 represent the contracts anticipated for 1992/93. If the Committee concurs, the appropriate action would be to recommend to the full Commission that the Executive Director be authorized to negotiate the contracts and return them to the Commission at its April 1992 meeting for approval.

F. Contracts

On the Commission's agenda are two additional items requesting authority for contract expenditures:

1. Recommendation to Initiate Contracts for Tactical Communications Training

Law enforcement agencies currently place a high degree of emphasis on interpersonal and verbal communications skills. A recommendation emanating from the Symposium on Training Issues is that additional emphasis was needed on training in the use of verbal communication skills. Dr. George Thompson has developed a course in Tactical Communication (Verbal Judo) that he has been presenting to various agencies in California and the western United States.

A four-part program has been identified to integrate tactical communications skills into California law enforcement training.

The program consists of a telecourse, a series of training videotapes, development of specific curriculum for the basic and field training officer courses, and a 40 hour train-the-trainer program to be presented as a certified course. The approximate costs for all aspects of this Tactical Communications program are estimated at \$174,000.

A report is enclosed under the regular Commission agenda.

2. City of Los Angeles - POST Medical Screening Manual

At its January, 1991 meeting, the Commission authorized a \$26,000 interagency agreement with the City of Los Angeles for the assistance of Dr. Robert Goldberg, Assistant Director of Occupational Health, in revising the POST Medical Screening Manual for California Law Enforcement (1977).

The project is progressing well, and the products and services provided by Dr. Goldberg have been excellent. However the reasons enumerated in the full agenda

report, completion of the project will require an additional 52 days of Dr. Goldberg's time, at a cost of \$17,600.

Approval is requested to amend the current interagency agreement with the City of Los Angeles for assistance in revising the POST Medical Screening Manual for California Law Enforcement by an amount not to exceed \$17,600.

As is customary, contract proposals are presented to the Finance Committee for review and recommendation to the full Commission.

G. ADJOURNMENT

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Executive Development Course	Meeting Date January 23, 1992	
Bureau Center for Leadership Development	Reviewed By <i>Doug Thomas</i>	Researched By Beverley Short
Executive Director Approval <i>Thomas C. Boehm</i>	Date of Approval 11-27-91	Date of Report November 27, 1991
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p><u>ISSUE</u></p> <p>Commission review and approval of the Executive Development Course contract as proposed for Fiscal Year 1992/93 are required to authorize the Executive Director to negotiate a contract with the presenter.</p> <p><u>BACKGROUND</u></p> <p>The Executive Development Course has been certified to the California State Polytechnic University, Pomona since October 1979. The course has provided training for 100 trainees in five presentations a year.</p> <p>In the 1990/91 FY the course was revised from an 80-hour block to three separate workshops of 4, 3, and 3 days. The 1991-92 contract was for five presentations at a budgeted amount of \$121,555.</p> <p>Commission Regulation 1005(e) provides that every regular officer who is appointed to an executive position may attend the Executive Development Course, and the jurisdiction may be reimbursed provided the officer has satisfactorily completed the training requirements of the Management Course.</p> <p><u>ANALYSIS</u></p> <p>It is anticipated the revised curriculum and format will make this course one of continued high demand with law enforcement executives and their next-in-command officers. Five presentations will be needed in FY 1992/93 at an estimated cost of \$24,311 per presentation. All anticipated costs will be in accordance with the tuition guidelines.</p> <p><u>RECOMMENDATIONS</u></p> <p>Authorize the Executive Director to negotiate a new contract to be returned for Commission approval at the April 1992 meeting.</p>		

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Contract for Command College and Executive Training	Meeting Date January 23, 1992	
Bureau Center for Leadership Development	Reviewed By <i>Doug Thomas</i>	Researched By Beverley Short
Executive Director Approval <i>Morgan C. Debus</i>	Date of Approval 11-27-91	Date of Report November 27, 1991
Purpose:		
<input checked="" type="checkbox"/> Decision Requested	<input type="checkbox"/> Information Only	<input type="checkbox"/> Status Report
		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p><u>Issue</u></p> <p>Commission review and approval of the Command College Executive Training contract for fiscal year 1992/93 are required to authorize the Executive Director to negotiate with the presenter.</p> <p><u>Background</u></p> <p>Since the inception of the Command College in 1984, the Commission has approved a contract with San Diego Regional Training Center to provide the services of faculty, facilitation, coordinators, facilities, materials, course development, and related activities for the Command College and seminars for chiefs, sheriffs, and senior law enforcement managers.</p> <p>Each year two classes graduate and two classes begin the two-year program. During the 1992/93 Fiscal Year, 21 Command College workshops will be presented for Classes 15, 16, 17, 18, 19 and 20.</p> <p>Executive training has been designed to meet the stated needs of chiefs, sheriffs, and senior managers. In 1992/93, CLD staff will develop, coordinate, and present 25 executive seminars.</p> <p>Current contract costs for FY 1991/92 are \$453,618.</p> <p><u>Analysis</u></p> <p>To support the activities of the Command College and Executive Training, funds will be required for two Assessment Centers, several Command College planning and project committee meetings, and continuing Command College and executive seminar course developments.</p> <p><u>Recommendation</u></p> <p>Authorize the Executive Director to negotiate a new contract to be returned for Commission approval at the April 1992 meeting.</p>		

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Supervisory Leadership Contract Fiscal Year 1992/93	Meeting Date January 23, 1992	
Bureau Center for Leadership Development	Reviewed By <i>Doug Thomas</i>	Researched By Tom Hood
Executive Director Approval <i>Mouman C. Bekun</i>	Date of Approval 11-27-91	Date of Report November 27, 1992
Purpose:		
<input checked="" type="checkbox"/> Decision Requested	<input type="checkbox"/> Information Only	<input type="checkbox"/> Status Report
		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p><u>Issue</u></p> <p>Commission review and approval of the Supervisory Leadership Contract as proposed for Fiscal Year 1992/93 are required to authorize the Executive Director to negotiate a contract with CSU Long Beach.</p> <p><u>Background</u></p> <p>The Commission approved three classes of the Supervisory Leadership Institute (SLI) for Fiscal Year 1988/89 and four classes commencing FY 1989-90. During the 1990-91 FY the Commission approved six classes to run continuously. Six classes will continue to run during the 1991-92 FY.</p> <p>The Commission approved a contract with CSU Long Beach to assist in the development and administration of the program.</p> <p><u>Analysis</u></p> <p>The 1991/92 contract costs of \$391,684 are consistent with similar management and executive training programs administered by POST. Plans are to continue six classes in FY 92/93. This will require the continuing search for and development of a total of 12 instructors to meet the need of team instruction and courses being presented simultaneously. It is anticipated there will be minor increased costs for administrative services for FY 1992/93.</p> <p><u>Recommendation</u></p> <p>Authorize the Executive Director to negotiate a new contract to be returned for Commission approval at the April 1992 meeting.</p>		

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title POST/DOJ Interagency Agreement for Training		Meeting Date January 23, 1992
Bureau Training Delivery Svcs.	Reviewed By Ronald T. Allen <i>RTA</i>	Researched By Lou Madeira
Executive Director Approval <i>Morgan C. Boehm</i>	Date of Approval 12-16-91	Date of Report December 10, 1991
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p><u>ISSUES:</u></p> <p>The Commission and the Department of Justice Advanced Training Center have provided training to local law enforcement agencies during 1991-92 through an interagency Agreement.</p> <p>The Department of Justice is agreeable to a continuation of this agreement during Fiscal Year 1992-93.</p> <p><u>BACKGROUND:</u></p> <p>The Department of Justice has been contracting with POST to provide training to local law enforcement agencies since 1974. During fiscal year 1991-92, the amount allocated to this training was \$953,081. For his amount the Department of Justice presented 20 separate courses.</p> <p>The Department of Justice proposes to conduct a similar training program in Fiscal Year 1992-93, subject to adjustments required by the Commission and subject also to a similar financial commitment on the part of the Commission.</p> <p>Staff recommends acceptance by the Commission and will analyze the proposal to ensure that it meets current needs and is within our cost guidelines prior to presentation for fiscal approval at the April Commission Meeting.</p> <p><u>RECOMMENDATION:</u></p> <p>Authorize the Executive Director to negotiate an Interagency Agreement with the Department of Justice for Fiscal Year 1992-93.</p>		

ANALYSIS

The production and presentation of valuable, effective training programs on a regular basis is a vital part of encouraging agencies to accept and participate in telecourse training which is presented by means of satellite transmission. The use of this medium for law enforcement training is new and development plans will continue to emphasize an incremental approach, building upon proven success. A logical next step would be to increase broadcast frequency to twelve telecourse programs during 1992-93.

Assuming continued success of these telecourse programs, it is expected that weekly broadcasts may be an attainable volume by 1995. With that goal in mind, an increase from six telecourses this year to twelve telecourses in fiscal year 1992-93 seems reasonable. This increase would elevate production costs from the current \$210,000 to approximately \$420,000.

Subject matter for the planned telecourse programs will be drawn from a variety of contemporary law enforcement issues and from crucial issues that have surfaced during the recent Commission Training Review Committee hearings and the Training symposium conducted in San Diego in September, 1991. Some of the proposed telecourses would be dedicated to mandated training requirements of short duration or length.


By providing quality training programs via satellite distance learning directly into the department or agency, the Commission may realize tangible monetary savings in travel, subsistence and per diem associated with sending trainees away from their departments for mandated or refresher training. It is believed that additional direct costs born by departments could also be reduced significantly by leaving the trainees in their respective departments, and not sending them away for this type of training.

In addition to the proposal to produce twelve telecourses, POST will also continue to develop guidelines for agencies to use videotaped recordings of these courses as certified training to those officers who were unable to participate in the live broadcast. Some of the telecourses could qualify for meeting POST Advanced officer/Continuing Professional Training requirements.

To provide the flexible scheduling of these proposed telecourse programs, staff is requesting authority to negotiate terms for a new contract with San Diego State University or other public entities, to provide production and uplink transmission facilities for the twelve proposed telecourses and current cost information related to this proposal.

RECOMMENDATIONS

If the Commission concurs, a contract can be negotiated to include the suggested volume and costs, and a firm proposal brought back to the Commission in April, 1992. By April there should be a better understanding, than now exists, of the expected revenue levels for fiscal year 1992-93 and beyond. Final decisions can be made taking into account the updated revenue picture.

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title State Controller's Office Agreement for Auditing Services	Meeting Date January 23, 1992	
Bureau Administrative Services Bureau	Reviewed By  Otto H. Saltenberger	Researched By Staff
Executive Director Approval	Date of Approval	Date of Report November 25, 1991
Purpose:		Financial Impact:
<input type="checkbox"/> Decision Requested	<input type="checkbox"/> Information Only	<input type="checkbox"/> Status Report
		<input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of the Commission on Peace Officer Standards and Training agreement with the State Controller's Office to provide auditing services.

BACKGROUND

Each year for the past several years, the Commission on Peace Officer Standards and Training has negotiated an Interagency Agreement with the State Controller's Office to conduct necessary audits of selected local jurisdictions which receive POST reimbursement funds.

ANALYSIS

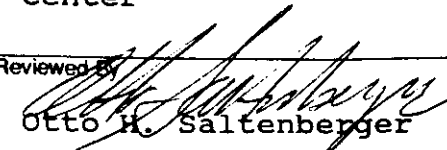
The State Controller's Office continues to do an acceptable job in conducting the audits of several selected jurisdictions yearly to assure that reimbursement funds are being appropriately expended.

The Commission approved an agreement not to exceed \$85,000 for the current fiscal year. Approval is requested to negotiate a similar agreement for Fiscal Year 1992-93 for an amount to maintain current level of service.

RECOMMENDATION

Authorize staff to negotiate an Interagency Agreement with the State Controller's Office for services during Fiscal Year 1992-93.

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title		Meeting Date
Interagency Agreement with Teale Data Center		January 23, 1992
Bureau	Reviewed By	Researched By
Information Services	Glen Fine	Holly Mitchum <i>HM</i>
Executive Director Approval	Date of Approval	Date of Report
<i>Monica C. Bohm</i>	12-18-91	December 17, 1991
Purpose:		Financial Impact:
<input checked="" type="checkbox"/> Decision Requested	<input type="checkbox"/> Information Only	<input checked="" type="checkbox"/> Yes (See Analysis for details)
<input type="checkbox"/> Status Report		<input type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p><u>ISSUE</u></p> <p>Authorize the Executive Director to negotiate an Interagency Agreement with the Teale Data Center for Fiscal Year 1992/93, for computer services.</p> <p><u>BACKGROUND</u></p> <p>POST has an Interagency Agreement with Teale Data Center (a State Agency) for computer services. The contract provides for a link between POST's computer and the Data Center's mainframe computer. This allows POST to utilize the mainframe's power for complex data processing jobs and the storage of large data files that require more resources than POST's minicomputer or Pcs can provide. The current year contract is for \$89,000.</p> <p><u>ANALYSIS</u></p> <p>POST uses the Teale Data Center mainframe computers for processing large statistical jobs and the storage of large test score data files. Also, California's 34 law enforcement training academies have been using a Test Item Bank system and communications facilities at the data center. We plan to relocate this system and operate it on a PC at POST. This change will save approximately \$14,000 on communication and data storage costs at the data center in Fiscal Year 92/93.</p> <p><u>RECOMMENDATION</u></p> <p>Authorize the Executive Director to negotiate an Interagency Agreement with the Teale Data Center for computer services in Fiscal Year 1992/93 for an amount not to exceed \$75,000.</p>		

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Health and Welfare Data Center - CALSTARS Support	Meeting Date January 23, 1992	
Bureau Administrative Services Bureau	Reviewed By  Otto H. Saltenberger	Researched By Staff
Executive Director Approval	Date of Approval	Date of Report November 25, 1991
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p><u>ISSUE</u></p> <p>Continuation of the Commission on Peace Officer Standards and Training agreement with Health and Welfare Agency Data Center for Computer linkage in support of the State Accounting System (CALSTARS).</p> <p><u>BACKGROUND</u></p> <p>The mandated California Accounting and Reporting System (CALSTARS) implemented in 1986, requires that POST enter into a yearly contract with the Health and Welfare Data Center to provide data processing services during the year. The Commission approved an agreement not to exceed \$25,000 for current Fiscal Year 1991-92.</p> <p><u>ANALYSIS</u></p> <p>Without the continuation of an agreement with the Health and Welfare Data Center, POST will not be able to perform necessary state accounting functions and will be out of compliance with accounting requirements. Approval is requested to negotiate a similar agreement for Fiscal Year 1992-93 for an amount to maintain required level of service.</p> <p><u>RECOMMENDATION</u></p> <p>Authorize staff to negotiate an interagency agreement with the Health and Welfare Data Center for computer services during Fiscal Year 1992-93.</p>		

LONG RANGE PLANNING COMMITTEE MEETING
January 22, 1992 - 2:30 P.M.
Bahia Hotel
Del Mar Room
998 West Mission Bay Drive
San Diego, CA 92109
(619) 488-0551

A. CALL TO ORDER

B. Report on Symposium on Training Review

Commissioner Wasserman chairs the Commission's Training Review Committee and will report to the Commission on results of the Committee meeting held January 15.

The report is on this agenda for information in consideration of the long range planning implications inherent in proposed directions recommended by symposium participants.

C. Institute of Criminal Investigation

The Commission approved the concept of a POST Institute of Criminal Investigation and directed staff to develop a pilot program. The development was completed in a four-phase process. The first phase was the completion of a job-task analysis of the investigative function. The analysis identified the knowledge, skills, abilities, and personal characteristics required in order to perform successful investigations. Following a review of the task analysis and the existing investigative training courses, 11 foundational specialties were identified as having unique investigative activity. A core of tasks were also identified which were common to all investigations. Phase two was the development and pilot of a training course to address those core tasks. Phase three was the development of training courses for the 11 foundational specialty areas and the identification of those elective courses which support those specialties. Phase four will be the course delivery and the assignment of staff to coordinate the delivery process.

The program is now considered well defined and ready for implementation. Program elements and cost estimates are described in the enclosed report.

D. Review of Draft "Pre-Employment Drug Screening Guidelines"

In January 1991, following a survey of law enforcement administrators, and upon recommendation of the Long Range Planning Committee, the Commission directed staff to develop guidelines for voluntary use by law enforcement agencies interested in pre-employment drug screening. The draft

report is enclosed for review by Committee members. It is anticipated that all reviews will be completed soon and the manual ready for final approval by the Commission in April of this year.

E. Review of Proposed Basic Course Performance Objective Changes

On the regular Commission agenda for this meeting is a proposal for approval of additions, deletions, and revisions to Basic Course performance objectives. The matter is on the Committee's agenda for review due to the significant volume and variety of changes, and to provide opportunity to brief the Committee on other changes contemplated in the near future.

F. Adjournment

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
Legislative Review Committee Meeting
Thursday, January 23, 1992, 9 a.m.
Bahia Hotel - La Jolla Room
San Diego, CA

AGENDA

Attachment

1. **Status of POST Proposed Legislation** **A**

Attachment A provides an update on POST proposed legislation for 1992.

- a. Restoration of POST Funding
- b. Law Enforcement Agency Accreditation

2. **Possible Additional POST Proposed Legislation** **B**

Attachment B provides a description of two proposals the Committee may wish to consider for this legislative session:

- o New revenue source by requiring the POTF be given a percentage of civil awards or settlements against cities/counties for actions of peace officers.
- o Seek a funding base for construction of law enforcement skill training centers through a bond issue.

3. **Active Legislation** **C**

Attachment C is a chart identifying the status of 1991 bills for which the Commission has taken positions. These bills continue to be alive and are carried over from the 1991 session.

4. **New Legislation**

Any new legislation of interest to POST received after mailout will be hand carried to the Committee meeting.

State of California

Department of Justice

M E M O R A N D U M

To : Legislative Review Committee

Date: January 7, 1992

NORMAN C. BOEHM
Executive Director

From : Commission on Peace Officer Standards and Training

Subject : STATUS OF POST PROPOSED LEGISLATION

Based upon Commission direction at the October 31, 1991 meeting, the following two legislative proposals are advancing.

RESTORATION OF POST FUNDING

Following a meeting of Commission Chairman Lowenberg and representatives of major law enforcement associations with Governor Wilson, the Office of Criminal Justice Planning was directed to develop a legislative proposal to address the funding problem brought on by the 1991 Trial Court Funding and Realignment Fund. A joint proposal was directed to be developed that would equally address the revenue shortfall for all users of the State Penalty Fund, including POST. OCJP hosted meetings with State Penal Fund users and local law enforcement/corrections representatives to receive input on the proposal legislation. Draft legislation has been prepared for the Governor's Office review that includes the of the following major elements:

1. The bill would require defendants to pay penalty assessments whether or not a fine is imposed or suspended in whole or in part.
2. Excess revenue annually generated by the Driver Training Penalty Fund is to be distributed on a pro raga basis to the other existing users of the State Penalty Fund. This would annually amount to approximately \$32 Million with POST's share being approximately 30% or \$9 Million.

3. The 30/70% distribution formula is to be revised so that the State Penalty Fund would receive 100% of State penalty assessments deposited up to the baseline amounts earned by the Fund in FY 198990 plus a 4.5% annual cost of living adjustment. The General Fund would receive 100% of the total amount deposited in the State Penalty Fund. Thereafter, all monies generated by the fund should be divided with 70% going to the State Penalty Fund and 30% to the General Fund.

Efforts were made to remove the General Fund altogether and to make the above provisions retroactive to July 1, 1991 to assist with the current year's budget shortfall. These, however, were unacceptable to OCJP in view of shortfall in the State's General Fund. (See attached draft language.)

Analysis of this proposed legislation suggests that it would do little, if anything, to address current year revenue shortfall since it would not become effective until approved by the Governor, which is expected to be in April at the earliest. If approved in its present form, POST revenue would be expected to return to the 1989/90 FY levels (\$44.38 Million) with 4.5% annual increases thereafter. There remains the more serious problem of the General Fund continuing as a recipient and in effect a competitor of State penalty assessment.

LAW ENFORCEMENT AGENCY ACCREDITATION

The California Peace Officers' Association has agreed to carry proposed legislation to implement the Law Enforcement Agency Accreditation Program. The proposed legislation will contain all of the major elements as developed by the Commission's Accreditation Committee. It is anticipated the actual bill's language will be available at the Commission meeting. At this point, the major obstacle for this legislation will be securing funding from narcotic asset forfeiture funds allocated to the State which have, theretofore, been diverted to the State's General Fund. Because of the State's financial shortfall, there is considerable doubt the Legislature will approve measures to divert revenue from the General Fund.

January 9, 1992

MEMO TO: Legislative Review Committee

FROM: Norman C. Boehm
Executive Director

SUBJECT: POSSIBLE NEW LEGISLATION

Civil Damage Awards Against Cities/Counties - A Possible New Revenue Source

An idea has been recently advanced for generating new revenue for POST concerning possible legislation that would cause a small percentage of civil damage awards or settlements against cities/counties for actions of peace officers to remit to the Peace Officer Training Fund (POTF). The rationale for such a proposal is that the additional revenue would be used to enhance the training of peace officers thereby reducing their incidents of negligent actions.

Existing Government Code Section 818 states that public entities are not liable for exemplary damages awarded under Section 3294 of the Civil Code "or other damages imposed primarily for the sake of example and by way punishing the defendant." That having been said, it is however common practice for courts to grant large unspecified damage awards against cities/counties for peace officer actions or approve out of court settlements for the same. The volume of loss by cities/counties for these awards/settlements is unknown but considered substantial.

Proposed legislation to accomplish this could provide that the awards/settlements are not to be increased to cities/counties to accommodate the POTF percentage. Provisions could also be included to preclude the percentage impacting a plaintiff's medical and related expenses. In other words, the POTF percentage would attach to attorney's fees and "general" damages not attributable to actual costs of plaintiffs.

If the Committee is interested in this idea, staff should be directed to have legislation introduced.

Bond Issue - Funding Mechanism for Regional Skill Training Centers

In the past, the Commission sponsored an unsuccessful effort to place a \$300 million bond issue on the ballot to fund construction of needed regional skill training facilities. The Commission is obligated to conduct further study on this issue

and report to the Legislature as a part of ACR 58 follow up. Considerable interest exists this year in the Legislature and Governor's Office in bond issues for the June and November 1992 elections. The Committee may wish to consider questions of timing and opportunity, and whether a bond bill should be reintroduced this year.

Commission on Peace Officer Standards and Training
Status of Legislation of Interest to POST
(1992)

Bill No./ Author	Subject	Commission Position													
			Introduced	First Policy Committee	First Appropriations Committee (if applicable)	Floor of First House	Second Policy Committee	Second Appropriations Committee (if applicable)	Floor of Second House	To Governor for Action	Chaptered				
HR 22 (Brown)	POST Certificates - Resolution requests Commission not to revoke certificates for misdemeanor convictions	Opposed	7/17	P											
AB 352 (Nolan)	Funding Local Public Safety Dispatcher Training - authorizes a percentage of the 911 Emergency Telephone Account for POST to train dispatchers	Support	1/29	3/18	S										
AB 401 (Epple)	Establishes California Commission on Law Enforcement Policies, Procedures, and Training	Opposed	2/4	4/30	5/15	5/24	6/18	7/8	P						(Assembly Conference)
AB 591 (Moore)	Peace Officer Excess Force Reporting Act	Neutral	2/19	6/25	7/10	7/17	P								
SB 1053 (Robbins)	Emergency Medical Services Dispatchers Training and Certification	Neutral	3/8	5/14	P										
SB 1126 (Presley)	Peace Officers: Private Post-Secondary Educational Institutions - authorizes the appointment of peace officers pursuant to MOU with chief or sheriff	Neutral	3/8	5/14	-	6/6	P								
SB 1261 (Davis)	Peace Officer Disqualification - Conviction of official obstruction of justice or criminal interference with a peace officer	Neutral	5/16	8/20	-	8/19	P								
HR 2537 (Moran)	Federal Legislation - Accreditation of Law Enforcement Agencies	Opposed	8/15												

P = Pending
F = Failed Passage/or 2 yr. bill
S = Suspense File
Revised 12/10/91

Commission on Peace Officer Standards and Training
Advisory Committee Meeting
January 22, 1991 - 10 a.m.
Bahia Hotel - Del Mar Room
998 West Mission Bay Drive
San Diego, CA 92109
(619) 488-0551

AGENDA

- | | | |
|----|---|---------------------|
| A. | Call to Order | Chair |
| | o Roll Call | |
| | o Introductions | |
| B. | Approval of Minutes of October 30, 1991 Meeting | Chair |
| C. | Review of Commission Meeting Agenda | Staff |
| D. | Old and New Business | |
| | o Minimum Education Standards for Employment | Flannagan/
Staff |
| | o Review of Calif. Colleges Commission on
Innovation | Leach |
| | o Status of Basic Course Review Project | Staff |
| | o Status of Symposium on Training Issues | Staff |
| | o Other Items of Interest to Committee | Staff |
| E. | Advisory Committee Member Reports | Members |
| F. | Commission Liaison Committee Remarks | Commissioners |
| G. | Adjournment | Chair |

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1601 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083POST Advisory Committee Meeting
October 30, 1991, 10 a.m.
Pan Pacific Hotel
San Diego, California**MINUTES****CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by Chairman John Clements.

ROLL CALL OF ADVISORY COMMITTEE MEMBERS

Present: Charles Brobeck, California Police Chiefs' Association
Cois Byrd, California State Sheriffs' Association
Jay Clark, California Association of Police Training Officers
John Clements, California Highway Patrol
Joe Flannagan, Peace Officers' Research Assoc. of California
Donald Forkus, California Peace Officers' Association
Derald Hunt, California Association of Administration of Justice Educators
Dolores Kan, Women Peace Officers' Assoc. of Calif.
Joe McKeown, Calif. Academy Directors' Assoc.
Cecil Riley, California Specialized Law Enforcement
Judith Valles, Public Representative

Absent: Don Brown, Calif. Organization of Police and Sheriffs
Carolyn Owens, Public Representative

Commission Advisory Liaison Committee Members present:

Commissioner Edward Maghakian
Commissioner Raquel Montenegro

POST staff present:

Norman C. Boehm, Executive Director
Glen Fine, Deputy Executive Director
Ken O'Brien, Bureau Chief, Training Programs Services
Hal Snow, Assistant Executive Director
Imogene Kauffman, Executive Secretary

INTRODUCTIONS

Newly appointed Advisory Committee Member, Joe Flannagan, who will represent the Peace Officers' Research Association, was introduced and welcomed.

Chief Jack Healy, Commander of the Personnel and Training Division of the CHP, was introduced. Chief Healy will be replacing John Clements on the Advisory Committee.

It was announced that Chief Brobeck will be leaving Novato Police Department to become Chief at Irvine.

Don Forkus was congratulated for having completed the marathon run on October 6.

APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION - Riley, second - Forkus for approval of the minutes of the July 17, 1991 Advisory Committee meeting with the following correction: page 2, California Police Chiefs' Association report, be changed to read Robert Redfern, Chief of Concord instead of Robert Vernon, Assistant Chief of LAPD.

REVIEW OF COMMISSION MEETING AGENDA

Staff reviewed the October 31, 1991 Commission meeting agenda and responded to questions and discussion on the issues.

Following discussion on Agenda Items C and D, the following action was taken:

MOTION - Forkus, second - Valles, unanimously carried that, based on the availability of funds, it be recommended to the Commission to support C, "The Proposal to Change POST Regulations to Allow Reimbursement for Satellite Receiving Antennas, and D, "Recommendation for Authority to Contract With Community College Academies for Satellite Receiving Antennas."

Agenda Item F, "Special Consultant (Management Fellowship Program) - Request for Authority to Contract for Symposium Follow-up" was discussed. It was suggested that the Advisory Committee and the Training Review Committee be utilized to work with the person selected to implement the recommendations from the Symposium, and that the resulting report be brought to the Advisory Committee and the Commission at the January meeting. The staff was complimented on the success of the Symposium.

Agenda Item G, "Report on Legislative Changes to the Peace Officer Training Fund" was discussed. The report covered the effects of AB 1297 and 544 which modified the penalty assessment system with the effect of lowering revenue. The revenue to the POTF in the first quarter was down 41%, and projections are for a potential drop of \$19 million in expected revenue. It is believed the only effective immediate step to control expenditures and avoid budget overrun would be to suspend reimbursement for salary of officers attending training courses.

It was reported that the game plan at the present time is to get leaders of all law enforcement organizations to join in a concerted effort in contacting the Governor with objections to the decrease in the funding of the POTF. It was suggested that the associations go to their individual memberships to request them to contact their legislators and the Governor's Office with their reaction to the changes. There will be a bulletin prepared for the field to notify everyone what is happening.

It was suggested that the bulletin be very comprehensive, possibly in the form of a "white paper". Suggestions to be included were:

- Explain what's happening, why and a history;
- Need for strengthening training, especially in the aftermath of the Rodney King incident;
- Negative impact upon training and law enforcement agency participation in POST;
- Facts on what POST is and isn't;

There was consensus that a unified, concerted effort will be made by all the "main players" to meet with the Governor to get the POTF funding restored.

ADVISORY COMMITTEE MEMBER REPORTS

Women Peace Officers' Association of Calif. - Dolores Kan reported that the WPOA has scheduled a three-day training seminar during the second week in November to be held aboard a cruise ship.

Peace Officers' Research Association of Calif. - Joe Flannagan presented a document addressing the minimum education standards for employment and that a vast portion of prospective candidates do not test and pass the basic English skills and comprehension exams at a 12th grade level. It was the opinion of the Advisory Committee members that time to review the complete document was needed. Therefore, the issue will be placed on the agenda of the next Advisory Committee Meeting.

Calif. Association of Police Training Officers - Jay Clark reported that the CAPTO Training Conference was held in Santa Rosa October 15-18. It was a very successful conference, and offered trainers throughout the State the opportunity to get together for a good discussion of things of mutual concern.

Calif. State Sheriffs' Association - Cois Byrd stated that the sheriffs' main concern at this time is what's happening with the funding on a statewide basis. It was suggested that the CSSA President, Sheriff Davis Renner, be contacted, and a meeting be coordinated to meet with the Governor on the funding issue.

Calif Peace Officers' Association - Don Forkus reported that the mid-winter CPOA conference is scheduled for November 17-21 in

Santa Barbara. The statewide legislative update program was started recently. There are over 1,500 people registered in 21 different locations for that program. The satellite portion of that program will proceed in December. This program continues to be very successful, and now satellite technology is being incorporated.

Calif. Police Chiefs' Association - Charles Brobeck reported that CPCA's Training Committee has been very active. Chief Nunes, Chairman of that committee, has held three meetings recently to look at ways to help implement some of the recommendations coming out of the Training Needs Symposium. The CPCA annual conference will be held in February. The theme will be "Professionals and Partnerships". A CPCA subcommittee is pulling a survey together on SB 2557, the "Booking Fees Bill". This committee is meeting with the Governor November 7 to address the fiscal impacts of the bill.

Calif. Assoc. of Administration of Justice Administrators - Derald Hunt stated that within the next few weeks survey forms will be distributed to all academies, training centers, two- and four-year colleges which offer criminal justice classes. The purpose of this \$30 thousand project is to compile current data about Public Safety programs. The 1988 job analysis survey will be updated, and state training guidelines will be identified.

Specialized Law Enforcement - Cecil Riley expressed the concern of Specialized Law Enforcement having been severely cut, i.e., ABC and Fire Marshals. Committees are meeting to deal with this issue.

Public Representative - Judith Valles stated that a main concern of the public is the negative image of the peace officer, and she is working with the media on this. The great things the officers do should be stressed instead of a demoralization of the profession.

Calif. Academy Directors Association - Joe McKeown stated that even though CADA's bill, AB 990, was vetoed by the Governor, he has asked the Chancellor's Office to take a look at the problem in a broader way. CADA will be meeting in December to look again at the Basic Course as to the allocation of hours on various subjects and what and how it is being taught.

Calif. Highway Patrol - John Clements announced that the CHP had the first class of cadets of the year which started in September. They converted over to the POST test item program, revamping the entire curriculum which increased the academy to 25 weeks.

UPDATE ON CULTURAL AWARENESS TRAINING

Phase I (four days) of the Cultural Awareness Facilitators Course two-phase program was held in San Diego, November 4-7, 1991. During this phase of training, the students developed

competencies in: (1) personal communication skills; (2) organizational response to change; (3) common elements of cultures; and (4) assessing individual organizations and profiling communities.

Phase II (two days) scheduled for January 13-14, will prepare the students for: (1) the identification and training of Community Training Mentors who will assist in the development of local training programs; and (2) the development of an individual agency training plan.

A second pilot presentation of the Chief Executive/Cultural Awareness Facilitators Course is being planned for March 1992.

ELECTION OF OFFICERS FOR 1992

MOTION - Brobeck to elect Don Forkus as Chairman for 1992.

MOTION - Valles that the nominations be closed. Motion carried unanimously.


MOTION - Clark to elect Cois Byrd as Vice-Chairman for 1992.

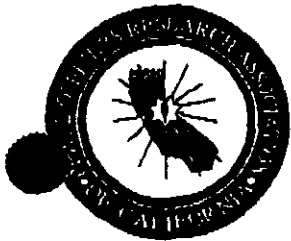
MOTION - Forkus that the nominations be closed. Motion carried unanimously.

John Clements thanked the Committee and staff for their cooperation during his Chairmanship, and stated that it had been an outstanding experience and a privilege for him and the CHP.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 12:50.


Imogene Kauffman
Executive Secretary



Peace Officers Research Association of California

MEMORANDUM

To: POST Advisory Committee

Date: 12-04-91

From: Joe Flannagan, committee member

Subject: Minimum education standards for employment

OVERVIEW: During the past few months I have attended 3 public hearings and 2 POST symposiums regarding minimum and advanced officer training. During the hearings and symposiums, the subject of the current minimum high school or GED requirement for employment was discussed. The basic comment that I heard was that while POST requires a high school diploma or GED, a vast proportion of prospective candidates do not test and pass the basic english, math and comprehension skills exams at a 12th grade level.

In my experience as a recruit training officer, I would estimate that a large percentage of recruit cadets are somewhere in the school development level of 9.2, ninth year second month to 11.0 eleventh year range. When the cadets test below the minimum standard, each cadet is placed on an academic probation status, until their level is raised to the 12th grade. The problem is that the cadet is given the added burden of bringing up their skills while still having to keep up with their other academy requirements. This is often too much for the cadet to handle and they are forced to leave the academy.

Those burdensome costs are carried by the employing agency, the academy and POST. It is not cost effective to maintain a cadet in the basic academy only to lose that person later because they cannot write a basic report or comprehend what they are reading.

My proposal is that the community colleges, POST, the academies and employing agencies who subscribe to POST standards, develop a pre-screening plan that maintains the current high school or GED standard, while establishing a program for those candidates who do not test at the 12th grade level. I believe my suggestion will meet POST's goal to provide cadets with the highest level of training possible, while not increasing the costs.

pg2

I. Basic Test: Each prospective candidate should take and complete a battery of tests that would rate the candidate's level of English, Spelling, Comprehension and Basic Mathematics (addition, subtraction, multiplication & division). Each candidate must achieve a minimum 12th grade level in order to proceed to the next phase of the selection process.

Any candidate that tests above the 12th grade level can then proceed to the next level of assessment that the testing agency requires.

Note: For academies that enroll a pre-service (unsponsored) cadet, the candidate could then be placed on an eligibility entry list to enter the academy.

II. Counseling: When a candidate tests below the 12th grade level, they are counseled by the department recruiting officer or a college counselor. The candidate is told that they did not pass the test at the minimum educational standards. The counselor would advise the candidate to enroll in a specially-formulated, college semester class that was designed to help the candidate increase their basic skills.

III. Community College Enrollment: The candidate enrolls into a community college accredited class that is designed to take a student and during the course of a semester, raise the student's basic level of English, spelling, comprehension and basic math. The amount of learning is based on the individual student's abilities. Some students will need only 1 semester of remediation while others might need more.

Two possible bonus factors by requiring a candidate to enroll in and complete a college level course, are that it could encourage the student to stay in college and complete a higher level of education and also with the candidate enrolling in a community college, the college will receive additional ADA (average daily attendance) funds from the state.

After the student completes their course, they can be issued either a certificate or transcript indicating they have completed the class and have tested at a 12th grade level or higher. The candidate would then take their transcript or certificate to any POST accredited agency or basic academy that allows unsponsored cadets.

VI. Re-testing or entry into the academy: The candidate would take the certificate or transcript to an agency for evaluation. It can be an agency that they have already tested with or a new agency. The agency can then do several things with the results.

- A. If they are the agency that counseled the candidate to enroll into the class, they can place the candidate into the next phase of their testing process, or they can require the candidate to re-take the entire basic testing process. The choice is up to the agency.
- B. An agency can establish a new hiring practice. If a candidate has completed a described course and they are certified by a community college, the agency may waive any basic skills type test.
- C. Basically the agency can establish whatever type of hiring practice that will fulfil the needs of that respective agency.

The basic academies that have a pre-service program can take the candidate and automatically place them on a priority entry list so that when the next available class starts, the candidate is enrolled, pending the other required record checks.

VII. Affirmative Action Agency & Bonus Points: The agencies that are under a court-ordered or mandated affirmative action program can use this format to increase the educational level of their candidates while maintaining their program. They can take the candidate's results and use them to award educational points to the overall score of the candidate.

An example: Candidate Doe takes the basic entry tests and achieves an overall test score of 85 points. The basic tests are the written, physical agility and oral. But the candidate's basic English & math scores are below the required 12th grade level. The candidate then cannot proceed to the next level in the testing process.

The candidate takes the certificate or transcript to the agency. The agency then attaches the certificate to the record and awards the candidate 10 points. The 10 points are the added to the original score of 85 points for a total score of 95 points.

This formula should address the concerns regarding Affirmative Action hiring policies.

pg4.

VIII. Hiring Bonus Points: This formula could also be used by any agency that wanted to establish a bonus point policy, much along the lines of the Veterans' Preference Points that some agencies use. An agency can develop their own policy, i.e.; they can award 5 points to the overall score.

Summary

The purpose of this proposal is not designed in any way to eliminate any qualified police candidates. Its purpose is to take the current minimum standard of an applicant having a high school diploma or GED, and translate it into a level of competency. I will use myself as an example. I graduated from high school and even earned an athletic scholarship to a mid size college. Shortly after starting a summer training program I quit college and enlisted in the United States Navy. After my enlistment I attempted to test for several agencies in the Los Angeles Area. At the same time I enrolled in a community college. When I took my college educational level tests, I found that I had less than a 9th grade level of education. The year was 1976.

I believe I am not the exception, but the rule. A vast amount of the new police applicants that I see coming through are in the same position I was in when I started my career. Now you may ask the question, "if I made it-so can anyone". All I can say is that I was unable to become employed until I was in college for over 1 year and I had brought my English skill up to a 13th year level.

I am convinced that if this or some other type of minimum standard is established, that thousands of dollars that are currently spent annually on just getting a cadet up to the minimum standards, can be used instead for more field problems or hands-on, realistic type training. The basic academy is not the place, nor should it be the academies responsibility to educate cadets in basic english & math skills. The cadet should be at the minimum 12th grade level prior to entering the academy. If that is completed then the academy can spend its time and effort performing its assigned task's, TRAINING POLICE OFFICERS.

I would like to thank the committee for considering this suggestion. I would also like to thank Dr. Norman Ellenberg Ph.D, Professor Emeritus, Cal. St. Los Angeles for his input and suggestions with this project.

Memorandum

: Advisory Committee

Date : January 2, 1992

JGB

From : John G. Berner, Chief, Standards and Evaluation Services
Commission on Peace Officer Standards and Training

Subject: Staff Analysis of Recommendations of Advisory Committee Member Joe Flannagan Regarding Minimum Education Standards for Employment

Background: In recognition of ongoing concerns over the basic academic skills of new law enforcement recruits, Committee Member Flannagan has proposed that all prospective recruits be required to pass "basic english, math and comprehension skills exams at a 12th grade level." Those who cannot meet this standard would be required to successfully complete college level courses designed to improve these skills, as evidenced by testing at the 12th grade level subsequent to attending the courses. Other recommendations include issuance of a certificate or transcript to anyone who successfully completes the courses (which could be presented to prospective employers), and employer-awarded "bonus points" to those who have successfully completed the courses (which would assist employers in meeting affirmative action goals).

Analysis:

Minimum Employment Requirements: In addition to the high school or GED minimum education requirement, current POST regulations require that all California peace officers "be able to read and write at the levels necessary to perform the job of a peace officer as determined by the use of the POST Entry-Level Law Enforcement Test Battery or other job-related tests of reading and writing ability." [Commission Regulation 1002(a)(7)]. By establishing this regulation, the Commission acknowledged that attainment of a high school diploma/GED does not guarantee reading and writing skills commensurate with the demands of being a peace officer.

Since establishment of this regulation in 1984, the Commission has directed staff to conduct several evaluations of its impact, the most recent of which was completed in 1990 (see attachment). Over the years, these evaluations have shown: (1) a continued increase in the number of agencies using the POST reading and writing test battery, (2) almost total compliance by employers in setting minimum passing scores on the POST test battery that are consistent

with POST's recommendations, and (3) modest gains in average reading and writing test scores among new academy recruits (during a period of general decline in such scores among job applicants). A major issue underlying all such evaluations has been whether POST should require that all agencies use the same test (namely, the POST Entry-Level Law Enforcement Test Battery), with the minimum passing score established by POST. For reasons of cost and otherwise, as well as the above enumerated trends, the Commission has chosen not to take this action.

At the time the POST Entry-Level Law Enforcement Test Battery was developed, a deliberate effort was made to develop tests that make no reference to grade levels. This was done because such **norm-referenced** tests require the **ongoing** collection of normative data from high school students, because such norms are likely to change over time (e.g., what constitutes reading at the 12th grade level in 1992 will likely differ from what constituted reading at the 12th grade level in 1990), and most importantly, because the concept of grade level, while appealing on its face, is not directly relevant to establishing minimum standards for employment. Rather, the key is to establish **empirically** that there is a relationship between test performance and academy/job performance (which has been done repeatedly for the POST test), and once having established this relationship, to set a minimum level of test performance that is consistent with known and reasonable expectations of ultimate success in basic training and on the job.¹ The choice of test metric is inconsequential. For the POST test battery it happens to be T-scores, and the recommended minimum passing score on the test is a T-score of 40.²

With reference to the recommendation that 12th grade math skills be made a prerequisite to being a peace officer, POST has collected extensive job analysis information, none of which has resulted in math skills being identified as critical to the performance of the entry-level patrol job.

Counseling and Referral: The concept of counseling persons who fail to demonstrate minimally acceptable skill levels and referring them to remedial education courses is certainly meritorious, and in fact, many of the community college affiliated basic academies currently do this (with referrals often based, in part, on scores achieved on the POST test battery). Appropriate courses seem to be

¹It cannot be **assumed**, for example, that it is necessary to read at the 12th grade level in order to perform the job of a peace officer.

²In recognition of agency differences with respect to recruitment needs and resources, affirmative action obligations, etc., POST actually recommends that agencies establish a minimum cutoff score within the range of 40 to 45.

available at most, if not all, community colleges, and the key seems to be getting candidates to take the initiative to enroll and complete the courses. Perhaps POST could play a role in promoting greater use of these existing resources.

Counseling and referral by **employers** for this purpose, on the other hand, is not a widespread practice. Again, perhaps POST could play some role in promoting this approach. In the absence of providing direct resources to local agencies for this purpose, however, it is questionable whether involvement on the part of POST would meet with the desired results. Local agencies test many more candidates than they hire, and they typically are neither staffed nor trained to routinely counsel and refer job candidates who fail written exams.

Certificates of Achievement: The approach of issuing a certificate of achievement that can be taken to prospective employers is also meritorious, and a variation of this approach proved very popular in the recently completed one year pilot program conducted in Contra Costa County. In the pilot program, POST collaborated with 16 law enforcement agencies to conduct regional testing, wherein the POST test battery was administered on a regular basis at each of three regional testing sites. Each individual tested received a formal notification of test results from POST which could then be taken to any of the participating agencies. The program went one step further in that after each test administration every agency received a listing from POST of the names, addresses, phone numbers, and test scores of all persons tested (thereby making it possible for the agency to initiate contact with selected individuals). Designed primarily as a recruitment tool, the program proved highly successful in generating larger numbers of qualified candidates. Candidates said they liked the program because it eliminated the need to test separately for each department. The most telling indicator of the success of the program is that the participating agencies have agreed to assume all responsibilities previously performed by POST in order to keep the program going. POST is exploring ways to implement the program in numerous locations throughout the state.

"Bonus Points" and Affirmative Action: Finally, the awarding of "bonus points" to persons who successfully complete a remedial course of instruction represents a local agency employment practice over which POST would have no jurisdiction. However, it is worthy to mention that staff is constantly suggesting to users of the POST test battery that scores on the test be combined with other selection information for purposes of ranking candidates on an employment list (rather than scoring the test pass/fail and ranking candidates on other information). By doing so, greater use is made of the predictive power of the test. Thus, there is precedent for POST to provide advisory information concerning employment decisions based on reading and writing test scores, and pending a determination of the legality of the proposal, it is conceivable

that POST could likewise suggest the use of a "bonus points" type system (assuming that employing agencies are willing to counsel and refer candidates for remedial education).

Attachment

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
Agency Item Title READING AND WRITING TESTING		Meeting Date July 19, 1990
Bureau Standards & Evaluation	Reviewed By	Researched By John Berner <i>JHB</i>
Executive Director Approval <i>Norman C. Beebe</i>	Date of Approval 7-3-90	Date of Report June 29, 1990
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p><u>ISSUE</u></p> <p>Status report on POST entry-level reading and writing testing requirement.</p> <p><u>BACKGROUND</u></p> <p>The current POST entry-level reading and writing testing requirement, which went into effect in 1984, reads as follows:</p> <p style="padding-left: 40px;">"Every peace officer employed by a department shall:</p> <p style="padding-left: 80px;">Be able to read and write at levels necessary to perform the job of a peace officer as determined by the use of the POST Entry-Level Law Enforcement Test Battery or other job-related tests of reading and writing ability."</p> <p>Since 1984 staff has reported on several occasions as to the impact of the current requirement on the reading and writing abilities of new officers. The most recent report was presented in April 1988, and addressed the issues of whether POST should mandate the use of the POST entry-level reading and writing test (POST Entry-Level Law Enforcement Test Battery) by all agencies, and if so, whether POST should mandate a minimum cutoff score on the test. Upon receiving the report, the Commission took no action to change the current requirement.</p> <p>At its November 1989 meeting, the Commission directed that staff provide an updated evaluation of the overall impact of the current requirement. The last such evaluation was conducted in 1987, and</p>		

the results reported below are presented in a format that permits comparisons with the 1987 findings.¹ ----

ANALYSIS

Table 1 shows average scores achieved on the POST reading and writing test battery in 1986/87 and 1989/90. Statistical analysis of these results indicates the following:

1. The average test score achieved by job applicants in 1989/90 (47.0) is significantly lower than the average score that was achieved by job applicants in 1986/87 (48.2) [p<.0001].
2. The average test score achieved by academy cadets in 1989/90 (51.3) is not significantly different from the average score that was achieved by academy cadets in 1986/87 (51.4).
3. The average test score achieved by affiliated academy cadets (cadets employed by law enforcement agencies at the time of academy training) in 1989/90 (51.0) is significantly lower than the average score that was achieved by affiliated academy cadets in 1986/87 (52.3) [p<.05].
4. The average test score achieved by nonaffiliated academy cadets in 1989/90 (53.2) is significantly higher than the average score that was achieved by nonaffiliated cadets in 1986/87 (49.0) [p<.001].

Table 2 shows the average test scores achieved by different cadet groups in 1989/90. As shown in this table, cadets who were initially screened with the POST test battery achieved a significantly higher average score (55.6) than cadets who were initially screened with other reading and writing tests (48.9) [p<.0001]. Furthermore, this difference is statistically significant for both affiliated cadets (average test score of 56.3 versus 49.0, p<.0001) and nonaffiliated cadets (average score of 54.9 versus 48.0, p<.01).

¹Prior evaluations of the overall impact of the current reading and writing requirement have been based, in part, on the administration of the POST test battery to all incoming academy cadets for a 6 month period. This was made possible by a special authorization from the Commission to contract for such testing. Because no such contract monies were available for the current evaluation, scores on the POST test battery were obtained for cadets from only 10 of the 35 POST-certified academies. Thus all comparisons of test scores for current academy cadets with those obtained by cadets in 1986/87 must be viewed with caution.

Table 1: Average Scores Achieved by Job Applicants and Academy Cadets on the POST Reading and Writing Test Battery²

	<u>FY 86/87</u>	<u>FY 89/90</u>
Job Applicants	48.2 (6,128)	47.0 (18,891)
Academy Cadets		
All	51.4 (1,389)	51.3 (489)
Affiliated	52.3 (1,021)	51.0 (379)
Nonaffiliated	49.0 (368)	53.2 (106)

Table 2: Average Scores Achieved by Different Cadet Groups in 1989/90 on the POST Reading and Writing Test Battery

	<u>Screened With Other Test</u>	<u>Screened With POST Test</u>
All	48.9 (305)	55.6 (181)
Affiliated	49.0 (278)	56.3 (101)
Nonaffiliated	48.0 (26)	54.9 (80)

Other findings of the current evaluation are as follows:

Use of POST Test Battery: Compared to 1986/87, use of the POST test battery has increased substantially, both in terms of the number of times the test was administered (387 versus 253), and the number of individuals taking the test (approximately 21,000 versus approximately 12,000). The number of test administrations by academies nearly doubled (from 44 to 82), while the number of test administrations by employing agencies increased from 209 to 305. A major factor in the increased testing volume was the first time use of the exam by the CHP. More specifically, the CHP accounted for 87 of the 305 test administrations by employers, and close to 30% of the approximately

²Sample sizes appear in parentheses.

21,000 test takers. Because the POST test is furnished free of charge only to employing agencies in the POST Reimbursable Program, the dramatic increase in testing volume was not matched by a comparable increase in costs to POST.

Minimum Cutoff Scores Used on POST Test Battery: The Commission recommends that agencies using the POST test establish minimum passing scores within a specific test score range. In 1986/87 the recommended range was 37-42. In 1988 the Commission raised the recommended range to 40-45. The average cutoff score used by employing agencies in 1989/90 was 43.8, which is slightly higher than the average score of 43.2 that was used in 1986/87. Among academies, the change has been more dramatic, increasing from 40.3 in 1986/87 to 42.0 in 1989/90.

During the past year, employing agencies used a minimum passing score below the low end of the recommended cutoff score range (i.e., 40) in 6 out of 305 test administrations. In all but one case a lower cutoff score was used either to comply with a consent decree or to meet affirmative action goals. None of the 82 test administrations by basic academies resulted in the use of a minimum cutoff score below 40.

Test Scoring Turnaround Time on POST Test Battery: The average time for scoring and mailing test results back to the user agencies has been further reduced from 2 working days in 1986/87 to less than 1 day in 1989/90. More specifically, during the past year tests were scored and results mailed the same day as test materials were received 65% of the time. By contrast, the average elapsed time between the date of a test administration and receipt of the test materials by POST was 5.5 days.

Pilot Program Involving POST Test Battery: Subject to final approval by the Contra Costa County Chiefs' Association, the POST test battery will be administered at several regional testing centers located throughout the county on a regular basis. Under the pilot program, each person who tests at one of the regional centers will receive a notification of examination results from POST, which he/she can then take to any prospective employer in the county. The hope is that this procedure will greatly reduce the redundancy in testing associated with each agency conducting its own testing. Different techniques will be used to promote the program, and an evaluation will be conducted to determine if the program is economical and is successful in terms of expanding the pool of qualified job applicants within the county. If the results prove positive, the program could be expanded to other counties, and even statewide. While the impetus for the program is that of addressing recruitment needs, a potential additional benefit will be an increase in the number of candidates who are hired on the basis of the POST test battery. For example, fewer than half of the agencies in Contra Costa County currently use the POST test battery.

Validity of POST Test Battery: Substantial prior research has been conducted which shows that scores on the POST test battery are significantly correlated with both academic performance in the academy and field evaluations of report writing. Results of the current evaluation reconfirm that scores on the test are predictive of academic performance in basic training as measured by the POST Proficiency Examination. In addition, as shown in Table 3, scores on the test were also found to be related to successful completion of basic training. Specifically, trainees with scores below the recommended minimum of 40 on the POST test battery were found to be more likely to fail to complete basic training due to poor writing ability and/or general analytical ability than were trainees with scores of 40 or above. It is worthy to note however, that the relationship is far from perfect, and that of those who scored below 40 only 25% (6 out of 24) were found to have unacceptable report writing or analytical skills. By comparison, 5.24% of those with scores of 40 or above (15 out of 262) were found to be deficient with respect to report writing/analytical skills.

Table 3: 2 X 2 Contingency Table of Relationship Between Scores on the POST Test Battery and Success/Failure in Basic Training³

		Training Outcome		
		Failure Due to Poor Writing/Analytical Skills	Other ⁴	Total
Scores on POST Test Battery	40 or Above	15	247	262
	<40	6	18	24
Total		<u>21</u>	<u>265</u>	<u>286</u>

Preliminary Research Findings for Experimental Writing Test: Writing skills are evaluated via multiple-choice questions in the current POST test battery. The questions measure vocabulary, spelling and clarity of written expression. At the time the test was developed, attempts to include a writing sample (essay) test that could be reliably and economically scored were unsuccessful, and consequently no such test was included in the test battery.

³Chi-Square=12.006, DF=1, p<.001.

⁴Successful completion of training, or failure for reasons other than poor writing/analytical skills.

In recent years, a method of evaluating written passages known as holistic scoring has emerged in the educational literature. Unlike traditional methods of evaluation which involve scoring a passage on several distinct dimensions (grammar, punctuation, etc.), under the holistic approach each passage receives one score based on the reader's overall impression of the material. To aid the reader, benchmark passages are identified which represent the full range of writing ability. Usually six such benchmarks are established. The reader then assigns each new paper a score of from one to six, depending on which benchmark the paper best approximates. Two readers evaluate each passage independently, and a third reader acts as final arbiter if the scores assigned by the first two raters differ by more than 1 point. Using this method, others have found that time savings can be realized over traditional scoring procedures, and that the resultant evaluations are more reliable (there is greater agreement among evaluators).

Staff requested and received authorization from the Commission to evaluate the feasibility of using a holistically scored writing sample test for purposes of entry-level selection. Initial results of that evaluation are as follows:

Test Reliability: Results of a pilot study showed high interrater agreement among inexperienced readers who received several hours of training in the holistic scoring technique and then independently evaluated each of 177 test papers. In fact, the level of interrater agreement approximated that which has been found by others for experienced readers.

Test Validity: Scores on the test were found to correlate significantly with two measures of academic performance for a sample of 236 basic trainees. Furthermore, as shown in Table 4, scores on the essay test and the current POST test battery combined were found to correlate as high or higher with three different measures of academic performance than scores on the current POST test battery alone (with the higher correlation found for the one measure of academic performance that is specific to writing skills). Data is not yet available that will allow for an evaluation of the relationship between scores on the essay test and report writing performance as a field officer.

Scoring Time: On average, readers in the pilot study were able to score 16 papers per hour. Based on the experiences of the CHP, experienced readers may achieve an average of 20 papers per hour. Thus, the time demands for scoring the test are substantial and would preclude the possibility of POST's providing test scoring services, as we do for all users of the current POST test battery, for all agencies wishing to use the essay test format. On the other hand, while the time demands are great, they do not preclude even a large agency from using the technique, as evidenced by the fact that the CHP is currently

using holistically scored essays as part of the entry-level selection process.

Affirmative Action Considerations: Those few agencies that are currently using holistically scored essays for pre-employment screening are doing so as part of a multiple hurdle selection system in which the candidate must pass both the current POST test battery and the essay exam. This precludes the need to score the essays of all candidates (only the essays for those who pass the current POST test battery are scored), making use of the essay test feasible. Under this approach, 20 to 30% of those candidates who pass the POST test battery may fail the essay test, resulting in a much more stringent selection process. An unfortunate consequence of the process is that the overall passing rates for different protected groups are likely to be reduced significantly. In the absence of administrative procedures for addressing the significant disparities in overall passing rates (e.g., selective certification), agencies may conclude that use of the essay test in this manner is unacceptable.

Table 4: Comparison of Validity Coefficients
for POST Test Battery and POST Test Battery
Combined With Experimental Test Battery⁵

	POST Test	POST Test Plus Essay Exam
<u>Measure of Academy Performance</u>		
Scores on POST Proficiency Exam	.292	.294
Pass/Fail Academy Associated With Writing/Analytical Skills Deficiencies	.239	.294
Report Writing Instructor Evaluations Of Trainee Writing Skills	.296*	.414*

*Difference significant at .0006 level (N=236, z=3.235, one-tailed test).

⁵Validity coefficients can range from 0 to 1.0. The larger the coefficient, the greater the validity.

Summary And Conclusions

Results of the current evaluation indicate the following:

Job Applicants: Compared to the last evaluation period (1986/87), the average reading and writing test score for job applicants has declined.

Academy Cadets: Compared to the last evaluation period, the average reading and writing test score for all academy cadets has remained unchanged; however, the average test score for affiliated (employed) cadets has decreased, while the average test score for nonaffiliated (open-enrollment) cadets has increased. Among the 1989/90 cadet group, test scores for cadets screened with other than the POST test battery were found to be significantly lower than those for cadets screened with the POST test battery. These findings are based on results for cadets from only 10 of the 35 POST-certified basic academies, and therefore should be viewed with caution.

Validity of POST Test Battery: Consistent with past findings, scores on the POST test were found to correlate significantly with trainee academic performance in the basic academy. Further, persons scoring below the recommended minimum of 40 on the test were found to be more likely to fail to complete basic training due to deficiencies in writing or analytical skills.

Use of POST Test Battery: The number of candidates taking the POST test battery has increased significantly, owing in large part to the first time use of the test by the CHP. With few exceptions, agencies are using cutoff scores on the test that fall within the minimum cutoff score range established by the Commission. In those few instances where lower cutoff scores are being used, agencies typically report the need to do so in order to comply with a consent degree or to meet affirmative action goals. The time taken to score the exam and mail out test results has been further reduced to an average of less than one day.

Regional Testing: A pilot project to evaluate the effectiveness of administering the POST test on a regional basis is tentatively scheduled for Contra Costa County. Under the proposed plan, each examinee will receive a notification of examination results from POST which can be taken to any prospective employer in the county. It is hoped that the approach will enhance recruitment while at the same time reducing redundant candidate testing. A likely secondary outcome is that a greater percentage of new hires in the county will have been screened with the POST

test. If successful, the approach could be extended to other counties and even statewide.

Experimental Essay Exam: Preliminary results indicate that inexperienced "readers" can be trained to reliably score a writing sample (essay) test using the holistic scoring technique, and that the resultant scores, when combined with scores on the POST test battery, result in some improvement over use of the POST test alone for predicting academic performance in basic training. The extent of improvement is modest and the time requirements to score the essay are considerable. The CHP and at least one other smaller agency have concluded that the benefits of using such an exam outweigh the additional time demands, and are using the essay format for entry-level selection. A realistic option for POST would be to train agencies to use the scoring system. It would not be reasonable for POST to score essay exams for interested agencies. There is reason to believe that use of such an exam in a multiple hurdle selection process wherein the candidate must also pass the regular POST test battery will result in significant disqualification rates for members of certain protected groups. Data germane to evaluating the correlation between scores on the essay exam and field evaluations of report writing are not yet available.

On balance, the results are both encouraging and discouraging. For example, it is somewhat encouraging that while applicant skill levels have declined, the skill levels of new cadets have at least remained unchanged. It is likewise encouraging that use of the POST test has increased, that agencies are generally using the test in a responsible manner, that initial results for the essay test are favorable, and that we will soon have information concerning the viability of regional testing with the POST exam.

On the other hand, the limited test data available strongly suggests that the reading and writing skill levels of cadets screened with the POST test are, on average, superior to those screened with other tests. This suggests that the Commission may wish to reconsider mandating the POST test, and yet, as discussed in great detail in the April 1988 report to the Commission (attached), to do so would be very costly, presumes that POST has the only job-related test of reading and writing skills (which we know not to be the case), could subject POST to costly litigation, would be met by considerable opposition from certain local agencies, and could pose significant problems for agencies operating under consent decrees.

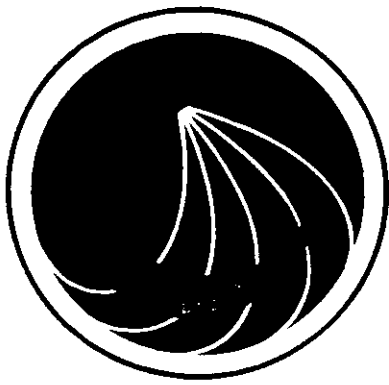
More importantly, it is not possible to accurately estimate what the benefits of such a mandate would be, because we lack definitive information as to the actual report writing skills of recent academy graduates. Currently each academy has the responsibility for determining whether a given cadet's writing skills are sufficient to

warrant graduation. The procedures, and therefore the standards by which this determination is made vary. -- In the absence of a standardized evaluation of report writing skills, it is difficult to estimate with certainty the skill levels of graduating cadets, and therefore whether some action on the part of the Commission is warranted.

An alternative the Commission may wish to consider is that of having staff develop and administer a standardized report writing skills examination to all academy graduates for a set period of time. Such a study could be conducted within 6 to 9 months and the results would serve to identify the baseline of report writing skills among recent academy graduates. Should the results indicate that some action is needed, a variety of alternatives could then be considered, including, for example, the institution of a standardized exam of report writing skills which all cadets would be required to pass. However, in the absence of more definitive information as to the actual skill levels of academy graduates, it would appear to be premature to discuss alternatives.

RECOMMENDATION

Authorize staff to develop a standardized measure of report writing skills that would be administered to a representative sample of basic academy graduates, with results of the evaluation presented at a future Commission meeting.



California Community Colleges News

1107 Ninth Street
Suite 400
Sacramento, CA 95814
916-445-8752

NEWS RELEASE

November 15, 1991
Contact: Ann Reed
(916) 445-7412

California Community Colleges Name Commission On Innovation

SANTA CLARA -- Michael R. Peevey, President and member of the Board of SCEcorp and Southern California Edison Company, will chair a statewide Commission on Innovation that has been formed by the Board of Governors of the California Community Colleges. The Commission will focus on how the California Community Colleges can most effectively serve the state's society and economy through the turn of the century.

Today's announcement was made by the Board of Governors during a statewide meeting here that is expected to draw more than 300 community college faculty and staff.

The Board of Governors also announced the formation of three task forces composed of professionals from the community colleges. The task forces will work closely with the Commission. The lists of appointments are attached.

The Commission on Innovation will convene its first meeting on November 19, 1991, from 1:30 to 5 p.m. at the LeMeridien Hotel in Newport Beach. The task forces will convene the following day, from 9:30 a.m. to 3:30 p.m. at the same site.

The charge to the Commission, set forth by outgoing Board of Governors President Timothy Haidinger, is: "Recommend new approaches that the Community Colleges can employ to accommodate the tremendous enrollment demand and changing demographics expected on its campuses, recognizing that funding limits require new thinking, and that business cannot continue as usual. New approaches must enhance, not dilute, the quality of the California Community College programs."

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COMMISSION ON POST

The Board of Governors asked Chancellor David Mertes to combine the most creative thinking within the colleges with the deliberations of the Commission, supplemented by experienced consultants and by experts from throughout the United States. Chancellor Mertes selected the consulting firm of BW Associates, a policy research firm from Berkeley, to help plan and implement the 18-month project. Manuel J. Justiz, Dean of the College of Education, University of Texas at Austin, will also serve as a consultant.

Funding for the Commission on Innovation and the task forces is being provided by The Ford Foundation, the California Business Roundtable, Southern California Edison, and the California Community Colleges. Additional support has been pledged by the California Chamber of Commerce, the Industry Education Coordinating Council, and The California Community College Foundation.

The 107 California Community College system is the largest system of higher education in the world, with more than 1.5 million students enrolled. The California Community Colleges are charged with preparing students for transfer to baccalaureate degree granting colleges and universities, and preparing students in vocational career programs to enter the state's work force. The colleges also have a major responsibility to provide in-service training for the current work force.

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91-15

COMMISSION ON INNOVATION

The Commission on Innovation will embark on an 18-month project to assist the 107 California Community Colleges to move proactively into the 21st Century. The Commission will develop specific recommendations that will assure cost-effectiveness as well as access, retention, completion, and transfer for the diverse students expected to enroll in the coming decades.

The project brings together concerned citizens, national experts, and community college professionals to develop an implementation plan for the future of California's Community Colleges. The work of these groups will be developed into a state action plan, as well as a book that will provide guidance for community colleges in other states facing a changing student demography.

The Board of Governors and the Chancellor of the California Community Colleges established the Commission on Innovation to address the long-range challenges facing the Community Colleges. The Board identified that California's Community Colleges are facing a period of unprecedented enrollment demand with increases not only in the number, but also in the diversity of students seeking to enter higher education through the California Community Colleges. With more than 80 percent of the state's minority students in higher education enrolled in the system, the Community Colleges are the gateway to education for the majority of California, thereby filling a pivotal role in providing an educated and trained population to keep this state economically competitive. Increasing enrollments and limited resources mean that without significant changes, access may be limited to higher education in the state.

The Board of Governors has asked the Commission on Innovation and its task forces to develop specific recommendations and strategies in three areas:

1. Educational Instruction and Delivery Techniques
2. Facilities Planning and Accommodation of Enrollment
3. Management and Organizational Efficiency

The project will be guided by the Commission on Innovation, a panel composed of distinguished Californians who will make recommendations on how to better serve students and the taxpayers of the state, while delivering high quality community college education. The Commission will assist the three task forces made up primarily of community college professionals and national experts.

The Chancellor's Office of the California Community Colleges will provide overall project direction, support, and guidance. Under the direction of the Chancellor, an experienced policy research firm will facilitate the work of the Commission and task forces, and will draft the action plan and the book manuscript. There will also be a senior advisor who will provide a national perspective for policy recommendations. A second phase of the project, developed in conjunction with the Board of Governors, will concentrate on implementation.

only credentials yet given by CSU - San Marcos are for the one-year teaching credential program. POST has as yet received no certificate applications which have requested credit based on education earned at CSU - San Marcos.

The document used in the POST Compliance and Certificate Services Bureau to determine accreditation status is the "1990-91 Accredited Institutions of Postsecondary Education - Program Candidate". This is the latest issue of this publication issued by the American Council on Education. Dates of first accreditation or candidacy and the latest renewal or affirmation of their status are listed.

On page 427 of this document is a reference to CSU - San Marcos, indicating it is a "candidate" only and not accredited. An application requesting academic credit earned at this University would have resulted in a rejected application from POST, if one had been submitted.

CSU - San Marcos has been a candidate for accreditation since June 1990. Dr. Steve Weiner, Executive Director of the Western Association of Schools and Colleges (WASC) states that the accreditation process typically takes five years but may be accelerated, as it is at CSU - San Marcos. Mr. Weiner states that academic credit earned at this institution, even though currently not accredited, would be accepted at another California State University. Also, once credits have been accepted and posted by another accredited institution, it would be accepted by all other accredited colleges and universities.

A question regarding academic credit for CSU - Dominguez Hills was also raised at the Commission meeting. It was stated that POST recognized units from that institution prior to its accreditation. CSU - Dominguez Hills was accredited in 1965 and POST did not begin to accept units and degrees until January 1, 1966.

The POST certificate program began with the Basic Certificate on January 1, 1964. Issuance of Intermediate and Advanced Certificates began on January 1, 1966, which was after CSU - Dominguez Hills was accredited.

Officials of August Vollmer University have asserted that POST practices relative to units and degrees awarded by public colleges and universities prior to their accreditation creates an unfair and discriminatory effect for private non-accredited universities. That assertion deserves attention.

A careful review has been made of POST procedures in this regard. If POST recognition of units is requested before an institution is accredited, the request is denied. If recognition of units earned prior to accreditation is requested after the institution is accredited, the request is also denied. (A degree awarded after accreditation based on units earned prior to accreditation

is, however, accepted.) If units earned prior to accreditation are accepted for transfer by another accredited college or university, the units would then be recognized by POST. These practices are of long standing and are consistent with the Commission's regulation which provides "such units of credit shall have been awarded by an accredited college or university".

This fairness issue is perhaps best examined by applying POST practices under the existing regulation to the hypothetical event of accreditation of August Vollmer University. If August Vollmer University was accredited, POST would prospectively recognize units earned there. POST would not recognize units earned prior to accreditation. If other accredited universities accepted those same units for transfer, POST would also recognize the units.

POST practices toward private and public institutions are identical. In neither area does POST recognize units from non-accredited institutions.

The process of accreditation is not under POST control. It is up to accredited institutions themselves whether to accept credit from another institution that is not accredited.

This report is submitted for information at the request of the Commission.

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