

State of California  
Department of Justice  
**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

To: All Commissioners

Date: February 4, 1963

From: Executive Officer

Subject: **PROPOSED AGENDA - Commission Meeting**  
Fresno Hacienda, Fresno, California  
February 6, 1963 - 9:30 a.m.

1. Call to Order.
2. Approval of Minutes of September 14, 1962.
3. Approval of Expense Claims.
4. Training Committee Report
  - a. Deputy Chief Tom Reddin
  - b. Undersheriff Ben Clark
5. Proposed Revenue Legislation and 1963-64 Budget
  - a. Staff Report - George Puddy
  - b. Mr. George B. Spencer, Senior Budget Analyst, Department of Finance
6. Certification of Schools
  - a. Ventura Sheriff's Academy
  - b. South Gate Police School
  - c. Orange Coast College
  - d. Modesto Junior College
  - e. Cerritos College
  - f. Imperial Valley College
  - g. Ventura College
7. Miscellaneous Staff Reports.
8. Election of Officers.
9. Date of Next Meeting.
10. Adjourn.

*Gene S. Muehleisen*  
GENE S. MUEHLEISEN

State of California  
Department of Justice  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

MINUTES  
February 6, 1963  
Fresno

The meeting was called to order at 9:30 a.m. by Chairman McDonnell. A quorum was present:

MARTIN C. MC DONNELL, Chairman  
ROBERT T. ANDERSEN, Vice Chairman  
HOWARD W. CAMPEN  
ALLEN B. COTTAR  
LOHN R. FICKLIN  
JAMES V. HICKS  
DAN KELSAY  
WILLIAM J. MC CANN  
ROBERT S. SEARES  
GEORGE H. BRERETON, Representing Attorney General

Also Present: GEORGE B. SPENCER, Senior Budget Analyst, Dept. of Finance  
DICK RAY, Associate Budget Analyst, Department of Finance  
GARY WAMSLEY, Department of Finance  
JOHN P. PEPER, Supervisor, Peace Officer Training  
CHARLES GRANT, Coordinator, Diablo Valley College  
SGT. A. J. BILBO, Training Division, Fresno Police Department  
WILLIAM HILL, Sheriff, Ventura County  
CAPT. L. M. KAST, Fresno Police Department  
LT. A. M. HICKS, Fresno Police Department  
UNDERSHERIFF BEN CLARK, Riverside County  
TOM REDDIN, Deputy Chief, Los Angeles Police Department  
GENE S. MUEHLEISEN, Executive Officer  
GEORGE H. PUDDY, Assistant to the Executive Officer  
MRS. BEVERLY CHAPMAN, Stenographer

Following introductions, each guest present was invited by the Chairman to freely take part in any portion of the meeting.

APPROVAL OF MINUTES

There being no corrections or additions to the minutes of September 14, 1962 they were approved as mailed to all Commissioners upon a motion by Commissioner McCann, unanimously carried.

## APPROVAL OF EXPENSE CLAIMS

Upon a motion by Kelsay seconded by Hicks, the following expense claims of the Executive Officer were declared approved by Chairman McDonnell:

September 6 thru September 25, 1962	Modesto; San Francisco; Fresno; Visalia; and Hayward	\$102.59
October 6 thru October 16, 1962	St. Louis, Missouri; Cincinnati, Ohio; Kansas City, Missouri Air Transportation	\$160.85 278.25 <hr/> \$439.10
October 22 thru October 26, 1962	Los Angeles; South Gate; Oakland; and San Jose	\$ 72.00
November 7 thru November 16, 1962	San Luis Obispo; Anaheim; South Gate; and Norwalk	\$ 80.33
December 2 thru December 21, 1962	El Centro; San Francisco; San Jose; Oakland; Riverside; San Bernardino; and Los Angeles	\$194.87
January 16 thru January 25, 1963	San Jose; Los Altos; San Francisco; Riverside; San Bernardino; and South Gate	\$106.56
		<hr/> \$995.45

## TRAINING COMMITTEE REPORT

The Executive Officer requested that the report of the Training Committee and the report on revenue legislation be combined as each had a bearing upon the other. Upon approval of the Chair it was stated that the report would be given in three phases:

1. The first by Deputy Chief Tom Reddin, Chairman of the Training Committee of the Peace Officers Association of California, who would report on the Master Plan for Peace Officer Training being presented to the Commission for consideration.
2. The second phase to be covered by George Puddy covering financial support of the Master Plan.
3. And the third portion by Mr. George Spencer, Senior Budget Analyst, Department of Finance, to discuss the Commission's 1963-64 Budget; the role of the Department of Finance in budgetary problems; and a discussion of the proposed increase in the penalty assessment.

## PROPOSED MASTER PLAN

Deputy Chief Tom Reddin gave the following report in substance:

The Training Committee is a traditional standing committee of the Peace Officers Association of the State of California. It is their objective to constantly evaluate peace officer training throughout the State of California and to implement programs wherever the need exists. The Training Committee also acts as advisor to the Peace Officer Training Section of the Bureau of Industrial Education and to the Commission.

Chief Reddin further reported that a Sub-committee, headed by Undersheriff Ben Clark of Riverside County, had recently re-evaluated peace officer training in California and had developed a Master Plan believed to be highly practical and important to the maintenance of efficient peace officer service in the State.

The following plan was displayed on a visual aid and each portion of the plan was discussed:

### MASTER PLAN FOR PEACE OFFICER TRAINING

PRE-EMPLOYMENT - No Reimbursement by P. O. S. T.

(Recommended but not required by P. O. S. T.)

60 SEMESTER UNITS MINIMUM

A. A. or B. A. DEGREE

1. Junior Colleges
2. Colleges
3. Universities

BASIC - 50% Reimbursement by P. O. S. T.

200 HOURS MINIMUM

1. Certified Peace Officer Academies

INTERMEDIATE - No Reimbursement by P. O. S. T.

250 HOURS MINIMUM

20 COURSES IN CURRICULUM

(18 Classroom Hours Per Course)

11 REQUIRED COURSES

(198 Hours)

9 ELECTIVE COURSES

(162 Hours)

1. Certified Peace Officer Academies
2. Intermediate Police Science Schools  
(Sponsored by Peace Officer Training,  
Bureau of Industrial Education)
  - a. Northern
  - b. Southern
3. Colleges
4. FBI

SUPERVISORS - 50% Reimbursement by P. O. S. T.

80 HOURS MINIMUM

1. Certified Peace Officer Academies
2. Peace Officer Training
3. Colleges
4. FBI

ADMINISTRATIVE MANAGEMENT - 50% Reimbursement by P. O. S. T.

40 HOURS MINIMUM

1. Certified Peace Officer Academies
2. Colleges
3. Peace Officer Training
4. FBI

ADMINISTRATIVE INSTITUTES - No Reimbursement by P. O. S. T.

16 HOURS MINIMUM

1. Northern Institute
2. Southern Institute

A detailed account of Chief Reddin's presentation is on file in the Commission office.

A discussion followed emphasizing the desirability of "blending" the supervisory and administrative management courses.

Motion by Andersen seconded by Brereton that the report of the Training Committee of the Peace Officers Association of the State of California be accepted with favor and appreciation and that the Commission will look forward to a more detailed presentation at the next meeting, carried unanimously.

## PROPOSED REVENUE LEGISLATION

George Puddy submitted the following financial support plan for the proposed revenue legislation:

A chart illustrated that the existing 160 hour program would be experiencing a deficit for the next year of more than \$75,000 and an accumulative total deficit for the next seven years of over \$950,000. If the Legislative Bill for increased revenue is approved at the 10% rate, the original Master Plan for Peace Officer Training could be adequately financed. Under the present program the annual administrative costs are averaging 13% of the total revenue. If the 10% assessment is levied the administrative costs during the next seven years are expected to average less than 10% of the total annual revenue.

A financial projection indicated that the 10% criminal fine assessment would finance the original program. The projection was illustrated by a chart and a mimeographed table furnished to each Commissioner. The projection showed the estimated financial expenditures beginning with Fiscal Year 1963-64 through Fiscal 1969-70. During Fiscal 1963-64, the 200 hour basic course would cost \$646,000. The 80 hour supervisory course was planned to begin in Fiscal Year 1963-64 and would cost \$135,000. The 40 hour administrative management course would be phased in during Fiscal Year 1965-66 and would cost \$104,000. Administrative costs for 1963-64 would be approximately \$75,000.

The table supplied to Commissioners illustrated that by Fiscal Year 1969-70, an estimated 2,650 recruits, approximately 600 first-line supervisors, and approximately 500 administrative management personnel or a total of 3,750 officers would be trained each year.

### 1963-64 BUDGET

Mr. George Spencer, Senior Budget Analyst, Department of Finance, discussed the role of his office in State service. He stated in substance that a member of his staff is assigned to work with the Commission staff prior to the 1st of October when proposed budgets must be submitted. He further stated that meetings are held between agencies to define areas of agreement and disagreement, and once an agreement has been reached, the Governor's budget is printed and presented to the Legislature.

During budget hearings, the Finance staff joins with the agency in defending the budget. He stressed the importance of good justification material. He stated "We are very pleased with the development of your material. We haven't found a better justification."

Mr. Spencer also explained the role of the Legislative Analyst and emphasized the importance of adequate communication to all official agencies concerned with the budget. He stated a joint problem was to make the agencies involved understand the good work that is being accomplished by the Commission's Program and to explain the benefits the public will receive.

## LEGISLATIVE PROGRAM

Commissioners Ficklin and Campen emphasized that it has been the sense of the Commission to keep interested groups and agencies advised of the fact that the Peace Officers' Training Fund is going into the red and that the initiation of the legislation should be left to other groups and individuals. Ficklin stated that the Commission should be in a position to generate the information needed by proponents of the legislation to prove their points. He added that we should also be in a position to answer questions about our reaction to a 5% increase.

The Executive Officer reported that a meeting to discuss the proposed penalty assessment increase would be called in the near future at the Sacramento Office of the League of California Cities. Bud Carpenter of the League would probably preside over the meeting. Other agencies expected to participate in the meeting are: The County Supervisors Association, the California Taxpayers Association, the Judges, Marshals, and Constables Association, the Peace Officers Association of the State of California, the Peace Officers Research Association of California, the Office of the Governor, the Office of the Attorney General, and the Commission.

It was further reported that all of the agencies mentioned had indicated strong support of the proposed Bill and that the Attorney General had assigned Assistant Attorney General Arlo Smith to draft the legislation and represent the Attorney General in endorsing the proposed Bill.

Various Commissioners suggested the revenue legislation should be a non-partisan measure.

Mr. Spencer inquired about the timing of the Commission's approval of the Master Plan in relation to hearings that may be held after the proposed revenue Bill is introduced. He pointed out that the Bill would be referred to the Department of Finance for analysis and that he would be required to testify before a committee. At that time he would support the opinion of the Commission but it would be necessary to know just what the official opinion would be at that time.

Campen suggested that the matter be taken in proper sequence and that the recommendations of the Training Committee first be approved by the Executive Committee of the Peace Officers Association and then returned to the Commission for more detailed evaluation. Reddin and Commissioners Seares, who is also President of the Peace Officers Association, stated that the plan would undoubtedly be approved on the following day by the Executive Committee.

Motion by Ficklin seconded by Campen and unanimously carried that the Executive Officer be instructed to proceed with the proposal for the convening of a strategy meeting for the advancement of this measure and that this Commission meet thereafter at the call of the Chairman for the purpose of approving officially the Master Plan proposed by the Peace Officers Association.

## CERTIFICATION OF SCHOOLS

The following schools were certified upon a motion by Campen seconded by McCann and unanimously carried:

### Academies

Ventura Sheriff's Academy  
South Gate Police School

### Colleges

Orange Coast College  
Modesto Junior College  
Cerritos College  
Imperial Valley College  
Ventura College  
San Francisco City College

## MISCELLANEOUS STAFF REPORTS

PROGRESS REPORT - The Executive Officer briefly reviewed the following status report emphasizing the continued highly satisfactory growth of the Program:

STATUS REPORT  
Month of January 1963

### JURISDICTIONS WHICH MEET P. O. S. T. STANDARDS

	<u>1960</u>	<u>Present</u>
<u>TOTAL JURISDICTIONS</u>	72	286
Population	9,314,014	15,357,305
Percent of Total Population	62%	90%
<u>CITIES</u>	61	255
Population	6,940,823	11,225,245
Percent of Total Population	66%	93%
<u>COUNTIES</u>	11	31
Population	2,373,218	4,132,060
Percent of Total Population	53%	82%

JURISDICTIONS WHICH DO NOT MEET P. O. S. T. STANDARDS

<u>TOTAL JURISDICTIONS</u>	356	148
Population	5,767,828	1,736,695
Percent of Total Population	38%	10%
<u>CITIES</u>	309	121
Population	3,632,871	856,265
Percent of Total Population	34%	7%
<u>COUNTIES</u>	47	27
Population	2,134,957	880,430
Percent of Total Population	47%	18%

CITIES WHICH HAVE RAISED STANDARDS

<u>SINCE LAST REPORT</u>			<u>TOTAL NUMBER SINCE PROGRAM BEGAN</u>
<u>City</u>	<u>Population</u>	<u>No.</u>	
Woodland	15,160	3	194
Pinole	6,560		
Point Arena	585		
	<u>22,305</u>		

COUNTIES WHICH HAVE RAISED STANDARDS

<u>SINCE LAST REPORT</u>	<u>TOTAL NUMBER SINCE PROGRAM BEGAN</u>
None	20

TOTAL JURISDICTIONS WHICH HAVE RAISED STANDARDS

<u>SINCE LAST REPORT</u>	<u>TOTAL NUMBER SINCE PROGRAM BEGAN</u>
<u>Population</u>	<u>No.</u>
132,595	3
	214

	<u>1960</u>	<u>Present</u>	<u>No.</u>
TOTAL POPULATION OF CITIES	10,573,694	12,081,510	376
TOTAL POPULATION OF COUNTIES (Unincorporated Areas)	4,508,175	5,012,490	58
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TOTAL POPULATION OF CALIFORNIA	15,081,869	17,094,000	434

Comments were made on the highlights of the 1962 Interim Allocation. A copy of the allocation list is attached.

#### BROCHURE

It was reported that the Commission's brochure went to the Printer on February 1. A delay was anticipated due to heavy printing schedules caused by this session of the Legislature and difficulty in obtaining photo cuts.

#### COMMISSION LETTERHEAD

Muehleisen reported that a required standardized State letterhead had been developed by the Department of Finance and that authorization must be granted in writing by the Chairman of a Commission to authorize listing of Commissioners' names on the letterhead. He recommended that such a letter be authorized and emphasized the importance of reflecting the local government composition of the Commission. There being no objection, the Executive Officer was directed to prepare a letter for the Chairman's signature.

Motion by Ficklin seconded by Campen that the miscellaneous staff reports of the Executive Officer be accepted. Unanimously approved.

#### ELECTION OF OFFICERS

Commissioner Andersen was nominated for the Office of Chairman by Ficklin. There being no other nominations, Ficklin moved that a unanimous ballot be cast. Second by Brereton and unanimously carried. The Chairman declared Robert T. Andersen the duly elected Chairman of the Commission.

Commissioner Kelsay was nominated by Hicks for the Office of Vice Chairman. McCann was nominated by Ficklin but declined in preference to Kelsay. Brereton moved the nominations be closed, second by McCann and unanimously carried. Commissioner Dan Kelsay was unanimously elected Vice Chairman.

Past Chairman McDonnell turned the gavel over to newly elected Chairman Andersen. Motion by Ficklin that the Commission recognize the fine service and high quality of standards established by Chairman McDonnell during

Commission meetings. Second by Brereton and carried unanimously. Chairman Andersen also expressed the thanks of the Commission to Commissioner McDonnell for his fine work and leadership as Chairman.

DATE OF NEXT MEETING

Campen requested that future meetings begin at 9:00 a. m. rather than 9:30 a. m. The Chairman stated that meetings would begin at 9:00 a. m. unless the factors of location and transportation dictated otherwise.

It was the sense of the Commission that the next meeting be held in Sacramento upon the call of the Chairman.

Mr. John P. Peper, Supervisor of Peace Officer Training, Bureau of Industrial Education, was commended by the Executive Officer for his cooperation with the Commission's Program and for his contributions to peace officer training in California.

ADJOURNMENT

The meeting was adjourned at 12:15 p. m.

Respectfully submitted,

  
GENE S. MUEHLEISEN  
Executive Officer

Commission on Law Enforcement and Training  
 PROPOSED PLAN FOR PEACE OFFICER TRAINING  
 April 3, 1963

The following plan for minimum peace officer training was adopted in principle by the Commission on April 3, 1963 for presentation at statewide commission hearings in the event the revenue is increased pursuant to A. B. 1888.

BASIC COURSE	200 HOURS MINIMUM 1. Certified Peace Officer Academies, a. Established through the cooperation of cities and counties, the Bureau of Industrial Education, the F. B. I, the Junior Colleges, and the Commission.
	50% Reimbursement to Cities and Counties. Cost: 70% of revenue.
SUPERVISORY COURSE	80 HOURS MINIMUM 1. Certified Peace Officer Academies. 2. Peace Officer Training, Bureau of Industrial Education. 3. Junior Colleges and State Colleges. 4. F. B. I.
	50% Reimbursement to Cities and Counties. Cost: 15% of Revenue.
ADMINISTRATIVE MANAGEMENT COURSE	40 HOURS MINIMUM 1. Certified Peace Officer Academies. 2. Junior Colleges and State Colleges. 3. Peace Officer Training, Bureau of Industrial Education. 4. F. B. I.
	50% Reimbursement to Cities and Counties. Cost: 7% of revenue.
ADMINISTRATIVE EXPENSE	COMMISSION OPERATING EXPENSES 1. Personal Services 2. Communications 3. General Office Expense 4. Travel 5. Rent 6. State Agency Services
	Cost: 8% of revenue.

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4. Restrict discussions before the Legislature to the 160-hour program.
5. Continue to promote the program as outlined by the Executive Officer.

APPROVAL OF 1963-64 BUDGET

Puddy briefed the Commission on the 1963-64 budget as set forth as follows:

	<u>ACTUAL</u> <u>1961-62</u>	<u>ESTIMATED</u> <u>1962-63</u>	<u>PROPOSED</u> <u>1963-64</u>
<b>SALARIES AND WAGES</b>			
Commissioners (9)			
Executive Officer	\$12,790.02	\$13,990.00	\$13,860.00
Ass't. to Executive Officer	7,940.10	10,790.00	11,310.00
Senior Stenographer	4,461.38	4,888.00	5,085.00
Intermediate Stenographer	4,491.31	4,928.00	4,980.00
Field Representative (Proposed)			9,384.00
Totals, Salaries and Wages	29,682.81	34,596.00	44,619.00
<b>OPERATING EXPENSES</b>			
General Expense	555.58	1,000.00	1,200.00
Communications	1,202.65	1,500.00	1,700.00
Travel - In State	6,523.01	10,000.00	12,000.00
Travel - Out of State	578.61	1,000.00	1,000.00
Rent - Building space	2,060.28	2,060.00	2,060.00
Pro Rata Charges	9,004.38	9,500.00	10,000.00
Totals, Operating Expenses	19,924.51	25,060.00	27,960.00
<b>EQUIPMENT</b>			
	69.17	600.00	1,400.00
State Employees' Retirement	2,238.41	2,421.00	3,123.00
State Employees' Health & Welfare	85.00	85.00	113.00
Contingency Reserve Fund	15.29	15.00	20.00
<b>TOTAL EXPENDITURES</b>	<u>52,015.19</u>	<u>62,777.00</u>	<u>77,235.00</u>

<u>FUND CONDITION</u>	Actual <u>1961-62</u>	Estimated <u>1962-63</u>	Estimated <u>1963-64</u>
Accumulated surplus, July 1	\$447,621.98	\$280,093.00	\$164,866.00
Revenue:			
From Assessment on fines	415,456.02	457,300.00	502,700.00
Total Resources	863,078.00	737,393.00	667,566.00
Less Expenditures:			
Commission on P. O. S. T.	52,015.19	62,777.00	77,235.00
Reimbursements to Cities & Counties			
Due & Paid Fiscal 1960-61	\$95,474.99		
Due Fiscal 1961-62	435,494.48		
	530,969.47	489,750.00	535,238.00
Total Expenditures	582,984.66	552,527.00	612,473.00
Accumulated Surplus	280,093.34	184,866.00	55,093.00
Less Reserve for Administrative Exp.		- 20,000.00	
Available Surplus	280,093.34	164,866.00	55,093.00

Campen questioned the difference in the amount of the total expenditures from that which the Commission approved at an earlier meeting. It was explained that the salary increase and the pro rata charges made up the difference. The condition of the Peace Officers' Fund was discussed, and the advisability of requesting an addition to the staff at this time.

Motion was made by Campen, seconded by Seares, and unanimously carried that the proposed budget be adopted.

CERTIFICATION OF SCHOOLS

The Executive Officer recommended that the following schools be certified:

Stockton Police Training Center  
Tulare-Kings County Peace Officer Academy  
Riverside City College Course 51AB

APPROVAL OF MINUTES

There being no objections, the Chairman declared the minutes of the meeting of September 9, 1961 approved as mailed to all Commissioners.

APPROVAL OF EXPENSE CLAIMS

The following travel expense claims of the Executive Officer were declared approved by the Chairman upon the motion of McDonnell, seconded by Cottar:

Sept. 6-22, 1961	Turlock, Santa Rosa, San Francisco, Burlingame, Pacific Grove, Madera, Los Angeles, San Diego, & Long Beach.	\$152.03
Sept. 29 - Oct. 11, 1961	Montreal, Ottawa, Binghamton, Albany, New York.	654.60
Oct. 16-28, 1961	Oroville, San Francisco, Los Angeles, Costa Mesa, & L. A. Vicinity.	65.41
Nov. 3-18, 1961	Modesto, Los Angeles & Vicinity.	57.26

FINANCIAL REPORT

Revenue

Balance September 30, 1961	\$436,408.02
Revenue - October	<u>31,201.03</u>

Total Revenue \$467,609.05

Expenditures

Salaries	\$2,489.09
Travel & Commissioner Expense	524.05
Other Operating Expense	<u>75.93</u>

Total Expenditures 3,089.07

BALANCE OCTOBER 31, 1961 \$464,519.98

Incumbrances 1962 Period of Allocation

Balance of Fund - October 31, 1961 \$464,519.98

Incumbrances July, 1961	\$48,960.10	
August, 1961	38,173.33	
September, 1961	21,879.18	
October, 1961	<u>59,042.28</u>	<u>168,054.89</u>

NET BALANCE OF FUND - October 31, 1961 \$296,465.09

Revenue Comparison

July thru October - 1960 July thru October - 1961

\$105,772.18 \$125,845.45

Incumbrance Comparison

July thru October - 1960 July thru October - 1961

.00 \$168,054.89

The Executive Officer pointed out that the addition to the report was suggested by Seares at the last meeting. Motion by Andersen, seconded by Seares, and unanimously carried that the financial report be approved.

PEACE OFFICER TRAINING FUND - STATUS REPORT

Mr. Puddy presented the following report which predicted that the gross expenditures could exceed the gross revenue on approximately May 15, 1963, if the present rate of entry into the program is maintained by the non-complying cities and counties.

Gross Revenue

Beginning with Fiscal Year 1960-61 July 1, 1960 the Fund had a net balance of \$146,205.02. By July 1, 1961, gross revenue totaled \$468,596.77. Allowing for an annual growth rate of 10%, the Fund's gross revenue should amount to \$864,600 at the end of Fiscal Year 1961-62 July 1, 1962. Continuing the same growth rate, the gross revenue should reach \$1,300,000 by July 1, 1963. By May 15, 1963 the Fund's gross revenue will be exceeded by Gross Expenditures to the extent that on July 1, 1963 a deficit of more than \$100,000 will be realized, reducing the proportionate allocations to cities and counties by at least 20%.

Gross Expenditures

Incumbrances and expenditures from the Fund amounted to \$124,312 on July 1, 1961. With increased operating expense and participation by cities and counties, the gross expenditures will reach approximately \$708,000 by July 1, 1962. With 100% participation by cities and counties in training recruits at the estimated hiring rate of 8.3% of total strength (approximately 24,000 local

law enforcement officers) gross expenditures will exceed gross revenue by May 15, 1963. This would necessitate a reduction in proportionate allocations at the end of Fiscal Year 1962-63. At that present rate, a 35% reduction in proportionate allocations would be necessary by July, 1964.

Expenditure and incumbrance growth rate is based on participation by agencies employing 83.7% of total law enforcement officers on January 1, 1962; 90% by July 1, 1962; and 100% by May, 1963. The latest available figures by the Bureau of Criminal Statistics show that on July 1, 1960, 22,774 sworn officers were employed by local law enforcement agencies in California. The rate of turnover, plus newly created positions during the Fiscal Year 1960 for agencies employing 45% of the State's local officers, shows a hiring rate of 8.3% that would require recruit training. Thus, out of 10,117 of the State's local officers, 841 were replaced or newly hired, requiring training in Fiscal Year 1960-61 at the rate of 8.3%.

Following a discussion emphasizing the possible pro rating of the Fund to the detriment of the Standards and Training Program, a motion was made by Campen, seconded by Seares, and unanimously carried that the Executive Officer be authorized and instructed to present factual material relating to the operating expenses and revenues of the Commission and its Fund to Legislative Committees and other interested groups.

#### CREDIT FOR PRIOR TRAINING

At the Commission meeting held on September 9, 1961, the Executive Officer was directed to confer with the Attorney General's Office and come to the meeting of December 8, 1961 with a final draft to be considered by the Commission as a policy for awarding credit for prior training.

The Executive Officer stated that he had conferred with Ray Momboisse, Deputy Attorney General, and it was recommended that, if the Commission decided to adopt such a policy, it be included in the Rules and Regulations as follows:

#### 1006 CREDIT FOR PRIOR TRAINING

- (a) When the Commission determines that a recruit has previously acquired all or a portion of the prescribed training by reason of past training, it may award constructive credit for such training which need not be undertaken a second time.

EXECUTIVE OFFICER'S REPORT:

FORM LETTER ON TRAINEE TERMINATIONS

The Executive Officer requested approval of the following form letter:

"In order to accurately maintain our records, it is requested that you verify whether trainee John William Smith is identical with the John William Smith who was terminated from the Jonesville Police Department on May 30, 1961."

Hearing no objections, the Chairman ordered that the letter be used.

POLICY ON ANNUAL VACATION

The Executive Officer was directed to use his own judgment in scheduling his annual vacation and to notify the Commissioners of vacation leave through the Executive Officer's monthly itinerary.

OPERATION P. O. S. T.

The Executive Officer referred the Commissioners to the document entitled "Operation P. O. S. T.", set forth as follows:

1. Objective: To induce 206 cities and 41 counties to raise their peace officer standards for recruitment and training to the level established in the Commission's rules and regulations.
2. Operation Plan:
  - a. The Executive Officer and Assistant to the Executive Officer shall sample ten to fifteen below-level cities and counties and compile reasons given for not meeting standards.
    - (1) Time table: Periodically from October 18 through November 30, 1961.
    - (2) Reports on individual cities and counties shall not be published but may be used for planning within the Commission and cooperating agencies.

b. Call a meeting of the League of California Cities, County Supervisors Association of California, Peace Officers Association and PORAC to plan campaign.

(1) Time table

(2) Method of campaign contacts

- (a) Letters
- (b) Bulletins
- (c) Personal
- (d) General Publicity

(3) Scope of contacts

- (a) Chiefs of Police
- (b) Sheriffs
- (c) City Managers
- (d) County Administrators
- (e) Mayors
- (f) Chairmen of Boards of Supervisors
- (g) City Personnel Directors
- (h) County Personnel Directors

(4) Coordinated Publicity

- (a) Commission Bulletins and Newsreleases
- (b) Peace Officers Magazine
- (c) Western City Magazine
- (d) League Bulletins
- (e) County Supervisors Newsletter
- (f) Cal Tax
- (g) Announcements at Conferences
- (h) Portable Display for Conferences & Conventions
- (i) Speeches and Briefings

(5) Coordinated Personal Contacts by:

- (a) Executive Officer and Assistant
- (b) Individual Commissioners
- (c) League of California Cities
- (d) Supervisors Association of California

(e) Peace Officers Association

1. Standards and Qualifications Committee
2. Training and Research Committee

(f) PORAC

1. Professionalization Committee

(g) County Personnel Administrators Association of California

The discussion of Operation P. O. S. T. developed the following:

1. Request greater assistance from the staff of the League of California Cities and the Supervisors Association of California.
2. Chairman Ficklin offered to request members of his "Law Enforcement Problems" Committee of the League to contact below-level cities in an effort to sell the program.
3. Request the staff of the League and Supervisors Association to mention the program in talks at division meetings. (There are 13 geographical divisions within the League.)

In summation, the Commission suggested we proceed with the basic concept of Operation P. O. S. T. and leave the details of procedure and techniques to the Executive Officer.

LEGISLATION

None of the bills or resolutions still pending have been set for hearings.

SB-123 (Changes method of assessment)

Aid of the League and Supervisors has been enlisted. Muehleisen will contact Judge Richard Eldred, legislative advocate of the proponents of the bill.

The hearing date has not been set.