

COMMISSION MEETING AGENDA  
November 5, 1987  
10:00 a.m.  
Concord Hilton  
Parlor "C"  
1970 Diamond Boulevard  
Concord, CA 94520  
(415) 827-2000

CALL TO ORDER

FLAG SALUTE

WELCOMING NEW COMMISSIONER FLOYD TIDWELL

ROLL CALL OF COMMISSION MEMBERS

INTRODUCTIONS

APPROVAL OF MINUTES

- A. Approval of the minutes of the July 23, 1987 regular Commission meeting at the Bahia Hotel in San Diego.

CONSENT CALENDAR

B.1 Receiving Course Certification Report

Since the July meeting, there have been 35 new certifications, 8 de-certifications, and 31 modifications. In approving the Consent Calendar, your Honorable Commission takes official note of the report.

B.2 Receiving Financial Report - First Quarter FY 1987/88

The first 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 Approving Resolution Commending Advisory Committee Member Sheriff  
Floyd Tidwell

Sheriff Tidwell has served as a member of the Advisory Committee since October 1986 representing the California State Sheriffs' Association. In approving the Consent Calendar, your Honorable Commission adopts a Resolution commending and thanking Sheriff Tidwell for his service.

B.4 Approving Resolution Commending Advisory Committee Member  
Mimi Silbert, Ph.D.

Dr. Silbert has served as a member of the Advisory Committee since July 1981 as the representative of the public sector. In approving the Consent Calendar, your Honorable Commission adopts a Resolution commending and thanking Dr. Silbert for her service.

## PRESENTATIONS

PRESENTATION OF RESOLUTION TO FORMER ADVISORY COMMITTEE MEMBER SHERIFF FLOYD TIDWELL

PRESENTATION OF RESOLUTION TO FORMER ADVISORY COMMITTEE MEMBER DR. MIMI SILBERT

## CERTIFICATE AND COMPLIANCE

### C. Adopting Certificate Program Modifications Approved at the July 1987 Meeting

At the July 1987 Commission meeting, the Commission acted to approve changes permitting award of regular Basic Certificates to officers who have completed the regular basic course, who have satisfied selection standards, and who have completed one year's satisfactory service. Commission action also provided that the type of agency experience be recorded on the face of the certificate. Implementation of these changes was to be effective following review and approval of related procedural modifications at this meeting.

Commission policies governing the award of professional certificates are contained in Commission Procedure F-1, POST Administrative Manual. Modifications of Procedure F-1 are described in the report under this tab. The significant changes proposed are:

- o All full time peace officer employees of agencies in the Specialized and Regular Programs are eligible for award of the Regular Basic Certificate if they have completed the regular POST Basic Course and meet other criteria.
- o Officers who complete a specialized basic course are eligible for award of the Specialized Basic Certificate.
- o The applicant's employing agency category (i.e., Municipal Police, Sheriff's Department, Transit District Police, etc.) will be recorded on the certificate, following the applicant's name. A full list of 36 proposed categories is contained in the report under this tab.
- o The agency category will be included on the basic certificate only.
- o Current policy allows the required one year of experience for award of a basic certificate to be split between two employers. This policy would be abolished in order to assure that a designated agency category represents one year experience in that category.
- o In cases of lateral moves between agency categories, a new basic certificate will be awarded following completion of the required experience in the new category, if a formal request is received.
- o Intermediate, Advanced, Supervisory, Management and Executive certificates will be awarded as "Specialized" or "Regular" consistent with the type of basic certificate held by the applicant.

- o Current holders of specialized certificates will be eligible to apply for regular certificates if they qualify under these new rules.

The changes proposed will implement the Commission's prior decisions. The changes will serve to strengthen the certificate program by making all qualified officers eligible for regular certificates while clearly identifying the agency experience used to qualify for the basic certificate.

If the Commission concurs, the appropriate action would be a MOTION to approve the proposed modifications to Procedure F-1, POST Administrative Manual to become effective January 1, 1988.

#### TRAINING PROGRAM SERVICES

##### D. Recommendation to Approve Basic Course Curriculum Modifications Relating to Sensitivity and Needs of Crime Victims

Victims are the focus of prime concern and attention by law enforcement. Sensitivity to victims' needs is an undergirding principle for all law enforcement training. To give this training special attention, POST recently conducted a review of curricula dealing with crime victims. With the input of a representative ad hoc advisory committee, proposed curriculum changes include the addition of a new learning goal concerning victimology and two performance objectives that require the student to identify: (1) the benefits of focusing attention on crime victims, and (2) the most commonly accepted information which should be conveyed to crime victims. These proposed changes will increase the sensitivity of officers to the concerns and needs of crime victims. These proposed changes have been endorsed by the Basic Course academy directors.

If the Commission concurs, the appropriate MOTION would be to approve Basic Course curriculum changes related to crime victims effective January 1, 1988.

##### E. Review of Institute of Criminal Investigation Concept - Recommendation to Approve Further Development

The goal of the POST Institute of Criminal Investigation is to raise the level of competency of criminal investigators through a voluntary program of relevant, comprehensive, high quality training in all areas of investigation.

On October 26, 1985, the Commission approved the initial concept of a POST Institute of Criminal Investigation and directed staff to begin development of a pilot program. Staff has since completed extensive task analysis of investigative assignments and is prepared to develop curriculum based upon task analysis.

The proposed Institute concept includes POST researching investigator training and coordinating training delivery. The Institute would feature the prerequisite level core course. In addition, courses in 13 identified specialty areas of investigation will be offered. POST, presenters, and law enforcement will work together to identify and develop instructors, keep content on the cutting edge and improve the Institute's service to law enforcement.

All interested law enforcement investigators will be eligible to attend courses. Those who wish to complete the Institute program will enroll for an appropriate series of courses. POST will award graduates some visible special recognition such as a ribbon, pin or lapel rosette.

The development of the core criminal investigation course should be completed within six months. Simultaneous development will begin with speciality courses, with an approximate completion time period of one year.

If the Commission concurs, the appropriate action would be a MOTION to approve the concept and implementation plan for the POST Institute of Criminal Investigation.

#### EXECUTIVE OFFICE

##### F. Recommendation to Approve a Contract with the Department of Health Services for Computer Linkage to the State Accounting System (CALSTARS)

The State-required California Accounting and Reporting System (CALSTARS) was implemented within POST on July 1, 1986. First year expenses were paid by the Department of Finance. POST was recently notified of the requirement to enter into a contract with the Health and Welfare Data Center for CALSTARS data processing services. The total cost for FY 87-88 is estimated at \$25,000. Without the requested contract, POST will not be able to perform necessary state accounting functions and will be out of compliance with State accounting requirements.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contract with the Health and Welfare Data Center for a total contract amount not to exceed \$25,000. (ROLL-CALL VOTE)

##### G. Recommendation on Implementation of Dispatcher Standards Law

AB 546 [Penal Code Section 13510(c)] was signed by the Governor and will be effective January 1, 1988. The bill, which was supported by the Commission, amends existing law to make local public safety dispatchers eligible for participation in the POST program. POST is required under the new law to establish minimum standards for selection and training of these personnel. Work is already proceeding on this and program recommendations will be provided at the January 1988 meeting. Recommendations will include a request for scheduling of a public hearing. New dispatcher applications in the POST program will be received and held pending adoption of the new regulations.

An immediate issue is continuation of reimbursement for dispatchers of law enforcement agencies now in the program. Current dispatcher participants will be subsumed in the new program when it is approved. In the meantime, we recommend the Commission approve continued reimbursement for dispatcher training in these agencies pending adoption of new regulations. This will allow the current program to continue until the adoption of the expanded program.

If the Commission concurs, appropriate action would be a MOTION to approve the approaches described here, including the adoption of continued interim reimbursement for training of dispatchers in agencies currently participating in the POST program.

H. Recommendation to Extend Contract with City of Los Angeles for Management Fellow Lieutenant Terry Cunningham (Supervisory Leadership Institute)

At the October 1986 meeting, the Commission authorized the Executive Director to negotiate and sign a contract with a local agency for six months service of a POST Management Fellow to develop the concept of the Supervisory Leadership Institute. A contract was entered into with the City of Los Angeles for the period June 1 through November 30, 1987 to secure the services of Lieutenant Terry Cunningham.

The Supervisory Leadership Institute concept is now being finalized following research of existing leadership programs and meetings with law enforcement representatives. The concept now envisioned emphasizes the enhancement of leadership skills through instruction that is strongly rooted in values, principles, ethics. Instruction will encourage self development in those areas of personal traits needed for positive leadership.

The Institute will be coordinated by POST staff which will assume responsibility for coordinating curriculum development and maintenance. Presenters will work with POST to assure consistency in instructor selection and instructional methodology. Instruction will focus on self development and use of experiential learning techniques. Length of the program and the form of recognition to be given to successful graduates of the program are issues in the process of being resolved.

All law enforcement supervisors who have completed the supervisory course and one year supervisory experience will be eligible to participate. Only strongly motivated supervisors would be expected to apply due to rigorous requirements for pre-reading, project work and commitment to participation in the learning process.

The next phase is curriculum development. We recommend this phase be done under the management fellow program as well. The most expeditious approach would be to extend Lt. Cunningham's contract six months. Both he and LAPD are agreeable, if the Commission makes the request. The recommendation is to extend the contract with the City of Los Angeles and retain the services of Lt. Cunningham for this additional work.

If the Commission concurs, the appropriate MOTION would be to approve a contract extension with the City of Los Angeles for up to six months of service of POST Management Fellow Terry Cunningham at a cost not to exceed \$50,000.

## COMMITTEE REPORTS

### I. Long-Range Planning Committee

Commissioner Wasserman, Chairman of the Long-Range Planning Committee, will report on results of the Committee meeting held September 17, 1987 in Ontario.

### J. Legislative Review Committee

Commissioner Block, Chairman of the Commission's Legislative Review Committee, or a representative, will report on the Committee meeting held November 5, 1987 in Concord.

### K. Advisory Committee

The Chairman of the POST Advisory Committee, will report on the Committee meeting of November 4, 1987 held in Concord.

### L. Capital Improvement Committee

Commissioner Wasserman, Chairman of the Commission's ad hoc Capital Improvement Committee, or a representative, will report on the Committee meeting held October 20, 1987 in Los Angeles.

### M. Command College Committee

Commissioner Grande, Chairman of the Commission's ad hoc Command College Committee, will report on the Committee meeting held via telephone conference call on Wednesday, October 21, 1987.

## OLD/NEW BUSINESS

### N. Policy on Appointments to the Advisory Committee

A number of law enforcement and related associations are represented on the POST Advisory Committee. Current Commission policy requires that when new appointments are to be considered, the associations provide the Commission with three nominees in order of preference. The Commission has consistently appointed the first recommendation by the associations to the Advisory Committee. Associations have requested that the policy requiring submittal of three nominees be reconsidered. This item is on the agenda to provide opportunity for discussion by the Commission.

## CORRESPONDENCE

### O. Letter from CSSA Re Nomination for Vacancy on Advisory Committee

## DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

January 21, 1988 - Radisson Hotel - San Diego  
April 21, 1988 - Hyatt Regency - Sacramento  
July 21, 1988 - Holiday Inn Embarcadero - San Diego  
October 20, 1988 - Hyatt Regency - Sacramento

RECESS TO EXECUTIVE SESSION

San Francisco Patrol Special Officers Versus POST

The Commission may adjourn to executive session which, in accordance with Section 1126(q) of the Government Code, will be closed to the public. The purpose of the executive session is to discuss a legal action which has been filed by the San Francisco Patrol Special Police Officers Association.

RETURN FROM RECESS

ADJOURNMENT

A

COMMISSION MEETING MINUTES  
July 23, 1987  
Bahia Hotel  
San Diego, California

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

Commissioner Sourisseau led the salute to the flag.

INTRODUCTION

Chairman Wasserman introduced Leslie Sourisseau, Chief, Montebello Police Department, and welcomed him as a POST Commissioner.

ROLL CALL OF COMMISSION MEMBERS

A calling of the roll indicated a quorum was present.

Commissioners Present:

Robert Wasserman, Chairman  
C. Alex Pantaleoni, Vice-Chairman  
Sherman Block  
Carm Grande  
Cecil Hicks  
Edward Maghakian  
Raquel Montenegro  
Leslie Sourisseau  
B. Gale Wilson  
John K. Van de Kamp, Attorney General

Commissioners Absent:

Robert L. Vernon

POST Advisory Committee Members Present:

Carolyn Owens, Chairman, POST Advisory Committee  
Don Forkus  
Derald Hunt  
Joe McKeown  
Mike Sadlier  
Bill Shinn  
Gary Wiley



Staff Present:

Norman C. Boehm - Executive Director  
Glenn Fine - Deputy Executive Director  
Don Beauchamp - Assistant Executive Director  
John Berner - Bureau Chief, Standards and Evaluation  
Mike DiMiceli - Bureau Chief, Management Counseling  
Otto Saltenberger - Bureau Chief, Administrative Services  
Harold Snow - Bureau Chief, Training Program Services  
Darrell Stewart - Bureau Chief, Compliance & Certificate Services  
George Williams - Bureau Chief, Information Services  
Vera Roff - Executive Secretary

VISITOR'S ROSTER

Larry Allison, Riverside County Marshal's Office  
B. E. Buecher, Riverside County Sheriff's Office  
Les Conner, San Diego County Marshal's Office  
Michelle Darrow, San Diego County Marshal's Office  
Renee Dupre, Orange County Marshal's Office  
Seth Easley, Los Angeles County District Attorney's Office  
Bill Francis, Orange County Sheriff's Department  
Michael George, Sacramento Police Department  
Dan Graham, Department of Motor Vehicles  
Howard Harrell, Orange County Marshal's Office  
Dennis Kollar, San Diego Sheriff's Department  
Allan Lynch, Riverside County District Attorney's Office  
Robert Mann, Los Angeles County Marshal's Office  
Robert Mayberry, Los Angeles County Marshal's Office  
Rogelio Moreno, San Jose Airport Peace Officers Association  
Paul A. Muspratt, California Department of Parks and Recreation  
Frank Patino, Golden West College/CLEARs  
Fred Penn, San Bernardino County Sheriff's Department  
Robert H. Silverman, Orange County Marshal's Office  
Austin Smith, Golden West College  
Paul A. Stotesbury, Escondido Police Department  
Charles R. Thayer, Tustin Police Department  
Fred Wakefield, Tustin Police Department  
Jack White, Los Angeles District Attorney's Office

A. Approval of Minutes of April 23, 1987 Commission Meeting

MOTION - Grande, second - Montenegro, carried unanimously to approve the minutes of the April 23, 1987 regular Commission meeting at the Hilton Inn in Sacramento.

B. Approval of Consent Calendar

MOTION - Wilson, second - Maghakian, carried unanimously to approve the following Consent Calendar.

B.1. Receiving Course Certification Report

Since the January meeting, there have been 30 new certifications and 34 decertifications.

B.2. Receiving Financial Report - Fourth Quarter FY 1986/87

This report provided financial information relative to the local assistance budget through June 30, 1987. The report was presented and accepted and is on file at POST headquarters.

B.3. Approving Resolution Commending Advisory Committee Member William F. Oliver

A resolution was approved commending and thanking Advisory Committee Member William F. Oliver for his service.

B.4. Amending PAM, Section C-4, Clarifying and Simplifying Notice of Appointment/Termination and the Related Form

PAM, Section C-4 provides the procedure related to the use of the POST form, Notice of Appointment/Termination. The content of the current procedure and the form is difficult to understand which results in the submission of improperly prepared forms with incomplete or inaccurate information. The form has been simplified and instructions provided on the reverse side. The proposed changes are designed to solve the problems that have been encountered by agencies related to the Notice.

In approving the Consent Calendar, the Commission authorized the Executive Director to amend PAM, Section C-4 and the Notice of Appointment/Termination, Form 2-114 as proposed.

B.5. Receiving a Requested Report on Continued Eligibility to Participate in the POST Specialized Program - Los Angeles Community College District

At its July 1986 meeting, the Commission acted to remove the Los Angeles Community College District Police Department from the POST program unless the department took immediate action to correct a compliance problem. At the Commission's request, this item was placed on the Consent Calendar to report that the district took early action, and based upon a recent inspection, is in compliance with Commission regulations.

PUBLIC HEARING

C.1 PART ONE - Extending 270-Day Limit on Acceptance of Medical and Psychological Examinations

The purpose of Part One of the public hearing was to receive testimony on proposed changes to amend Commission Procedure C-2 to include the following:

- 1) extend the current 270-day time limit for pre-employment medical and psychological suitability examinations to one year;
- 2) permit after the expiration of one year medical and psychological suitability update examinations, as opposed to totally new examinations, for persons who:
  - a) were screened initially in accordance with POST requirements for medical and psychological suitability, and the results of the initial examinations are available for review;
  - b) have worked continuously in the same department since the time of the initial examinations; and
  - c) upgrade within the same department to reserve officer or regular officer status;
- 3) require that medical and psychological update examinations be conducted by qualified individuals as defined in Government Code 1031(f), and minimally include:
  - (a) a review of previous examination findings;
  - (b) a review and evaluation of work history and job-relevant life history while with the department for indicators of potential changes in physical or psychological status; and the conduct of more extensive examination and assessment when warranted by the findings of such review; and
  - (c) verification in writing by the qualified professional as to the individual's continued physical or psychological suitability for employment as a peace officer, a copy of which shall be retained by the department.

The Executive Director provided a summary of the written commentary that had been received regarding the proposed amendments to Commission Regulation 1002 and Procedure D-2, 270-day limit on acceptance of physical and psychological examinations which included:

Jack B. Storne, Chief of Police, Escalon Police Department, stated support for the proposed amendment.

Raymond Benevedes, Sheriff, Lake County Sheriff's Department, stated support for the proposed amendment noting that the one-year limit extension for completing the physical and psychological examinations would be sound and beneficial, both fiscally and practically.

Julian Miranda, Chief of Police, Irwindale Police Department, stated support for the proposed amendment. Chief Miranda stated the proposed amendments would permit better use of his agency's resources.

Steven C. Godden, Chief of Police, Winters Police Department, stated support for the proposed amendment noting that the proposal would provide a reasonable approach that would save small agencies money.

Robert H. Whitmer, Chief of Police, Redding Police Department, stated support for the proposed amendment.

Dee Farris, Chief of Police, City of Angels Police Department, stated the proposed update examinations would impose an increased cost for small agencies. Chief Farris stated that the update examinations should not be required or should be optional for reserve officers who have worked continuously with the same agency since initial appointment, undergone the initial examinations, and are under consideration for upgrade to regular officer.

Following the staff report, the Chairman invited oral testimony. No one present indicated the desire to testify.

There being no further testimony, Part One of the public hearing was closed.

As required by the Administrative Code, the Executive Director addressed the recommendation made by Dee Farris, Chief of Police, City of Angels Police Department. Telephone research conducted by POST indicates that considerable agreement exists among psychologists and specialists in occupational medicine as to the appropriateness of extending the current 270-day time limit on physical and psychological examinations to no longer than one year. In addition, general consensus was found that less than complete new examinations would generally be needed for persons who are screened initially in accordance with POST requirements and then upgraded within the employing agency from reserve peace officer to regular peace officer status after a period of one year. It was recommended that Chief Farris' proposal be rejected.

MOTION - Pantaleoni, second, Grande, carried unanimously to amend Commission Procedure C-2 as proposed (see Attachment A).

C.2 PART TWO - Establish an 80-Hour Re-Entry Training Course and Revise Provisions of the Three-Year Rule

The purpose of Part Two of the public hearing was to consider amendments to Commission Regulation 1008 and Procedure D-11, Three-Year Requalification Rule.

A report was presented by the Executive Director which included a summarization of written testimony received from the following:

Jack B. Storne, Chief of Police, Escalon Police Department stated support for the proposed amendment noting that the 80-hour re-entry course would be a practical approach to insuring the competency of individuals seeking to reenter law enforcement.

Raymond Benevedes, Sheriff, Lake County Sheriff's Department, stated support for the proposed amendment. Sheriff Benevedes stated the re-entry course would allow small agencies latitude in the selection of peace officers who may have had a break in law enforcement service. Sheriff Benevedes also stated the exemption for officers returning to permanent light duty following illness or injury was a common sense and compassionate approach to the problem.

Julian Miranda, Chief of Police, Irwindale Police Department, stated support for the proposed amendment.

Steven H. Staveley, Chief of Police, Belmont Police Department, also wrote in support of the proposed amendment.

Robert H. Whitmer, Chief of Police, Redding Police Department, stated support for the proposed amendment.

Following the staff report, there was a discussion concerning the exemption for officers returning to permanent "light" duty assignments after being off due to injuries or illness. The Commission was advised of a concern expressed at the Advisory Committee meeting on July 22 that there was no requirement for a refresher course for officers who have been off for an extended period of time. Staff responded that under the proposed change, unless the agency requests a waiver, all persons would have to requalify after a three year break in service. Further discussion clarified that the means for requalification are: repeating the appropriate basic course, successfully completing a POST-certified basic training requalification course, or completing the Basic Course Waiver Process.

There being no further testimony, Part Two of the public hearing was closed.

The following action was taken:

MOTION - Maghakian, second - Montenegro, carried unanimously that subject to approval by the Office of Administrative Law, the following changes (see Attachment B) be approved:

1. Add an 80-hour re-entry course as an alternative to requalify under the three-year rule.
2. Require that the starting date for the three-year rule shall be determined from the last date of employment in a California peace officer position for which a basic course (as listed in PAM, Section D-1 is required.

3. Add an exemption for officers returning to permanent "light" duty assignments after being off due to injuries or illness.
4. Technical changes clarifying time limitations for successfully completing the Basic Course Waiver Process.

C.3 PART THREE - Supervisory Course Curriculum Changes Incorporating Principles, Values and Ethics and Increasing Minimum from 72 to 80 Hours

The purpose of Part Three of the public hearing was to consider changes to the Supervisory Course Curriculum including: (1) adding three subjects of Liability Issues, Testing and Values/Principles/Ethics, (2) increasing minimum course hours from 72 to 80, and (3) deleting reference to hours for individual subjects in PAM Procedure D-3.

A report was presented by the Executive Director which included a summarization of written testimony received from the following:

Jack B. Storne, Chief of Police, Escalon Police Department, stated support for the proposed amendment.

Raymond Benevedes, Sheriff, Lake County Sheriff's Department, stated support for the proposed amendment.

Julian Miranda, Chief of Police, Irwindale Police Department, stated support for the proposed amendment.

Steven H. Staveley, Chief of Police, Belmont Police Department, also wrote in support of the proposed amendment.

Jerry W. Warren, Director of Programs, Northern California Criminal Justice Training and Education System, Santa Rosa Center, suggested that if mandatory testing is made a part of the supervisory course, POST should develop a standardized diagnostic testing method for use by all presenters of POST-certified supervisory courses to assure mastery of the instructional material.

Gary H. Tatum, President, California Police Chiefs Association, supported the proposal and made identical suggestions as Jerry Warren with regard to development of standardized mandatory testing.

Robert H. Whitmer, Chief of Police, Redding Police Department, stated support for the proposed amendment.

Following the staff report, oral testimony was received from the following:

Charles Thayer, Chief of Police, City of Tustin, representing the Law Enforcement Advisory Committee of Golden West College and the Orange County Police Chiefs and Sheriffs' Association, stated support for adding the courses of Liability Issues, Testing and Values/Principles/Ethics, and the removal of the hours for locally determined subjects.

Chief Thayer spoke in opposition to removing the discussion of legal/liability issues from individual instructors. He stated that instructors use legal/liability in their discussions to emphasize points of concern and what could happen to a supervisor if they do not follow good logic and legal guidelines. He urged the Commission to not remove discussions of liability issues from the individual instructors, but to add the topics that have been identified as needed, even if the course exceeds 80 hours.

During the discussion it was pointed out that the intent is not to eliminate any curriculum, but rather concentrate the coverage of legal issues in one integrated block of instruction. This would not preclude individual instructors from touching on legal issues.

There being no further testimony, Part Three of the Public Hearing was ended.

As required by the Administrative Code, the Executive Director responded to Jerry W. Warren's and Gary H. Tatum's suggestions. He stated that pass or fail testing for the supervisory course is not the proposal before the Commission. As an ongoing assistance, course presenters will be expected to determine that the students understand and can demonstrate application of the concepts, theories, and principles that have been addressed for each of the topical areas of the course. This testing could take any of a number of forms, such as objective paper and pencil testing, homework, or individual or group participation in classroom exercises, etc. This application of testing is consistent with traditional and contemporary teacher educational and instructional practices. The establishment of a standardized objective test for use by all presenters of POST-certified supervisory courses would then, of necessity, also require standardization of the course's curriculum to maintain a consistent relationship between the test and the curriculum. Course presenters have historically advised POST that they and their law enforcement clients want to continue to establish and use locally determined supervisory leadership styles and applicational approaches relative to each of the topical areas of the course. POST proposes to provide guidance as to the design, methodology and use of testing for this course. Thus, the proposal made by Mr. Warren and Chief Tatum should not be adopted by the Commission, and should be rejected.

With regard to Chief Thayer's suggestion, the Executive Director indicated that liability will not be ignored or precluded during the course at any time but that liability will be given special consideration. He noted that there is flexibility to permit some incorporation of local options; however, the proposal before the Commission is not to expand the reimbursable hours of the course at this time. The Executive Director also pointed out that the Supervisory Leadership Institute now under development will be designed to eventually supplement the supervisory course. The recommendation before the Commission is that the Commission add the three subjects of Liability Issues, Testing and Values/Principles/Ethics, not expand the length of the 80 hours at this time, but review additional training needs for supervisors as part of the Supervisory Leadership Course being developed.

After further discussion concerning the Supervisory Leadership Course curriculum changes, the following action was taken:

MOTION - Block, second - Wilson, carried unanimously that subject to approval of procedures by the Office of Administrative Law, the proposed changes (see Attachment C) in the Supervisory Course curriculum be approved, and staff be directed to report on the effectiveness of the program at the July 1988 Commission meeting.

#### CERTIFICATE AND COMPLIANCE

- D. Proposal to award the regular POST basic certificate to all classes of peace officers who meet POST selection standards, complete the regular basic course and gain one year's experience; with the agency to be noted on the certificate

This item relates to a proposal to award a POST regular Basic Certificate to all peace officers who meet POST selection standards, complete the basic course and successfully complete one year of service in their agency. The proposal also is to amend the certificate to indicate the agency in which the experience was gained. The Commission at its April 1987 meeting expressed interest in this proposal but desired public discussion prior to taking action.

The issue of who gets what type of certificate has been presented several times in past years. There are categories of officers in the reimbursable program who get specialized certificates and officers in the specialized program who receive the regular certificate. Officers in the Specialized Certificate Program who complete the regular basic course have requested they be eligible for the regular certificate since they meet the same selection and training standards as other officers who now receive the regular certificate.

An effort toward resolution of this issue was recently carried out with two public meetings conducted by the Commission's Certificate Review Committee.

The recommendation of the Certificate Review Committee at the April Commission meeting was to issue a regular POST basic certificate to all officers who meet the selection standards, complete the POST regular Basic Course and complete one year of experience in their agency. The Committee also recommended that the name of the officer's agency be noted on the certificate. The Committee subsequently met and modified their recommendation to state that a category of experience rather than a specific agency name be noted on the certificate. The recipient's name would be placed on the certificate and immediately following, the category of experience would be noted.

Intermediate and Advanced certificates would be processed the same way as they currently are -- officers receiving regular Basic Certificates would get regular Intermediate and Advanced, Management and Executive certificates, and officers receiving the Specialized Basic would get Specialized Intermediate and Advanced, Management and Executive certificates.

Following the staff report, the Chairman invited public input.



Charles Thayer, Chief of Police, City of Tustin, representing the Law Enforcement Advisory Committee of Golden West College and the Orange County Police Chiefs and Sheriffs' Association spoke in opposition to the proposal. Chief Thayer pointed out that the main difference between general and specialized law enforcement is the nature of one year requirement to attain the basic POST certificate after the training. In addition to the confusion it may cause, he was concerned over the fiscal impact if reimbursement were later sought by the specialized law enforcement groups.

Lieutenant Michael George, Sacramento Police Department, spoke in opposition to the change in the Certificate Program. He referred to difficulties that may be encountered with the lateral transfer program and the additional cost of testing and certification.

In response to the concerns expressed by the speakers, the Executive Director pointed out that only specialized officers who fulfill the selection and training standards as required for a regular POST certificate would receive a regular basic certificate. The category of agency in which the experience was completed will be clearly identified on the face of the certificate. There would be no significant additional costs associated with lateral transfers or testing.

Public input was received from the following who were in favor of the proposal:

Roger Moreno, San Jose Airport Police Department, stated support for the proposed changes.

Bill Shinn, representing PORAC, also stated support for the proposed changes.

Jack White, Chief of Investigation, Los Angeles District Attorney's Office, stated support for the proposed changes.

Paul Muspratt, California Parks and Recreation, also stated support for the proposed changes.

Seth Easley, President, District Attorney Investigators' Association of the State of California, expressed support for the proposal.

After further discussion of the issue by the Commission, the following action was taken:

MOTION - Block, second - Grande, carried unanimously to adopt the recommendations of the Certificate Review Committee regarding issuance of the regular basic certificate and to state experience category rather than agency name on the certificate.

E. Report of Results of Basic Course Proficiency Test Study [P.C. 832.3(d)]

In accordance with Section 832.3(d) of the Penal Code, a detailed study of the POST Proficiency Test was conducted and a draft report of the study findings presented for consideration by the Commission.

The findings show that scores on the Basic Course Proficiency Test are positively correlated with a number of measures of job performance. Test scores were found to be significantly correlated with job activities and behavior that require the knowledge assessed via the Proficiency Test (e.g., evaluating a crime scene, demonstrating good judgment, etc.). As would be expected, test scores were generally uncorrelated with performance of "non-cognitive" activities and behaviors (vehicle operations, interpersonal behavior, etc.).

Findings also show that persons who successfully complete field training and probation, on average, obtain significantly higher scores on the Proficiency Test than those who fail to successfully complete field training and probation. On balance, the results show that what has heretofore been a very useful test for program evaluation purposes, could, with moderate revision, be used to make job-related decisions about individuals.

As part of the study, it was also possible to evaluate the extent to which scores on the POST reading and writing tests predict subsequent job performance. A number of statistically significant correlations were obtained with such measures of job performance as supervisors' evaluations of report writing, and Field Training Officer ratings of overall field trainee performance, thus further enhancing the job-relatedness evidence for the tests.

After consideration of the study findings, the Commission took the following action:

MOTION - Pantaleoni, second - Montenegro, carried unanimously to authorize submittal of the Proficiency Test Study Report to the Legislature and to refer the report to the Long Range Planning Committee for further review.

F. Report on Reading/Writing Testing Effectiveness

At its July 1986 meeting, the Commission directed that further study be conducted of the impact of the current entry-level selection reading and writing testing requirement. Results for the past fiscal year indicate:

1. No significant change in the average test scores of academy recruits over the previous year.
2. Increased pretesting of nonaffiliated cadets to the point that 17 of 18 community college affiliated academies are now prescreening nonaffiliated cadets, and the lone remaining academy not doing so is conducting reading and writing testing for purposes of student counseling.
3. A five percent increase in the number of administrations of the POST tests for the fiscal year, with an anticipated doubling of the number of tests administered in FY 87/88 due to the expected first time use of the tests by two large departments.

4. A further reduction in the average turnaround time for scoring and mailing out results on the POST tests of from 2.5 to 2.0 working days.
5. Continued voluntary setting of minimum cutoff scores on the POST tests that meet or exceed the POST recommended minimum.
6. Further substantiation of the job-relatedness of the POST tests in the form of new research findings which show that the tests are predictive of on-the-job performance.

Two projects are currently underway which have the potential of alleviating the continuing concern that exists among law enforcement managers and supervisors concerning the writing skills of new officers. The first of these consists of continued evaluation of a promising essay type test. The second project is a reevaluation of the current POST recommended minimum passing score on the existing POST tests.

Based on past test experience and pending review of potentially higher minimum scores, it is appropriate that the testing of recruits used for comparative purposes not be done in 1987/88. The Commission's reading and writing testing requirements remain in force.

Following review of the findings, the following action was taken:

MOTION - Wilson, second - Hicks, carried unanimously to receive the report and to suspend comparative testing of academy recruits during FY 1987/88.

G. Basic Course Curriculum Modification - Deaf and Hearing Impaired

Associations representing the deaf and hearing impaired have expressed concern about the ability of officers to communicate with the deaf and hearing impaired. As a result, a curriculum development committee composed of law enforcement agency personnel, academy instructors, representatives of the deaf and hearing impaired, and association advocates developed the following performance objective and supporting unit guide material.

- 5.7.1 The student will identify the necessary considerations in communicating effectively with the deaf and hearing impaired including:
  - A. Recognition
  - B. Approach
  - C. Communicating
  - D. Safety
  - E. Legal

MOTION - Wilson, second - Maghakian, carried unanimously to approve the addition of a performance objective to the POST minimum requirements of the Basic Course relating to communicating with the deaf and hearing impaired effective January 1, 1988.

#### H. Peace Officer Killing Guidelines

Assembly Bill 1911 (Stirling), Chapter 885, 1985, authorized a study of incidents in which peace officers were killed. The study was to conclude with a report to the Legislature and the development of guidelines establishing optional standard procedures for law enforcement agencies. The report of the study, "California Peace Officers Killed in the Line of Duty," was approved by the Commission at the January, 1987 meeting and subsequently accepted by the Legislature.

The guidelines resulting from the study data identify the issues, situations and concerns from which agency-specific procedures should be developed. The guidelines reflect the view that specific standard procedures and tactics are best articulated by each local agency to reflect the environment and community in which the agency functions. The Commission expects the specific issues described in the guidelines to be used by agency administrators to improve operating policy, tactics, training and procedures to reduce the risk of serious injury or death to peace officers.

After review of the guidelines the following action was taken:

MOTION - Hicks, second - Pantaleoni, carried unanimously to approve the Peace Officer Killing Guidelines for submission to the Legislature and for general publication.

#### I. Finance Committee

The Finance Committee met on June 18, 1987 in Ontario and reviewed the following agenda items:

##### 1. Year End Financial Report

1986/87 revenues are projected to be under the amount originally budgeted. Training volumes have gone up largely because of successful efforts to increase in-service training. Because of this, year end unexpended monies should be encumbered to pay for 1986/87 claims being received in the new fiscal year.

##### 2. Report on Potential Salary Reimbursement Rates for FY 1987/88

More actual dollars are budgeted to be available for aid to local government in the new year than in 1986/87. Yet, because of higher costs combined with anticipated higher training volumes, the Committee is recommending a salary reimbursement beginning baseline of 40% for all salary eligible courses other than the basic course and 30% for the basic course. The Committee also recommends increasing the per diem allowance from \$66 to \$70 per day. As in the past, training volumes and available revenues may allow for increases in the rate as indicated during the year.

MOTION - Pantaleoni, second - Montenegro, carried unanimously by ROLL CALL vote to increase the per diem allowance effective August 1, 1987 from \$66 to \$70 per day, and to set the salary reimbursement beginning baseline for FY 87/88 at 40% for all salary eligible courses except the basic course. The basic course rate is set at 30%.

3. Budget Change Proposals for FY 1988/89

The Committee recommended approval of the following budget change proposals for FY 1988/89 which relate to meeting an audit recommendation, responding to legislative mandate or contingent upon a successful bond issue for regular training centers.

	<u>Positions</u>	<u>\$</u>
A. Civilian Dispatcher Selection and Training Standards (AB 546)	1.5	\$115,000
B. PC 832 Testing (SB 138)	1.5	195,000
C. State Accounting System Support (To correct a staffing deficiency noted during an audit)	1	27,000
D. Training Facility Bond Act Support (Contingent upon bond issue passage)	7	398,000

MOTION - Maghakian, second - Grande, carried unanimously to accept the Committee's recommendation to approve Budget Change Proposals for FY 1988/89.

4. Review of Reimbursement Plans for Certified Courses

The Committee reviewed a report on the status of certified course reimbursement which addressed the issues of: Increase in Subsistence Rate for Trainees, More Flexibility in Meeting CPT requirement, Salary Reimbursement for all Mandated Supervisory Training, Modification of Job Specific Salary and Potential Changes for Simplification. The Committee recommended continued study by the Finance and Long Range Planning Committees.

J. Long Range Planning Committee

The Committee met on June 18, 1987 in Ontario and reviewed the following agenda items:

1. Field Needs Survey

The Committee reviewed significant findings of the recently completed Field Needs Survey. Consistent with Commission instructions, field needs topics will be reviewed by the Committee and brought forward over a period of time. The Committee recommended that staff be directed to:

- a) further assess ways of addressing the need to make roll call video tapes available to the field along with cost options, and report results at the January 1988 Commission meeting;

- b) study the potential of developing and implementing a state-of-the-art instructor development course complete with non-traditional approaches, including adult and experiential learning techniques, and video taped trainer feedback, and report results at the July 1988 Commission meeting. The Commission could later consider requiring this course of most instructors by some future date; and
- c) conduct a follow-up study of the response in favor of POST's assistance with recruiting in the future. More study is needed on the intent of the response through a follow-up survey, workshops and other means. The results are to be presented at the April 1988 meeting.

Chairman Wasserman assigned the Advisory Committee to assist in the study.

MOTION - Hicks, second - Wilson, carried unanimously to accept the Committee's recommendations concerning the Field Needs Survey.

2. Reading and Writing Testing Information

The Committee discussed the possibility of increasing the recommended cutoff scores. At its next meeting, the Committee will review a report on appropriate cut score levels based on data being analyzed by staff. The Committee will and report back at a future Commission meeting.

3. Proposed Training Conference for Other State Directors

The Committee recommended approval for POST to organize a no-host international conference on new training and standard technology, methods and approaches to be held in San Diego on April 26-30, 1988.

MOTION - Wilson, second - Maghakian, carried unanimously to approve the Committee's recommendation.

K. Legislative Review Committee

The Legislative Review Committee met just prior to the Commission meeting and recommended the following positions on current legislation:

- o AB 1162 (relating to fines) - Move from "oppose" to "no position". The bill has been amended to no longer affect POST.
- o AB 2625 (relating to basic training requirements) - Move from "oppose" to "support" position.
- o AB 1073 (requires POST to develop guidelines and training related to missing persons and runaways) - Recommend "support" position.

MOTION - Maghakian, second - Hicks, carried unanimously to accept the recommendations of the Legislative Review Committee.

L. Certificate Review Committee

As a result of actions taken earlier with regard to the issuance of certificates, the following motion was made:

MOTION - Wilson, second - Grande, carried unanimously to instruct staff to amend procedures concerning the issuance of certificates and to develop recommendations relating to the strengthening of the certificate program acted on earlier at this meeting. The proposed recommendations will be presented for consideration at the November 5, 1987 Commission meeting.

M. Organizational and Personnel Policies Committee

Commissioner Montenegro, Chairman of the Organizational and Personnel Policies Committee, reported that the Committee met on Tuesday, June 23, 1987 via telephone conference call and made the following recommendations:

1. support staff proposal for obtaining approximately 1,500 square feet of additional office space, and
2. continue the current vacation allotment of 33 days per year with a cumulative cap of 60 days for the Executive Director, pursuant to Commission Regulation Section 1017.

MOTION - Wilson, second - Hicks, carried unanimously to approve the recommendations of the Organizational and Personnel Policies Committee.

N. Advisory Liaison Committee

Commissioner Maghakian reported that the Advisory Liaison Committee met on July 22, 1987 in San Diego and made the following recommendations:

1. that the POST Advisory Committee be reduced to 14 members by abolishing two vacant positions (State Management position and one public member position);
2. that the request from the CLEARs organization to be included on the POST Advisory Committee not be accepted in that CLEARs and any other speciality can have access through current processes; and,
3. that the Advisory Liaison Committee review all future requests for inclusion on the Advisory Committee before these requests go to the full Commission.

MOTION - Pantaleoni, second - Grande, carried unanimously to accept the recommendations of the Advisory Liaison Committee.

O. Advisory Committee Report

Carolyn Owens, Chairman of the POST Advisory Committee, reported that the Committee met on July 22, 1987 in San Diego. The Committee has completed all its current assignments and requested that additional assignments be made.

P. Correspondence

Letter from Terry S. Herst concerning diabetics.

Staff reported that research into this matter is being conducted. A proposal to amend the basic course, if necessary, will be presented at a future meeting.

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

November 5, 1987 - Hilton Hotel, Concord

January 21, 1988 - Radisson Hotel - San Diego

April 21, 1988 - Hyatt Regency - Sacramento

July 21, 1988 - Holiday Inn Embarcadero - San Diego

ADJOURNMENT - 2:30 p.m.



Proposed Language

## COMMISSION PROCEDURE C-2

## PHYSICAL AND PSYCHOLOGICAL SUITABILITY EXAMINATIONS

## Purpose

2-1. Physical and Psychological Suitability Examinations: This Commission procedure implements the physical and psychological suitability examinations requirements established in Section 1002(a)(7) of the Regulations. The purpose of the physical examination is to select personnel who are physically sound and free from any physical condition which would probably adversely affect their performance as a peace officer. The purpose of the psychological suitability examination is to select personnel who are free from any mental or emotional condition which might adversely affect their performance as a peace officer. The POST "Medical Screening Manual," or its equivalent, should be followed in conducting the physical evaluation. The "POST Psychological Screening Manual," or its equivalent, should be followed in conducting the psychological suitability evaluation.

## Procedure

2-2. Physical and Psychological Suitability Examinations: The physical and psychological suitability examinations shall be conducted as specified in Government Code Section 1031(f) within ~~270 days~~ 1 year before hire.

2-3. Medical History: Each candidate must supply to the examining physician a statement of the medical history of past and present conditions, diseases, injuries or operations.

2-4. Vision and Hearing: The hiring authority shall establish minimum standards for hearing, color vision and visual acuity, and is responsible for determining that each candidate meets those standards.

2-5. Physician's Findings and Record: The physician shall record findings of the examination on appropriate forms and shall note thereon, for evaluation by the appointing authority, any past or present physical conditions, diseases, injuries, operations, or any evidence or indications of mental conditions displayed by the candidate which should be further evaluated by competent professionals. The completed form(s) shall be retained by the local jurisdiction.

2-6. Psychological Suitability: Peace officer applicants shall be judged to be free from job-relevant psychopathology, including personality disorders, as diagnosed by a qualified professional, described in Government Code Section 1031(f). References which may be used in making this determination are identified in the "POST Psychological Screening Manual."

2-7. Psychological Suitability Examination: Psychological suitability shall be determined on the basis of psychological test score information which has been interpreted by a qualified professional. A minimum of two psychological

tests shall be used. One must be normed in such a manner as to identify patterns of abnormal behavior; the other must be oriented toward assessing relevant dimensions of normal behavior.

2-8. Clinical Interview: All final recommendations to disqualify candidates for psychological unsuitability shall be based, in part, on a clinical interview conducted by a qualified professional. An interview shall also be conducted when objective test data are inconclusive.

2-9. Updated Physical and Psychological Suitability Examinations: When more than one year has passed since initial examinations were passed, physical and psychological suitability examination updates, as opposed to complete new examinations, may be conducted for individuals who:

- a) upgrade within the same agency to reserve peace officer or regularly employed peace officer status;
- b) were examined initially in accordance with all of the provisions of sub-paragraphs 2-1 through 2-8 of Commission Procedure C-2, and the results of such examinations are available for review; and
- c) have worked continuously for the agency since the time of initial appointment.

Each examination update shall be conducted by a qualified professional as defined in Government Code 1031(f), and shall include, at a minimum:

- a) a review of previous examination findings;
  
- b) a review and evaluation of the individual's work history and job-relevant life history while with the agency for indicators of potential changes in physical or psychological status and the conduct of more extensive examination and assessment when warranted by the findings of such review; and
  
- c) verification in writing by the qualified professional as to the individual's physical or psychological suitability for appointment as a peace officer, a copy of which shall be retained by the agency.

Proposed Language

## REGULATIONS

1008. Waiver of Attendance of a POST-Certified Basic Course and Basic Course  
Requalification Requirements

- (a) The Commission may waive attendance of a POST-certified basic course required by Section 1005(a) of the Regulations for an individual who has completed training equivalent to a certified basic course. This waiver shall be determined by an evaluation and examination process as specified in PAM Section D-11, Waiver of Attendance of a POST-Certified Basic Course.
- (b) The Commission requires that each individual who has previously completed a POST-certified basic course, or has previously been deemed to have completed equivalent training, or has been awarded a POST certificate, but has a three-year or longer break in service as a California peace officer must be ~~retrained or complete the basic course waiver process (PAM Section D-11)~~ requalify, unless such a waiver is obtained ~~retraining or examination is waived by the Commission~~ pursuant to guidelines set forth in PAM, Section D-11-12, 13 or 14. The means for requalification are repeating the appropriate basic course, completing a POST-certified basic training requalification course, or completing the Basic Course Waiver Process (PAM, Section D-11).

These provisions apply to all individuals who seek appointment or reappointment to positions for which completion of a basic course is required elsewhere in these regulations. The three-year rule described will be determined from the last date of employment as in a California peace officer position for which a basic course (as listed in PAM, Section D-1) is required, or from the date of last completion of a basic course, or from the date of last issuance of a basic course waiver by POST; whichever date is most recent. Appointment to any reserve peace officer position listed in Penal Code Section 830.6, shall not be considered employment for purposes of this regulation.

PAM Section D-11 adopted effective January 28, 1982, and amended August 17, 1986, ~~and~~ November 2, 1986, and \_\_\_\_\_\* is herein incorporated by reference.

\* This date is to be filled in by OAL.

Proposed Language

COMMISSION PROCEDURE D-11

WAIVER OF ATTENDANCE OF A POST-CERTIFIED BASIC COURSE

Purpose

11-1. Establishes Guidelines: This Commission procedure establishes the guidelines for determining whether or not an individual's prior law enforcement training is sufficient for a waiver of attendance of a POST-certified basic course. The prescribed course of training appropriate to the individual's assignment is determined by the Commission and is specified in Section 1005 of the Regulations. The requirements for the basic courses are specified in POST Administrative Manual (PAM), Section D-1. A waiver of attendance of a POST-certified basic course is authorized by Section 1008 of the Regulations.

A waiver of attendance of a POST-certified basic course shall be determined through an assessment process, including evaluation and examination. The assessment process assists an agency in determining whether or not an individual should be required to attend a POST-certified basic course, and does not propose to determine whether or not the individual should be hired.

## Evaluation, Examination, and Reexamination Fee

11-2. Fee: A fee to cover administrative costs of evaluation, examination, and reexamination, if applicable, shall be charged by the Commission. The appropriate fee must accompany the request for evaluation, examination, and reexamination. The appropriate fee shall be determined by the Commission and shall be based on actual expenditures related to this procedure.

The evaluation requirement and/or the evaluation fee may be exempted by the Commission in the following circumstances:

- a. An individual who has been awarded a POST Basic Certificate is exempt from the evaluation of training and the evaluation fee. A photocopy of the certificate must accompany the application form.
- b. An individual who is hired by an agency prior to the date the agency enters the POST program is exempt from the evaluation fee.
- c. An individual who has completed a POST-certified Basic Course after July 1, 1980 is exempt from the evaluation of training and the evaluation fee. A photocopy of the certificate of completion from the academy must accompany the application form.



## Eligibility

11-3. Eligibility for Evaluation: An individual who ~~desires to be considered for employment as a full-time law enforcement officer, as defined by Regulation Section 1001(1), or a Level I Reserve Officer~~ has previously completed law enforcement training is eligible for evaluation. The request for evaluation of prior law enforcement training may be submitted to POST by the individual. To qualify for an evaluation of previously completed basic course training, the individual must have successfully completed the current minimum required hours for the appropriate basic course as specified in PAM, Section D-1.

## Evaluation of Training

11-4. Preliminary Evaluation of Completed Training: The agency, in the case of an employed individual (or when an individual is under consideration for hire), or the individual, shall compare the peace officer training previously completed by the individual with the current minimum basic course training requirement appropriate to the individual's assignment as specified in PAM, Section D-1. The training that is comparable shall be documented on the Evaluation of Training Schedule, POST Form 2-260, or POST Form 2-260.1 ~~respectively.~~ Satisfactory training in each of the Basic Course functional areas must be documented on the form and verified by supporting documents prior to requesting an evaluation from POST: Specifically, the completed training must be supported by a certificate of completion or similar documentation; transcripts are required to verify completed college and university courses. Satisfactory training must have been completed in each of

the Basic Course functional areas ~~in order for the individual~~ for an individual to be eligible to take the Basic Course Waiver Examination (BCWE) appropriate to the individual's assignment.

~~To qualify for an evaluation of previously completed basic course training, the individual must have successfully completed the current minimum required hours for the appropriate basic course as specified in Procedure D-1. The completed training must be supported by a certificate of completion or similar documentation; transcripts are required to verify completed college and university courses.~~

College or university credit in related law enforcement subjects may only be applied to those functional areas not covered through law enforcement training.

One semester unit shall be equal to a maximum of 20 training hours and one quarter unit shall be equal to a maximum of 14 training hours.

Satisfactory training must have been completed in each of the Basic Course functional areas to be eligible to take the Basic Course Waiver Examination (BCWE) appropriate to the individual's assignment.

- a. The Basic Course (PAM Procedure D-1-3): The individual must have successfully completed at least 200 hours of training in one of the following: a basic general law enforcement training course certified or approved by California POST or a similar standards agency of another state; a California reserve course; or a federal agency general law enforcement basic course. Additional law enforcement training or college and/or university courses in the related subjects may be considered to comprise the remainder of the required minimum hours.

- b. The Specialized Basic Investigators Course (PAM Procedure D-1-6):  
The individual must have successfully completed the current minimum hours of specific training in basic investigative subjects in a California POST-certified or approved training course, or a course certified or approved by a similar standards agency of another state, a California reserve course, or a federal agency, general or investigative enforcement basic course. Additional law enforcement training or college and/or university courses in the related subjects may be considered to comprise the remainder of the required minimum hours.
- c. Prior training and education must be comparable to the functional areas presented in the appropriate Basic Course to be acceptable for evaluation.
- (1) The completed POST Form 2-260, or POST Form 2-260.1, with all supporting training and education documents shall be submitted to POST with an Application for Assessment of Basic Course Training, POST Form 2-267.
  - (2) The Application Form POST 2-267 is to be signed by the individual, and by the individual and the department head when the application is submitted by the employer, in Section 1, Request for Evaluation.
  - (3) Each evaluation request must be accompanied by the evaluation fee in the form of a certified check or money order, payable to the Commission on POST.

11-5. POST Evaluation Process: Upon receipt of the completed POST Forms 2-260, or 2-260.1, and POST 2-267, all supporting documents and the appropriate fee, POST will evaluate the individual's prior training to verify equivalent training. Copies of peace officer academy course and reserve officer course outlines are acceptable to support the evaluation. All training must be verified by a certificate of completion or a course roster. When college courses are used to supplement training, a copy of the individual's college transcript must be submitted. POST may require additional supporting documents to complete the evaluation.

The individual, and the agency when appropriate, will be notified of the results of the evaluation.

- a. When prior training is deemed acceptable, the individual will be eligible to take the appropriate Basic Course Waiver Examination (BCWE).
- b. When the prior training is deficient in one or more functional areas, the individual shall have up to 180 days from date of notification by POST to provide additional verification of completion of the additional required training without the payment of an additional evaluation fee. Failure to make up deficiencies within 180 days from the date of notification by POST will result in closure of the application process. Any resubmission after the deadline is subject to the training standards, testing, and fee requirements in effect at the time of resubmission.

## Basic Course Waiver Examination

11-6. Examination Scheduling: The appropriate Basic Course Waiver Examination (BCWE) will be scheduled upon receipt of the examination fee and the properly completed application form.

- a. The Application for Assessment for Basic Course Training, POST Form 2-267, signed by the individual, and the department head when appropriate, in Section 2, Request for Examination, is to be submitted to POST with the examination fee in the form of a certified check or money order, payable to the Commission on POST.
  
- b. Location and Frequency of Examination: The Basic Course Waiver Examination will be administered periodically as determined by POST. The frequency will be based upon the number of individuals eligible to take the examination. The geographic location of the individuals will be taken into consideration in determining the most appropriate location for the examination to be administered.

The individual, and the agency when appropriate, will be notified of the examination date, time, and location.

11-7. Completion of the Basic Course Waiver Examination: The examination consists of two components: written and skills.

- a. The written examination is designed to evaluate an individual's knowledge of Basic Course content and is pass/fail. An individual must pass the written examination before being admitted to the skills examination. The written examination must be completed within 180 days of notification by POST of successful completion of the waiver evaluation process, if appropriate.
- b. The skills examination is designed to evaluate an individual's manipulative skills as acquired in the Basic Course. An individual must demonstrate competency in each skill area. The skills examination must be completed within 180 days from the date of successful completion of the written examination.

#### Reexamination

11-8. A reexamination may be taken no later than 180 days from the date of the original examination. Failure to complete a needed re-examination within the 180 days will result in closure of the application process. Any resubmission after the deadline is subject to the training standards, testing, and fee requirements in effect at the time of resubmission.

- a. The written reexamination shall be allowed one time only, and only as an alternative to retraining. An individual who fails the written reexamination must, before exercising peace officer powers, satisfactorily complete a POST-certified basic course.

A written request for the written reexamination must be submitted to POST with the reexamination fee in the form of a certified check or money order, payable to the Commission on POST. The individual and the agency, when appropriate, will then be notified of the reexamination date, time, and location.

- b. An individual who fails one or more modules of the skills examination must, before exercising peace officer powers, either pass the reexamination for each of the previously failed modules or satisfactorily complete a POST-certified basic course. The skills reexamination shall be allowed more than once for each module, and only as an alternative to retraining.

Arrangements for skills reexamination must be made directly with the same POST Skills Testing Center in which the skills examination was originally taken. The POST-approved reexamination fee shall be submitted directly to the Skills Testing Center in the form of a certified check or money order, payable to the particular institution. The individual, and the agency when appropriate, will then be notified of reexamination dates and time. ~~The reexamination process must be completed within 180 days from the date of notification by POST.~~

An individual who cannot pass any module of the skills reexamination within 180 days from the date of the original examination ~~the allotted time period~~ must, before exercising peace officer powers, then satisfactorily complete a POST-certified basic course.

11-9. Upon satisfactory completion of the assessment process, a Waiver of Attendance of a POST-certified Basic Course will be granted by POST. The waiver shall be valid for three years.

11-10. Basic Course Acceptable for Specialized Basic Investigators Course:

An individual whose previous training satisfies the current minimum Basic Course training requirement is deemed by the Commission to have met the minimum training requirement of the Specialized Basic Investigators Course.

#### Issuance of Waiver

11-11. Specialized Basic Investigators Course Does Not Satisfy the Training Requirements of the Basic Course: An individual whose previous training only satisfies the current minimum training requirement for the Specialized Basic Investigators Course is deemed by the Commission not to have met the minimum training requirement of the Basic Course.



Waiver of Testing/Retraining Requirement

11-12. The Executive Director may waive the testing/retraining requirement for an individual who is returning to law enforcement employment after a three-year or longer break in service, possesses a POST basic certificate, and:

- a. Is re-entering a middle management or executive rank and who will function at least at the second level of supervision; or
- b. Has been (with no more than a 60-day break between law enforcement employers) employed continuously in another state as a full-time peace officer; or
- c. Has served (with no more than a 60-day break in service between law enforcement employers) continuously as a Level I or Level II reserve officer in California and the individual's department head attests in writing that the reserve officer is currently proficient; or
- d. The individual's employment, training, and education during the break in service provides assurance, as determined by POST, that the individual is currently proficient.
- e. Is re-entering in a permanent "light" duty assignment not involving general enforcement duties if attested to in writing by the agency head.

11-13. The Executive Director may waive the testing/retraining requirement for an individual who: (1) has previously satisfied the basic course training requirement and either does or does not possess the POST Basic Certificate, and is returning to law enforcement employment after a three-year or longer break in service in California; or (2) for the first time obtains law enforcement employment after a three-year or greater lapse of time since completion of the Basic Course; and (3) the individual's department has obtained prior written approval from POST for the use of an alternative job-related testing/retraining procedure, conducted by a presenter of the POST-certified Basic Course, which verifies that the individual is currently proficient and meets or exceeds minimum performance standards established by the Commission for Basic Course equivalency evaluation and testing.

11-14. The Commission, in response to a written request or on its own motion may, upon a showing of good cause, based upon an individual's employment, proficiency, training and education, waive the testing/retraining process for any individual, other than one described in paragraph D-11-12 or D-11-13, who has satisfied the basic training requirement and is re-employed as a peace officer after a three-year or longer break in service.

---

**Historical Note:**

Section D-11 adopted effective January 28, 1982, and amended and incorporated by reference on August 17, 1986, November 2, 1986, and \_\_\_\_\_\*.

\*This date shall be filled in following filing with the Secretary of State.

Proposed Language

## REGULATIONS

## 1005. Minimum Standards for Training

## (a) Basic Training (Required)

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

Requirements for the Basic Course are set forth in PAM, Section D-1-3, ~~(adopted effective April 15, 1982 and amended January 24, 1985), herein incorporated by reference.~~

Agencies that employ regular officers may assign newly appointed sworn personnel to a POST-approved field training program as peace officers for a period not to exceed 90 days from date of hire, without such personnel being enrolled in a basic course, if (1) the personnel have satisfied the training requirements of Penal Code Section 832 and (2) the Commission has approved a field training plan submitted by the agency and the personnel are full-time participants therein.

## 1005. Minimum Standards for Training (continued)

Requirements for a POST-approved Field Training Program are set forth in PAM, Section D-13.

- (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, except those participating in a POST-approved field training program, shall be required to satisfactorily meet the training requirements of the District Attorney Investigators Basic Course, PAM Section D-1-4, ~~(adopted effective April 27, 1983 and amended January 24, 1985) herein incorporated by reference.~~ The standard may be satisfactorily met by successful completion of the training requirements of the Basic Course, PAM Section D-1-3, before being assigned duties which include performing specialized enforcement or investigative duties. 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.

REGULATIONS

1005. Minimum Standards for Training (continued)

- (3) Every regularly employed and paid as such marshal or deputy marshal of a municipal court as defined in Section 830.1 P.C., except those participating in a POST-approved field training program, shall satisfactorily meet the training standards of the Marshals Basic Course, PAM Section D-1-5, ~~(adopted effective April 27, 1983 and amended January 24, 1985) herein incorporated by reference.~~ The standards may be satisfactorily met by successfully completing the training requirements of the Basic Course, PAM Section D-1-3, before being assigned duties which include performing specialized enforcement or investigative duties. 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

## 1005. Minimum Standards for Training (continued)

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 Specialized Basic Investigators Course, PAM Section D-1-6, ~~adopted effective October 20, 1983, herein incorporated by reference.~~

- (5) Every limited function peace officer shall satisfactorily meet the training requirements of the Arrest and Firearms (P.C. 832) Course.
- (6) Every peace officer listed in paragraphs (1) - (5) shall complete the training requirements of Penal Code Section 832 prior to the exercise of peace officer powers.

(b) Supervisory Course (Required)

- (1) Every peace officer promoted, appointed or transferred to a first-level supervisory position shall satisfactorily complete a certified Supervisory Course prior to promotion or within 12 months after the initial promotion, appointment or transfer to such position.

REGULATIONS

1005. Minimum Standards for Training (continued)

- (2) Every regular officer who is appointed to a first-level supervisory position shall attend a certified Supervisory Course and the officer's jurisdiction may be reimbursed provided that the regular officer has been awarded or is eligible for the award of the Basic Certificate.
- (3) Every regular officer who will be appointed within 12 months to a first-level supervisory position may attend a certified Supervisory Course if authorized by the department head, and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has been awarded or is eligible for award of the Basic Certificate.
- (4) Every regular officer who is assigned to a quasi-supervisory position may attend a certified Supervisory Course if authorized by the department head and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has been awarded or is eligible for award of the Basic Certificate.
- (5) Requirements for the Supervisory Course are set forth in the POST Administrative Manual, Section D-3, ~~(adopted effective April 15, 1982), herein incorporated by reference.~~

## 1005. Minimum Standards for Training (continued)

## (c) Management Course (Required)

- (1) Every peace officer promoted, appointed or transferred to a middle management position shall satisfactorily complete a certified Management Course prior to promotion or within 12 months after the initial promotion, appointment or transfer to such position.
- (2) Every regular officer who is appointed to a middle management or higher position shall attend a certified Management Course and the jurisdiction may be reimbursed, provided the officer has satisfactorily completed the training requirements of the Supervisory Course.
- (3) Every regular officer who will be appointed within 12 months to a middle management or higher position may attend a certified Management Course if authorized by the department head, and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has satisfactorily completed the training requirements of the Supervisory Course.



## REGULATIONS

### 1005. Minimum Standards for Training (continued)

- (4) Every regular officer who is assigned to a first-level supervisory position may attend a certified Management Course if authorized by the department head, and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has satisfactorily completed the training requirements of the Supervisory Course.
  - (5) Requirements for the Management Course are set forth in the POST Administrative Manual, Section D-4, ~~(adopted effective April 15, 1982), herein incorporated by reference.~~
- (d) Continuing Professional Training (Required)
- (1) Every peace officer below the rank of first-level middle management position as defined in Section 1001(p) shall satisfactorily complete the Advanced Officer Course of 24 or more hours at least once every two years after completion of the Basic Course.
  - (2) The above requirement may be met by satisfactory completion of an accumulation of certified Technical Course totaling 24 or more hours, or satisfactory completion of an alternative method of compliance as determined by the Commission. In addition to

## 1005. Minimum Standards for Training (continued)

the above methods of compliance, supervisors may also satisfy the requirement by completing Supervisory or Management Training Courses.

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

(4) Requirements for the Advanced Officer Course are set forth in the POST Administrative Manual, Section D-2, ~~(adopted effective April 15, 1982 and amended January 24, 1985), herein incorporated by reference.~~

(e) Executive Development Course (Optional)

(1) The Executive Development Course is designed for department heads and their executive staff positions. Every regular officer who is appointed to an executive position may attend a certified Executive Development Course and the jurisdiction may be reimbursed, provided the officer has satisfactorily completed the training requirements of the Management Course.

REGULATIONS

1005. Minimum Standards for Training (continued)

- (2) Every regular officer who will be appointed within 12 months to a department head or executive position may attend a certified Executive Development Course if authorized by the department head and the officer's jurisdiction may be reimbursed, provided the officer has satisfactorily completed the training requirements of the Management Course.
- (3) Requirements for the Executive Development Course are set forth in PAM Section D-5.

(f) Technical Courses (Optional)

- (1) Technical Courses are designed to develop skills and knowledge in subjects requiring special expertise.
- (2) Requirements for Technical Courses are set forth in PAM Section D-6.

(g) Approved Courses

- (1) Approved courses pertain only to training mandated by the Legislature for various kinds of peace officers and other groups. The Commission may designate training institutions or agencies to present approved courses.

1005. Minimum Standards for Training (continued)

- (2) Requirements for Approved Courses are set forth in PAM Section D-7.

(h) Seminars (Optional)

- (1) Seminars are designed to disseminate information or study and solve current and future problems encountered by law enforcement.

- (2) Requirements for Seminars are set forth in PAM Section D-8.

(i) Field Management Training (Optional)

- (1) Field Management Training is designed to assist in the solution of specific management problems within individual Regular Program departments.

- (2) Requirements for Field Management Training are set forth in PAM Section D-9.

PAM Section D-1-3 adopted effective April 15, 1982, and amended January 24, 1985 is herein incorporated by reference.

REGULATIONS

1005. Minimum Standards for Training (continued)

PAM Section D-1-4 adopted effective April 27, 1983, and amended January 24, 1985 is herein incorporated by reference.

PAM Section D-1-5 adopted effective April 27, 1983 and amended January 24, 1985 is herein incorporated by reference.

PAM Section D-1-6 adopted effective October 20, 1983 is herein incorporated by reference.

PAM Section D-2 adopted effective April 15, 1982, and amended January 24, 1985 is herein incorporated by reference.

PAM Section D-3 adopted effective April 15, 1982, and amended \* is herein incorporated by reference.

PAM Section D-4 adopted effective April 15, 1982 is herein incorporated by reference.

\*This date is to be inserted by OAL.

Proposed Language

Commission Procedure D-3

SUPERVISORY COURSE

Purpose

3-1. Specifications of the Supervisory Course: This Commission procedure implements that portion of the Minimum Standards for Training established in Section 1005(b) of the Regulations for Supervisory Training.

Content

3-2. Supervisory Course Subjects: The Supervisory Course is a minimum of ~~72~~ 80 hours (reimbursable up to 80 Hours) and consists of curriculum enumerated in the document "The POST Supervisory Course Curriculum". In order to meet local needs, flexibility in curriculum may be authorized with prior POST approval. The POST Supervisory Course Curriculum is organized under the following broad topic areas:

<del>1.0</del>	Introduction-Role Identification	<del>4 hours</del>	<del>9.0</del>	Planning and Organizing	<del>4 hours</del>
	<u>Values, Principles, Ethics</u>		<del>10.0</del>	Communication	<del>6 hours</del>
<del>2.0</del>	Leadership Styles	<del>4 hours</del>	<del>11.0</del>	Training	<del>8 hours</del>
	<u>Liability Issues</u>		<del>12.0</del>	Report Review	<del>4 hours</del>
<del>3.0</del>	Assertive Leadership	<del>4 hours</del>	<del>13.0</del>	Investigations	<del>2 hours</del>
<del>4.0</del>	Employee Performance Appraisal	<del>8 hours</del>	<del>14.0</del>	Stress	<del>4 hours</del>
<del>5.0</del>	Counseling	<del>6 hours</del>	<del>15.0</del>	The Transition	<del>2 hours</del>
<del>6.0</del>	Discipline	<del>8 hours</del>		<u>Testing</u>	
<del>7.0</del>	Employee Relations	<del>4 hours</del>			
<del>8.0</del>	Administrative Support	<del>4 hours</del>			

Total Minimum Required Hours ~~72~~ 80

## 1002. Minimum Standards for Employment (continued)

- (6) Education. Government Code Section 1031(e): Requires high school graduation or passage of the General Education Development Test (GED).

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, ~~"Physical and Psychological Suitability Examinations," (adopted effective April 15, 1982 and amended January 1, 1985 and July 1, 1985), herein incorporated by reference.~~

- (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 peace officer'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 peace officer's oral interview panel.

REGULATIONS

1002. Minimum Standards for Employment

(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 \* is herein incorporated by reference.

\*This date is to be filled in by OAL.



---

Historical Note:

Section D-3 adopted effective April 15, 1985, and amended and incorporated by reference \_\_\_\_\_\*\_\_\_\_\_.

\*This date shall be filled in following filing with the Secretary of State.

REGULATIONS

1002. Minimum Standards for Employment

(a) Every peace officer employed by a department shall be selected in conformance with the following requirements:

- (1) Felony Conviction. Government Code Section 1029: Limits employment of convicted felons.
- (2) Fingerprint and Record Check. Government Code Section 1030 and 1031(c): Requires fingerprinting and search of local, state, and national files to reveal any criminal records.
- (3) Citizenship. Government Code Section 1031(a) and 1031.5: Specifies citizenship requirements for peace officers.
- (4) Age. Government Code Section 1031(b): Requires minimum age of 18 years for peace officer employment.
- (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 Personal History Investigation," (adopted effective April 15, 1982), herein incorporated by reference.~~ The background investigation shall be completed on or prior to the appointment date.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Course Certification/Decertification Report</b>		Meeting Date <b>November 5, 1987</b>
Bureau <b>Training Delivery Services</b>	Reviewed By <b>Ronald T. Allen, Chief</b>	Researched By <b>Rachel S. Fuentes</b>
Executive Director Approval <i>Norman C. Boehm</i>	Date of Approval <b>5 Oct 87</b>	Date of Report <b>September 30, 1987</b>
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 per 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 July 23, 1987 Commission meeting:

CERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
1.	Armorer Schools (Colt & Ruger)	Lassen College	Technical	IV	\$ 8,160
2.	Armorer School (Smith & Wesson)	Lassen College	Technical	IV	8,160
3.	Driver Awareness Instructor	NCCJTES - Los Medanos College	Technical	IV	14,400
4.	Motorcycle Officer Update	Los Angeles Police Department	Technical	IV	8,701
5.	Arson Investigation - Basic	Moorpark College	Technical	IV	14,774
6.	Driver Awareness	NCCJTES - Los Medanos College	Technical	IV	1,800
7.	Skills & Knowledge Modular Training	Los Angeles County Sheriff's Dept.	Technical	IV	2,995
8.	Critical Incident Mgmt. & Tactics	FBI, San Francisco	Supv. Trng.	IV	19,200
9.	Firearms Instructor	State Center Reg. Training Facility	Technical	IV	10,400
10.	Death Invest.	NCCJTES, Sacto Public Safety Ctr.	Technical	II	26,910
11.	Traffic Acc. Inter. Skidmark	San Diego LETC	Technical	IV	20,000
12.	High-Risk Warrant Service	Modesto CJTC	Technical	IV	6,720

CERTIFIED - Continued

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
13.	Driver Awareness	NCCJTES, Butte Center	Technical	IV	5,600
14.	Driver Awareness Instructor	NCCJTES, Butte Center	Technical	III	17,664
15.	Arrest & Firearms (P.C. 832)	Palo Verde College	P. C. 832	IV	-0-
16.	Intoxilyzer Breath Machine	Los Angeles County Sheriff's Dept.	Technical	IV	11,200
17.	Assertive Supervision	Marin Consulting Associates	Supv. Trng.	III	94,090
18.	Advanced Homicide Investigation	San Bernardino Co.	Technical	IV	17,280
19.	Traffic Acc. Inter. Skidmark	Ventura County CTC	Technical	IV	8,880
20.	Field Training Officer Course	Long Beach Police Department	Technical	II	12,912
21.	Reserve Training, Module A, B, C	Oakland Police Department Academy	Reserve Training	N/A	-0-
22.	Motorcycle Training	Golden West College	Technical	III	56,640
23.	Spec. Op. 4-Wheel Drive Veh. & Eqpt.	Los Angeles Co. Sheriff's Dept.	Technical	III	34,050
24.	Mounted Patrol Training Course	Sacramento Co. Sheriff's Dept.	Technical	IV	22,080
25.	Firearms Inst.- Semi-Auto Pistol	FBI, Los Angeles	Technical	IV	10,848
26.	Skills & Knowledge Modular Training	Lake Tahoe Comm. College	Technical	IV	144
27.	Reserve Training, Module A, B, C	NCCJTES, Santa Rosa Center	Reserve Training	N/A	-0-
28.	Advanced Officer	Merced College	AO	II	26,244
29.	Driver Awareness Instructor	San Bernardino Co. Sheriff's Dept.	Technical	III	36,800
30.	Laser Firearms	San Diego Co. SD/ Southwestern Col.	Technical	III	13,200

CERTIFIED - Continued

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
31.	Aircraft Disaster Preparedness	CSTI	Technical	III	24,134
32.	Skills & Knowledge Modular Training	CYA	Technical	IV	5,760
33.	Traffic Acc. Invest. (Basic)	San Diego Co. SD/ Southwestern Col.	Technical	II	60,000
34.	Civil Process Course	San Diego Comm. Col., Miramar Camp.	Technical	II	13,200
35.	Bailiff & Court Security Course	San Diego Comm. Col., Miramar Camp.	Technical	II	15,792

DECERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
1.	News Media Relations	San Diego RTC	Mgmt. Trng	III	-0-
2.	Adv. Narc. Inv.	U.S. DEA, National City	Technical	IV	-0-
3.	Officer Safety/ Field Tactics	Golden West College	Technical	III	-0-
4.	Vehicle Theft Investigation	NCCJTES, Santa Rosa Center	Technical	II	-0-
5.	Dealing Effectively w/Public	Grossmont College	Technical	IV	-0-
6.	Child Abuse	Grossmont College	Technical	IV	-0-
7.	Assertive Supervision	Southwest RTC	Supv. Trng	III	-0-
8.	Legal Update Course	NCCJTES, Butte Center	Technical	IV	-0-

TOTAL CERTIFIED 35

TOTAL DECERTIFIED 08

TOTAL MODIFICATIONS 31

833 courses certified as of 09/30/87  
150 presenters certified as of 09/30/87

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Financial Report - First Quarter 1987-88</b>		Meeting Date <b>November 5, 1987</b>
Bureau <b>Administrative Services</b>	Reviewed By <b>Otto H. Saltenberger</b>	Researched By <b>Staff</b>
Executive Director Approval <i>Morgan C. Boelun</i>	Date of Approval <b>11/3/87</b>	Date of Report <b>October 28, 1987</b>
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report            Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		

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

This report provides financial information relative to the local assistance budget through September 30, 1987. Revenue which has accrued to the Peace Officer Training Fund is shown as are expenditures made from the 1987-88 Budget to California cities, counties and districts.

COMPARISON OF REVENUE BY MONTH

This report, shown as Attachment 1, identifies monthly revenues which have been transferred to the Peace Officer Training Fund. Through September 30, 1987, we received \$9,565,573. The total is \$781,573 (8.9%) more than originally anticipated on a straight line projection (see Attachment 1A) and is an increase of \$2,063,961 compared to the same period last year.

NUMBER OF REIMBURSED TRAINEES BY CATEGORY

This report, identified as Attachment 2, compares the number of trainees reimbursed this fiscal year with the number reimbursed last year. The 9,194 trainees is a 17.2% increase over the 7,843 trainees reimbursed during the first quarter of last fiscal year.

REIMBURSEMENT BY CATEGORY OF EXPENSE

This report, identified as Attachment 3, compares the reimbursement paid by course category so far this year with the amount reimbursed last fiscal year. Reimbursement this quarter of \$4,394,012 represents a \$498,911 (12.8%) increase compared to the similar period last fiscal year. The elevated reimbursement is due to a higher volume of trainees this year and in part to the increase in the per diem rate. The current year salary rate of 30% for basic course attendees and 40% for other eligible courses is contrasted with last year's 40% across the board salary rate. Reimbursement at last year's salary rate would have amounted to reimbursement exceeding \$4.782 million. Attachment 3A shows the status of the local assistance budget as of September 30, 1987.

ANALYSIS

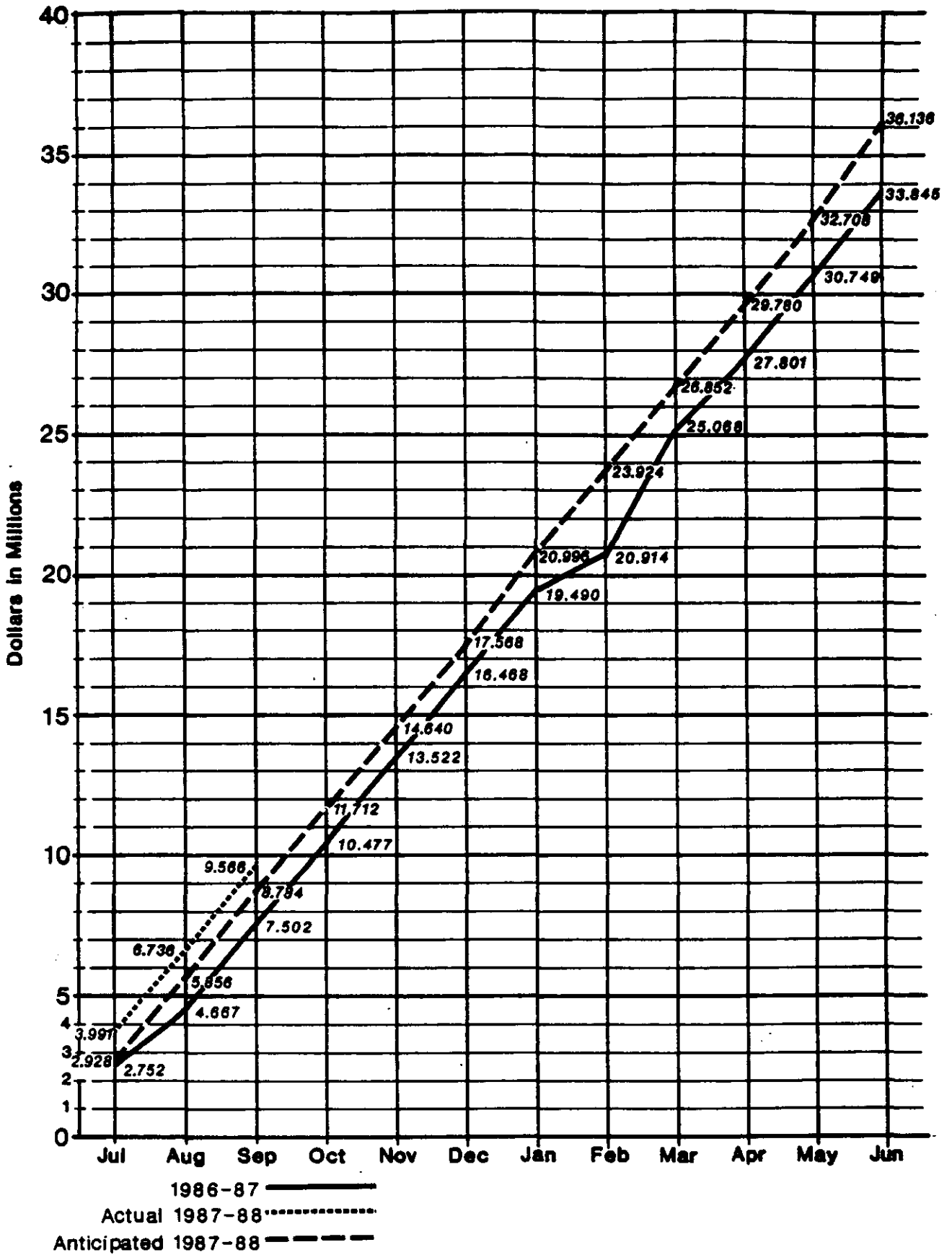
The dramatic increase in trainee volume recorded last fiscal year is continuing this year. The number of trainees for the first quarter of the current year is significantly higher than the similar period last year. The corresponding increase in the amount of trainee reimbursement is reflective of this higher training level. Revenue generation, although higher than originally anticipated this quarter, historically fluctuates on a month to month basis, making early identification of final projection difficult. The lack of certainty in determining potential training volume and revenue trends based on this quarter's experience precludes making a salary adjustment recommendation at this time.

Comparison of Revenue by Month  
Fiscal Years 1986-87 and 1987-88

Month	<u>1986-87</u>		<u>1987-88</u>		Other	Total	Cumulative Total
	Monthly Total	Cumulative Total	Cumulative Monthly Estimated	Penalty Assessment Fund			
July	\$ 2,751,646	\$ 2,751,646	\$ 2,928,000	\$ 3,991,391	\$	\$ 3,991,391	\$ 3,991,391
Aug	1,915,412	4,667,058	5,856,000	2,741,386	3,583	2,744,969	6,736,360
Sep	2,834,554	7,501,612	8,784,000	2,827,551	1,662	2,829,213	9,565,573
Oct	2,975,191	10,476,803	11,712,000				
Nov	3,045,498	13,522,301	14,640,000				
Dec	2,945,394	16,467,695	17,568,000				
Jan	3,021,861	19,489,556	20,996,000				
Feb	1,423,991	20,913,547	23,924,000				
Mar	4,154,393	25,067,940	26,852,000				
Apr	2,733,186	27,801,126	29,780,000				
May	2,948,226	30,749,352	32,708,000				
Jun	3,095,239	33,844,591	36,136,000				
	<u>\$33,844,591</u>	<u>\$33,844,591</u>	<u>\$ 36,136,000</u>	<u>\$ 9,560,328</u>	<u>\$ 5,245</u>	<u>\$ 9,565,573</u>	<u>\$ 9,565,573</u>

### Comparison of Revenue by Month

Fiscal Years 1986-87 and 1987-88  
Also shows Projected Revenue for 1987-88





## COMMISSION ON POST

## Number of Reimbursed Trainees by Category - For Claims Processed

September 1987

Course Category	1986-87			1987-88		
	Actual Total For Year	Actual July-Sept.	% of Total	Projected Total For Year	Actual July-Sept.*	% of Projection
Basic Course	2,843	708	.25	3,300	681*	.21*
Advanced Officer Course	15,131	1,804	.12	20,000	2,687	.13
Supervisory Course (Mandated)	885	142	.16	950	96	.10
Supervisory Seminars and Courses	1,582	184	.12	1,650	362	.22
Management Course (Mandated)	357	32	.09	380	33	.09
Management Seminars and Courses	1,940	29	.02	2,050	318	.16
Executive Development Course	457	107	.23	540	148	.27
Executive Seminars and Courses	527	41	.08	650	132	.20
Job Specific Course	6,656	693	.10	7,500	857	.11
Technical Skills and Knowledge Courses	22,087	3,620	.16	26,000	3,577	.14
Field Management Training	32	11	.34	50	29	.58
Team Building Workshops	684	196	.29	700	117	.17
POST Special Seminars	1,402	274	.20	1,550	147	.09
Approved Courses	29	2	.07	40	10	.25
Totals	54,612	7,843	.14	65,360	9,194	.14

\*Includes trainees for Basic Training received in 87-88 F.Y.,  
but paid from 86-87 F.Y. funds

COMMISSION ON POST  
REIMBURSEMENT BY COURSE CATEGORY

Course Category	<u>1986 - 1987</u>		<u>1987 - 1988</u>	
	Total For Year	Actual July-Sept.	September*	Actual July-Sept.*
Basic Course	\$ 8,704,524	\$ 2,091,387	\$ 861,707	1,735,062
Specialized Basic Investigators Course	-0-	-0-	-0-	-0-
Advanced Officer Course	3,435,108	384,816	109,979	601,675
Supervisory Course (Mandated)	829,182	137,948	-0-	84,897
Supervisory Seminars and Courses	503,047	46,534	25,449	77,675
Management Course (Mandated)	473,087	35,485	24,969	48,338
Management Seminars and Courses	905,723	14,631	17,078	102,722
Executive Development Course	371,828	81,072	44,617	122,454
Executive Seminars and Courses	179,474	11,005	12,007	46,897
Job Specific Course	3,793,188	372,304	98,007	541,376
Technical Skills and Knowledge Courses	4,844,998	612,513	241,756	948,935
Field Management Training	11,003	3,395	3,321	7,050
Team Building Workshops	243,740	71,382	23,063	43,955
POST Special Seminars	200,788	32,204	5,916	32,242
Approved Courses	5,479	425	-0-	734
Totals	\$24,501,169	\$ 3,895,101	\$ 1,467,869	\$ 4,394,012

Includes Funds Charged to 86-87 FY for Basic Training

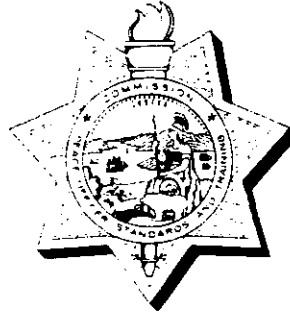
#6399B/06A (10/07/87)

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
1987-88 LOCAL ASSISTANCE BUDGET

As of September 30, 1987

	<u>Allocated</u>	<u>Expended</u>	<u>Balance</u>
<b>AID TO LOCAL GOVERNMENT:</b>			
Course Reimbursement @ 30/40% Sal. Reimb.	\$26,400,973	\$ 2,658,949	\$23,742,024
Carry over from FY 86-7	<u>2,215,927</u>	<u>1,735,063</u>	<u>480,864</u>
Sub-Total, Reimbursements	\$28,616,900	\$ 4,394,012	\$24,222,888
<b>OTHER:</b>			
Training Contracts	1,908,000	1,715,108*	192,892
Letters of Agreement	355,000	44,506	310,494
Room Rental	45,000	3,277	41,723
Reserve for Contingencies	<u>1,647,027</u>	<u>-0-</u>	<u>1,647,027</u>
Sub-Total, Other	\$ 3,955,027	\$1,762,891	\$ 2,192,136
Total, All Categories	<u>\$32,571,927</u>	<u>\$ 6,156,903</u>	<u>\$26,415,024</u>

\*Includes encumbrances



*Resolution* OF THE  
*Commission on Peace Officer Standards and Training*  
STATE OF CALIFORNIA

WHEREAS, Sheriff Floyd Tidwell has faithfully served the people of California as a law enforcement officer for over 35 years; and

WHEREAS, Sheriff Tidwell is recognized by the California law enforcement community as a distinguished leader in his chosen profession; and

WHEREAS, Sheriff Tidwell has been a strong supporter of the Commission on Peace Officer Standards and Training (POST) throughout his career; and

WHEREAS, he has effectively represented the California State Sheriffs' Association on the POST Advisory Committee since 1986; now

THEREFORE, Be it resolved, that the members of the Commission on Peace Officer Standards and Training (POST) do hereby commend Sheriff Tidwell for his service to the Advisory Committee and the Commission; and be it

FURTHER RESOLVED, that the members of the Commission welcome Sheriff Tidwell to the ranks of the Commission on Peace Officer Standards and Training (POST) by virtue of his appointment by the Governor of the State of California.

---

*Chairman*

---

*Executive Director*

---

November 5, 1987

*Date*

## SHERIFF FLOYD TIDWELL

### SAN BERNARDINO COUNTY SHERIFF'S DEPARTMENT

*Sheriff Floyd Tidwell of San Bernardino County has been a member of the San Bernardino County Sheriff's Department for 34 years having begun his career in 1952 as a Deputy Sheriff at the Big Bear Station.*

*Sheriff Tidwell promoted up through the ranks of the Sheriff's Department in San Bernardino County commanding stations, jails, and bureaus. He served three years as Undersheriff before being elected as Sheriff in 1982. He began his second term as Sheriff on January 5, 1987.*

*Sheriff Tidwell is a graduate of the FBI National Academy, 76th Session. During his attendance he received the J. Edgar Hoover Medal of Excellence in the study of law enforcement. He is also a graduate of the University of Redlands, holding a degree in Liberal Arts/Public Management, graduating with distinction. He holds a life-time teaching credential with the California Community Colleges and possesses a full variety of P.O.S.T. certificates, including management and executive development certificates.*

*He is a member of the Masonic Lodge, Scottish Rite Temple, Al Malaikah Temple, and several Shrine Clubs. He is First Vice President of the California State Sheriffs' Association and Fourth Vice President of the California Peace Officers' Association.*

*Sheriff Tidwell is a member of the Attorney General's NARCO Committee and the California Youth Justice Systems Task Force. He serves on numerous executive boards for local organizations and is president-elect of the Inland Empire Council of Boys Scouts of America.*

*Sheriff Tidwell is married to his wife, Janet, and they celebrated their 40th wedding anniversary in December 1986. They have raised five children and have ten grandchildren. He is a native of San Bernardino County.*



*Resolution* OF THE  
*Commission on Peace Officer Standards and Training*  
STATE OF CALIFORNIA

WHEREAS, Mimi Silbert, Ph.D., has served as a member of the Advisory Committee of the Commission on Peace Officer Standards and Training (POST) since July 1981; and

WHEREAS, Dr. Silbert has effectively represented the public at large during her tenure on the POST Advisory Committee; and

WHEREAS, she has been a most ardent supporter of the Commission and the law enforcement profession throughout her career; and

WHEREAS, the Governor of the State of California has recognized this dedicated service by appointing her a member of the State Board of Corrections; now

THEREFORE, Be it resolved, that the members of the Commission on Peace Officer Standards and Training (POST), do hereby commend Dr. Mimi Silbert for her outstanding service to California law enforcement; and

BE IT FURTHER RESOLVED, that the Commission extends best wishes and every success to Mimi Silbert in the new position with the State Board of Corrections.

\_\_\_\_\_  
*Chairman*

\_\_\_\_\_  
*Executive Director*

\_\_\_\_\_  
November 5, 1987  
*Date*

## COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Certificate Program Changes</b>		Meeting Date <b>November 5, 1987</b>
Bureau <b>Compliance and Certificates</b>	Reviewed By	Researched By <b>Darrell L. Stewart</b> <i>DS</i>
Executive Director Approval <i>Thomas C. Beckus</i>	Date of Approval <b>10-13-87</b>	Date of Report <b>October 13, 1987</b>
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 per details) <input checked="" type="checkbox"/> No

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

ISSUE

Changes in the certificate program to accommodate Commission action at their July 23, 1987 meeting.

BACKGROUND

To rectify problems related to the POST certificate program, the Commission developed revised policies and procedures to accommodate the agreed-upon changes and present these recommended changes at the November meeting.

The certificate program changes proposed are based on the Commission's action at the July 23 meeting:

1. The Regular Certificate series (Basic and higher-level) will be awarded to peace officers who have successfully completed the regular Basic Course.
2. The Specialized Certificate series (Basic and higher-level) will be awarded to peace officers who have successfully completed a specialized basic course.
3. Both Regular and Specialized Basic Certificates will indicate the applicants name, the date awarded, and a category of agency experience during the qualifying period.

ANALYSIS

Items 1 and 2 can be implemented by revisions to Commission Procedure F, Professional Certificates, describing the basis for certificate awards.

Once implemented, these changes will have the effect of allowing certain officers who currently receive the specialized certificates to receive the regular certificate. As a matter of equity, it is recommended that eligible currently employed officers who hold Specialized Certificates, upon application, be awarded regular certificates under the new rules.

Item 3, designation of agency experience category on the certificates, can also be implemented with revisions to Commission Procedure F. A basis for establishing experience categories is required for implementation and is proposed as follows.

The Commission's stated intent in specifying the experience category on the face of the certificate is to identify the type of law enforcement experience used to obtain the certificate. Type of experience is most readily specified for this purpose by identifying and grouping types of law enforcement agencies. This is most logically done by following the peace officer classes provided for in the Penal Code. Categories of Municipal Police, Sheriffs' Departments, District Attorney Investigations, Marshals' Departments, District Police, and Constables Offices are derived from PC 830.1. Other logical agency categories are established by review of Penal Code statutes that define the various peace officer classes. A listing using this approach totals 36 categories currently in the program. (See Attachment A).

With implementation of agency categories on the Basic Certificate, questions arise regarding certification of officers who move laterally between categories. It is proposed that a subsequent Basic Certificate be awarded, upon application, to officers who complete the required experience in a new agency category. A low volume of such requests are expected.

Commission Procedure F-1-5 currently provides that for award of the Basic Certificate, an aggregate of 12 months experience with two employers is an acceptable means of meeting the one-year experience requirement. Under the revised system, this provision could result in Basic Certificate awards where the qualifying experience was split between employers in different agency categories. This would result in confusion and might be seen as defeating the purpose of specifying agency experience on the certificate. It is proposed that the provision for accepting an aggregate of experience be abolished. The original reason for the provision related to legal concerns about timely attainment of certificates. These concerns have since been resolved, and deletion of the provision would have no adverse legal effects.

Intermediate and Advanced Certificates are currently awarded based upon an accumulation of experience. The experience may be in multiple agencies, specialized or regular program. Law enforcement experience in other states and in Federal agencies may be included. For this reason, it seems appropriate to continue to allow multiple agency category experience to be accepted for award of these certificates. If multiple agency category experience is accepted, it would be difficult to place agency category designations on these certificates. It is recommended that Intermediate and Advanced Certificates be issued without reference to agency category.

All of the above proposed changes to PAM Procedure F-1 are shown in Attachment B.

#### RECOMMENDATION:

Based upon the action of the Commission and the discussion contained in the analysis, staff recommends the following:

1. All peace officers who have successfully completed the regular Basic Course will be issued the POST regular certificate.
2. All peace officers who have successfully completed a specialized basic course will be issued the POST Specialized Certificate.



3. All POST Basic Certificates will indicate the applicant's name, the date awarded, and the category of experience. Higher level certificates will not include the agency category.
4. Subsequent awards of the POST Intermediate, Advanced, Supervisory, Management, and Executive Certificates in both the regular and specialized certificate programs shall correspond to the type of Basic Certificate issued.
5. Currently employed officers issued POST Specialized Certificates who have completed the regular Basic Course may apply for a Regular Certificate.
6. The categories of agency experience which will be listed on Basic Certificates will generally correspond to the classes listed in the Penal Code and depicted in Attachment A.
7. Officers who move from one agency to another and thereby change agency experience categories, may apply for a new Basic Certificate after completing the required experience in the new agency category.
8. The current provision which allows the one-year experience requirement for the Basic Certificate to be split between two employing agencies is eliminated.
9. All above policy and procedural changes to be incorporated in PAM Procedure F-1, effective January 1, 1988.

Categories of Peace Officer Agency Experience

1. Sheriff's Department
2. Municipal Police
3. District Police
4. Coroner
5. District Attorney Investigations
6. Marshal's Department
7. University Police
8. Community College Police
9. State College Police
10. California Highway Patrol
11. Transit Police
12. School District Police
13. Harbor Police
14. Airport Police
15. State Police
16. State Fair Police
17. Park Police/Ranger
18. Fish and Game
19. Alcoholic Beverage Control
20. Dept. of Consumer Affairs
21. Department of Motor Vehicles
22. Fire Marshal
23. Food and Agriculture
24. Department of Health Services
25. Department of Mental Health
26. Department of Insurance
27. Department of Corporations
28. Office of Emergency Services
29. Department of Justice
30. Department of Forestry
31. Housing Authority Police
32. Railroad Police
33. Welfare Fraud Investigations
34. Child Support Investigations
35. Local Utility District
36. Arson Investigation Unit

Proposed Procedure F-1 Modifications1-2. Eligibility:

- a. To be eligible for the award of a Regular Program Certificate, an applicant must currently be a full-time ~~regular~~ peace officer employed and paid as such in a participating California agency, ~~in one of the following categories: 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, or the California State University and Colleges Police.~~ and have successfully completed the Basic Course listed in PAM, Section D-1-3.
- b. To be eligible for the award of a Specialized Law Enforcement Certificate, an applicant must currently be a full-time, ~~paid~~ peace officer employed and paid as such in a participating California agency, and have successfully completed a specialized basic course listed in PAM, Section D-1. ~~employee of a state, county, city, or special district investigative or law enforcement agency participating in the Specialized Law Enforcement Certificate Program.~~
- c. Full-time, paid peace officer employees of cities, counties and districts authorized to maintain police departments are eligible for award of a basic certificate if they are required by Penal Code Section 832.4 to attain such a certificate, and their employing agency does not participate in the POST Program. This eligibility shall pertain only to award of a basic certificate, which shall be issued only after compliance with all other conditions for basic certificate award expressed elsewhere in law and the PAM.
- d. Effective January 1, 1988, a currently employed peace officer who has successfully completed a regular Basic Course, regardless of completion date, and was issued a Basic and higher level Certificates in the Specialized Program, may apply for issuance of the Basic and higher level certificates in the Regular Program.
- e. Applicants who have been awarded a Basic Certificate listing an experience category may apply for a second or subsequent Basic Certificate, after a move from the original category to another category, if all award criteria are met.

## Education, Training, Experience

1-4. Basis for Qualification: To qualify for award of certificates, applicants shall have completed combinations of education, training and experience as prescribed by the Commission.

- e. ~~For the Regular or Specialized Certificate Programs, law enforcement experience in California as a full-time, paid peace officer employee of 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, or the University of California and the California State University and Colleges Police may be accepted for the full period of such experience, or for the Specialized Certificate Program specialized peace officer experience may be acceptable for the full period of such experience.~~

#### Professional Certificates

1-5. The Regular or Specialized Basic Certificate: In addition to the requirements set forth in paragraphs 1-2, 1-3 and 1-4, the applicant for the award of the Regular or Specialized Basic Certificate must:

- a. Have completed a period of satisfactory service in the appropriate program for which the certificate is being sought, of no less than one year, as attested to by the department head. The applicant shall acquire the Basic Certificate before the expiration of 18 months from the date first employed. The Executive Director shall have the authority to determine the manner in which the 18-month period is calculated, when there is change of employers, injury, illness, or other such extraordinary circumstances over which the applicant or department may have little or no control.

~~For an applicant whose service with the current employer is satisfactory, but less than one year in length, the aggregate of one year of service with the current and a qualifying previous employer is also acceptable. When the aggregate of service is used, both department heads' signatures are required (See PAM, Section F 1 3 c); and~~

- b. Have satisfactorily met the appropriate POST Basic Course training requirement.

The certificate shall include the applicant's name and experience category of the employing agency.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title <b>Basic Course Curriculum Changes - Crime Victims</b>		Meeting Date <b>November 2, 1987</b>
Bureau <b>Training Program Services</b>	Reviewed By <b>Hal Snow</b> <i>HS</i>	Researched By <b>Ray Bray</b>
Executive Director Approval <i>William C. Bohm</i>	Date of Approval	Date of Report <b>September 15, 1987</b>
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 per details) <input checked="" type="checkbox"/> No

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

ISSUE

Commission approval of Basic Course curriculum changes relative to crime victims.

BACKGROUND

At the request of the State Office of Criminal Justice Planning (OCJP) and several victims service groups, POST consented to review our existing Basic Course curricula dealing with crime victims.

POST formed a Curriculum Review Committee of members representing OCJP, the Attorney General's Office, California Police Chiefs' Association, California Peace Officers' Association, California State Sheriffs' Association, and law enforcement academies and agencies. After several meetings and thorough review of existing literature, recent law changes, and current thinking, changes in Basic Course curricula were proposed.

ANALYSIS

The POST basic curriculum currently contains several related performance objectives including Administration of Justice Components, Community Attitudes, Stress Factors, Interpersonal Communications, and Agency Referral.

Proposed curriculum changes would delete one performance objective, add a specific learning goal and add two performance objectives dealing exclusively with victimology including requiring the student to identify: (1) the benefits of focusing attention on crime victims and (2) the most commonly accepted information which should be conveyed to crime victims. These proposed changes will increase sensitivity of officers to the plight and concerns of crime victims and familiarize officers on the most commonly accepted information which should be conveyed to crime victims consistent with legal requirements. The desired result of this training will also help to build community confidence in law enforcement and the criminal justice system. Deletion of objective 8.42.3 is recommended because the performance objective 2.6.3 has been broadened to include additional information.

These proposed curriculum changes have been endorsed by the Basic Course Consortium. They will have nominal impact on academies and can be accommodated within the present minimum hours. See Attachment A for proposed revision language.

RECOMMENDATION

Effective January 1, 1988, approve Basic Course curriculum changes related to crime victims.

PROPOSED REVISIONS TO BASIC COURSE CURRICULUM  
RELATED TO CRIME VICTIMS

2.6.0      VICTIMOLOGY

Learning Goal: The student will understand and have a working knowledge of crime victimology.

PERFORMANCE OBJECTIVE(S):

- |                          |               |  |
|--------------------------|---------------|--|
| <u>70%</u><br><u>(2)</u> | <u>2.6.1</u>  | <u>The student will identify the benefits of focusing attention on crime victims including:</u>  |
|                          |               | <u>A. Community support</u>  |
|                          |               | <u>B. Criminal investigation/prosecution</u>   |
|                          |               | <u>C. Personal/professional satisfaction</u>   |
| <u>70%</u><br><u>(2)</u> | <u>2.6.2.</u> | <u>The student will identify the most commonly accepted information which should be conveyed to crime victims including: (California Government Code Chapter 1144, Section 13968(c))</u> |
|                          |               | <u>A. Victim compensation</u>  |
|                          |               | <u>B. Local victim/witness services</u>  |
|                          |               | <u>C. Access to police reports</u>   |
|                          |               | <u>D. Case follow-up procedures and responsibilities</u>   |

PATROL PROCEDURES

8.42.0      AGENCY REFERRAL

Learning Goal: The student will gain knowledge relative to the agencies to which ~~citizens~~ individuals can be referred.

- |                |                   |   |
|----------------|-------------------|---|
| <del>70%</del> | <del>8.42.3</del> | <del>The student will identify the California requirements upon police officers to notify the victim of a violent crime(s) and/or his family of the availability of State funds and other assistance. (California Government Code Chapter 1144, Section 13968c)</del> |
| Delete         |                   | <del>This identification will include:</del>  |
|                |                   | <del>A. Who is eligible for such aid.</del>   |
|                |                   | <del>B. The time limitations upon the victims in filing a claim.</del>  |
|                |                   | <del>C. The general monetary provisions.</del>  |

COMMISSION AGENDA ITEM REPORT

Agenda Item Title POST Institute of Criminal Investigation		Meeting Date November 5, 1987
Bureau Training Program Services Bureau	Reviewed By <i>HS</i> Hal Snow	Researched By Frederick Williams
Executive Director Approval <i>Morgan C. Boehm</i>	Date of Approval 10-7-87	Date of Report September 17, 1987
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 per details) <input type="checkbox"/> No		

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

ISSUE

Status Report on the development of the POST Institute of Criminal Investigation.

BACKGROUND

On October 24, 1985, the Commission, following the recommendation of the Long Range Planning Committee, unanimously approved the concept of a POST Criminal Institute of Investigation and directed staff to begin development of a pilot program.

Several considerations led to the need for the Institute. Among these were:

1. the growing awareness that the needs of law enforcement and the public are not being adequately addressed by the level of training that is currently available;
2. the recognition that the criminal investigation function is of major importance to the mission of law enforcement and, therefore, warrants commitment of greater attention and resources;
3. the emergence of new areas of criminal activity for which training has not been adequately developed (e.g., computer and high technology crimes); and
4. the belief that the research underlying the development of the Institute would identify voids and redundancies in existing POST training and lead to the development of overall enhancement of quality, scope, depth, relevancy, and availability of POST courses

Now that Phase One of the project's developmental activities (Job Task Analysis) has been concluded, it is appropriate that the Commission consider a more detailed description of the Institute concept. This will facilitate staff proceeding with Phase Two (Curriculum Development and Pilot Testing).

The job task analysis process has assisted with the formulation of this Institute concept to be described under "ANALYSIS." After considering several possible approaches for implementing the Institute, an assumption was made to base the curriculum upon a foundation which considered all aspects of



investigation in sufficient detail to assure that the resulting curriculum would meet the Institute's stated objectives as noted under "ANALYSIS." In order to create this foundation, a process referred to as job analysis was carried out. The term job analysis refers to the systematic and often technical process of collecting information about a job. Job analysis was performed in order to describe the critical or essential functions and tasks of a job and to identify the knowledge, skills, abilities, and personal characteristics (KSAPC's) required in order to perform the tasks successfully. Accordingly, the purpose of the job analysis carried out in this project was to identify the important tasks and associated KSAPC's of each area of investigative specialization. There is no better way to assure such relevancy and comprehensiveness than to base the program squarely upon the results of a job analysis performed on each investigative specialty area.

A review of the courses that POST currently certifies revealed that 96 courses are offered in the area of investigation. These courses span the range of law enforcement activity that call for some type of investigation. Following a review of these courses, 14 "specialty" areas were identified which appeared to require investigative activity. These areas are listed as follows:

Homicide	Child Abuse
Vice	Vehicle Theft
Burglary	Narcotics
Computer/Economic Crime	Background
Bomb Scene	Internal Affairs
Arson	Fraud/Questioned Documents
Sexual Assault	Robbery

The specialty area of Background Investigation will not be included in the Institute because the focus of this subject is sufficiently different from criminal investigation and warrants separate attention. The remaining 13 areas will comprise the specialty areas of the Institute.

These other areas were each assumed to be distinct functions which require the investigator to perform unique tasks requiring highly specialized types of knowledge, skill, and ability. The research design thus called for an in-depth analysis in each of the 13 specialty areas.

The job analysis procedure developed for the Investigative Institute called for participation of a group of "Subject Matter Experts" (investigators) from each specialty area that met with project staff. Information summarizing the findings of the job analysis workshops will be available in the near future. As described earlier, these findings will serve as the basis for the development of curriculum.

#### ANALYSIS

The proposed goal of the POST Institute of Criminal Investigation is to raise the level of competency of investigators through the provision of a voluntary program of relevant, comprehensive, high quality training in all areas of investigation, leading to special recognition offered by POST for individuals who satisfy the Institute's requirements. To this end, the proposed objectives of the Institute are:

- o to provide a general core course that includes instruction on the universal tasks performed by all investigators and serves as a

prerequisite for specialty investigative courses

- o to provide one or more courses for each distinct area of investigation specialization
- o to provide a system to integrate eligible existing and to-be-developed investigative courses into the Institute
- o to provide a mechanism to monitor and to continuously update all POST courses that are part of the Institute
- o to apply the most advanced, innovative, and experiential teaching techniques
- o to provide a forum through which ideas and research can be shared throughout the investigative community
- o to provide a mechanism to recognize individual achievement of the program's requirements

#### Core Course

It is proposed that the Institute will include a required core course of investigation to be entitled "Criminal Investigation." This course, in addition to providing basic training, will serve as a prerequisite for investigators interested in completing subsequent specialties of the Institute of Investigation. During the curriculum development phase, consideration will be given to identifying combinations of past completed training and investigative experience that would qualify for satisfying this core course prerequisite requirement.

The core course of investigation, containing content directed at universal tasks performed by all investigators, will be based on sound research and input from Subject Matter Experts. The length of the course could range from 40 to 120 hours, depending upon the outcome of curriculum development.

#### Specialty Courses

Specialty courses will be designed to address the unique training needs of each of the identified investigative specialty areas. The courses will be distinguished by the following characteristics:

- o Based on sound research
- o Focused toward improving particular skills, knowledge, and abilities
- o Increased commitment of resources by POST
- o Instruction, where possible, will be conducted in a non-lecture mode, favoring as much interaction by the students as practical
- o Increased academic rigor including pre-reading and testing of student proficiencies.

- o Providing a forum for sharing information and techniques across the state
- o Providing for ongoing monitoring and evaluation

Many of the Institute's specialty courses already exist as POST-certified technical courses. In all likelihood, many of these will have to be updated as to content and methodology in order to qualify for the Institute. There is an expectation also that new specialty courses, particularly those which are highly advanced and specialized, will be developed depending upon data from the job task analysis and curriculum development.

#### Target Audience

This program is designed specifically to serve the training needs of some 4,000 local law enforcement investigators and an additional 1,000 investigators employed in various state agencies. Generally speaking, it is also conceivable that this program will have an appeal to significant numbers of local officers with assignments other than the function of investigation. For example, the job analysis workshops provided input that emphasized the importance of having patrolmen well trained and integrated into the investigative process.

The proposed philosophy of the selection process for the Institute of Investigation will be one of inclusion, rather than exclusion. The aim will be to serve all interested law enforcement personnel. However, it will be clearly stressed that a personal commitment, along with departmental cooperation, will be required in order that a student fulfill the obligations of the Institute of Investigation. Course work will require willingness to:

- o Complete reading assignments
- o Complete mock investigative scenarios
- o Participate in group exercises
- o Travel to off-site course locations as required
- o Participate in an ongoing POST evaluation process

#### Special Recognition

It is envisioned that POST will award those who successfully complete a prescribed curriculum in the Institute a token of recognition that will be emblematic of extraordinary achievement in preparing one's self for the challenge of successful investigation. POST Regulations provide for the award of certificates and other awards in recognition of achievement of education, training, and experience for the purpose of raising the level of competence of law enforcement officers. It is proposed that two different certificates be designed and issued. First, there will exist a certificate which designates the completion of a prescribed number of courses within a particular investigative specialty area. For example, results of the curriculum development phase may suggest that completing four out of five courses within a specialty area would be appropriate. A second certificate will be designed to represent the completion of specialty curriculum which cover a cross section of the broad spectrum of investigative specialties. In the latter instance, an

investigator may select a variety of courses in order to become more versatile in handling generalist investigative duties, or for the purposes of aiding in decision-making about a career choice of a particular specialty. This second certificate would be particularly attractive to small-size agencies with investigators assigned to generalist investigative duties.

### Course Quality Control

The core course and the specialty courses, when developed, will serve as experimental beacons for the other existing investigation courses. It is anticipated that existing presenters of investigative courses will seek to have their courses upgraded to meet the Institute's content and methodology standards.

In addition to carefully developed curriculum content and methodology, another distinguishing aspect of the Institute will be its continuing emphasis upon maintaining exceptionally high quality instruction, including such POST staff activities as:

- o Assistance to presenters in the careful screening and selection of instructors
- o Continuing review and update of curriculum
- o On-site monitoring by POST
- o The administering of a newly designed course evaluation instrument to students
- o Follow-up contact with students to determine the applicability of instruction to their jobs

Appropriate instructors must be capable of maintaining the integrity of newly developed curriculum, while being flexible enough to accept the challenge of providing training delivery modes that go beyond conventional instructional methodology.

### Course Delivery

The curriculum of the Institute of Investigation will be developed to accommodate identified training needs in the 13 specialty areas of investigation noted earlier in this report. At this time, it is not possible to be specific about the number of specialty courses that will be necessary for each specialty area as the number will depend upon analysis of job task data and the subsequent work of curriculum committees. However, it is conceivable that each of the 13 specialty areas could warrant anywhere from one to five individual courses. Thus, on the outside, the number of courses under consideration could be  $5 \times 13 = 65$ . To assist in balancing requirements for completing the Institute, an effort will be made to develop specialty courses that are 24 hours in length.

It is anticipated that course delivery will be accomplished through the certification of presenters who will cooperate with POST in the identification of qualified instructors for each of the specialty areas. While coordination of some of the courses could be achieved through a single source, it is unlikely that the expertise required for the varying subject matter can be

similarly vested in a single source. It is expected that the previously described POST activities to maintain course quality control will negate any disadvantages in having multiple presenters and delivery points.

This program will require extraordinary commitment and coordination from POST staff which can be accommodated by the previously approved law enforcement consultant position.

If this preliminary description of the Institute concept is acceptable, it is planned that Phase II (Curriculum Development and Pilot Testing) will begin immediately. The first course to be developed will be the core Criminal Investigation Course which should be completed within six months. Simultaneous development will begin with the specialty courses, with an approximate completion time period of one year. Careful consideration will be given to the selection of pilot presenters so as to assure the optimum program delivery system.

The Commission will be kept informed of the progress of this program through regular reports.

#### RECOMMENDATION

It is recommended that the Commission approve the tentative concept and direction of the POST Institute of Criminal Investigation as described in this report.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract with the Health & Welfare Data Center		Meeting Date November 5, 1987
Bureau Administrative Services	Reviewed By Otto H. Sattenberger	Researched By Staff
Executive Director Approval <i>Manuel C. Belmont</i>	Date of Approval 10-2-87	Date of Report September 17, 1987

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

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

ISSUE

Approval of amendment to interagency agreement with the Health and Welfare Data Center to provide data processing services in support of CALSTARS for Fiscal Year 1987-88.

BACKGROUND

The California Accounting and Reporting System (CALSTARS) was implemented at POST on July 1, 1986. First year expenses were paid by the Department of Finance. In July 1987 POST was notified of the requirement to enter into a contract with the Health and Welfare Data Center for CALSTARS data processing services. The total cost for FY 87-88 is estimated at \$25,000. An interim contract in the amount of \$9,619 provides for the data processing service for the first few months of the fiscal year. An additional \$15,000, which includes flexibility for price increase, is required to extend the agreement for the remainder of the fiscal year.

ANALYSIS

Without the requested contract amendment, POST will not be able to perform necessary state accounting functions and will be out of compliance with accounting requirements. There is no alternative to a contract amendment. The fiscal impact is \$15,000 for a contract extension. These funds are available in POST's budget.

RECOMMENDATION

Authorize the Executive Director to enter into a contract amendment to extend the Health and Welfare Data Center contract through June 30, 1988 for a total contract amount not to exceed \$25,000.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Dispatcher Standards/Training		Meeting Date November 5, 1987
Bureau Compliance and Certificates	Reviewed By	Researched By Darrell L. Stewart
Executive Director Approval <i>Merrill C. Boehm</i>	Date of Approval 10-13-87	Date of Report October 10, 1987
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report                    Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		

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

ISSUE

Passage of AB 546 requires POST to implement selection and training standards for public safety dispatchers.

BACKGROUND

AB 546 has been signed by the Governor and becomes effective January 1, 1988. The law amends Penal Code Section 13510 to include public safety dispatchers of certain agencies in the POST Program. Under the bill, POST must develop selection and training standards for public safety dispatchers, and agencies must adhere to those standards, if the agencies wish to receive reimbursement for training.

A copy of AB 546 is attached.

ANALYSIS

Research is necessary to develop job-related selection and training standards. Budget change proposals have been submitted to provide resources for the development work commencing during the 1988-89 Fiscal Year. Standards research will take time. Because the law becomes effective on January 1, 1988, interim standards appear necessary to implement the law within a reasonable time. Interim standards can be presented to the Commission in January to allow scheduling a public hearing in April 1988.

In addition to law enforcement agencies employing dispatchers, city, county, and regional communication departments that provide law enforcement dispatcher services are eligible to participate. Such agencies not currently in the POST program may want to participate before the interim standards are adopted, but requests must be denied until the interim standards and procedures are enacted in POST regulations.

POST has, however, for many years certified dispatcher training courses and reimbursed for training of non-sworn dispatchers employed by participating local law enforcement agencies. Under the new law, those local agencies must submit a new resolution of intent to abide by selection and training standards for

dispatchers as a condition for reimbursement eligibility. Because regulations implementing the new law cannot be in place until some time after January 1, 1988, agencies that have traditionally been reimbursed for dispatcher training under current POST regulations could temporarily lose such reimbursement pending POST's enactment of new regulations.

In the interests of program continuity, it seems appropriate to allow those local law enforcement agencies to continue to be reimbursed for dispatcher training during the interim between January 1, 1988 and the effective date of new regulations. POST's legal counsel indicates that the Commission is empowered to interpret the new law and current regulations as allowing for this policy decision. After Commission enactment of enabling regulations, no agency could be reimbursed, however, without a resolution of intent to adhere to POST standards for dispatcher selection and training.

#### RECOMMENDATION

Adopt a policy to continue current reimbursement for dispatcher training until the new program regulations are enacted.



Assembly Bill No. 546

CHAPTER 971

An act to amend Section 13510 of, and to add Section 13525 to, the Penal Code, relating to crimes.

[Approved by Governor September 22, 1987. Filed with Secretary of State September 23, 1987.]

LEGISLATIVE COUNSEL'S DIGEST

AB 546, Condit. Local law officers: standards and training.

Existing law requires the Commission on Peace Officer Standards and Training to establish and enforce minimum standards relating to peace officer members of specified entities.

This bill would require the commission to additionally establish and enforce minimum standards relating to local public safety dispatchers, as defined.

Existing law provides for grants of state aid by the commission to local governments and districts from the Peace Officers' Training Fund.

This bill would provide that any governmental entity desiring to receive that state aid for the training of regularly employed and paid local public safety dispatchers shall include the request for that aid in its application to the commission for the aid.

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

SECTION 1. Section 13510 of the Penal Code is amended to read:

13510. (a) For the purpose of raising the level of competence of local law enforcement officers, the commission shall adopt, and may, from time to time amend, rules establishing minimum standards relating to physical, mental, and moral fitness, which shall govern the recruitment of any city police officers, peace officer members of a county sheriff's office, marshals or deputy marshals of a municipal court, reserve officers as defined in subdivision (a) of Section 830.6, policemen of a district authorized by statute to maintain a police department, regularly employed and paid inspectors and investigators of a district attorney's office as defined in Section 830.1 who conduct criminal investigations, or peace officer members of a district, in any city, county, city and county, or district receiving state aid pursuant to this chapter, and shall adopt, and may, from time to time amend, rules establishing minimum standards for training of city police officers, peace officer members of county sheriff's offices, marshals or deputy marshals of a municipal court, reserve officers as defined in subdivision (a) of Section 830.6, policemen of a district authorized by statute to maintain a police department, regularly employed and paid inspectors and investigators of a district

attorney's office as defined in Section 830.1 who conduct criminal investigations, and peace officer members of a district which shall apply to those cities, counties, cities and counties, and districts receiving state aid pursuant to this chapter. All such rules shall be adopted and amended pursuant to Chapter 3.5 (commencing with Section 11340) of Part 1, of Division 3 of Title 2 of the Government Code.

(b) The commission shall conduct research concerning job-related educational standards and job-related selection standards, to include vision, hearing, physical ability, and emotional stability. Job-related standards which are supported by this research shall be adopted by the commission prior to January 1, 1985, and shall apply to those peace officer classes identified in subdivision (a). The commission shall consult with local entities during the conducting of related research into job-related selection standards.

(c) For the purpose of raising the level of competence of local public safety dispatchers, the commission shall adopt, and may, from time to time amend, rules establishing minimum standards relating to the recruitment and training of local public safety dispatchers having a primary responsibility for providing dispatching services for local law enforcement agencies described in subdivision (a), which standards shall apply to those cities, counties, cities and counties, and districts receiving state aid pursuant to this chapter. All such rules shall be adopted and amended pursuant to Chapter 3.5 (commencing with Section 11340) of Part 1, of Division 3, of Title 2 of the Government Code. As used in this section, "primary responsibility" refers to the performance of law enforcement dispatching duties for a minimum of 50 percent of the time worked within a pay period.

(d) Nothing in this section shall prohibit a local agency from establishing selection and training standards which exceed the minimum standards established by the commission.

SEC. 2. Section 13525 is added to the Penal Code, to read:

13525. Any city, county, city and county, or district which desires to receive state aid pursuant to this chapter for the training of regularly employed and paid local public safety dispatchers, as described in subdivision (c) of Section 13510, shall include that request for aid in its application to the commission pursuant to Sections 13522 and 13523.



# Memorandum

I

Commissioners

Date : October 7, 1987

Robert Wasserman, Chairman  
Long Range Planning Committee

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

REPORT OF LONG RANGE PLANNING COMMITTEE

Subject:

The Long Range Planning Committee met in Ontario on September 17, 1987. In attendance were myself and Commissioners Pantaleoni and Maghakian. Staff members present were Norman C. Boehm, Glen Fine and John Berner.

The Committee reviewed the following issues:

1. Basic Course Proficiency Examination

Results of the recently completed study to correlate test scores on this exam with on the job performance of peace officers indicated moderate to significant correlation with all aspects of performance through the probationary period. These results suggested a need to consider whether the examination should be converted from a diagnostic to a required pass/fail test. The Committee discussed the potential benefits of a pass/fail exam and concluded that there is no evidence that significant improvement would be brought about through a pass/fail test. The costs of revising and maintaining the test coupled with a lack of compelling need for change were factors convincing the Committee that no action should be taken on this issue at this time.

2. Review of Recommended Cutoff Score on POST Reading and Writing Test

The POST reading and writing test is voluntarily used by many agencies to screen job applicants and by a number of academies to screen student applicants. A suggested cutoff score is universally followed or exceeded by user agencies. Results of recent study show a strong correlation between scores on the test and performance on the job. The study results also suggest a job related basis for increasing the recommended cutoff score. After reviewing study results and projected impact of a higher cutoff score on the applicant pool and the impact on protected classes, there was consensus that staff should contact the agencies and academies that would be affected by an increase in the cutoff score. After this feedback and further review, the Committee will review the matter again at a future meeting.

### 3. Private Security

The Commission in 1986 directed staff to look into issues surrounding private security. Meetings were held with representatives of law enforcement and private security groups. A meeting co-sponsored by POST and CPOA brought together all major groups concerned with law enforcement and private security concerns. The meeting resulted in each group agreeing to work towards improvement of communications and understanding between public law enforcement and private security. POST agreed to publish a POST Scripts article and to review existing training on the roll of private security.

There was Committee concensus that these efforts have had beneficial results and that no further action in this area seems required at this time.

### 4. Review of Reimbursement Plans

The Committee received a report on the results of assessment of the appropriation of all current reimbursement schemes for certified sources. The system is apparently working well overall, but concerns were identified over the application of salary reimbursement to some inservice training course, while other inservice courses do not include salary reimbursement.

Staff has under consideration study of automated reimbursement system changes that could tie inservice salary reimbursement to the individual trainee rather than to the course attended. If feasible, related changes in salary reimbursement policy would be required. There was Committee concensus that this study should proceed and that the Committee should review the issue again at a future meeting.

## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING



1601 ALHAMBRA BOULEVARD  
SACRAMENTO, CALIFORNIA 95816-7083

LONG RANGE PLANNING COMMITTEE MEETING  
Thursday, September 17, 1987  
Time: 10:00 a.m.  
Clarion Hotel  
2200 East Holt Boulevard  
Room #108  
Ontario, CA 91764  
(714) 986-8811

AGENDA

1. Call to Order
2. Proficiency Testing - Future Consideration

A report describing recently completed research correlating scores of the POST Proficiency Test with job performance was presented to the Commission at its July 1987 meeting. The reported research indicates that the test is predictive of job performance.

The test is currently used for diagnostic purposes only. The research provides a basis for coordination of the test as a future pass/fail final examination for the basic course.

The issue to be considered by the Committee is the advisability of converting the Proficiency Test to a pass/fail examination. Such action would have significant implications for both POST and local law enforcement, and calls into question such issues as:

- Does the need exist for POST to institute such a testing program? (are agencies now receiving unqualified academy graduates?)
- If it were determined that such need exists:

What alterations/modifications would have to be made to the test?

How would the test be administered/maintained? (staffing implications)

How much would the program cost?

How would the program be phased in?

What additional information would be necessary in order to set a minimum cutoff score on the test?

What would POST's policy be with regard to retesting? Appeals?

A presentation of these issues will be provided at the meeting. For reference purposes, the Executive Summary of the Report, POST Basic Course Proficiency Test Study is enclosed.

3. Review of Reading and Writing Testing Recommended Cutoff Scores

The Commission requires that peace officer applicants be screened for reading and writing abilities and has developed tests which may be voluntarily used for that purpose by employers and academies. When POST's tests are used, POST recommends a minimum cutoff score. The vast majority of users of the POST tests set cutoff scores above the minimum recommended.

Research conducted in the past year provides evidence that may warrant an increase in the recommended cutoff score. Summary description of the issue is enclosed. Additional information will be presented for the Committee's consideration at the meeting.

4. Private Security Officer Training

As you will recall, the Commission at its January 1986 meeting, directed staff to look into the issues surrounding private security and to facilitate a meeting of appropriate public law enforcement and private security organizations with an eye toward identification of problem areas relating to the two groups and possible solutions. As a result of this effort, such a meeting was co-sponsored by CPOA and POST, representatives from the Assembly Public Safety Committee, California Police Chiefs' Association, California State Sheriffs' Association, PORAC, California Contract Security Guard Association, Department of Consumer Affairs, Public Safety Training Association, Chevron Corporation and the Gendarme Safety Services were also present.

The meeting resulted in each group agreeing to work diligently to improve communication and understanding between public law enforcement and private security. Toward this end, POST indicated a willingness to:

- (1) Prepare a POST Script article on the issue of public law enforcement and private security.
- (2) Review appropriate training curriculum to ensure topics related to the role of private security is adequate and current.

Both of these commitments are being addressed at this time. The other represented groups also indicated a willingness to further publicize the issue in their various house newsletters, with CPOA agreeing to devote an issue of their magazine to the topic.

This matter is brought to the Committee as a progress report on the Commission assignment of January 1986 and for consideration of any further action that might be desirable on the part of POST.

5. Review of Reimbursement Plans for Certified Courses

The Commission's Finance Committee at its June 1987 meeting received a report on this subject and, after discussion, suggested that the Long Range Planning Committee also review the matter. Issues identified in the study focus on (1) potential need to provide a salary reimbursable vehicle for inservice training of sergeants who are now subject to the continuing Professional Training Requirement, (2) need for review of the current policy allowing salary reimbursement for Job Specific Technical Courses, (3) need for review of the existing dilemma sometimes presented to departments in the need to choose between training vehicles that provide either desired flexibility or salary reimbursement, and (4) future potential to control salary reimbursement expenditures through computer program refinements and virtually eliminate salary reimbursement as a feature of certified course reimbursement plans.

These issues are described in detail in the enclosed report. The Committee may wish to offer recommendations for long term changes in the reimbursement program.

6. Adjournment



## IV. EXECUTIVE SUMMARY

### Introduction

In accordance with a legislative mandate [PC 832.3(d)], the Commission on Peace Officer Standards and Training (POST) conducted a series of studies to examine relationships between scores on the POST Proficiency Test and measures of performance as a patrol officer. The Proficiency Test is presently administered near the completion of basic training in order to assess students' knowledge of the course curriculum. This report describes the rationale, procedures, and results of the total research effort.

The study provided an opportunity to investigate other areas of concern. Results of these investigations are also described in this report. One study examined relationships between scores on the POST Entry-Level Law Enforcement Test Battery (Reading and Writing Test) and on-the-job performance as a patrol officer. In another, the extent of learning via basic training was assessed, and relationships between learning and job performance were analyzed.

The central issue addressed by these studies was essentially one of test validity. That is, the degree to which inferences from scores on tests are justified or supported by evidence. In this case, the inferences concerned examinees' levels of knowledge, or reading and writing abilities, and the likelihood of future competence as a patrol officer.

### Summary of Results

#### Proficiency Test

- Scores yielded by the Proficiency Test were found to be moderately reliable. That is, they may be interpreted with a reasonable degree of confidence. However, a longer, more reliable test is recommended for making decisions regarding individuals' competencies.
- Basic academy Proficiency Test scores were found to be positively and significantly correlated with later performance as a patrol officer. Measures of job performance included job simulations, performance ratings, and successful completion of field training and probation.
- The pattern of observed relationships between Proficiency Test scores and performance measures was consistent with expectations. That is, scores on the test were found to be significantly correlated with job behaviors requiring underlying job knowledge (the Proficiency Test measures primarily job knowledge), but not with less knowledge-oriented job behaviors (e.g., vehicle operation, interpersonal behavior).

- Test scores were found to be more highly correlated with ratings of performance in field training than with ratings of later performance as a patrol officer. Ratings of competency in performing investigative and report writing activities were the best predicted job components for field trainees. Patrol officer job performance was better predicted in terms of officer characteristics (e.g., judgment, observation skills) than the ability to perform specific job duties.
- Officers who successfully completed field training obtained significantly higher average test scores than officers who failed to complete training. Similar results were obtained for probation success. (These results correspond with the significant correlations mentioned above.)
- Relationships between patrol officers' current knowledge (as measured by the Proficiency Test) and current job performance were positive, although not statistically significant; and they were somewhat less than those observed for predicting academy students' potential to develop patrol skills and abilities (field training performance).
- Proficiency Test scores were demonstrated to be fair to work force minority groups in predicting job performance. This is an important professional standard and a legal consideration when scores are used to assess individuals' competencies, and these assessments are related to conditions of employment.

#### Effect of Training

- The extent of learning (knowledge acquired) via basic training was quantified and demonstrated to be significant and substantial.
- The net effect of training, i.e., relationships between knowledge acquired in training and later performance, was shown to be positive.

#### Reading and Writing Tests

- Reading and Writing Test scores were found to be positively and significantly correlated with several measures of patrol officer performance, including: basic academy achievement; job performance ratings; and successful completion of field training and probation.
- The relationships between Reading and Writing Test scores and job performance were greatest for measures obtained during the earliest phase of a patrol officer's career (e.g., field training). Correlations tended to decrease as the time interval between testing and performance measurement increased. This trend is typical for test validation studies.
- Reading and Writing Test scores were found to be fair to work force minority groups in predicting job performance.

POST Proficiency Test Studies

Research Strategy. The principal research strategy followed a predictive criterion-related test validation design, wherein basic academy Proficiency Test scores were correlated with several measures of subsequent patrol officer performance. Significant relationships were expected between test scores and job components that require cognitive ability (knowledge), with the relationships expected to be strongest for measures obtained during early stages of an officer's career (field training).

Two additional studies were conducted. A pretest-posttest study was conducted in which the Proficiency Test was administered to the same trainees at both the beginning and end of basic training and score differences were analyzed as a means of evaluating the effectiveness of the training. The other study followed a concurrent criterion-related test validation design wherein relationships between patrol officers' current fundamental knowledge and their current job competencies were examined.

Study Population. The primary study population consisted of entry-level police officers and deputy sheriffs assigned to the patrol function. Over 2,000 officers representing 57 California police departments and sheriffs' offices were included as subjects in one or more of the studies.

The study population for the pretest-posttest study included all students (cadets) enrolled in a POST-certified basic training program during the period spanning March 1986 to February 1987; 391 comprised the sample. The concurrent study focused on tenured patrol officers; 109 were sampled.

Job Performance Measures. Three different measures of job performance were developed and implemented in the studies:

- Job Simulations. Probationary officers were observed and evaluated as they responded to, and resolved, several realistic scenarios. The scenes were designed to assess primarily the ability to apply legal knowledge.
- Performance Ratings. Patrol officers and field trainees were rated on important job dimensions by their supervisors and training officers by means of specially developed appraisal instruments which were completed in formal rating sessions.
- Field Training and Probation Success. Data were collected from participating agencies regarding officers' completion of field training and probation. Different outcomes (e.g., completed, resigned, terminated) were classified and coded to derive indices of success for both field training and probation.

## Reading and Writing Test Follow-up Study

The research strategy followed the predictive criterion-related design described above. The study population included the above primary sample of patrol officers for whom Reading and Writing Test scores, obtained at the time of application for employment, were available. Performance measures included basic academy performance (POST Proficiency Test scores), as well as the above described job performance ratings and field training and probation success measures.

### Empirical Relationships<sup>1</sup>

#### Proficiency Test Studies

Predictive Study. Basic academy Proficiency Test scores were found to be substantially correlated with overall performance in job simulations;  $\hat{r}=.41$  (.39 observed semipartial,  $N=125$ ,  $p<.01$ , one-tailed).

Consistent results were obtained when Proficiency Test scores were correlated with other performance measures.

- Field trainee performance ratings (Total Composite):  
 $\hat{r}=.29$  (.24 observed semipartial,  $N=176$ ,  $p<.01$ , one-tailed).
- Patrol officer performance ratings (Total Composite):  
 $\hat{r}=.23$  (.19 observed semipartial,  $N=629$ ,  $p<.01$ , one-tailed).
- Field training success index:  $r=.20$  (observed biserial,  $N=1903$ ,  $p<.01$ , one-tailed).
- Probation success index:  $r=.19$  (observed biserial,  $N=1687$ ,  $p<.01$ , one-tailed).

---

<sup>1</sup>Empirical relationships are expressed numerically as correlation coefficients ( $r$ ). Correlation coefficients are indices of the degree of linear relationship between values on two variables. Correlation coefficients can vary from  $-1$  to  $+1$ ; a correlation of  $0$  indicates no linear relationship, and a correlation of  $1$  ( $+$  or  $-$ ) is indicative of a perfect linear relationship. With respect to the present study, in some cases very minor adjustments were made to performance measures to correct for differences in officers' training and experience and/or rater bias, i.e., semipartial correlations were computed. (See Moderator Analyses in section 6.) Estimates of correlations that would be obtained if performance criterion measures were error free are denoted by " $\hat{r}$ ." The probabilities of obtaining, by chance, correlations as large or larger than those observed are denoted by " $p$ ."

Pretest-Posttest Study. The extent of learning in basic training was demonstrated to be substantial; mean gain=18.75 ( $t=52.911$ ,  $df=390$ ,  $p<.0001$ ), representing a large effect size (2.22 standard deviations).

The relationship between knowledge acquired in training and success in field training was found to be positive and significant;  $r=.38$  (observed partial,  $N=61$ ,  $p<.05$ , one-tailed). The correlation obtained between knowledge acquired in training and an overall composite rating of performance was positive but nonsignificant (observed partial  $r=.15$ ,  $N=85$ , N.S.).

Concurrent Study. Relationships between incumbent patrol officers' current fundamental knowledge (Proficiency Test scores) and ratings of current job performance were positive but not statistically significant. Correlations corrected for criterion unreliability and restriction in the range of test scores ranged from .02 to .19 (.01 to .11 observed,  $N=104$  to 109, N.S.).

#### Reading and Writing Test Follow-up Study

Reading and Writing Test scores were found to be positively and significantly correlated with several measures of patrol officer job performance.

Academy Performance. Consistent with previous POST research, positive and significant correlations were obtained between total battery scores and basic academy performance as measured by the Proficiency Test ( $\hat{r}=.61$ , .56 observed,  $N=1270$ ,  $p<.0001$ , one-tailed).

Patrol Officer Performance Ratings. Test battery scores were found to be most substantially correlated with composite ratings of writing activity performance and skills for both field trainees ( $\hat{r}=.48$ , .39 observed semipartial,  $N=96$ ,  $p<.01$ , one-tailed) and patrol officers ( $\hat{r}=.30$ , .24 observed semipartial,  $N=367$ ,  $p<.01$ , one-tailed).

Positive and significant relationships were also obtained with composite ratings of job knowledge for both field trainees ( $\hat{r}=.26$ , .19 observed semipartial,  $N=98$ ,  $p<.05$ , one-tailed) and patrol officers ( $\hat{r}=.19$ , .14 observed semipartial,  $N=366$ ,  $p<.05$ , one-tailed).

Global ratings of overall performance were found to be significantly correlated with total test scores for field trainees ( $\hat{r}=.24$ , .19 observed semipartial,  $N=97$ ,  $p<.05$ , one-tailed), but not for patrol officers (observed semipartial  $r=.08$ ,  $N=365$ , N.S.).

Field Training and Probation Success. Test battery scores were found to be positively and significantly correlated with successful completion of field training (biserial  $r=.16$ ,  $N=1062$ ,  $p<.01$ , one-tailed), and probation (biserial  $r=.19$ ,  $N=895$ ,  $p<.01$ , one-tailed).

## Conclusions

### Proficiency Test

The evidence described in this report generally supports the use of POST Proficiency Test scores to assess academy students' potentials for developing patrol skills and abilities. Overall, scores on the Proficiency Test were demonstrated to be empirically related to subsequent performance as a patrol officer, particularly in areas that require cognitive ability (knowledge). Moreover, the test was demonstrated to be fair to work force minority groups in predicting job performance.

By the same token, test scores were shown to measure only part of an officer's total performance. That is, the study focused on job components expected to require cognitive ability (knowledge), and correlations with those components were not perfect (1.0). Implications of these results are that the assessment of one's overall potential for success as a patrol officer should necessarily include other measures not investigated in the present studies; e.g., skills, abilities, and personal characteristics.

### Training Effect

Results confirmed expectations that learning does occur as a consequence of basic training; the extent of learning was found to be substantial. Further, results of preliminary analyses indicate that extent of learning in basic training is related to subsequent performance as a patrol officer.

### Reading and Writing Tests

Substantial evidence was found which indicates that scores on the POST Reading and Writing Test Battery are predictive of later performance as a patrol officer. Consistent with previously published findings (Jensen, 1980, ch. 10), scores on the test were not found to underpredict work force minority group job performance. Study findings also reconfirmed that scores on the test are highly predictive of performance in basic training. In total, the study results lend further support to the use of the Reading and Writing Test Battery as one component in the selection process for entry-level law enforcement officers.

Review of Recommended Cutoff Scores for  
the POST Reading and Writing Tests

The POST reading and writing tests have been made available at no cost to local agencies and academies for the past five years. At the time the tests were first made available, a recommended cutoff score range for the tests was established. When the recommended cutoff score range was set, academy personnel were reporting that approximately 15% of new academy cadets were failing due to reading and writing skills deficiencies. Thus a cutoff score range was established that would have the effect of screening out approximately 15% of those cadets who were entering the academy prior to the enactment of POST's reading and writing test requirements.

The current recommended cutoff score range is 37 to 42. Scores on the test are expressed as T-scores. The average score attained on the test by job applicants is 50, and a score of 37 has the effect of disqualifying 21.6% of all job applicants, while a score of 42 results in an overall disqualification rate of 32.2%. As reported at the July Commission meeting, during FY 86/87 all users of the tests established minimum passing scores at or above 37, with the average passing score being 43.2 for agencies and 40.3 for academies.

Also as reported at the July Commission meeting, additional information in the form of various academy and job performance outcomes associated with different test scores is now available. Specifically, this information addresses test score relationships with the following outcomes:

- Successful Completion versus Failure/Withdrawal from Basic Training Due to Academic Deficiencies
- Success versus Failure in Field Training/Probation
- Satisfactory versus Unsatisfactory Performance of On-the-Job Writing Activities

Additionally, information has been collected regarding failure rates on the test at different test scores for various racial/ethnic groups -- an important legal consideration, as well as an important overall policy setting consideration given the recruitment difficulties being experienced by agencies statewide.

Much of the above mentioned information is being assembled into charts and graphs that will be distributed at the committee meeting. Because scores on the test are not perfectly correlated with any of the outcome measures, the data do not reflect a clearcut optimal passing score. Rather, associated with any given test score are relative advantages and disadvantages.

Thoughtful deliberation of all factors is necessary in considering the appropriateness of current POST recommended minimum cutoff scores. The intent in providing this information to the Committee will be to foster just such deliberation, keeping in mind that under current Commission policy the recommended cutoff score range is advisory and not binding in nature.





# CALIFORNIA PEACE OFFICERS' ASSOCIATION

1485 RIVER PARK DRIVE, SUITE 200, SACRAMENTO, CALIFORNIA 95815

PHONE (916) 923-1825

## MEMORANDUM

DATE: 3/17/87

President  
RICHARD MOORE  
Chief, Anaheim

1st Vice President  
SHERMAN BLOCK  
Sheriff, Los Angeles County

2nd Vice President  
GLEN CRAIG  
Sheriff, Sacramento County

3rd Vice President  
DONALD FORKUS  
Chief, Fresno

4th Vice President  
FLOYD FIDWELL  
Sheriff, San Bernardino County

Treasurer  
OJ HAWKINS  
Nevada Law Enforcement Liaison  
for the Attorney General

• • •  
NORMAN BOEHM  
Executive Director,  
Peace Officers Standards & Training

RICHARD BRETZING  
Special Agent in Charge  
Federal Bureau of Investigation  
Los Angeles

TERRYL BRISTOL  
Lieutenant, Santa Barbara County

GERALD CLEMONS  
Director, Div. of Law Enforcement  
Department of Justice

GIL COERPER  
Officer, Huntington Beach

PHIL EOFF  
Sheriff, Shasta County

HERB FORCE  
Manager, Corporate Security  
Univision Corporation

JAMES GARDINER  
Captain, Newport Beach

DARYL GATES  
Chief, Los Angeles

JOHN V. GILLESPIE  
Sheriff, Ventura County

MARVIN D. IANNONE  
Chief, Beverly Hills

VINCENT D. JIMNO  
Chief, Carlsbad

JOHN P. KEARNS  
Chief, Sacramento

RONALD LOWENBERG  
Chief, Cypress

A. E. OLSON  
Chief, Pacifica

RICHARD RAINEY  
Sheriff, Contra Costa County

SALVATORE ROSANO  
Chief, Santa Rosa

WILLARD SHANK  
Adjutant General  
California Military Department

LE SMITH  
Commissioner  
California Highway Patrol

LESLIE D. SOURISSEAU  
Chief, Modesto

ELLEN R. STETSON  
Lieutenant  
Berkeley Police Department

CHARLES THAYER  
Chief, Turin

• • •

Future Talk Show  
CHARLES GROSS, CHAIRMAN

• • •  
Executive Director  
RODNEY PIERINI

TO: PUBLIC LAW ENFORCEMENT - PRIVATE SECURITY MEETING PARTICIPANTS

FROM: RODNEY K. PIERINI, EXECUTIVE DIRECTOR

SUBJECT: Results of our meeting held on March 12, 1987

As promised, I've prepared notes which highlight our meeting discussions regarding private security impacts on public law enforcement. I've also enclosed a copy of the meeting agenda and roster of attendees. Should you have any questions concerning the meeting or these notes, please call.

### I. PURPOSE OF MEETING

- \* to create a forum for better communications between public law enforcement and private security

### II. IMPACTS OF PRIVATE SECURITY ON PUBLIC LAW ENFORCEMENT

1. We agreed that the impacts which require attention occur when private security services are provided in public places, e.g. on street patrol, in malls, stadiums and other public places.

### III. WHAT NEEDS TO OCCUR TO MINIMIZE NEGATIVE IMPACTS

1. Improved communications between public law enforcement and private security is essential.
2. Model programs should be identified and information regarding their operations should be provided to both sectors.
3. Private security industry leaders should be identified and public law enforcement officials should begin working with them to improve working relationships.

4. Training in the role of private security should be incorporated into the POST basic academy curriculum as well as other levels of POST certified training.
5. Training for security personnel which increases their understanding of how to work with public law enforcement should occur as well.
6. Attitudes need to be changed by breaking the existing barriers to cooperation and this could be accomplished by personal contacts among the two sectors in their local communities.

IV. WHAT SPECIFICALLY WILL PARTICIPANTS OF THIS MEETING DO TO BETTER COMMUNICATIONS AMONG THE TWO SECTORS

1. Newsletter articles will be written which communicate the discussions and outcomes of this meeting. Articles will be written in the following organizations' newsletters:
  - a. California Contract Security Guard Association, Inc.
  - b. California Peace Officers' Association
  - c. Commission on Peace Officers Standards and Training
  - d. Department of Consumer Affairs
  - e. Peace Officers Research Association of California

Copies of all newsletter articles should be sent to Don Beauchamp of POST.

2. POST should be approached to provide the training referred to in III.4. above. Gene DeCrona will be submitting a report which requests POST consideration for this training.
3. A future issue of CPOA's magazine will be dedicated to public law enforcement and private security working relationships, e.g. model program and other articles for consideration should be solicited through the newsletter articles referred to above and sent to CPOA's editor.



# CALIFORNIA PEACE OFFICERS' ASSOCIATION

1485 RIVER PARK DRIVE, SUITE 200, SACRAMENTO, CALIFORNIA 95815

PHONE (916) 923-1825

President  
RICHARD MOORE  
Chief, Anaheim

Vice President  
SHERMAN BLOCK  
Sheriff, Los Angeles County

Vice President  
GLEN CRAIG  
Sheriff, Sacramento County

Vice President  
DONALD FORKUS  
Chief, Hesperia

Vice President  
FLOYD TIDWELL  
Sheriff, San Bernardino County

Treasurer  
OJ HAWKINS  
Special Law Enforcement Liaison  
for the Attorney General

NORMAN BOEHM  
Executive Director,  
Police Officers Standards & Training

RICHARD BRETZING  
Special Agent in Charge  
Federal Bureau of Investigation  
Los Angeles

TERRYL BRISTOL  
Lieutenant, Santa Barbara County

GERALD CLEMONS  
Director, Div. of Law Enforcement  
Department of Justice

GIL COERPER  
Officer, Huntington Beach

HIL EOFF  
Sheriff, Shasta County

BOB FORCE  
Manager, Corporate Security  
Chevron Corporation

JAMES GARDINER  
Captain, Newport Beach

DARYL GATES  
Chief, Los Angeles

JOHN V. GILLESPIE  
Sheriff, Ventura County

MARVIN D. IANNONE  
Chief, Beverly Hills

VINCENT D. JIMNO  
Chief, Carlsbad

JOHN P. KEARNS  
Chief, Sacramento

RONALD LOWENBERG  
Chief, Cypress

A.E. OLSON  
Chief, Pacific

RICHARD RAINEY  
Sheriff, Contra Costa County

SALVATORE ROSANO  
Chief, Santa Rosa

WILLARD SHANK  
Adjutant General  
California National Guard

J.E. SMITH  
Commissioner  
California Highway Patrol

LESLIE D. SOURISSEAU  
Chief, Mendocino

ELLEN R. STETSON  
Lieutenant  
UC Berkeley Police Department

CHARLES THAYER  
Chief, Turin

Vice President  
CHARLES GROSS, CHAIRMAN  
Vice President  
RODNEY PIERINI

## PUBLIC LAW ENFORCEMENT AND PRIVATE SECURITY MEETING

Clarion Hotel  
Sacramento  
10:00 a.m. - 3:00 p.m.  
March 12, 1987

### AGENDA

- I. INTRODUCTIONS
- II. PURPOSE OF MEETING
- III. THE IMPACT OF PRIVATE SECURITY
- IV. FUTURE ACCOMPLISHMENTS
- V. NEXT STEPS
- VI. ADJOURN

PROPOSED NAMES FOR MEETING ON PRIVATE POLICE  
IMPACT ON PUBLIC POLICE

Laura Henkins, Sr. Consultant  
Assembly Public Safety Committee  
1100 "J" Street, Room 404  
Sacramento, CA 95814  
(916) 445-3268

Karel Swanson, Chief  
Walnut Creek Police Department  
1666 N. Main Street  
Walnut Creek, CA 94596  
California Police Chiefs' Association Rep.  
(415) 943-5800

Rod Graham, Sheriff  
Yolo County  
P.O. Box 179  
Woodland, CA 95695  
California State Sheriffs' Association Rep.  
(916) 372-4372

Larry Malmberg, President  
PORAC  
1911 "F" Street  
Sacramento, CA 95814  
(916) 441-0660

Randy Perry, Lobbyist  
PORAC  
1911 "F" Street  
Sacramento, CA 95814  
(916) 441-0660

Robert R. Rockwell, Executive Vice President  
California Contract Security Guard Association, Inc.  
P.O. Box 3217  
Walnut Creek, CA 94598

Gary Kerns, Chief  
Department of Consumer Affairs  
Bureau of Collection and Investigation Services  
1920-20th Street  
Sacramento, CA 95814  
(916) 739-3028

Ernest Luzania  
Department of Consumer Affairs  
Bureau of Collection and Investigation Services  
1920-20th Street  
Sacramento, CA 95814  
(916) 739-3028

Committee Roster  
March 23, 1987  
Page 2

Robert J. Beardsley, President  
Public Safety Training Association, Inc.  
5231 Cushman Place, Suite 19  
San Diego, CA 92110  
(619) 299-0611

Herb Force, Manager  
Corporate Security  
Chevron Corporation  
225 Bush Street, Room 356  
San Francisco, CA 94104  
(415) 894-5500

Dave Burns  
Gendarme Safety Services  
12831 Western Avenue, Suite "A"  
Garden Grove, CA 92641  
(714) 895-1755

Richard Moore, Chief  
Atherton Police Department  
83 Ashfield Road  
Atherton, CA 94025  
CPOA President  
(415) 323-8471

Gene DeCrona  
POST  
1601 Alhambra Boulevard  
Sacramento, CA 95816-7083  
(916) 739-5334

Rodney Pierini, Executive Director  
California Peace Officers' Association  
1485 River Park Drive, Suite 200  
Sacramento, CA 95815  
(916) 923-1825

Alva Cooper, Legislative Advocate  
California Peace Officers' Association  
1485 River Park Drive, Suite 200  
Sacramento, CA 95815  
(916) 923-1825

Committee Roster  
March 23, 1987  
Page 3

Norman Boehm, Executive Director  
POST  
1601 Alhambra Boulevard  
Sacramento, CA 95816-7083  
(916) 739-5328

Donald Beauchamp, Legislative Advocate  
POST  
1601 Alhambra Boulevard  
Sacramento, CA 95816-7083  
(916) 739-5340

James Guess, Chief  
Los Alamitos Police Department  
P.O. Box 147  
Los Alamitos, CA 90720  
CPOA Standards & Ethics Committee Chair  
(714) 527-7775

Bob Stresak  
Los Angeles Police Department  
6240 Sylmar Avenue  
Van Nuys Police Building, Room 317  
Van Nuys, CA 91401  
(818) 989-8303

## STUDY OF POST REIMBURSEMENT POLICIES AND PROGRAM

At its July 23, 1986 meeting, upon recommendation of the Finance Committee, the Commission directed staff to review the current POST reimbursement policies and program consistent with the requirements and mandates of the Commission. It was observed that POST reimbursement policies have been adopted at various meetings over the past 25 years, and that this cumulatively represents the current POST reimbursement program. There was concern as to whether any technical corrections are needed to ensure simplicity and equity in reimbursement under the various reimbursement plans.

The study began with a review of the Commission Policy Manual and all sections related to reimbursement in the POST Regulations, POST Commission Procedures, and Penal Code.

In reviewing the Commission Policy Manual, enabling statutes, Regulations and Procedures, major problems of substance could not be found. All documents are generally clear, concise, and understandable. However, a number of issues have been brought to staff's attention which need to be addressed:

1. Should there be more flexibility, as to salary reimbursement, in meeting the Continuing Professional Training (CPT) requirement?
2. Should POST pay salary reimbursement for all mandated supervisory training?
3. Should Job Specific Course salary reimbursement be continued or revised?
4. Should changes be planned for in the automated reimbursement system for simplification purposes?

### More Flexibility in Meeting CPT Requirement

Currently, the Continuing Professional Training (CPT) requirement requires every officer below the first-level middle management position (i.e., officers and sergeants) to satisfactorily complete an Advanced Officer Course of 24 or more hours at least once every two years. This requirement, by authority of Commission Regulation 1005(d)(2), can additionally be met for officers by an accumulation of certified technical courses totaling 24 or more hours, and by supervisors by completing supervisory or management courses and seminars.

There is considerable flexibility built into the Regulations and Procedures for meeting the CPT requirement. However, some chiefs and sheriffs still have difficulty with scheduling personnel to meet the requirement. They want more flexibility for matching officer training needs with available training.

Approximately eight years ago, POST encouraged the Department of Justice Training Center to develop a course titled "Law Enforcement Skills and Knowledge Modular." The course was designed to assist officers in rural departments to meet the Advanced Officer requirement. The major differences between a certified Advanced Officer Course and the Skills and Knowledge Modular Course were

the issues of what constituted successful completion and what increments of the course POST would reimburse. For example, in an Advanced Officer Course of 40 hours, an officer must successfully complete the entire 40 hours for the agency to be reimbursed; in a 40-hour Skills and Knowledge Modular Course, an officer must complete any one or more 8-hour blocks of instruction (module) for the agency to be reimbursed. The latter provides more flexibility in scheduling and matching officer training needs with the subjects being presented. Because of Regulation 1005(d)(2), it is not necessary that an officer obtain 24 hours of training in one course, as the officer can accumulate 8-hour modules over a two-year period to meet the 24-hour CPT requirement.

The present disadvantage to the Skills and Knowledge Modular Courses is that they are classified as technical courses, and are reimbursed under Plan IV with no salary reimbursement. Some departments no longer use Advanced Officer Courses, foregoing salary reimbursement to obtain the flexibility of scheduling and matching officers with their training needs, as provided by the Skills and Knowledge Modular Courses.

The growth of the number of certified presenters of Skills and Knowledge Modular Courses is increasing because of the flexibility issue. POST currently has 16 certified presenters of Skills and Knowledge Modular Courses.

The number of students attending Skills and Knowledge Modular Courses has almost doubled each year, as indicated below, during the past three years.

<u>Fiscal Year</u>	<u>Students</u>	<u>Instruction Hours</u>	<u>Cost per Hour</u>	<u>\$ Reimbursed</u>
84-85	939	26,292	.77	\$ 20,244
85-86	4,466	125,048	.72	\$ 90,034
86-87(est.)	9,500	266,000	.95	\$252,700

Local administrators have expressed interest in "modularized Advanced Officer Courses." These courses would provide local agencies with the flexibility of the Skills and Knowledge Modular Courses, in addition to providing salary reimbursement.

From a technical standpoint, conversion of Advanced Officer Courses to the modular concept would not be extremely difficult. Presenters of certified Advanced Officer Courses would be required to restructure their course curricula and package all subjects in stand-alone 8-hour increments (modules).

Slight modifications can be made to the current Advanced Officer Courses without going into a full modularization of the A. O. Course. Commission Procedure D-2, Advanced Officer Course, could be changed slightly to accommodate more flexibility in scheduling, which would make the A. O. Courses more attractive to some chiefs and sheriffs. Paragraph 2-5 could be modified to read:

The Advanced Officer Course shall consist of time blocks of not less than two hours each, regardless of subject matter, with an overall minimum of no less than 24 8 hours or a maximum of 40 hours. The maximum time period for presenting an Advanced Officer Course is 180 days.



This change would permit Advanced Officer Courses of 8 hours to 40 hours, similar to a modularized Skills and Knowledge course. The major difference between this format and the modularized technical courses (Skills and Knowledge) is that this format still would require completion of all segments of the "announced course" before reimbursement may be processed and paid. This prohibits agencies from allowing officers to attend training courses on a loosely planned, day-to-day basis. This occurs now in some Skills and Knowledge courses, and some administrators like this fact, while others believe it institutionalizes a lack of proper planning. For POST, it is creating some administrative and reimbursement problems.

However, the major problem in providing this additional flexibility in an Advanced Officer Course is that certified presenters could effectively convert all of their current Skills and Knowledge modules into A.O. courses, and generate salary reimbursement for the participating departments.

If all currently certified presenters scheduled their A.O. courses in this manner, the additional cost to POST would be approximately \$1.5 million, having the effect of spreading money available for salary reimbursement across more courses, resulting in lower salary reimbursement percentage rates if no additional resources are available.

#### Salary Reimbursement For All Mandated Supervisory Training

Since the inception of the reimbursement program, the Commission has provided salary reimbursement for mandated courses. This policy started with the Basic Course, continued when the Supervisory Course was required in 1964, and when the Management and Advanced Officer Courses were required in 1971.

Since last year, the Continuing Professional Training (CPT) requirement, Commission Regulation 1005(d)(2) (formerly the Advanced Officer requirement) was extended to first-level supervisors. Supervisors may attend an Advanced Officer Course, with salary reimbursement, or other supervisory or management seminars, without salary reimbursement, to meet the CPT requirement.

Some chiefs and sheriffs believe the current choices of training courses to meet the CPT requirement are not broad enough. They want salary reimbursable Advanced Officer courses specifically designed for first-level supervisors.

A solution to this issue would be to modify Commission Procedure D-2 to permit Advanced Officer Courses to be designed specifically for first-level supervisors. A change in Commission Procedure D-2 to permit Supervisory Advanced Officer Courses would increase the training options and allow salary reimbursement.

Supervisor involvement in Advanced Officer Courses has been increasing based on current Commission Regulation 1005(d)(2) requirements. The financial impact of the desired change is projected between \$133,000 and \$200,000, if 50% to 75% of the supervisors now taking supervisory and management seminars are enrolled in Supervisory Advanced Officer Courses.

### Modification of Job Specific Salary

The classification of Job Specific Courses was established by the Commission in January 1977 to encourage training before assignment to a specialty position, i.e., patrolman to detective.

Commission Policy F5, Job Specific Training, indicates:

Job Specific Training courses, for salary reimbursement purposes, are defined as courses of instruction which teach the basic skills required to perform sworn or civilian jobs in local law enforcement agencies. Training courses excluded by this definition are advanced job specific courses, and those courses which teach only a single skill or technique, i.e., driver training, firearms training, fingerprint collection, report writing, etc.

Commission Meeting

1/20-21/77

The reimbursement totals for the past three years for Job Specific Courses are as follows:

<u>Year</u>	<u>Total Trainees</u>	<u>Resident Sub.</u>	<u>Commuter Meal</u>	<u>Travel</u>	<u>Tuition</u>	<u>Salary</u>	<u>Total \$</u>
83-84	6,320	1,075,200	59,900	396,100	312,700	2,600,300	4,444,200
84-85	6,895	1,197,300	75,300	419,900	361,800	3,349,000	5,403,300
85-86	7,150	1,446,300	74,600	475,800	372,000	2,938,100	5,306,800

The salary reimbursement for FY 1986-87 should be lower, as the salary reimbursement percentage has been reduced to 40%. However, with a slight increase in the total trainees in Job Specific Courses, it is projected that the salary reimbursement this year for Job Specific Courses will be about 2.3 million dollars.

Currently, 102 of 394 total certified technical courses are designated as Job Specific (25.9%). The courses range from Arson Investigation to Vice Investigation.

The Commission may wish to modify salary reimbursement for Job Specific Courses and divert the funds into other programs, such as driver training, or increasing the overall salary reimbursement percentage. There is no way, using POST's current records and reports, to determine if attaching salary reimbursement to Job Specific Courses has, in fact, encouraged departments to train personnel prior to assignment to new jobs and tasks.

A review of the effects of total elimination of Job Specific Course salary reimbursement indicates that some departments will have their "total revenue" substantially reduced, and other departments will have theirs increased. This

is based on an assumption that the funds saved from not reimbursing salary on Job Specific Courses would be totally shifted into increasing the overall salary rate. The differences in "total revenue" would occur depending on the percentage relationship of Job Specific Courses to other salary-generating courses within a specific police agency.

A change short of eliminating Job Specific would be to redefine what Job Specific Courses should be; change reimbursement plans accordingly; and eliminate salary reimbursements on courses which do not strictly meet the definition and intent. For example, an officer should be trained in investigation when being transferred from a patrol to a detective assignment. However, should POST reimburse salary not only for a basic investigation course but for a robbery course, then a burglary course, then a vehicle theft course, then sexual assault course?

Another example is Traffic Accident Investigation. Any officer assigned full time to traffic enforcement, as distinguished from patrol, should be trained in traffic accident investigation. However, because of Vehicle Code Section 40600, many agencies send most of their patrol officers to the Basic Traffic Accident Investigation Course. Vehicle Code 40600 permits an officer to write a citation at an accident scene even though he did not see the violator drive, if the officer has completed a course of training in accident investigation as prescribed by POST. Because these courses are 40 hours and Job Specific, considerable salary reimbursement is being paid on these 19 certified courses. During Fiscal Year 1985-86, the total salary was \$387,811. It is possible that 80% of the trainees are enrolled in this course just to meet the Vehicle Code 40600 requirement.

It is impossible at this time to calculate the amount of dollars that can be reduced in the Job Specific Course category, as the definition must be improved before specific changes can be considered or other criteria established.

#### Potential Changes For Simplification

A reimbursement process which could be explored in the future is a system that is based on the individual officer, not the course. For clarification, we might call this an "individual-keyed" system. Basing the salary reimbursement on the officer would provide greater flexibility in controlling the reimbursement process and costs. For example, depending on the desires of the Commission, a variety of reimbursement formats or schemes would be possible. The Commission could decide which ranks of officers they want to reimburse, the specific hours for reimbursement, a fixed or actual salary amount, and how tight the controls should be for payment. Under the current system, any peace officer or civilian employee who completes a certified course with a salary plan will be processed for salary reimbursement to the agency.

The Commission could also decide to reimburse salary on X-number of hours of CPT training, regardless of how courses are certified. Under this concept, the Commission might decide to reimburse the first 24 hours of training each year, and let local police administrators decide which courses their personnel will attend for salary reimbursement. This provides greater flexibility, and does not place the administrator in a position of deciding between what training is actually needed and what courses are economically advantageous to the city or county.

An "individual-keyed" system is not feasible at this time due to the limited capabilities of the present POST computer hardware. Experimenting with such a proposal should not occur until the new computer system is in place and all current software programs duplicated. However, such a proposal should be seriously considered in the future.

1029C/231  
09-3-87

Commission on Peace Officer Standards and Training  
Legislative Review Committee Meeting  
November 5, 1987, 9 a.m.  
Concord Hilton - Chabot Room  
Concord, California

AGENDA

1. Final Report on 198~~7~~<sup>8</sup> Legislative Session
2. Proposed Legislation for 1988 Session
  - Retirement continuance for future POST Consultants
3. Open Discussion
4. Adjournment



\*\*\*\*\*  
 \* LEGS-TECH 10/09/87 SUMMARY REPORT \*  
 \*\*\*\*\*

-----  
 BILL-FILE - COMMISSION ON POST-MASTER  
 TYPE - ACTIVE LEG  
 -----

AS 1589 WITNESSES:  
 WATERS, M MINORS

NOTES: POST TO PREPARE JUV. WITNESS INTERVIEW GUIDE

STATUS: CHAPTERED 87-612

TYPE	POSITION	TOPIC
ACTIVE LEG	NEUTRAL	POST RELAT

-----  
 AS 1724 COMMUNICABLE DISEASE  
 AREAS

NOTES: POST TO PROVIDE TRAINING IN USE OF CPR MASK

STATUS: CHAPTERED 87-1084

TYPE	POSITION	TOPIC
ACTIVE LEG	SUPPORT	SCHE/TRNG

-----  
 AS 1730 PEACE OFFICER TRAINING  
 CLUSE

NOTES: POST TO PROVIDE DOG HANDLER TRAINING

STATUS: ASSEMBLY COMMITTEE ON PUBLIC SAFETY

TYPE	POSITION	TOPIC
ACTIVE LEG	OPPOSE	TRAINING









-----  
BILL-FILE - COMMISSION ON POST-MASTER  
TYPE - ACTIVE LEG  
-----

SB 1245 PEACE OFFICER TRAINING  
FRESLEY

NOTES: AUTHORIZES BOND ELECTION TO ESTAB LAW ENFORCEMENT  
SKILL TRAINING CENTERS

STATUS: ASSEMBLY COMMITTEE ON WAYS & MEANS

TYPE	POSITION	TOPIC
ACTIVE LEG	SUPPORT	FUNDING

-----  
SB 1429 ASSESSMENT FUND  
DOOLITTLE

NOTES: PROVIDES ADDIT. POST FUNDS AND ALLOWS PARTIAL  
REIMB. FOR CERTAIN STATE PEACE OFFICERS.

STATUS: SENATE COMMITTEE ON JUDICIARY

TYPE	POSITION	TOPIC
ACTIVE LEG	SUPPORT	FUNDING

-----  
SB 1476 PEACE OFFICERS' TRAINING FUND.  
PARKS

NOTES: AIRPORT POLICE TO RECEIVE POST REIMBURSEMENT

STATUS: SENATE COMMITTEE ON APPROPRIATIONS

TYPE	POSITION	TOPIC
ACTIVE LEG	OPPOSE	FUNDING

-----





-----  
BILL-FILE - COMMISSION ON POST-MASTER  
TYPE - INFO LEG  
-----

AS 1162 UNEMPLOYMENT INSURANCE;  
FLOYD FINES

NOTES: PROVIDE NEW DISTRIBUTION OF FINE MONEY RE-  
SULTING FROM UNEMPLOYMENT INSURANCE CRIMES.

STATUS: CHAPTERED 87-604

-----  
TYPE POSITION TOPIC  
-----  
INFO LEG NONE FUNDING  
-----

AS 1178 PEACE OFFICERS  
FLOYD

NOTES: PEACE OFFICER POWERS FOR DEPARTMENT OF JUSTICE  
GUARDS.

STATUS: CHAPTERED 87-607

-----  
TYPE POSITION TOPIC  
-----  
INFO LEG NONE GENERAL LE  
-----

AS 1209 PEACE OFFICERS  
STIRLING

NOTES: TAKES TECHNICAL CHANGES RELATING TO FIRE FIGHTERS  
PEACE OFFICER STATUS.

STATUS: CHAPTERED 87-291

-----  
TYPE POSITION TOPIC  
-----  
INFO LEG NONE GENERAL LE  
-----

-----  
 BILL-FILE - COMMISSION ON POST-MASTER  
 TYPE - INFO LEG  
 -----

97-1222 VICTIMS OF CRIME  
 CALDERON

NOTES: PROVIDE ADDITIONAL REVENUE TO ROTF

STATUS: CHAPTERED 97-1222

TYPE	POSITION	TOPIC
INFO LEG	NONE	FUNDING

-----  
 97-1244 CRIMINAL PROCEDURES  
 FRAZEE PENALTY ASSESSMENTS

STATUS: IN SENATE--INACTIVE FILE

TYPE	POSITION	TOPIC
INFO LEG	NONE	FUNDING

-----  
 97-1345 PEACE OFFICERS  
 FLOYD

NOTES: PEACE OFFICER POWERS FOR CERTAIN STATE EMPLOYEES.

STATUS: ASSEMBLY COMMITTEE ON PUBLIC EMPLOYEES

TYPE	POSITION	TOPIC
INFO LEG	NONE	GENERAL LE

-----  
BILL-FILE - COMMISSION ON POCCT-MASTER  
TYPE - INFO LEG  
-----

AB 1408 COMMERCIAL VEHICLES; UNSAFE  
KATZ OPERATION

NOTES: LATER IN COMMITTEE.

STATUS: ASSEMBLY COMMITTEE ON TRANSPORTATION

TYPE	POSITION	TOPIC
INFO LEG	NONE	TRAINING

AB 1825 PEACE OFFICER TRAINING  
BYRLENG

NOTES: CORRECTIONS SELECTION/TRAINING RESEARCH.

STATUS: CHAPTERED 97-850

TYPE	POSITION	TOPIC
INFO LEG	NONE	FUNDING

AB 1919 MAINTENANCE OF THE COURTS  
HARRIS

NOTES: MAKES TECHNICAL CHANGES IN PENALTY ASSESSMENT LAW.

STATUS: CHAPTERED 97-50

TYPE	POSITION	TOPIC
INFO LEG	NONE	FUNDING







-----  
BILL-FILE - COMMISSION ON POST-MASTER  
TYPE - INFO LEG  
-----

SB 736 CRIME  
DAVIS

NOTES: INCREASED REVENUE TO RESTITUTION FUND.

STATUS: DRAFTED 87-121A

TYPE POSITION TOPIC  
-----  
INFO LEG NONE FUNDING  
-----

SB 824 AIRPORT LAW ENFORCEMENT OFFICERS  
ALSBELL

NOTES: ALLOWS PUBLIC AGENCY TO CONFER PEACE OFFICER POWER  
ON PRIVATE SECURITY PERSONNEL.

STATUS: SENATE COMMITTEE ON JUDICIARY

TYPE POSITION TOPIC  
-----  
INFO LEG NONE GENERAL LE  
-----

SB 894 FINES AND FORFEITURES  
MCDONALD

NOTES: CREATES TRAINING FUND FOR HOSPITAL PEACE OFFICERS.

STATUS: VETTER

TYPE POSITION TOPIC  
-----  
INFO LEG NONE FUNDING  
-----







Senate Bill No. 138

CHAPTER 157

An act to amend Sections 832, 15000, 15002, and 15004 of the Penal Code, relating to peace officers, and making an appropriation therefor.

[Approved by Governor July 10, 1987. Filed with Secretary of State July 10, 1987.]

LEGISLATIVE COUNSEL'S DIGEST

SB 138, Presley. Peace officers.

(1) Existing law describes those persons who are designated as peace officers. Existing law provides that every person so described shall receive a course of training prescribed by the Commission on Peace Officer Standards and Training.

This bill would require every person described as a peace officer to satisfactorily complete, rather than receive, an introductory course of training prescribed by the commission. The bill also would specify that, on or after July 1, 1989, the satisfactory completion of a course shall be demonstrated by passage of an appropriate examination developed or approved by the commission.

(2) Existing law allows certain peace officers to fulfill the course requirement described in (1) above as part of a prescribed training program.

This bill would include within this provision peace officer members of the California Highway Patrol.

(3) Under existing law, there is in state government a Peace Officers' Memorial Commission with specified membership and duties. Existing law also provides for a Peace Officers' Memorial Account in the General Fund, which is continuously appropriated. Under existing law, both the provisions establishing the commission and the account are to remain in effect only until January 1, 1988, and as of that date are repealed.

This bill would extend the effective date of these provisions one year by postponing the repeal date from January 1, 1988, to January 1, 1989. To the extent that the bill would continue for one year the Peace Officers' Memorial Account, a continuously appropriated fund, the bill would make an appropriation.

Appropriation: yes.

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

SECTION 1. 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 such peace officer described in this chapter, within 90 days following the date that he or she was first employed by any employing agency, shall, prior to the exercise of the powers of a peace officer, have satisfactorily completed the course of training as 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.

SEC. 2. Section 15000 of the Penal Code is amended to read:

15000. There is in state government the Peace Officers' Memorial Commission, hereinafter referred to as the commission, composed of nine members. Five of the members shall be appointed by the Governor, two shall be appointed by the Speaker of the Assembly, and two shall be appointed by the Senate Committee on Rules. The members of the commission shall elect a chairperson.

Members of the commission shall receive no compensation, but shall receive per diem and expenses while engaged in commission activities.

This section shall remain in effect only until January 1, 1989, and as of that date is repealed, unless a later enacted statute, which is chaptered before January 1, 1989, deletes or extends that date.

SEC. 3. Section 15002 of the Penal Code is amended to read:

15002. With respect to the design and construction of the memorial, the commission may do all of the following:

(a) Establish a schedule for the design, construction, and dedication of the memorial.

(b) Implement procedures to solicit designs for the memorial and devise a selection process for the choice of the final design.

(c) Select individuals or organizations to provide fundraising services and to construct the memorial.

(d) Review and monitor the design and construction of the memorial and establish a program for the dedication of the memorial.

(e) Report to the Legislature through the Senate Judiciary



Committee biannually on the progress of the memorial.

This section shall remain in effect only until January 1, 1989, and as of that date is repealed, unless a later enacted statute, which is chaptered before January 1, 1989, deletes or extends that date.

SEC. 4. Section 15004 of the Penal Code is amended to read:

15004. (a) The sum of twenty-five thousand dollars (\$25,000) is hereby appropriated from the General Fund to the commission as a loan for purposes of this part. The commission shall reimburse the amount of the appropriation, plus interest at the same rate of interest as that earned by moneys in the Pooled Money Investment Account during the term of the loan, from the first contributions received by the commission under this part.

(b) The Peace Officers' Memorial Account in the General Fund, hereinafter referred to as the account, is hereby established. All funds received by the commission under Sections 15001 and 15002, and subdivision (a) of this section shall be deposited in the account. Notwithstanding Section 13340 of the Government Code, the moneys in the account are hereby appropriated to the commission for purposes of this part without regard to fiscal years.

This section shall remain in effect only until January 1, 1989, and as of that date is repealed, unless a later enacted statute, which is chaptered before January 1, 1989, deletes or extends that date.

O

Assembly Bill No. 546

CHAPTER 971

An act to amend Section 13510 of, and to add Section 13525 to, the Penal Code, relating to crimes.

[Approved by Governor September 22, 1987. Filed with Secretary of State September 23, 1987.]

LEGISLATIVE COUNSEL'S DIGEST

AB 546, Condit. Local law officers: standards and training.

Existing law requires the Commission on Peace Officer Standards and Training to establish and enforce minimum standards relating to peace officer members of specified entities.

This bill would require the commission to additionally establish and enforce minimum standards relating to local public safety dispatchers, as defined.

Existing law provides for grants of state aid by the commission to local governments and districts from the Peace Officers' Training Fund.

This bill would provide that any governmental entity desiring to receive that state aid for the training of regularly employed and paid local public safety dispatchers shall include the request for that aid in its application to the commission for the aid.

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

SECTION 1. Section 13510 of the Penal Code is amended to read:  
13510. (a) For the purpose of raising the level of competence of local law enforcement officers, the commission shall adopt, and may, from time to time amend, rules establishing minimum standards relating to physical, mental, and moral fitness, which shall govern the recruitment of any city police officers, peace officer members of a county sheriff's office, marshals or deputy marshals of a municipal court, reserve officers as defined in subdivision (a) of Section 830.6, policemen of a district authorized by statute to maintain a police department, regularly employed and paid inspectors and investigators of a district attorney's office as defined in Section 830.1 who conduct criminal investigations, or peace officer members of a district, in any city, county, city and county, or district receiving state aid pursuant to this chapter, and shall adopt, and may, from time to time amend, rules establishing minimum standards for training of city police officers, peace officer members of county sheriff's offices, marshals or deputy marshals of a municipal court, reserve officers as defined in subdivision (a) of Section 830.6, policemen of a district authorized by statute to maintain a police department, regularly employed and paid inspectors and investigators of a district

attorney's office as defined in Section 830.1 who conduct criminal investigations, and peace officer members of a district which shall apply to those cities, counties, cities and counties, and districts receiving state aid pursuant to this chapter. All such rules shall be adopted and amended pursuant to Chapter 3.5 (commencing with Section 11340) of Part 1, of Division 3 of Title 2 of the Government Code.

(b) The commission shall conduct research concerning job-related educational standards and job-related selection standards, to include vision, hearing, physical ability, and emotional stability. Job-related standards which are supported by this research shall be adopted by the commission prior to January 1, 1985, and shall apply to those peace officer classes identified in subdivision (a). The commission shall consult with local entities during the conducting of related research into job-related selection standards.

(c) For the purpose of raising the level of competence of local public safety dispatchers, the commission shall adopt, and may, from time to time amend, rules establishing minimum standards relating to the recruitment and training of local public safety dispatchers having a primary responsibility for providing dispatching services for local law enforcement agencies described in subdivision (a), which standards shall apply to those cities, counties, cities and counties, and districts receiving state aid pursuant to this chapter. All such rules shall be adopted and amended pursuant to Chapter 3.5 (commencing with Section 11340) of Part 1, of Division 3, of Title 2 of the Government Code. As used in this section, "primary responsibility" refers to the performance of law enforcement dispatching duties for a minimum of 50 percent of the time worked within a pay period.

(d) Nothing in this section shall prohibit a local agency from establishing selection and training standards which exceed the minimum standards established by the commission.

SEC. 2. Section 13525 is added to the Penal Code, to read:

13525. Any city, county, city and county, or district which desires to receive state aid pursuant to this chapter for the training of regularly employed and paid local public safety dispatchers, as described in subdivision (c) of Section 13510, shall include that request for aid in its application to the commission pursuant to Sections 13522 and 13523.

Assembly Bill No. 1073

CHAPTER 705

An act to amend Section 11114 of, and to add Sections 11114.3 and 13519.1 to, the Penal Code, relating to law enforcement, and making an appropriation therefor.

[Approved by Governor September 17, 1987. Filed with Secretary of State September 18, 1987.]

LEGISLATIVE COUNSEL'S DIGEST

AB 1073, Stirling. Missing person reports.

(1) Existing law requires all local police and sheriffs' departments to accept any report, including any telephonic report, of a missing person, including runaways, without delay, and prescribes the requirements applicable to the handling of these reports.

This bill would require that local police and sheriffs' departments give priority to the handling of these reports. It also would authorize the California Highway Patrol to take a report of a missing person or runaway, and it would require the California Highway Patrol to immediately advise a person making a report of the name and telephone number of the police or sheriff's department having jurisdiction of the residence address of the missing person or runaway and of the name and telephone number of the police or sheriff's department having jurisdiction of the place where the person was last seen. The bill would also require the Department of the California Highway Patrol, by June 30, 1988, to develop, adopt, and implement a written policy for coordinating each of its divisions with the police and sheriffs' departments located within each division in taking, transmitting, and investigating reports of missing persons, including runaways, and it would require the department to report to the Legislature on or before June 30, 1989, regarding the described written policy.

(2) Existing law sets forth numerous training and certification programs that the Commission on Peace Officer Standards and Training is responsible to administer.

This bill would require the commission to implement by July 1, 1988, a course or courses of instruction, as specified, for the training of law enforcement officers and law enforcement dispatchers in the handling of missing person and runaway cases and to develop guidelines, as specified, for law enforcement response to missing person and runaway cases.

This bill would require the course of basic training for law enforcement officers and law enforcement dispatchers, not later than January 1, 1989, to include adequate instruction in the handling of missing person and runaway cases pursuant to this bill. This bill would require all law enforcement officers and law enforcement

dispatchers who have received their basic training before January 1, 1989, to participate in supplementary training on missing person and runaway cases, as prescribed and certified by the commission, and would require this training to be completed not later than January 1, 1991.

(3) The bill would appropriate \$50,000 from the Peace Officers' Training Fund to the Commission on Peace Officer Standards and Training for the purposes set forth under paragraph (2).

Appropriation: yes.

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

SECTION 1. Section 11114 of the Penal Code is amended to read:

11114. (a) All local police and sheriffs' departments shall accept any report, including any telephonic report, of a missing person, including runaways, without delay and shall give priority to the handling of these reports over the handling of reports relating to crimes involving property. In cases where the person making a report of a missing person or runaway, contacts, including by telephone, the California Highway Patrol, the California Highway Patrol may take the report, and shall immediately advise the person making the report of the name and telephone number of the police or sheriff's department having jurisdiction of the residence address of the missing person or runaway and of the name and telephone number of the police or sheriff's department having jurisdiction of the place where the person was last seen. In cases where the report is taken by a department other than that of the city or county of residence of the missing person or runaway, the department taking the report shall, without delay, notify, and forward a copy of the report when completed to, the police or sheriff's department or departments having jurisdiction of the residence address of the missing person or runaway and of the place where the person was last seen. The report shall be transmitted by the department, or division of the California Highway Patrol, which took the report to the State Department of Justice, in a format and according to procedures established by the State Department of Justice, which shall transmit the report to the National Crime Information Center Missing Person System, or, at the option of the local police or sheriff's department or the California Highway Patrol, the local police or sheriff's department or the California Highway Patrol may transmit the report directly to federal agencies. If the person reported missing is under 12 years of age, the local police or sheriff's department or the California Highway Patrol shall transmit the report to the National Crime Information Center Missing Person System within four hours after accepting the report. The police or sheriff's department or California Highway Patrol division having jurisdiction of the place in which the person reported missing was last seen may initiate the investigation of the location of the missing person,

irrespective of the area of jurisdiction of the department taking the report.

(b) When any person makes a report of a missing person to a police department, sheriff's department, district attorney's office, or other law enforcement authority, the person making the report shall give it in person or by mail on a form supplied by the Department of Justice authorizing the release of the dental records of the person reported missing and authorizing the release of a recent photograph of a person reported missing who is under 18 years of age. Included with the form shall be instructions which state that if the person reported missing is still missing 30 days after the report is made, the release form signed by a member of the family or next of kin of the missing person should be taken to the dentist or dentists of the missing person to obtain the release of the dental records and that dental records should be submitted within 10 days by the person to whom released to the police or sheriff's department or other law enforcement authority to which the missing person report was made. When the person reported missing has not been found within 30 days and no family or next of kin exists or can be located, the law enforcement authority may execute a written declaration, stating that an active investigation seeking the location of the missing person is being conducted, and that the dental records are necessary for the exclusive purpose of furthering the investigation. The written declaration, signed by a peace officer, is sufficient authority for the dentist or dentists to release the missing person's dental records.

(c) When a person reported missing has not been found within 45 days, the sheriff, chief of police, or other law enforcement authority initiating and conducting the investigation for the missing person shall confer with the coroner or medical examiner prior to the preparation of a missing person report. After conferring with the coroner or medical examiner, the sheriff, chief of police, or other law enforcement authority initiating and conducting the investigation for the missing person shall submit a missing person report and the dental records and photograph received pursuant to subdivision (b) to the Department of Justice on forms supplied by the department for that purpose.

(d) Notwithstanding subdivisions (b) and (c), the form provided under subdivision (b) shall state that if the person reported missing is under 18 years of age, the form should be taken to the dentist or dentists immediately when the law enforcement authority determines that the disappearance was under suspicious circumstances or when the law enforcement authority determines that the person missing is under 13 years of age and has been missing at least 14 days, and that dental records and a recent photograph of the missing juvenile should be submitted immediately thereafter to the law enforcement authority. Where authorized to execute a written declaration to obtain the release of dental records, the law enforcement authority may do so immediately when a person

reported missing who is under 18 years of age is determined by the authority to have disappeared under suspicious circumstances. In each case, the law enforcement authority should confer immediately with the coroner or medical examiners and should submit its report including the dental records within 24 hours thereafter to the Department of Justice.

(e) When a person reported missing has been found, the sheriff, chief of police, coroner or medical examiner, or other law enforcement authority shall report that information to the Department of Justice. After receiving that report, the department shall erase all records with respect to that person which are maintained pursuant to subdivision (f).

(f) The Department of Justice shall maintain a file of information concerning persons reported to it as missing and who have not been reported as found. The file shall contain the information referred to in subdivision (c) and any other information that the Department of Justice finds to be relevant to assisting in the location of a missing person.

The Department of Justice files shall be made available to law enforcement agencies attempting to locate missing persons. The department shall develop a system of cataloging missing person reports according to a variety of characteristics to facilitate locating particular categories of reports as needed.

The Department of Justice shall compile a missing children registry consisting of reports of missing juveniles as specified in subdivisions (a), (b), (c), and (d), and shall distribute a missing children bulletin on a quarterly basis to local law enforcement agencies and public schools throughout this state. The Department of Justice shall also make this information accessible to other parties involved in efforts to locate missing children as prescribed and to other parties as the department deems appropriate.

SEC. 2. Section 11114.3 is added to the Penal Code, to read:

11114.3. (a) The Legislature finds and declares that it is the duty of all law enforcement agencies to immediately assist any person who is attempting to make a report of a missing person or runaway.

(b) The Department of the California Highway Patrol shall, by June 30, 1988, develop, adopt, and implement a written policy for coordinating each of its divisions with the police and sheriffs' departments located within each division in taking, transmitting, and investigating reports of missing persons, including runaways.

(c) The Department of the California Highway Patrol shall report to the Legislature on or before June 30, 1989, regarding the experience under, and the effects of, subdivision (b).

SEC. 3. Section 13519.1 is added to the Penal Code, to read:

13519.1. (a) The commission shall implement by July 1, 1988, a course or courses of instruction for the training of law enforcement officers and law enforcement dispatchers in the handling of missing person and runaway cases and shall also develop guidelines for law

enforcement response to missing person and runaway cases. The course or courses of instruction and the guidelines shall include, but not be limited to, timeliness and priority of response, assisting persons who make missing person reports to contact the appropriate law enforcement agency in the jurisdiction of the residence address of the missing person or runaway and the appropriate law enforcement agency in the jurisdiction where the missing person or runaway was last seen, and coordinating law enforcement agencies for the purpose of efficiently and effectively taking and investigating missing person reports.

As used in this section, "law enforcement" includes any officers or employees of a local police or sheriff's office or of the California Highway Patrol.

(b) The course of basic training for law enforcement officers and law enforcement dispatchers shall, not later than January 1, 1989, include adequate instruction in the handling of missing person and runaway cases developed pursuant to subdivision (a).

(c) All law enforcement officers and law enforcement dispatchers who have received their basic training before January 1, 1989, shall participate in supplementary training on missing person and runaway cases, as prescribed and certified by the commission. The training required by this subdivision shall be completed not later than January 1, 1991.

SEC. 4. The sum of fifty thousand dollars (\$50,000) is hereby appropriated from the Peace Officers' Training Fund to the Commission on Peace Officer Standards and Training for purposes of Section 3 of this act.



Commission on Peace Officer Standards and Training  
Advisory Committee Meeting  
Concord Hilton Hotel - Baldwin Room  
November 4, 1987, 10 a.m.

AGENDA

Call to Order and Roll Call	Chair
Welcoming of New Member	Chair
Approval of Minutes of Previous Meeting	Chair
Announcements	Chair
Executive Director's Remarks	Staff
Recruitment Project Report	Staff
Advisory Committee Member Reports	Members
Commission Liaison Committee Remarks	Commissioners
Open Discussion	Members
Election of Officers	Chair
Adjournment	Chair

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

1601 ALHAMBRA BOULEVARD  
SACRAMENTO, CALIFORNIA 95816-7083

POST ADVISORY COMMITTEE MEETING  
Bahia Hotel, Bay Room  
San Diego, California  
July 22, 1987

MINUTESCALL TO ORDER

The meeting was called to order at 10 a.m. by Chairperson Carolyn Owens.

ROLL CALL OF ADVISORY COMMITTEE MEMBERS

ROLL WAS CALLED.

Present were: Carolyn Owens, Chairperson, Public Representative  
William Shinn, Vice-Chair, Peace Officers' Research Assoc. of  
California  
Don Brown, Calif. Organization of Police and Sheriffs  
Donald Forkus, Calif. Peace Officers' Assoc.  
Barbara Gardner, Women Peace Officers' Assoc. of California  
Derald Hunt, Calif. Assoc. of Administration of Justice Educators  
Joe McKeown, Calif. Academy Directors' Assoc.  
Jack Pearson, State Law Enforcement Management  
Michael Sadleir, Calif. Specialized Law Enforcement  
Floyd Tidwell, Calif. State Sheriffs' Assoc.  
Gary Wiley, Calif. Assoc. of Police Training Officers

Absent were: Ron Lowenberg, Calif. Police Chiefs' Assoc.  
Mimi Silbert, Public Member  
J. Winston Silva, Community Colleges

Commission Advisory Liaison Committee Members Present:

Commissioner Robert Wasserman, Commission Chair  
Commissioner Edward Maghakian, Committee Chair  
Commissioner Carm Grande  
Commissioner Alex Pantaleoni

POST Staff Present:

Norman Boehm, Executive Director  
Don Beauchamp, Assistant Executive Director  
Imogene Kauffman, Executive Secretary

## APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION - Hunt, second - McKeown, carried unanimously to approve the minutes of the April 22, 1987 Advisory Committee Meeting in Sacramento.

## PRESENTATION OF AWARD TO MEMBER JACK PEARSON

A plaque was presented to Jack Pearson in appreciation of his services on the Advisory Committee as the representative of PORAC from October 1976 to July 1983 and of State Law Enforcement Management from October 1984 to October 1987.

## EXECUTIVE DIRECTOR'S REMARKS

Norm Boehm responded to questions on issues covering the Commission Meeting Agenda for the July 23 meeting. Following the discussion, the Advisory Committee was thanked for their beneficial and productive input.

## ACCREDITATION ISSUES

Commission Chairman Wasserman reported that he had recently learned that the California Police Chiefs' Association has formulated a committee on accreditation that will be meeting in August. At that time the committee will consider the question of whether or not the law enforcement field wants POST to get into accreditation. It is expected that the Association's findings will be forwarded to the Commission at their meeting, so there was no action required from the Advisory Committee at this time.

Chairperson Owens stated that inasmuch as the accreditation issue was the last assignment from the Commission, it was requested that the Advisory Liaison Committee report this to the Commission and the fact that the Committee is seeking other assignments.

## ADVISORY COMMITTEE MEMBER REPORTS

Peace Officer Research Assoc. of Calif. - Bill Shinn reported that the reorganization at PORAC continues, and the selection of a new General Manager has been made. Annie King, former Assistant General Manager, will be the new General Manager.

Calif. Assoc. of Police Training Officers - Gary Wiley reported that the state-wide Training Managers Conference will be held October 21-23 in Palm Spring at the Canyon Country Club. The theme of the conference will be on physical fitness programs.

Calif. Organization of Police and Sheriffs - Don Brown reported that COPS was successful in getting A.B. 1393 introduced. This bill is to protect the confidentiality of home addresses of peace officers under P.C. 830.1, judges, etc. This is an urgency bill, and they are asking for as much support as possible.

Calif. Assoc. of Administration of Justice Educators - Derald Hunt reported that CAAJE's Core Curriculum Up-date Advisory Committee met on July 19 to

finalize a questionnaire which will go out to criminal justice educators, law enforcement practitioners, training managers, prosecutors and correctional officers. Each person surveyed will be asked to complete a 73-item checklist relative to changes in the past five years in the following areas:

1. Patrol procedures
2. Other field activities
3. Writing and communications
4. Investigation
5. Interpersonal relations and conflict mediation
6. Legal procedures
7. Detention.

Survey results will be used to update the core curriculum and several criminal justice elective courses in the Community College A.A. degree program. Course content of the new core curriculum will be finalized during a series of open discussions and workshops to be held at the CAAJE conference scheduled for April 21-23, 1988 in the San Francisco Airport area.

Calif. Academy Directors' Association - Joe McKeown reported that the academy directors met June 2 in Sacramento. They are working with the changes in the Basic Course which is an ongoing task. In the future they will be looking at the things being added by both the Legislature and the Commission, and things that must also be edited out. New officers were elected, and Leo Garfield of Los Madanos College is the new State Chairman.

Calif. State Sheriffs' Assoc. - Floyd Tidwell stated that one of the major issues of concern to the Sheriffs' Association is the issue of peace officer categories, as discussed earlier in the meeting. The funding and reimbursement for training is also an issue of concern as some smaller northern counties are having serious financial problems. Two counties are having trouble getting money to pay for the balance of salaries for trainees to go through the basic academy and may have trouble meeting training requirements.

Calif. Peace Officers' Assoc. - Don Forkus stated that CPOA is continuing to implement and refine the regionalization concept, and in the next year even more return and involvement at the regional level should be seen. The last CPOA conference was held in May at Universal Studio and was very successful. One significant event was the election of 4th Vice-President, Lieutenant Terri Bristol of the Santa Barbara County Sheriff's Department, the first female to be elected to an officer position as well as the first middle management officer to be elected. The next conference is scheduled in November in Newport Beach. CPOA is taking a hard look at its committee structure. Instead of four, there are presently two committees that have the particular charge of dealing with training.

#### COMMISSION LIAISON COMMITTEE REMARKS

Liaison Committee Chairman Maghakian, on behalf of the Commission, extended thanks to Jack Pearson for his many contributions to the Advisory Committee. He also stated that he had noted that the tasks assigned to the Advisory Committee had been brought to a conclusion. He expressed appreciation for an exciting meeting and for the input into the issues, and stated that the Commission will be depending more and more on the Advisory Committee in the future. He will relay to the Commission the Committee's request for more assignments.

ADJOURNMENT

There being no further business to come before the Advisory Committee, the meeting was adjourned at 12:15.



Imogene Kauffman  
Executive Secretary

M

October 28, 1987

Jan Duke, Senior Consultant  
Commission on P.O.S.T.  
1601 Alhambra Boulevard  
Sacramento, California 95816-7083

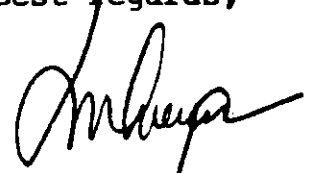
Dear Jan:

The initial Board of Directors Meeting of the Command College Alumni Association, held at the Torrance Police Facility on October 16, 1987, was extremely productive (Minutes are being finalized and will be distributed among the Board Members).

One decision made requires immediate notification to you for any appropriate follow-through on your part: It was decided that a "HANK KOEHN MEMORIAL AWARD" would be presented to "the most inspirational student" of each graduating class, commencing with Class #5, this January. We have selected both a perpetual plaque (to be displayed, perhaps, at P.O.S.T.) and an individual plaque (to be presented to the recipient during graduation ceremonies).

At this time, I would request your effort in causing the members of Class #5 to select their "most inspirational student" recipient (secret ballot, of course), and that you forward the un-opened ballots to me, ASAP. I will order the plaques and be prepared to make the presentation in January.

Best regards,



JIM WEYANT, PRESIDENT  
COMMAND COLLEGE ALUMNI ASSOCIATION.

NOV 10 1987

# Memorandum

: Command College Committee Members

Date : October 16, 1987

*Norm*Norman C. Boehm  
Executive DirectorFrom : **Commission on Peace Officer Standards and Training**

Subject: Command College Awards

The Commission has received a request from retired Chief of Police Roland Dart, representing the American Justice Institute, to approve an award in the form of a plaque and an honorarium of \$250.00 to be given to the outstanding graduating student of each Command College class.

At the April 1987 Commission meeting, Roland Dart made a presentation on the subject of the award. After discussion, the Commission passed a motion to refer the proposal from the American Justice Institute for awards to Command College students to a committee for further study and development of a policy concerning outside presenter awards.

Since its inception, the only award to Command College graduates is a diploma that is bronzed and mounted on a wooden plaque. Outstanding students are awarded a similar plaque recognizing their accomplishment.

The Command College students' commitment and completion of the difficult and strenuous two-year graduate level program are certainly worthy of recognition. A significant concern to consider is awards to the few when many have done well is sometimes difficult to manage. Attempting to distinguish between types of awards and approved presenters would cause additional staff time when students are not overly concerned with such recognition. The major desire of Command College graduates is formal university accreditation and POST's continuing recognition of their efforts. Both of these issues are major concerns of staff and are being worked on.

If an awards system is approved for outstanding students, a formal selection process should be designed. This should include an evaluation of the presenter. Awards should be in the form of a trophy, plaque, silver tray, or a certificate of recognition. Cash awards should not be considered as this provides a greater obligation than necessary towards the presenter. At graduation all awards should be given by a commissioner, executive director, or a member of staff. Since attendance at the graduation ceremony is usually full, additional recognition of the presenter, by being on stage, could conceivably be frowned upon by persons only interested in attending the event.

To establish Commission policy governing Command College awards from outside presenters, two proposals are provided:

Policy suggestion one:

- No awards be allowed from outside entities because of the effort required to administer such a program. Awarding a few when many of the students have been equally committed and have made a major contribution to law enforcement through their research project would not provide uniform recognition.

Policy suggestion two:

- Allow awards subject to the development of enabling policies relating to acceptable presenters, acceptable types of awards, and approved procedures to be used in the actual presentation.

Our recommendation would be to express profound appreciation for the gracious offer of American Justice Institute. Explain that until such time as a POST foundation might be established, the Commission respectfully refers offers of contributions to other worthwhile causes or projects. The Commission feels it best not to establish formal ancillary recognition programs for any groups at this time.



POST COMMISSION POLICY

B. COMMISSION

B7. Advisory Committee, Service and Appointment of Members

- a) Members are appointed by the full Commission.
  - (1) Members representing an association or agency are nominated by the association or agency. Associations or agencies shall nominate a minimum of three (3) individuals in priority order. The Commission will appoint an individual from the nominees.
  - (2) The public members are nominated by members of the Commission. If more than one nomination exists for an opening, the Chairman of the Commission shall poll the Commissioners to determine the nominee.
- b) Members always serve at the pleasure of the Commission, with a normal term for members being three years.
- c) The appointment cycle of members is on a September-to-September basis, in conformance with Commission Appointments, with staggered terms.
- d) The Advisory Committee Chairman and Vice-Chairman are elected by their fellow members at the last scheduled meeting of each calendar year.
- e) A member's unexcused absence from two consecutive regularly scheduled meetings shall result in formal review by the Commission of the member's status for consideration of removal from the Advisory Committee.
- f) A member's service shall, where appropriate, be reviewed annually by the Commission with the association or group represented.
- g) Members are not allowed to send alternates to represent them at meetings.

(continued)

POST COMMISSION POLICY

B. COMMISSION

B7. Advisory Committee, Service and Appointment of Members  
(continued)

- h) The Advisory Committee shall schedule as far in advance as practical at least four meetings annually, any one or more of which may be canceled if deemed not necessary by the Chairman. One of the four scheduled meetings shall be with the Commission or its representatives, preferably at or near the site of the Commission meeting and the day before.
- i) The Chairman of the Advisory Committee shall attend Commission meetings and serve as spokesman for the Advisory Committee.

Commission Meeting  
(Also see 10-25-79)

1-27-83



# California State Sheriffs' Association



Organization founded by the Sheriffs in 1894

TELEPHONE (916) 448-4242  
2125 - 19TH STREET, SUITE 103 • P.O. BOX 160168 • SACRAMENTO, CALIFORNIA 95816-0168

President  
**FLOYD TIDWELL**  
Sheriff  
San Bernardino County

September 28, 1987

1st Vice President  
**SHERMAN BLOCK**  
Sheriff  
Los Angeles County

Chief Robert Wasserman  
POST Commission Chairman  
1601 Alhambra Boulevard  
Sacramento, CA 95816-7083

2nd Vice President  
**DON DORSEY**  
Sheriff  
Inyo County

Sergeant at Arms  
**RICHARD K. RAINEY**  
Sheriff  
Carpenter County

Dear Chief Wasserman:

Secretary  
**RICHARD F. PACILEO**  
Sheriff  
El Dorado County

At the September 17 & 18, 1987 Executive Board Meeting of California State Sheriffs' Association, your letter requesting submission of the name of a Sheriff to be considered for appointment to the POST Advisory Committee was considered.

Treasurer  
**ALBERT CARDOZA**  
Sheriff  
Solano County

The Executive Board voted to submit the name of Sheriff Cois Byrd, Riverside County, as our representative on the POST Advisory Committee.

Recurrence Director  
**SUE MUNCY**

Thank you for your consideration in this matter, and we look forward to Sheriff Byrd's appointment to the POST Advisory Committee.

Sincerely,

Floyd Tidwell, President  
Sheriff, San Bernardino County