

July 17, 1980, 10 a.m. to 5 p.m.
Hanalei Hotel - Pacific Ballroom
2270 Hotel Circle N.
San Diego, California

July 18, 9 a.m. to Noon (If required)

AGENDA

CALL TO ORDER

ROLL CALL OF COMMISSION MEMBERS

A. INTRODUCTIONS and ACKNOWLEDGEMENTS

1. Introduction of the POST Advisory Committee Members

The POST Advisory Committee is appointed by and serves at the pleasure of the POST Commission in assignments established by the Commission. The Committee represents a variety of backgrounds including law enforcement, education and training, and citizen participation and has been meeting four times a year to be updated on POST activities. The Committee may suggest possible assignments, but undertakes no specific projects without instruction from the Commission.

The Chairman of the Advisory Committee sits with the Commission at each regular Commission meeting. In addition, a joint meeting of the Commission and the entire Advisory Committee is scheduled annually. Later in this agenda the joint meeting will be formally called into session; however, it is appropriate that members of the Advisory Committee be introduced as part of the Introductions and Acknowledgements section. A roster showing the names of the Committee members, their association affiliation, and the length of their term is included under Tab A.

B. KAY HOLLOWAY MEMORIAL PRESENTATION

Having acted to establish the Kay Holloway Memorial Fund in conjunction with California State University, Long Beach, the Commission asked that a special presentation in memoriam of Commission Chairman Kay Holloway be conducted first off at this meeting. Time is provided at this point in the agenda to present the Kay Good Holloway family with certain memorial awards. These will be placed in the Holloway Memoriam at the California State University, Long Beach. Members of the family have been invited to attend the meeting. A member of the California State University, Long Beach, will be in attendance to accept the awards from the family.

C. APPROVAL OF MINUTES

1. Regular Commission Meeting of April 24, 1980, at Howard Johnson's Motor Lodge, Sacramento
2. Special Commission Meeting of June 19, 1980, held at the Hyatt House Hotel at the Los Angeles International Airport

D. CONSENT CALENDAR

1. Receiving Course Certification/Modification/Decertification Report

Since the April meeting, there have been 28 new certifications, 13 modifications, and 6 decertifications.

In approving the Consent Calendar, your Honorable Commission takes official note of the report.

2. Accepting New Entries Into the POST Specialized Certification Program

a. Los Angeles County Housing Authority

The Los Angeles County Housing Authority Board of Commissioners has requested entry into the Specialized Program and stated its intentions to comply with POST standards for its Department of Police and Safety. Patrol officer personnel of this agency are designated as peace officers in the California Penal Code and perform patrol and investigative duties with the Housing Authority. This class of agency has been previously approved by the Commission for participation in the Certification Program. The agency was inspected by POST staff members and it has been determined that the agency meets POST minimum selection and training standards.

In approving the Consent Calendar, your Honorable Commission acknowledges the Department of Police and Safety of the Los Angeles County Housing Authority entry into the POST Specialized Program.

b. Lake County District Attorney Investigators

The Lake County District Attorney Investigators have requested entry into the POST Specialized Program and the Board of Supervisors of Lake County has passed Resolution No. 79-244 which states its intention to comply with POST standards. An inspection has been completed by POST staff which determined they comply with POST Regulations in the area of training and selection. The District Attorney Investigators represent a category previously approved by the Commission. The

District Attorney has been notified of the acceptance into the program.

In approving the consent calendar, your Honorable Commission acknowledges the Lake County District Attorney Investigators entry into the POST Specialized Program

c. Department of Justice, Medi-Cal Fraud Unit

The Attorney General has requested that the Medi-Cal Fraud Unit be admitted into the POST Specialized Program and has indicated in his letter of intent that the Unit and its personnel will comply with POST standards.

An inspection has been completed by POST staff to determine conformance with Commission policy. All personnel appear to meet minimum selection and training standards. Any minor deficiencies will be corrected by June 30, 1981.

The DOJ investigators are currently in the POST Specialized Program. The Medi-Cal Fraud Unit will be an additional unit within the DOJ category.

In approving the consent calendar, your Honorable Commission acknowledges the DOJ, Medi-Cal Fraud Unit entry into the POST Specialized Program.

3. Concurring in Executive Director Appointment to CPOA Executive Committee

At its May meeting, the California Peace Officers' Association (CPOA) acted to amend its bylaws to include the POST Executive Director as a member of CPOA's Executive Committee. Members of the Commission have previously been made aware that this action was being taken. There is value in POST coordinating with CPOA at the Executive Committee level in much the same fashion that POST is represented on a variety of CPOA working committees.

In adopting the consent calendar, your Honorable Commission concurs in the appointment.

4. Affirming Policy Statements for Commission Policy Manual

Consistent with Commission instructions, statements of policy at previous Commission meetings are brought back for affirmation by the Commission at a subsequent meeting. This agenda item covers those policy statements made at the January 17 and April 24, 1980, meetings (with the exception of what constitutes a quorum of the Commission). The quorum issue is brought back as a separate agenda item not on the Consent Calendar.

The staff report and complete policy statements are shown under Tab (D. 4.) covering the following subject areas:

- a. Analytical Review Process for contracts (which may include but is not limited to the highly formal RFP process).

- b. Commission meeting sites.
- c. Tuition charges for nonreimbursable students.
- d. Specialized Program eligibility.

In approving the Consent Calendar, your Honorable Commission affirms the statements of policy as indicated.

5. Reappointing Advisory Committee Members

The reappointment of two members of the Advisory Committee is placed on the Consent Calendar;

- a. Wayne C. Caldwell, representing State Specialized Law Enforcement and California Employees' Association
- b. George P. Tielsch, representing California Police Chiefs' Association

having been renominated by their respective constituencies for three-year terms on the Advisory Committee.

In approving the Consent Calendar, your Honorable Commission appoints Wayne C. Caldwell to a term ending September 1983 and George P. Tielsch to a term ending September 1983.

6. Receiving Report of Contracts Included in F. Y. 1979/80

As an information item and Commission policy, a summary of all contract activity in which POST has been engaged during the past fiscal year is included under the appropriate tab. Those contracts which have been in excess of \$5,000 have been before the Commission earlier for approval. All administrative contracts under \$5,000 are also shown in the report.

In adopting the Consent Calendar, your Honorable Commission acknowledges that the report has been received.

7. Receiving Report of Staff Activities in Professional Organizations

At its July 26, 1979 meeting, the Commission requested "that a policy is to be set which would require the Executive Director to report to the Commission annually on the memberships and activities of POST staff in professional organizations". In line with this, a brief staff report has been prepared indicating aggregate figures for staff activities in organizations and memberships in organizations. The Commission is aware that involvement by staff in various associations and groups is for the purpose of promoting the mission of POST and an effort has been made to pursue POST's purposes as appropriate.

In approving the Consent Calendar, the Commission indicates that it has received the report.

Consent Calendar - cont.

8. Granting Executive Director Contract Renewal Authority for Programmer and General Services Key Board Entry Assistance

Members of the Commission will recall that the POST Computer Implementation Program was to be phased in over a period of approximately three years. Contracts would be approved in one year increments. Present contracts for programmer and General Services key board entry assistance are slated to end in August of 1980.

In approving the Consent Calendar, your Honorable Commission authorizes the Executive Director to enter into necessary contracts to continue with the computer implementation in a total amount not to exceed \$100,000 for a 12-month period beginning August 1, 1980. As in the past, the funds will be from the Aid to Local Government Budget.

E. RECOMMENDATION ON TECHNICAL AND PROCEDURAL CORRECTIONS TO THE COMMISSIONS' RULES OF ORDER AND PROCEDURE

A number of technical and procedural modifications to the Commissions' rules of order and procedure are recommended. These modifications are indicated by strike overs and underlined additions. The recommendations range from bringing the Rules into harmony with the Penal Code relative to what constitutes a quorum, to corrections of printing errors, to matters of who enforces order at Commission meetings. The entire Rules Section is included under the tab for general reference and familiarity purposes. Only those portions referred to in the staff report and specifically marked are intended to be modified.

F. FINANCIAL REPORT FOR F. Y. 1979/80

The Financial Report for F. Y. 1979/80 will be prepared and submitted as part of the agenda. A brief verbal report at the meeting is also planned.

G. RECOMMENDATION TO AUTHORIZE STAFF TO REQUEST AN AUGMENTATION OF THE 1980/81 AID TO LOCAL GOVERNMENT BUDGET FROM UNAPPROPRIATED POTF RESERVES

Consistent with earlier comments by both the members of the Commission and the Commission's Budget Committee, staff respectfully recommends that authorization be given for the Executive Director to pursue a request for augmentation of the 1980/81 Aid to Local Government Budget from unappropriated Peace Officer Training Fund Reserves. This authorization would take the form of legislation and require the finding of a sponsor. As reported separately, POST has received a written confirmation that the

Augmentation Request - cont.

Department of Finance will not oppose such a step. At the beginning of the 1980/81 fiscal year, POST will have approximately \$4,000,000 in unappropriated reserves. This money should be viewed as a "one time" increment and not as an additional amount available each year. POST still has long-term additional revenue needs. We note that at this point the need for mechanical controls, such as the 30% PLUS formula, will continue to be necessary in the foreseeable future.

This authorization will permit staff to pursue bringing the POTF reserve down to approximately a six-month operating budget level.

H. SUPERVISORY AND MANAGEMENT COURSE ATTENDANCE ELIGIBILITY

Staff is recommending a clarification of policy with regard to who may appropriately attend the Management and Supervisory Courses. Present Commission policy provides that supervisory (traditionally sergeants) and managers (traditionally lieutenants and captains) are mandated to attend the Supervisory and Management Courses respectively. The policy in effect now also allows other ranks to attend the Supervisory and Management Courses if they can demonstrate to POST that the positions indeed are primarily management or supervisory in nature.

In order to accommodate the needs of local law enforcement to have some personnel below the traditional supervisory and managerial ranks trained, staff is recommending that those personnel be allowed to attend the Supervisory and Management Courses on a Plan IV rather than a Plan II basis. This means that the standing policy of a Plan II reimbursement for those mandated and required to attend Supervisory and Management Courses stands, and that special agency needs outside of existing policy be accommodated by permitting attendance at Supervisory and Management Courses on a different reimbursement basis (Plan IV rather than Plan II).

Supervisory and Management Certificates would not be given Plan IV attendees unless they later on met the requirements of having a year's experience in their new capacity behind them. Reimbursement for Plan IV trainees would be immediate, and graduates later being appointed to supervisory or management positions would have no retroactive claim on salary. The Commission is aware that reimbursement for regular trainees in Supervisory and Management Courses under Plan II is not paid until after they are actually into the positions.

It is further recommended that the above recommendations and related matters, such as modification of the definitions and Regulations, be the subject of a public hearing at the October 1980 Commission meeting.

I. RECOMMENDATION ON READING AND WRITING TEST PUBLICATION AND RELATED SERVICES

POST has developed objective reading and writing tests which are designed and have been validated to test actual ability to read and write. These tests should be ready for publication prior to the Commission's October meeting. There are a number of issues attendant to publication and distribution of the reading and writing tests that the Commission would want to be aware of. These issues include the following:

- a. What is the most desirable method of making the tests available (POST-direct, through Cooperative Personnel Services, open accessibility, or other)?
- b. Should the test be mandated or simply offered as a standard?

Interwoven in the questions are issues of test integrity, ability to monitor test progress, potential for challenges and defense in court, incidence of costs, free market issues, among other matters. In the next three months, staff will be processing these questions and preparing to distribute the examination.

Because promulgation of these tests is bound to have policy overtones and practical implications, the Chairman may wish to appoint a committee or name an existing committee to serve in a policy review capacity. In the absence of an ad hoc committee, staff would proceed as indicated when the tests are ready.

J. RESERVE CERTIFICATE ELIGIBILITY

Current policy provides that POST may issue Reserve Officer Certificates to reserve officers hired prior to January 1, 1979, who have not completed a Level I reserve academy but have passed a reserve certification examination or whose department head will attest that the applicant has had 200 hours of classroom training prior to January 1, 1979.

In order to close out pending files, we propose to eliminate this type of certificate issuance as of January 1, 1981, unless the reserve officers have attended a certified Level I course or a certified regular basic course. The recommendation is to instruct staff to notify each department that they have through December 31, 1981, to apply for certificates for those presently appointed reserve officers to whom this policy applies.

K. POLICY EXCEPTION REGARDING CERTIFICATIONS FOR THE DEPARTMENT OF PARKS AND RECREATION

The California Department of Parks and Recreation (DPR) has requested that all peace officers of their Department who were hired prior to April 19, 1979, be exempt from the Commission's policy of taking a Specialized Officer's Basic Course Equivalency Examination. DPR requested entry into the POST Specialized Program in August, 1977.

Department of Parks and Recreation - cont.

At that time, a Commission moratorium on accepting new specialized agencies into the program was in effect. Prior to and during the moratorium period, when DPR's request for entry was pending, DPR took steps to bring the staff of their agency up to the training requirement at that time through their 200-hour Basic Course. The moratorium ended October 1978.

When the Department of Parks and Recreation was formally admitted into the POST Specialized Program in April 1979, the Basic Course requirement had been increased to 400 hours. (This increase from 200 to 400 hours took effect on July 1, 1978.) Moreover, effective January 1, 1979, a regulation change required that those persons, who entered the Specialized Program from that day forward without meeting the new 400-hour basic training standard, must successfully pass the Basic Course Equivalency Examination.

The DPR acted in good faith by training personnel in the 200-hour Basic Course during the moratorium period. Again, their request is that all officers hired prior to April 19, 1979, not be required to take the B.C.E.E. in order to be eligible for the Specialized Certificates. Equity seems to weigh in favor of DPR's request.

It is staff's intent to review the certification policy and requirements in the future for a possible report to the Commission. In the meantime, a number of minor findings based on equity and priority may need to be made. In the interim, staff is suggesting that the Commission adopt a policy wherein:

Based on reasonable and equitable needs, the Executive Director shall have the authority to exercise discretionary judgment in the interpretation of Commission policy on matters relating to the issuance of POST certificates as it affects training requirements.

Informational reports to the Commission on such interpretations would normally be part of the Administrative Progress Report.

L. BASIC COURSE - EVALUATING FOR EDUCATION AND TRAINING POINTS

Current procedure permits an applicant who has acquired education points (college units) for his or her basic training to use either the education points or the training points, but not a combination of both, when applying for a higher professional certificate.

Staff is recommending modification of Commission Procedure F-1-4(d) to permit an agency to apportion basic training between education and training points.

M. LEGISLATIVE REVIEW COMMITTEE REPORT

A number of bills affecting POST are at various stages of processing through the Legislature. This spot is provided on the agenda to provide opportunity for legislative review on the status of bills along with recommendations for the Commission to oppose, support, or watch pertinent legislation. A report and analysis on new or key changes in legislation which might affect the Commission's position is included in the agenda packet under the appropriate tab.

N. JOINT MEETING WITH THE ADVISORY COMMITTEE

This is the time provided for a joint meeting with the Advisory Committee. The Committee will have been present in a nonparticipating capacity during the earlier hours of the Commission meeting and will have had an informal scheduled luncheon with the Commission. Commission-Committee discussion is now scheduled in the context of a joint, formal meeting. Included in the packet are the rules established by the Commission for the Committee's activities. The Committee will be interested in discussing how it might serve any specific Commission needs and discuss other matters of mutual interest.

O. OLD/NEW BUSINESSP. PROPOSED DATES OF FUTURE MEETINGS

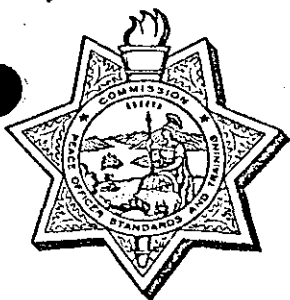
October 16-17, 1980, Sacramento Inn, Sacramento
January 29-30, 1981, San Diego Hilton, San Diego
April 16-17, 1981, Northern California
July 16-17, 1981, Southern California

Q. ADJOURNMENT

EDMUND G. BROWN JR.
GOVERNOR

STATE OF CALIFORNIA

Department of Justice

GEORGE DEUKMEJIAN
ATTORNEY GENERAL

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

7100 BOWLING DRIVE, SUITE 250
SACRAMENTO, CALIFORNIA 9582314 Members
ROSTER OF ADVISORY COMMITTEE MEMBERS
(3 Year Appointments)

1980

	<u>Term Expires</u>
<u>Chairman</u>	
WASSERMAN, Robert California Peace Officers' Association (CPOA)	10/1982
Chief of Police Fremont Police Department 39710 Civic Center Drive Fremont, CA 94538 (415) 791-4473	
<u>Vice Chairman</u>	
CALDWELL, Wayne C. Specialized Law Enforcement	9/1980
121 Lloyd Way Auburn, CA 95603 (916) 885-6739	
<u>Members</u>	
AYRES, Barbara Women Peace Officer's Association (WPOA)	10/1982
Captain Orange County Sheriff's Office 550 N. Flower Street Santa Ana, CA 92702 (714) 834-3000	
COOMBS, Dr. Robert Public	9/1981
Professor of Biobehavioral Sciences and Assistant Director for Research at the Neuropsychiatric Institute at U.C.L.A. 1612 Hobart Drive Camarillo, CA 93010 (805) 484-3661 Ext. 2379	
ELLINGWOOD, Herbert E. Public	9/1981
Attorney at Law 812 Jay Street Sacramento, CA 95814 (916) 447-6571	
GONZALES, Michael California Association of Police Training Officers (CAPTO)	10/1982
Sergeant Montebello Police Department 1600 W. Beverly Blvd. Montebello, CA 90640 (213) 722-3600	

		<u>Term Expires</u>
MC KEOWN, Joseph P. California Academy Directors' Association (CADA)	Director Contra Costa Criminal Justice Training Center Los Medanos College 2700 East Leland Road Pittsburg, CA 94565 (415) 439-2181	1/1983
MEESE, Edwin III Public	Attorney at Law 10911 Sunray Place La Mesa, CA 92041 (714) 461-0331	10/1982
PACILEO, Richard California State Sheriffs' Association (CSSA)	Sheriff, El Dorado County 300 Fair Lane Placerville, CA 95667 (916) 626-2211	10/1981
PANTALEONI, C. Alex California Association of Administration of Justice Educators (CAAJE)	Rio Hondo College 3600 Workman Mill Road Whittier, CA 90601 (213) 692-0921 Ext. 221	10/1982
PEARSON, Jack Peace Officers' Research Association of California (PORAC)	Lieutenant San Diego Police Department 666 West Market Street San Diego, CA 92101 (714) 239-1283	10/1982
SILVA, J. Winston Community Colleges	Supervisor, Criminal Justice Education and Training California Community Colleges 1238 S Street Sacramento, CA 95814 (916) 445-0486	9/1981
TIELSCH, George P. California Police Chiefs' Association	Chief of Police Anaheim Police Department P.O. Box 3369 Anaheim, CA 92803 (714) 533-5515	9/1980
WATKINS, Larry A. California Highway Patrol	Commander, Training Division California Highway Patrol 2555 First Avenue Sacramento, CA 95818 (916) 445-9236	9/1981

State of California
Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

MINUTES

April 24, 1980
Howard Johnson's Motor Lodge
Sacramento, California

The meeting was called to order at 10 a. m. by Acting Chairman Trives.
A quorum was present.

Commissioners Present:

Nathaniel Trives	- Acting Chairman
Al Angele	- Commissioner
Robert Edmonds	- Commissioner
Brad Gates	- Commissioner (Submitted resignation and departed at 4 p. m.)
Jacob Jackson	- Commissioner
William Kolender	- Commissioner
Jay Rodriguez	- Commissioner
John Van de Kamp	- Commissioner (Arrived at Noon)
Robert Vernon	- Commissioner
Joe Williams	- Commissioner
Michael Franchetti	- Chief Deputy Attorney General Representing the Attorney General

Staff Present:

Norman Boehm	- Executive Director
Dave Allan	- Chief, Internal Support
Ronald Allen	- Chief, Executive Office
Jim Brown	- Consultant, Operations Division
Beverly Clemons	- Analyst, Internal Support Bureau
Gene De Crona	- Consultant, Operations Division
Glen Fine	- Bureau Chief, Southern Division, S & T
Bradley Koch	- Deputy Director, Operations Division
Jim Phillips	- Admin. Services Officer, Staff Services Bureau
Gerald Townsend	- Deputy Director, Administration Division
Brooks Wilson	- Bureau Chief, Program Services Bureau
Imogene Kauffman	- Executive Secretary

Visitors:

Fred Allen	- Butte Center
Lonnie Beard	- Sacramento County Sheriff's Department
Saundra Brown	- Assembly Criminal Justice Committee

Visitors - cont.

Ben Clark	- Sheriff, Riverside County
Chuck Conoway	- Orange County Sheriff's Department
Leslie A. Clark	- Sacramento Training Center
Emily Elliott	- San Jose State University
Marvin L. Eslinger	- Foundation for Continuing Education on Corrections
Izzy Flores	- Yuba City Police Department
Raymond Forsyth	- Visalia Police Department
John Fries	- Fresno Police Department
Howard T. Garrigan	- Alameda County Sheriff's Department
John Gruber	- Chapman College
L. O. Giuffrida	- California Specialized Training Institute
Al Gutierrez	- Kern County Sheriff's Department
Dave Hall	- San Diego Police Department
M. L. Hickerson	- Alameda County Sheriff's Department
H. B. Hoover	- DOJ Training Center
Stanley Kim	- San Francisco Sheriff's Department
Richard Klapp	- San Francisco Police Department
Robert Kristic	- Redwood Center
Marv Lewis	- San Jose Police Department
Sam Lowery	- Riverside County Sheriff's Department
Richard Lucero	- P. O. R. A. C.
Bill McCord	- Vacaville Police Department
Joe McKeown	- Contra Costa Criminal Justice Training Center
Gerald Martin	- Compton Police Department
R. Mehall	- Burbank Police Department
Holly Melcherson	- Vacaville Police Department
Walter Mendoza	- DOJ
Don Meyers	- DOJ Training Center
Cornelius Murphy	- San Francisco Police Department
William Musladin	- Chapman College
Roger Neuman	- San Luis Obispo Police Department
Michael O'Kane	- Sacramento Police Department
Norm Phillips	- South Gate Police Department
Phillip L. Pounders	- San Bernardino Sheriff's Department
Nels Rasmussen	- Department of Finance
Jerry Reese	- Redondo Beach Police Department
Vern Renner	- San Jose Criminal Justice Resource System
John Serpa	- Tuolumne County Sheriff's Department
R. Schmidt	- Burbank Police Department
Hal Snow	- California Peace Officers' Association
Fred Villella	- California Specialized Training Institute
John Wells	- San Mateo County Sheriff's Department
Robbie Waters	- Sacramento Police Department
Terry White	- San Francisco Sheriff's Department
Shelby Worley	- Riverside County Sheriff's Department
David Yancey	- Sacramento Police Department

State of California
Department of Justice

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Glen Fine	- Bureau Chief, Southern Division, S & T
Bradley Koch	- Deputy Director, Operations Division
Jim Phillips	- Admin. Services Officer, Staff Services Bureau
Gerald Townsend	- Deputy Director, Administration Division
Brooks Wilson	- Bureau Chief, Program Services Bureau
Imogene Kauffman	- Executive Secretary

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Lonnie Beard	- Sacramento County Sheriff's Department
Sandra Brown	- Assembly Criminal Justice Committee

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Vern Renner	- San Jose Criminal Justice Resource System
John Serpa	- Tuolumne County Sheriff's Department
R. Schmidt	- Burbank Police Department
Hal Snow	- California Peace Officers' Association
Fred Villella	- California Specialized Training Institute
John Wells	- San Mateo County Sheriff's Department
Robbie Waters	- Sacramento Police Department
Terry White	- San Francisco Sheriff's Department
Shelby Worley	- Riverside County Sheriff's Department
David Yancey	- Sacramento Police Department

*Apr. 1980*A. INTRODUCTIONSB. APPROVAL OF MINUTES: January 17, 1980, Commission Meeting at the San Diego Hilton, San Diego, California

MOTION - Gates, second - Jackson, carried unanimously for approval of the January 17, 1980, Commission meeting minutes.

C. ELECTION OF OFFICERS

MOTION - Gates, second Jackson, carried unanimously for the nomination of Nathaniel Trives to serve as Commission Chairman for a term to expire in April 1981.

MOTION - Edmonds, second - Gates, carried unanimously for the nomination of Jay Rodriguez to serve as Commission Vice-Chairman for a term to expire in April 1981.

D. PUBLIC REVIEW OF BASIC COURSE FIXED REIMBURSEMENT

Commissioner Jackson, Chairman of the Future Basic Training Committee, made the following statement:

"The Future Basic Training Committee met April 17, 1980, in order to brief the four new members on the background of the Committee and the evolution of the recommendations.

"After considering the uncertain financial picture with the possibility of Proposition 9 passing, and the flexible POST salary reimbursement rate, the Committee feels that it would be wise to act only after a thorough review and analysis of the underlying purposes of the proposal in the light of present circumstances. This could include examination of local views.

"The Committee recommends action on this be withheld, and that staff be instructed to process this issue through seminars or other means which will result in local input and subsequent analysis, possibly as part of the development of the POST Resource Management System. The Committee will subsequently report back at a future Commission meeting."

MOTION - Jackson, second - Rodriguez, carried unanimously that the Commission accept the recommendation of the Future Basic Training Committee.

E. CONSENT CALENDAR

MOTION - Jackson, second - Williams, carried unanimously for approval of the following items presented on the Consent Calendar:

1. Course Certification/Modification/Decertification Report (Attachment "A" of these minutes)
2. Southern California Rapid Transit District Entry Into the POST Specialized Training Program.
3. POST Resource Management System Progress - Needs Assessment Process
4. Management Course Contract Increase.
5. Correspondence.

F. FINANCIAL REPORT - Third Quarter 1979-80 Fiscal Year

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

G. ALTERNATE BUDGET PROPOSAL REPORT

The Executive Director stated that as previously reported to the Commission, the Governor had asked State Departments to submit alternate budgets showing a 30% reduction. Staff had identified 30% reductions in both the Administrative and Aid to Local Government Budgets that would permit continuation of mandated courses but eliminate many staff services, course offerings, and contracts. POST has not been advised of any specific amounts that might be cut from the POST budget in the event of passage of Proposition 9. The Executive Director noted that POST should view any actual impounding of funds on the part of the State as a potential threat to the independence of the Peace Officer Training Fund. Staff is in the state of vigilance and will advise the Commission of any such action on the part of the State.

Commissioner Gates recommended that the Commission send a letter from the Chairman to the Governor indicating that the Commission will not stand for any use of POST money for other than those uses authorized by law. POST should be on record and take a very strong stand and indicate very early that we intend to fight for all the dollars that are put into the Peace Officer Training Fund by law.

Alternate Budget Proposal Report

MOTION - Gates, second - Angele, carried unanimously that the above-mentioned letter be sent to the Governor over the Chairman's signature and forwarded as soon as possible.

H. A REVIEW OF THE POST TRAINING PROGRAM

A review of the POST training program was presented as an information item and included a statement of the review and analysis the program would receive in the future. There was concurrence that as policy direction staff will continue the review of the POST training program.

I. 1980-81 REIMBURSEMENT PROPOSAL

MOTION - Edmonds, second - Gates, carried unanimously for adoption of the following reimbursement formula for F. Y. 1980/81:

1. Continuation of "100% out-of-pocket" costs for travel, per diem and tuition (in accordance with Board of Control and Commission maximums.)
2. Salary reimbursement (where authorized by the appropriate plan) at the "30% PLUS" formula. This provides initial payments of 30% of salary on a quarterly basis and allows all unexpended funds to be pro-rated at the end of the fiscal year.

Further, that staff be instructed to update the Commission at the January 1981 meeting on the reimbursement rates, and that the Commission evaluate at that time whether the rate should stay at "30% PLUS".

During discussion, Commissioner Gates offered the following two considerations:

1. It would be wise to consider establishing a sphere of influence where departments could get training and yet establish control on the distance they could travel for training. If they want to go beyond that sphere, they would have to pay their own way.
2. Establishing lodging assignments by two to a room, thereby establishing a cost saving.

J. CALIFORNIA SPECIALIZED TRAINING INSTITUTE (CSTI)

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Commissioner Vernon questioned if reimbursement can be made ex post facto; the "No" answer indicated there would be a favorable financial impact. He further stated that if POST required driver training be included in the basic academy prior to getting a POST certificate, then there will be a financial gain for POST as non-affiliated students will pay for their training out of their own pocket. Commissioner Gates recommended that the Commission be in favor of trainees receiving the total program and that no further motion be made. No further action was taken.

M. TUITION GUIDELINES - RATES OF PAY

(The record reflects that Commissioner Vernon abstained from discussion or voting on this agenda item.)

There was consensus that the staff recommendations for increased rates allowed by Commission Procedure D-10 for instructors, clerical services and course coordination should be discussed and acted upon individually.

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Seven new bills were brought to the Committee's attention. They were:

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5. A. B. 2974 (Torres) Relating to First Aid/CPR training
6. A. B. 3219 (Waters) Relating to Sexual Assault training
7. A. B. 3220 (Waters) Relating to Training Material approval.

The Committee recommended that the Commission adopt a "watch" position on each of these bills except S. B. 1818. This bill was amended to exclude any reference to POST, therefore an official position would be inappropriate.

MOTION - Edmonds, second - Rodriguez, carried unanimously that the Commission adopt the recommendations of the Legislative Review Committee.

O. ADVISORY COMMITTEE REPORT

POST Advisory Committee Chairman, Bob Wasserman, reported that the Advisory Committee had met April 8-9, 1980. The agenda consisted of updates from staff on the progress of numerous programs and projects. No action was taken on any item to be reported to the Commission

Chairman Wasserman stated it was felt by the Advisory Committee that there is a great need, in light of implementation of the POST Resource Management System, that the question of prioritizing categories of training be developed with statewide input, and it would be a worthwhile endeavor for the Advisory Committee.

The Executive Director stated the request would be taken under advisement for future action when the implementation reaches that point.

P. COURSE CERTIFICATION POLICY

MOTION - Gates, second - Franchetti, carried unanimously for approval of the following policy principles, to be incorporated into PAM D-10, relating to course certifications.

1. Only those courses for which there is a definable and justifiable need shall be certified.
2. Funds allocated for training shall be expended judiciously and in the most cost-effective manner possible.
3. POST staff and course presenters shall develop and use means of evaluating course effectiveness.
4. Courses shall not be certified which will be presented in conjunction with association or organizational meetings or conferences, nor shall courses be certified to associations which offer a one-time presentation if attendance is restricted to association members.
5. No course shall be certified which restricts attendance to a single agency unless the purpose of the course is for the improvement of a specific law enforcement agency, and attendance by nonmembers of that agency would jeopardize the success of the course.
6. When feasible, an analytical review process (at varying but appropriate levels of complexity and formality, e. g., specification and bid, RFP, data review, etc.) shall be required for contract and tuition-type courses.
7. Contracts for courses shall be kept to a minimum number and shall be entered into only when necessary.
8. Certification of courses to out-of-state presenters shall be kept to a minimum, and only made on an exceptional basis and with Commission approval.
9. Course certification shall be made on a fiscal year basis, subject to annual review.
10. POST staff shall actively encourage the development and use of performance objectives in all certified courses.
11. Training course certification and training activities shall be among the results of the Resource Management System.

Q. JOB-SPECIFIC COURSE CURRICULUM GUIDELINES

Brad Koch announced the booklet of Proposed Performance Objectives for Proposed Technical Courses had been mailed to all Commissioners.

MOTION - Chairman Trives, second - Kolender, carried unanimously for approval of the proposed performance objectives guidelines for job-specific, technical courses as proposed.

R. GRANT APPLICATION

The Executive Director reported that an application for the continuation of the Research and Evaluation Bureau has been prepared and requested by the Commission at the October 1979 meeting. The chances of the grant being approved are very slim inasmuch as L. E. A. A. appears to be phasing out; however, staff respectfully requests Commission approval of the grant application.

MOTION - Jackson, second - Franchetti, (No - Gates) for approval of the grant application to LEAA for the Bureau of Research and Evaluation.

S. KAY HOLLOWAY MEMORIAL SCHOLARSHIP FUND

MOTION - Rodriguez, second - Gates, carried unanimously for approval of the following staff recommendation:

1. The Commission endorse, "The Kay Holloway Memorial Scholarship Fund".
2. A Commissioner volunteer to be a member of "The Kay Holloway Memorial Scholarship Fund Selection Screening Committee".

Commissioner Rodriguez proposed that Commissioner Edmonds serve on the Screening Committee. The Commission concurred, and the appointment was accepted by Commissioner Edmonds.

T. OLD/NEW BUSINESS

1. Quorum and Votes of Commission to Adopt Motions

It was announced that the following action was taken during the Commission's executive session at 11:45 a. m.:

MOTION - Rodriguez, second - Edmonds, carried unanimously to amend the Commission Rules of Order and Procedure, 4.02(c) to read: With a quorum of eight Commissioners present at a properly constituted meeting, action may only be taken on a motion or resolution upon the favorable vote of a simple majority of the members present.

Old/New Business - cont.

2. Commission Committee Appointments

Chairman Trives announced the following appointments to Commission Committees:

Budget Review Committee:

Chairman - Bob Vernon
 Members Nat Trives
 John Van de Kamp
 Attorney General Rep.
 Jay Rodriguez, Alt.

Organizational Survey Committee:

Chairman - Jake Jackson
 Members: - Bob Edmonds
 Bill Kolender
 Bob Vernon
 Joe Williams

Legislative Review Committee:

Chairman - Bob Edmonds
 Members - Jake Jackson
 Bill Kolender
 Nat Trives
 Attorney General Rep.

Long-Range Planning Committee:

Chairman - Nat Trives
 Members - Bob Edmonds
 Jake Jackson
 Bill Kolender
 Jay Rodriguez

Contract Committee:

Chairman - Jay Rodriguez
 Members - Al Angele
 John Van de Kamp
 Bob Vernon

Future Basic Training Committee:

Chairman - Jake Jackson
 Members - Jay Rodriguez
 John Van de Kamp
 Bob Vernon

Basic Course Revision Committee:

Chairman - Al Angele
 Members - Bob Edmonds
 Nat Trives
 Joe Williams

3. Resignation of Commissioner Brad Gates, Sheriff, Orange County

Chairman Trives read the following letter handed to him upon Commissioner Gates' departure from the meeting at approximately 1600 hrs.

"After months of consideration, I have decided to curtail some of my outside activities in order that I may dedicate more time to my family and my responsibility as Sheriff-Coroner of Orange County.

"The number of commissions, boards and committees has grown to the point that I now encounter an extraordinary number of scheduling conflicts and time away from my family.

"Accordingly, it is with true regret that I now notify you of my resignation from the POST Commission after three years of service.

Resignation of Commissioner Gates - cont.

"My participation has been a very enriching experience. I hope that I have given as much as I have received. I will miss being an integral part of this leadership group. Aside from my being a part of the decision making process, I will dearly miss the friends I have worked with who will always have my sincere respect and admiration."

/Signed /
Brad Gates

MOTION - Rodriguez, second - Vernon, carried unanimously to properly honor resigning Commissioner Gates at the appropriate time and place.

4. Nondiscrimination in State-Supported Programs and Activities

MOTION - Vernon, second - Edmonds, carried unanimously that inasmuch as POST staff did not receive the letter describing this very complex administrative system of rules and regulations until the end of February, and the Commission only learned about it during today's session, and this has such a powerful impact on law enforcement, the Commission is to petition the Governor to extend the period of time that is allowed to respond and provide input up to 30 days.

5. Reserve in Peace Officer Training Fund

MOTION - Vernon, second - Edmonds, carried unanimously that the Commission direct POST staff to take the present reserve of \$2,800,000 down to the \$1,000,000, as established by the Commission.

The Executive Director explained that POST can't predict what the revenues are going to be. The Department of Finance, with Commission concurrence, set a \$1,000,000 reserve which is about 6 month's operating costs not including reimbursements. As part of the 1980-81 budget process, the Department of Finance approved \$900,000 of the surplus going into next year's budget. That brought the estimated unappropriated fund balance, as it was understood at that time (October 1979) to approximately \$1,000,000. Revenues since then have been substantially higher than anticipated. Would the intent of the motion be to analyze the amount that might be remaining and request that it be included in the budget process?

Commissioner Vernon stated his intent is with the earlier direction of the Commission to keep the standing reserve at approximately \$1,000,000, 6 month's operating costs.

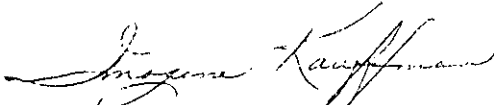
U. PROPOSED DATES OF FUTURE MEETINGS

Due to the dates conflicting for July 17-18 Commission meetings, scheduled for Los Angeles, and the July 16-20 police olympics scheduled in San Diego, the Commission elected to have the July 17-18 Commission meeting in San Diego. Dates and locations of future meetings are:

July 17-18, 1980, Hanalei Hotel, Hotel Circle, San Diego
October 16-17, 1980, Sacramento Inn, Sacramento
January 29-30, 1981, San Diego Hilton, San Diego
April 16-17, 1981, Northern California

V. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 5:15 p. m.



Imogene Kauffman
Executive Secretary

State of California

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

MINUTES
SPECIAL COMMISSION MEETING

Thursday, June 19, 1980
Hyatt House Hotel, Los Angeles Airport
Los Angeles, California

CALL TO ORDER

The meeting was called to order by Chairman Trives at 10:30 a. m.

ROLL CALL

Commissioners Present:

Nathaniel Trives	- Chairman
Robert Edmonds	- Commissioner
Jacob Jackson	- Commissioner
William Kolender	- Commissioner
Jay Rodriguez	- Commissioner
John Van de Kamp	- Commissioner
Robert Vernon	- Commissioner

Commissioners Absent

Al Angele
Joe Williams
Michael Franchetti - Representative of the Attorney General

Staff Present: Executive Director Boehm
Division Directors Koch and Townsend
Administrative Services Officer Phillips

Also Present: Commander Ivory Webb, Compton Police Department
Herbert Hoover, Department of Justice
Orange County Sheriff's Department Representative

POLICY RELATING TO PAYMENT OF REIMBURSEMENTS

Following a staff report and discussion;

MOTION by Commissioner Vernon, seconded by Commissioner Jackson to adopt the following policy statement:

"The Commission on Peace Officer Standards and Training directs as a matter of policy that every effort will be made to accurately forecast training needs and reimbursement expenditure claims for each fiscal year. It is the policy of the Commission to pay all

Reimbursement Policy - cont.

reimbursement claims from the allocation appropriated through the legislative process for the fiscal year in which the claims are received. In the event reimbursement claims exceed forecasted estimates and the amount of appropriated monies available, it is the policy of the Commission that all such claims exceeding the amount appropriated shall be held for payment in the following fiscal year from the Aid to Local Government appropriation."

The motion carried on a unanimous affirmative vote of those present.

MOTION by Commissioner Van de Kamp, seconded by Commissioner Kolender that the portion of the policy immediately adopted pertaining to paying reimbursement claims accruing in 1979/80 out of the 1980/81 appropriation be approved, and that if it is necessary to invoke this part of the policy in future fiscal years, Commission approval be requested ahead of time.

The motion carried. Ayes: Edmonds, Kolender, Van de Kamp, Vernon, Trives. Noes: Rodriguez and Jackson.

At 11 a.m., following a motion by Commissioner Jackson, seconded by Commissioner Edmonds, Chairman Trives adjourned the special meeting.

Jan 17, 1980

A. INTRODUCTIONS

B. APPROVAL OF MINUTES: January 17, 1980, Commission Meeting at the San Diego Hilton, San Diego, California

MOTION - Gates, second - Jackson, carried unanimously for approval of the January 17, 1980, Commission meeting minutes.

C. ELECTION OF OFFICERS

MOTION - Gates, second Jackson, carried unanimously for the nomination of Nathaniel Trives to serve as Commission Chairman for a term to expire in April 1981.

MOTION - Edmonds, second - Gates, carried unanimously for the nomination of Jay Rodriguez to serve as Commission Vice-Chairman for a term to expire in April 1981.

D. PUBLIC REVIEW OF BASIC COURSE FIXED REIMBURSEMENT

Commissioner Jackson, Chairman of the Future Basic Training Committee, made the following statement:

"The Future Basic Training Committee met April 17, 1980, in order to brief the four new members on the background of the Committee and the evolution of the recommendations.

"After considering the uncertain financial picture with the possibility of Proposition 9 passing, and the flexible POST salary reimbursement rate, the Committee feels that it would be wise to act only after a thorough review and analysis of the underlying purposes of the proposal in the light of present circumstances. This could include examination of local views.

"The Committee recommends action on this be withheld, and that staff be instructed to process this issue through seminars or other means which will result in local input and subsequent analysis, possibly as part of the development of the POST Resource Management System. The Committee will subsequently report back at a future Commission meeting."

MOTION - Jackson, second - Rodriguez, carried unanimously that the Commission accept the recommendation of the Future Basic Training Committee.

E. CONSENT CALENDAR

MOTION - Jackson, second - Williams, carried unanimously for approval of the following items presented on the Consent Calendar:

1. Course Certification/Modification/Decertification Report (Attachment "A" of these minutes)
2. Southern California Rapid Transit District Entry Into the POST Specialized Training Program.
3. POST Resource Management System Progress - Needs Assessment Process
4. Management Course Contract Increase.
5. Correspondence.

F. FINANCIAL REPORT - Third Quarter 1979-80 Fiscal Year

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

G. ALTERNATE BUDGET PROPOSAL REPORT

The Executive Director stated that as previously reported to the Commission, the Governor had asked State Departments to submit alternate budgets showing a 30% reduction. Staff had identified 30% reductions in both the Administrative and Aid to Local Government Budgets that would permit continuation of mandated courses but eliminate many staff services, course offerings, and contracts. POST has not been advised of any specific amounts that might be cut from the POST budget in the event of passage of Proposition 9. The Executive Director noted that POST should view any actual impounding of funds on the part of the State as a potential threat to the independence of the Peace Officer Training Fund. Staff is in the state of vigilance and will advise the Commission of any such action on the part of the State.

Commissioner Gates recommended that the Commission send a letter from the Chairman to the Governor indicating that the Commission will not stand for any use of POST money for other than those uses authorized by law. POST should be on record and take a very strong stand and indicate very early that we intend to fight for all the dollars that are put into the Peace Officer Training Fund by law.

5.
Alternate Budget Proposal Report

MOTION - Gates, second - Angele, carried unanimously that the above-mentioned letter be sent to the Governor over the Chairman's signature and forwarded as soon as possible.

H. A REVIEW OF THE POST TRAINING PROGRAM

A review of the POST training program was presented as an information item and included a statement of the review and analysis the program would receive in the future. There was concurrence that as policy direction staff will continue the review of the POST training program.

I. 1980-81 REIMBURSEMENT PROPOSAL

MOTION - Edmonds, second - Gates, carried unanimously for adoption of the following reimbursement formula for F. Y. 1980/81:

1. Continuation of "100% out-of-pocket" costs for travel, per diem and tuition (in accordance with Board of Control and Commission maximums.)
2. Salary reimbursement (where authorized by the appropriate plan) at the "30% PLUS" formula. This provides initial payments of 30% of salary on a quarterly basis and allows all unexpended funds to be pro-rated at the end of the fiscal year.

Further, that staff be instructed to update the Commission at the January 1981 meeting on the reimbursement rates, and that the Commission evaluate at that time whether the rate should stay at "30% PLUS".

During discussion, Commissioner Gates offered the following two considerations:

1. It would be wise to consider establishing a sphere of influence where departments could get training and yet establish control on the distance they could travel for training. If they want to go beyond that sphere, they would have to pay their own way.
2. Establishing lodging assignments by two to a room, thereby establishing a cost saving.

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| 6. | A.B. 3219 (Waters) | Relating to Sexual Assault training |
| 7. | A.B. 3220 (Waters) | Relating to Training Material approval. |

The Committee recommended that the Commission adopt a "watch" position on each of these bills except S.B. 1818. This bill was amended to exclude any reference to POST, therefore an official position would be inappropriate.

MOTION - Edmonds, second - Rodriguez, carried unanimously that the Commission adopt the recommendations of the Legislative Review Committee.

O. ADVISORY COMMITTEE REPORT

POST Advisory Committee Chairman, Bob Wasserman, reported that the Advisory Committee had met April 8-9, 1980. The agenda consisted of updates from staff on the progress of numerous programs and projects. No action was taken on any item to be reported to the Commission

Chairman Wasserman stated it was felt by the Advisory Committee that there is a great need, in light of implementation of the POST Resource Management System, that the question of prioritizing categories of training be developed with statewide input, and it would be a worthwhile endeavor for the Advisory Committee.

The Executive Director stated the request would be taken under advisement for future action when the implementation reaches that point.

P. COURSE CERTIFICATION POLICY

MOTION - Gates, second - Franchetti, carried unanimously for approval of the following policy principles, to be incorporated into PAM D-10, relating to course certifications.

1. Only those courses for which there is a definable and justifiable need shall be certified.
2. Funds allocated for training shall be expended judiciously and in the most cost-effective manner possible.
3. POST staff and course presenters shall develop and use means of evaluating course effectiveness.
4. Courses shall not be certified which will be presented in conjunction with association or organizational meetings or conferences, nor shall courses be certified to associations which offer a one-time presentation if attendance is restricted to association members.
5. No course shall be certified which restricts attendance to a single agency unless the purpose of the course is for the improvement of a specific law enforcement agency, and attendance by nonmembers of that agency would jeopardize the success of the course.
6. When feasible, an analytical review process (at varying but appropriate levels of complexity and formality, e. g., specification and bid, RFP, data review, etc.) shall be required for contract and tuition-type courses.
7. Contracts for courses shall be kept to a minimum number and shall be entered into only when necessary.
8. Certification of courses to out-of-state presenters shall be kept to a minimum, and only made on an exceptional basis and with Commission approval.
9. Course certification shall be made on a fiscal year basis, subject to annual review.
10. POST staff shall actively encourage the development and use of performance objectives in all certified courses.
11. Training course certification and training activities shall be among the results of the Resource Management System.

Q. JOB-SPECIFIC COURSE CURRICULUM GUIDELINES

Brad Koch announced the booklet of Proposed Performance Objectives for Proposed Technical Courses had been mailed to all Commissioners.

MOTION - Chairman Trives, second - Kolender, carried unanimously for approval of the proposed performance objectives guidelines for job-specific, technical courses as proposed.

R. GRANT APPLICATION

The Executive Director reported that an application for the continuation of the Research and Evaluation Bureau has been prepared and requested by the Commission at the October 1979 meeting. The chances of the grant being approved are very slim inasmuch as L. E. A. A. appears to be phasing out; however, staff respectfully requests Commission approval of the grant application.

MOTION - Jackson, second - Franchetti, (No - Gates) for approval of the grant application to LEAA for the Bureau of Research and Evaluation.

S. KAY HOLLOWAY MEMORIAL SCHOLARSHIP FUND

MOTION - Rodriguez, second - Gates, carried unanimously for approval of the following staff recommendation:

1. The Commission endorse, "The Kay Holloway Memorial Scholarship Fund".
2. A Commissioner volunteer to be a member of "The Kay Holloway Memorial Scholarship Fund Selection Screening Committee".

Commissioner Rodriguez proposed that Commissioner Edmonds serve on the Screening Committee. The Commission concurred, and the appointment was accepted by Commissioner Edmonds.

T. OLD/NEW BUSINESS

1. Quorum and Votes of Commission to Adopt Motions

It was announced that the following action was taken during the Commission's executive session at 11:45 a. m.:

MOTION - Rodriguez, second - Edmonds, carried unanimously to amend the Commission Rules of Order and Procedure, 4.02(c) to read: With a quorum of eight Commissioners present at a properly constituted meeting, action may only be taken on a motion or resolution upon the favorable vote of a simple majority of the members present.

2. Commission Committee Appointments

Chairman Trives announced the following appointments to Commission Committees:

Budget Review Committee:

Chairman - Bob Vernon
Members Nat Trives
John Van de Kamp
Attorney General Rep.
Jay Rodriguez, Alt.

Organizational Survey Committee:

Chairman - Jake Jackson
Members: - Bob Edmonds
Bill Kolender
Bob Vernon
Joe Williams

Legislative Review Committee:

Chairman - Bob Edmonds
Members - Jake Jackson
Bill Kolender
Nat Trives
Attorney General Rep.

Long-Range Planning Committee:

Chairman - Nat Trives
Members - Bob Edmonds
Jake Jackson
Bill Kolender
Jay Rodriguez

Contract Committee:

Chairman - Jay Rodriguez
Members - Al Angele
John Van de Kamp
Bob Vernon

Future Basic Training Committee:

Chairman - Jake Jackson
Members - Jay Rodriguez
John Van de Kamp
Bob Vernon

Basic Course Revision Committee:

Chairman - Al Angele
Members - Bob Edmonds
Nat Trives
Joe Williams

3. Resignation of Commissioner Brad Gates, Sheriff, Orange County

Chairman Trives read the following letter handed to him upon Commissioner Gates' departure from the meeting at approximately 1600 hrs.

"After months of consideration, I have decided to curtail some of my outside activities in order that I may dedicate more time to my family and my responsibility as Sheriff-Coroner of Orange County.

"The number of commissions, boards and committees has grown to the point that I now encounter an extraordinary number of scheduling conflicts and time away from my family.

"Accordingly, it is with true regret that I now notify you of my resignation from the POST Commission after three years of service.

Resignation of Commissioner Gates - cont.

"My participation has been a very enriching experience. I hope that I have given as much as I have received. I will miss being an integral part of this leadership group. Aside from my being a part of the decision making process, I will dearly miss the friends I have worked with who will always have my sincere respect and admiration."

/Signed /
Brad Gates

MOTION - Rodriguez, second - Vernon, carried unanimously to properly honor resigning Commissioner Gates at the appropriate time and place.

4. Nondiscrimination in State-Supported Programs and Activities

MOTION - Vernon, second - Edmonds, carried unanimously that inasmuch as POST staff did not receive the letter describing this very complex administrative system of rules and regulations until the end of February, and the Commission only learned about it during today's session, and this has such a powerful impact on law enforcement, the Commission is to petition the Governor to extend the period of time that is allowed to respond and provide input up to 30 days.

5. Reserve in Peace Officer Training Fund

MOTION - Vernon, second - Edmonds, carried unanimously that the Commission direct POST staff to take the present reserve of \$2,800,000 down to the \$1,000,000, as established by the Commission.

The Executive Director explained that POST can't predict what the revenues are going to be. The Department of Finance, with Commission concurrence, set a \$1,000,000 reserve which is about 6 month's operating costs not including reimbursements. As part of the 1980-81 budget process, the Department of Finance approved \$900,000 of the surplus going into next year's budget. That brought the estimated unappropriated fund balance, as it was understood at that time (October 1979) to approximately \$1,000,000. Revenues since then have been substantially higher than anticipated. Would the intent of the motion be to analyze the amount that might be remaining and request that it be included in the budget process?

Commissioner Vernon stated his intent is with the earlier direction of the Commission to keep the standing reserve at approximately \$1,000,000, 6 month's operating costs.

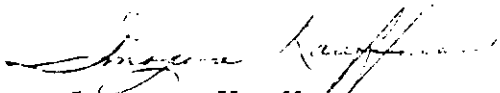
U. PROPOSED DATES OF FUTURE MEETINGS

Due to the dates conflicting for July 17-18 Commission meetings, scheduled for Los Angeles, and the July 16-20 police olympics scheduled in San Diego, the Commission elected to have the July 17-18 Commission meeting in San Diego. Dates and locations of future meetings are:

July 17-18, 1980, Hanalei Hotel, Hotel Circle, San Diego
October 16-17, 1980, Sacramento Inn, Sacramento
January 29-30, 1981, San Diego Hilton, San Diego
April 16-17, 1981, Northern California

V. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 5:15 p. m.



Imogene Kauffman
Executive Secretary

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Course Certification/Modification/Decertification Report		Meeting Date July 17-18, 1980
Division Operations	Division Director Approval <i>[Signature]</i>	Researched By Bradley W. Koch
Executive Director Approval <i>Bradley W. Koch - Acting</i>	Date of Approval 7-1-80	Date of Report June 30, 1980
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/>		Financial Impact Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>

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

The following courses have been certified, modified or decertified since the April 24-25, 1980 Commission Meeting:

CERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
1.	Defensive Driving, Emergency Vehicle, Advanced	NCCJTES, Butte Center	Technical	IV	\$ 2,476.00
2.	Recruit Officer Driver Training	Ventura Co. Sheriff's Department	Technical	III	\$ 3,900.00
3.	40-Hour Jail Operations Type I Facility Course	Long Beach Police Dept.	Technical	II	\$ 9,096.32
4.	Basic Course Driver Training	Rio Hondo College	Technical	III	\$ 9,600.00
5.	Mgmt. of the Records Function	DOJ-TC	Technical	IV	\$ 11,764.80
6.	Management Seminar	LAPD	Technical	IV	\$ 2,064.00
7.	Advanced Officer	DOJ-TC	Adv. Officer	N/A	-0-
8.	Crim. Justice Info Systems for Users	CJETRS	Technical	IV	\$ 9,090.00
9.	Sup. Update Seminar	NCCJTES, Butte Center	Sup. Seminar	IV	\$ 3,720.00

Utilize reverse side if needed

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
10.	Basic Driver Training	San Francisco Police Dept.	Technical	III	\$ 8,733.00
11.	Hostage Negotiations	Rio Hondo College	Technical	IV	\$ 3,612.00
12.	Traffic Accid. Investigation	CJETRS	Technical	II	\$ 16,248.00
13.	Reserve Trng., Level II, Module B	Ohlone College	Approved	N/A	-0-
14.	Basic Recruit Driver Trng.	SLETC	Technical	III	\$ 7,200.00
15.	Rape Invest. Techniques	NCCJTES, Redwoods Center	Technical	IV	\$ 2,477.00
16.	Anti-Sniper and Survival Training	FBI, Sacramento	Technical	IV	\$ 23,220.00
17.	Adv. Officer	Chaffey College	Adv. Officer	II	\$ 7,584.00
18.	Interim Driver Training	NCCJTES, Butte Center	Technical	III	\$ 4,200.00
19.	Refresher Driver Trng.	NCCJTES, Los Medanos College	Technical	IV	\$ 1,238.40
20.	Cattle and Horse Theft Investigation	NCCJTES, Butte Center	Technical	II	\$ 5,952.00
21.	Basic Crime Prev. Course	NCCJTES, Sacto Center	Technical	II	\$ 95,511.36
22.	Adv. Crime Prev. on Environmental Design	NCCJTES, Sacto Center	Technical	IV	\$ 12,384.00
23.	Trng. Manager Sem.-Problem Solving	Tom Anderson	Technical	III	\$ 4,954.00

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
24.	Reserve Officer Module C	College of the Sequoias	Technical	N/A	-0-
25.	Basic Driver Training	NCCJTES, Los Medanos College	Technical	III	\$ 1,680.00
26.	Crime Scene Inv. Techniques	FBI, Sacramento	Technical	IV	\$ 897.84
27.	Forensic Alcohol Supervisor	DOJ-TC	Technical	IV	\$ 11,868.00
28.	Recruit Officer Def. Driving	Central Coast Co. Police Academy	Technical	III	\$ 10,800.00
<u>MODIFIED</u>					
1.	Search & Rescue Management	Office of Emergency Services	Technical	IV	\$ 7,740.00
<u>Description of Change:</u> Increase in maximum enrollment from 50 to 100 attendees.					
2.	Advanced Officer	CHP	Adv. Officer	II	-0-
<u>Description of Change:</u> Changed to a variable format of 24 to 40 hours.					
3.	Reserve Officer Module B, Level II	Lake Tahoe Community College	Approved	N/A	-0-
<u>Description of Change:</u> Increase in course hours from 80 to 88.					
4.	Advanced Officer	NCCJTES, Santa Rosa	Adv. Officer	N/A	\$ 9,832.00
<u>Description of Change:</u> Certify two additional presentations to meet user demands.					
5.	Jail Operations	NCCJTES, Los Medanos College	Technical	N/A	\$ 9,096.32
<u>Description of Change:</u> Certify one additional presentation.					
6.	Disaster Management	San Diego Reg. Trng. Center	Technical	III	\$ 1,238.00
<u>Description of Change:</u> Certify one additional presentation.					

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
7.	Advanced Officer	Dept. of Forestry	Adv. Officer	II	\$ 2,159.16
	<u>Description of Change:</u> Changed to a variable format of 20 to 40 hours.				
8.	Defensive Tactics	NCCJTES, Los Medanos College	Technical	IV	\$ 1,240.00
	<u>Description of Change:</u> Certify one additional presentation.				
9.	Arson & Explosive Invest.	State Fire Marshal	Technical	II	\$ 31,655.00
	<u>Description of Change:</u> Certify four additional presentations.				
10.	Search & Rescue Management	Office of Emergency Services	Technical	N/A	\$ 18,189.00
	<u>Description of Change:</u> Changed course hours from 20 or 40 to 20 to 60 hours.				
11.	Jail Operations (40 hours)	NCCJTES, Los Medanos College	Technical	II	\$ 9,096.32
	<u>Description of Change:</u> Certify one additional presentation.				
12.	Chemical Agent Instructor Course	Stockton Police Department	Technical	IV	\$ 722.40
	<u>Description of Change:</u> Changed course hours from 24 to 32.				
13.	Administrative Institute	CPOERT	Technical	III	\$ 41,837.00
	<u>Description of Change:</u> Split one certification into two separate presentations, Regional and General, with different course control numbers.				

DECERTIFIED

1.	Basis Course Driver Trng.	Rio Hondo College	Technical	III	-0-
2.	Crisis Intervention	Rio Hondo College	Technical	IV	-0-
3.	Law Enforcement Orientation for the Civilian Employee	Glendale Community College	Technical	IV	-0-

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
4.	Boating Accident Investigation	Dept. of Boating & Waterways	Technical	IV	-0-
5.	P. C. 832	SLETC	Approved	IV	-0-
6.	P. C. 832	Berkeley Adult School	Approved	IV	-0-

AGENDA ITEM SUMMARY SHEET

Agenda Item Title		Meeting Date
Course Certification/Modification/Decertification Report		April 24-25, 1980
Division	Division Director Approval	Researched By
Operations	<i>Bradley W. Koch</i>	Bradley W. Koch
Executive Director Approval	Date of Approval	Date of Report
<i>William C. Boehm</i>	4-7-80	March 21, 1980
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).		

The following courses have been certified, modified or decertified since the January 17-18, 1980 Commission Meeting:

CERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
1.	Supervisory Seminar	NCCJTES, Los Medanos College	Supervisory Seminar	IV	\$ 3,612
2.	Basic Driver Training	Academy of Defensive Driving	Technical	III	26,690
3.	In-Service Driver Training	Academy of Defensive Driving	Technical	IV	\$ 19,056
4.	Contemporary Issues in Corrections	San Diego Co. Probation Dept.	Technical	IV	\$ 5,160
5.	Defensive Tactics	NCCJTES, Los Medanos College	Technical	IV	\$ 5,425
6.	Jail Operations	Santa Clara Valley Crim. Jus. Trng. Cntr.	Technical	II	\$ 7,301
7.	Background Investigator	NCCJTES, Santa Rosa Center	Technical	IV	\$ 3,715
8.	Allied Agency Enforcement Driving	CHP	Technical	IV	\$ 495.36
9.	Defensive Driving	Central Coast Co. Police Academy	Technical	IV	\$ 3,720

Utilize reverse side if needed

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
9.	Hazardous Materials Familiarization	CSTI	Technical	IV	\$ 12,384
11.	Commercial Enforcement	Rio Hondo College	Technical	IV	\$ 4,876
12.	Defensive Tactics Refresher	Rio Hondo College	Technical	IV	\$ 10,836
13.	Narcotics and Drugs Seminar	Glendale Community College	Technical	IV	\$ 2,477
14.	P.C. 832 Arrest & Firearms	Glendale Community College	Approved	IV	\$ -0-
15.	Administrative Institutes	CPOA	Technical	III	\$ 59,054.75
16.	Juvenile Law Enforcement (Modular)	CYA	Technical	III	\$ 9,382.40
17.	Computer Fraud	FBI, LA	Technical	IV	\$ 4,954
18.	Record Bureau Operations	El Camino Comm. College	Technical	IV	\$ 9,224
19.	Adv. Boating & Safety Equip.	Dept. of Boating and Waterways	Technical	IV	\$ 7,299.36
20.	Supervisory Seminar	Glendale Comm. College	Supervisory Seminar	IV	\$ 1,548
21.	Management Update	Chapman College	Management	III	\$ 18,576
22.	Supervisory Update	Chapman College	Supervisory	III	\$ 18,576
23.	Effective Management Communications	Cal Poly, Pomona	Management Seminar	III	\$ 6,192
24.	Reserve Trng. Level II (Module B)	College of the Siskiyous	Approved	N/A	-0-

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
	Crisis Intervention	Rio Hondo College	Technical	IV	\$ 2,709
26.	Child Abuse	NCCJTES, Redwoods Center	Technical	IV	\$ 2,167
27.	Defensive Tactics Instructor Sem. Update	FBI, San Francisco	Technical	IV	\$ 4,128
28.	Report Writing for Instructors	Bruce Olson	Technical	III	\$ 7,430.40
29.	Reserve Trng. Level II (Module B)	Lake Tahoe Comm. College	Approved	N/A	\$ -0-

MODIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
1.	Supervisory Course	Los Angeles Police Dept.	Supervisory	II	\$ 32,054
	<u>Description of Change:</u> Decrease course length from 160 to 120 hours.				
2.	Reserve Trng. Level II Module B	NCCJTES, Sacramento Center	Approved	N/A	\$ -0-
	<u>Description of Change:</u> Increase course length from 90 to 100 hours.				
3.	Detective School	Los Angeles Police Dept.	Technical	II	\$ 102,334
	<u>Description of Change:</u> Course title changed from Investigator School to Detective School.				
4.	Reserve Trng. Level I Module C	NCCJTES, Butte Center	Approved	N/A	\$ -0-
	<u>Description of Change:</u> Variable format between 120 and 274 hours with no reimbursement plan.				
5.	Police Planning Skills Inst.	Cal Poly, Pomona	Technical	III	\$ 4,128
	<u>Description of Change:</u> Course title changed from Research and Planning to Police Planning Skills Institute and modification of course content.				
6.	Chief Exec. Crim. Intelligence Sem.	DOJ-Adv. Trng. Cntr.	Technical	IV	\$ -0-
	<u>Description of Change:</u> Course title changed from Chief Executive Criminal Intelligence Seminar to Chief Executive Criminal Intelligence Course, changed course control number from 926-1330 to 926-3205 and changed course category to Technical, Skills and Knowledge.				
7.	Spanish for Peace Officers	Bi-Language Services	Technical	III	\$ 79,464
	<u>Description of Change:</u> Increase in tuition cost from \$225 to \$250, effective January 1, 1980.				

DECERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Fiscal Impact</u>
1.	Unusual Incident Tactics	NCCJTES, Sacramento Center	Technical	IV	\$ -0-
2.	Crime Prevention Institute	ITREC	Technical	III	\$ -0-
3.	Adv. Crime Prev. Inst. on Environmental Design	ITREC	Technical	III	\$ -0-
4.	Sex Crimes Investigation	FBI, Sacto	Technical	II	\$ -0-
5.	Techniques of Teaching Crim. Jus. Role Trng.	Academy of Justice, Riverside	Technical	III	\$ -0-
6.	Basic Investigators Course	NCCJTES, Santa Rosa Center	Basic Invest.	N/A	\$ -0-
7.	Crisis Intervention	Academy of Justice, Riverside	Technical	IV	\$ -0-
8.	Legislative Update	CPOA	Technical	IV	\$ -0-
9.	Contemporary Issues in Corrections	CA Board of Corrections	Technical	IV	\$ -0-
10.	Supervisory Course	Sacto LETC	Supervisory	II	\$ -0-
11.	Defensive Tactics for Instructors	CJRS	Technical	IV	\$ -0-
12.	Stress Management	UC. Santa Cruz Ext.	Exec. Dev.	III	\$ -0-
13.	Jailers School	Oakland PD	Technical	II	\$ -0-
14.	Third Annual Nat'l. Homicide Symposium	CA District Atty. Assoc.	Technical	III	\$ -0-

COMMISSION ON PEACE OFFICER STANDARDS & TRAINING
PEACE OFFICER TRAINING FUND

ANALYSIS OF CHANGE IN ACCUMULATED SURPLUS
7/1/79 - 3/31/80

RESOURCES

Accumulated Reserve July 1, 1979	\$ 2,786,553.30	
Revenue July 1, 1979 through March 31, 1980	<u>11,582,507.96</u>	
TOTAL RESOURCES		\$ 14,369,061.26

EXPENDITURES

Administrative Costs		
Cash Disbursed	\$ 1,873,662.23	
Debts to be Paid	<u>743,153.28</u>	
Total Administrative Costs		\$ 2,616,815.51
 Aid to Local Governments		
Training Claims Paid	\$ 4,816,042.27	
Training Claims to be Paid	3,187,733.79	
Contractual Services Paid	662,574.88	
Ltrs. of Agmt. & Room Rentals	26,803.90	
Contr. Service to be Paid	616,834.11	
Refund-prior year contract	<u>- 3,054.78</u>	
 Total Aid to Local Governments		 9,306,939.17
Prior Year Net Expenditures		<u>- 188,497.34</u>
TOTAL EXPENDITURES		\$ <u>11,735,257.34</u>
 Subtotal, Accumulated Reserve		 2,633,803.92
Plus Reimbursements Due		279,095.41
 ACCUMULATED RESERVE March 31, 1980		 \$ <u><u>2,912,899.33</u></u>

DISTRIBUTION OF REIMBURSEMENT

During the first nine months of the 1979-80 Fiscal Year, \$8,006,220.50 was reimbursed for training. Of this amount \$5,184,132.95 (65%) was reimbursed for mandated training, \$1,459,658.04 (18%) for Job Specific Courses and \$1,359,266.65 (17%) for Technical Course training. The difference of (-) 12,478.84 is for adjustments to prior reimbursement payments.

	<u>Reimbursed</u>	<u>Per Cent</u>	<u>No. Trainees</u>	<u>Per Cent</u>
Basic	\$3,818,169.03	48%	2,052	12%
Advanced Officer	759,054.01	09%	4,706	27%
Supervisory Course	365,964.83	05%	580	03%
Management Course	240,945.07	03%	265	02%
Executive Development Course	15,641.71	0%	28	0%
Job Specific Course	1,459,658.04	18%	3,369	20%
Technical Course	<u>1,359,266.65</u>	<u>17%</u>	<u>6,096</u>	<u>36%</u>
Subtotal	8,018,699.34	100%	17,096	100%
Adjustments	<u>(-) 12,478.84</u>			
GRAND TOTAL	\$8,006,220.50			

AGENDA ITEM SUMMARY SHEET

Agenda Item Title L.A. Co. Housing Authority, Dept. of Police & Safety - Admitted into Certificate Prog.		Meeting Date July 16-17, 1980
Division Operations	Division Director Approval <i>WVA</i> Act Dir	Researched By <i>B. Sadler</i> B. Sadler
Executive Director Approval <i>William C. Belton</i>	Date of Approval 5-22-80	Date of Report May 14, 1980
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>		

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

ISSUE

This agenda item is presented to inform the Commission that the Los Angeles County Housing Authority, Department of Police and Safety, has been admitted into the Specialized Law Enforcement Certificate Program by staff action.

BACKGROUND

The agency meets the eligibility requirements, of Commission Policy F4, for participation in the Certificate Program. The patrol officer personnel of this agency are designated, in Section 830.4(a)(17) of the California Penal Code, as peace officers.

This class of agency has been approved by the Commission for participation in the Certificate Program. The Housing Authority of the City of Los Angeles, Patrol Division, an agency of the same class, was admitted into the Certificate Program on January 18, 1979.

This agency has continually sought admission into the Certificate Program since September 25, 1973. Those efforts continued through the Commission's moratorium on entry of specialized agencies into the Certificate Program (10/14/76 - 1/1/79). Therefore, the agency is entitled to consideration under the "Grandfather Clause" procedure that was developed as a result of that moratorium. Consequently, the minimum basic training requirement for peace officer personnel, employed before the date the agency was admitted into the Certificate Program, is 200 hours. Eight of the agency's 22 personnel are affected by the "Grandfather Clause".

A formal letter of intent to participate in the Certificate Program was mailed by the agency on January 2, 1980, and the Los Angeles County Housing Authority, Board of Commissioners, adopted Resolution Number 8-80, on February 20, 1980. That resolution authorizes the agency to participate in the Certificate Program.

The agency was visited on January 24, March 20, and April 17 of 1980 by POST staff members. Those visits determined the agency's eligibility and assisted the agency in meeting POST minimum selection and training standards.

Utilize reverse side if needed

AGENDA ITEM SUMMARY SHEET (continued)

ANALYSIS

The background investigation packages of all 22 existing peace officer personnel were reviewed and determined to meet POST minimum standards on April 17, 1980.

The training files of all personnel were reviewed and the following results were noted:

- 14 peace officer personnel meet the existing 400 hour POST basic training requirement.
- All eight remaining peace officer personnel have attended the Los Angeles Sheriff's Department, Reserve Deputy Sheriff Course (over 300 hours). Those eight personnel will take the Basic Course Equivalency Examination (BCEE) in June of 1980. Any resulting deficiencies will be removed by February 20, 1981.
- Three of the agency's four first-level supervisors have completed a POST certified Supervisory Course. The fourth supervisor will complete a similar course before February 20, 1981.
- The agency can easily meet POST minimum training standards by February 20, 1981.

The agency's date of entry into the Certificate Program should be established as the date of its resolution. This is customary and will limit the effects of the "Grandfather Clause".

ACTION

The Los Angeles County Housing Authority, Department of Police and Safety, was admitted into the Specialized Law Enforcement Certificate Program, retroactively, to February 20, 1980.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Lake County District Attorney's Office Entry Specialized Program		Meeting Date July 17, 1980
Division Operations	Division Director Approval <i>Bradley W. Koch</i>	Researched By Staff
Executive Director Approval <i>Merran C. Boehm</i>	Date of Approval 6-18-80	Date of Report June 17, 1980
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

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

ISSUE

The Lake County District Attorney's Office is seeking entry into the POST Specialized Program.

BACKGROUND

District Attorney Robert Crone has submitted a letter of intent to enter the POST Specialized Program and has provided a resolution adopted by the County Board of Supervisors (79-244) agreeing to participate in the POST Program.

ANALYSIS

On June 5, 1980 POST staff member completed an inspection of the Lake County District Attorney's Investigators Program and found that they complied to POST Regulations in the area of training and selection.

RECOMMENDATION

It is recommended that the Lake County District Attorney's Office be admitted to the POST Specialized Program.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Entry Into POST Specialized Program		Meeting Date July 17, 1980
Division Operations	Division Director Approval <i>Paul Doyle, Koch</i>	Researched By Gene DeCrona <i>DeCrona</i>
Executive Director Approval <i>M. Belmont</i>	Date of Approval 6-23-80	Date of Report June 17, 1980
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/>		Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>

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

ISSUE

The Attorney General has requested the acceptance of the Medi-Cal Fraud Unit into the POST Specialized Program.

BACKGROUND

George Deukmejian, Attorney General, sent a letter to the Commission on September 5, 1979 requesting that the Medi-Cal Fraud Unit be accepted into the POST Specialized Program. The letter indicated that all Commission selection and training standards will be adhered to by the unit.

ANALYSIS

Several meetings between POST staff, DOJ/TC staff and Chief Investigator Lyman Labeth have been held to review personnel selection and background investigation procedures and training requirements.

An evaluation of each investigators personnel and training package was conducted by Gene DeCrona on January 23, 1980. By June 20, 1980 all investigators completed training to make up deficiencies disclosed in an evaluation in March 1979. This training was conducted at DOJ/TC and Sacramento Training Center.

Any remaining deficiencies noted will be completed no later than June 30, 1981. This will include required supervisory and management training for current investigative personnel.

Most agency investigators are laterals from other state agencies where they had peace officer status.

RECOMMENDATION

It is recommended that the Medi-Cal Fraud Unit, California Department of Justice, be admitted to the POST Specialized Program in the investigator category.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Policy Statements for Commission Policy Manual		Meeting Date July 17-18, 1980
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By Beverley Clemons <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 6-12-80	Date of Report June 6, 1980
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e. g., ISSUE Page _____).		

ISSUE:

The Commission has directed that staff shall submit policy matters for affirmation by the Commission prior to inclusion in the Commission Policy Manual. The attached policy statements are being submitted for such affirmation.

BACKGROUND:

Policy statements are being submitted for approval as adopted by the Commission at its January 17 and April 24, 1980 meetings.

Since the inception of the Specialized Program in January 1970, numerous categories of peace officers have been approved by the Commission to participate in the Specialized Program.

ANALYSIS:

The policy statements being submitted for approval are appropriate for inclusion in the Commission Policy Manual.

However, the current subject and language of B3., Commission Quorum, is inappropriate for the Commission Policy Manual and is best addressed in the Commission Rules of Order and Procedure document which is being presented at this meeting under a separate agenda item.

RECOMMENDATION:

Delete B3., Commission Quorum, from Commission Policy Manual.

Adopt policy statements as follows for inclusion in the Commission Policy Manual.

B3. Analytical Review Process for Contracts

Prior to POST entering into any contract with a course presenter for the purpose of presenting training, an Analytical Review Process (ARP) shall be completed. The purpose of the ARP is to assure that the training will be presented in the most effective manner possible consistent with quality, cost, and need considerations.

Commission Meeting 4/24/80

B6. Commission Meeting Site

Commission meetings shall be scheduled in cities within the State adjacent to a major airport for travel convenience.

Commission Meeting 1/17/80

C11. Tuition Charges for Nonreimbursable Students

When POST contracts for a course and that course presenter allows nonreimbursable students to attend that course, those students shall be charged an appropriate tuition and the amount of the contract shall be reduced accordingly. Exceptions may be authorized by written approval of the Executive Director.

Commission Meeting 4/24/80

G3. Specialized Program Eligibility

Eligibility for participation in the Specialized Program shall be determined by the Commission.

The following categories are approved by the Commission to participate in the Specialized Program:

- Community College District Campus Police
- Coroners - Deputy Coroners
- District Attorney Investigators (county)
- Fire Department Arson Investigators
- Harbor Police (830.4(a)(9), P. C.)
- Housing Authority Police
- Marshals - Deputy Marshals
- Municipal Utility Districts (Park Rangers)

G3. Specialized Program Eligibility (continued)

- Municipal Water Districts (Park Rangers)
- Regional Park Districts (Park Rangers)
- Railroad Police
- Rapid Transit District Police
- State Law Enforcement Officers Identified in P. C. 13510.5
- Unified School District Campus Police
- Welfare Fraud Investigators (county)

Commission Meetings from January 1970 to date

Ref.: PAM, Regulations Section 1009 and
Commission Meeting

6/15-16/72

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Advisory Committee Reappointments		Meeting Date July 17 and 18, 1980	
Division Executive Office	Division Director Approval <i>[Signature]</i>	Researched By Ronald T. Allen	
Executive Director Approval <i>[Signature]</i>	Date of Approval 6-4-80	Date of Report June 4, 1980	
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes <input type="checkbox"/> (See Analysis per details) No <input type="checkbox"/>			

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

ISSUE

Reappoint two members to the POST Advisory Committee.

BACKGROUND

Two of the Advisory Committee members terms are due to expire in September 1980.

ANALYSIS

We have received a request from the California State Employees' Association to reappoint Wayne C. Caldwell to an additional three year term on the POST Advisory Committee.

We have received a request from the California Police Chiefs' Association to reappoint George P. Tielsch for a three year term on the POST Advisory Committee.

RECOMMENDATION

Approve reappointments to the POST Advisory Committee through September 1983.

Utilize reverse side if needed

This agenda item, "Report of Contracts Included in
F.Y. 1979/80", will be handed out at the Commission
Meeting.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title STAFF ACTIVITIES IN PROFESSIONAL ORGANIZATIONS		Meeting Date July 17, 18, 1980
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>[Signature]</i>	Date of Approval	Date of Report June 20, 1980
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		

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

ISSUE

The Commission has requested an annual report on the memberships and activities of POST staff in professional organizations.

BACKGROUND

POST staff's involvement in various associations and groups is for the purpose of promoting the mission of POST. The Commission is interested in maintaining information relative to these activities.

ANALYSIS

POST has paid for memberships of 24 staff persons in 12 organizations. These organizations include IACP, NASDLET, PORAC, CPOA, CAAJE, CAPTO and others. POST staff have attended selected conferences and seminars presented by these organizations in order to serve in a liaison capacity.

RECOMMENDATION

Receive as information report.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title CONTRACT RENEWAL AUTHORITY FOR POST AUTOMATED INFORMATION SYSTEM		Meeting Date July 17, 18, 1980
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>[Signature]</i>	Date of Approval 6-30-80	Date of Report June 30, 1980
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact		Yes (See Analysis per details) <input checked="" type="checkbox"/> No <input type="checkbox"/>

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

ISSUE

Commission authorization is requested for the Executive Director to enter into necessary contracts to continue the computer implementation in a total amount not to exceed \$100,000 for a 12 month period beginning August 1, 1980.

BACKGROUND

From January 1979 the Commission authorized contracts with the Department of General Services for program and hardware acquisition, bid specifications, programmer requirements and key board entry activities. This amounted to \$11,000 for the first two items under contract 79-406-11 and \$71,880 for the last two items under contract 79-406-17. It is projected that the funds remaining in the contract will be expended by mid-August 1980.

Equipment rental has totaled \$16,870.76 in three separate contracts, 79-406-18, 79-406-19 and 79-406-21.

ANALYSIS

Data conversion involves transferring POST manually operated files to an electronic storage medium for future processing by the computer. It is a basic and time-consuming task. The volume is considerable and has exceeded initial estimates. It is anticipated that it will require the input of the programmer/analyst through June, 1981 at a minimum in order to have the system operational for POST needs. This is projected at \$50,600. The data entry is estimated to require a contractual relationship with General Services for at least another six months running through February, 1981 at a cost of \$37,300. Total amounts for the analyst and data entry technicians is \$87,800. It is anticipated that the contracts with the Department of General Services will be continued. The additional monies requested are to continue the acquisition of appropriate equipment and rental with additional items possibly required after the system has been utilized for a trial period.

RECOMMENDATION

Authorize the Executive Director to enter into appropriate contracts for the above purposes at an amount not to exceed \$100,000.

Utilize reverse side if needed

AGENDA ITEM SUMMARY SHEET

Agenda Item Title AFFIRMATION OF POLICY AND SUGGESTED TECHNICAL CHANGES IN THE COMMISSION'S RULES OF		Meeting Date July 17-18, 1980
Division ORDER & PROCEDURE Administration	Division Director Approval <i>[Signature]</i>	Researched By Beverley Clemons David Y. Allan
Executive Director Approval <i>[Signature]</i>	Date of Approval 6-20-80	Date of Report June 20, 1980
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact Yes <input type="checkbox"/> (See Analysis per details) No <input checked="" type="checkbox"/>		

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

ISSUE

Commission action is requested to affirm policy decisions and approve suggested technical changes in the Commission's Rules of Order and Procedure.

BACKGROUND

In preparing the agenda item for amendment to the Commission's Rules of Order and Procedure for the forthcoming Commission meeting, the entire document was reviewed. In the review, a number of questions arose which suggested that the entire document should be considered and further recommendations should be brought before the Commission. The analysis provides reasoning for the recommendations by section number while the recommendations are provided with strikeovers for existing material and underlined language for new material.

ANALYSIS

- 1.01 Regular Meetings (requires meetings to be set in October)

Such meetings have not been set in October for the following year as indicated. Meeting dates are established at each meeting for the corresponding quarterly meeting one year hence.

- 1.02 Special Meetings (mentions "six" rather than "quorum")

Such meetings are usually called by the Chair in response to a request by staff or an obvious need. We are unaware of any occasion where such a meeting has been called upon the request of six Commissioners. However, it is appropriate that a group of Commissioners should have the ability to call a Special Meeting. In the absence of any background information on the document, we wonder if "six" was based on a majority of the Commission at the time of writing. If so, the number required should constitute a majority which is currently seven.

- 1.03 Meetings to be Public

It appears that the reference to State Agency Act should be the State Agency Open Meeting Act.

Utilize reverse side if needed

- 1.06 Facilities for Commission Meetings

The last two sentences of the section refer to public hearings and should be inserted at the beginning of Section 1.07, Public Hearings.

- 1.07 Public Hearings

The last two sentences of 1.06 should be inserted initially and typo corrected in line 10 to read "also be."

- 3.03 Call to Order - Presiding Officer

In line seven "or" should be deleted with the insertion of "and" to read Chairman and Vice Chairman. The Executive Director should assume the Chair only in the absence of both.

- 3.10 Enforcement of Decorum

The second half of the section provides for the arrest of individuals by POST staff members and the filing of complaint by the Presiding Officer. It would seem less cumbersome to call local police.

- 4.02 Voting, a. Quorum

Existing wording prior to the Commission's action of April 24, 1980 was in compliance with Penal Code Section 13501. Robert's Rules of Order (Section 47) speaks to the question of motions that conflict with law, which we believe occurred at the last Commission meeting. Robert's says, in part, "No motion is in order that conflicts with the laws of the nation, or state . . . and if such a motion is adopted, even by a unanimous vote, it is null and void."

Penal Code Section 13501 states, "a majority of the members of the Commission shall constitute a quorum." Penal Code Section 13500 states, "The Commission consists of 11 members . . ." and "The Attorney General shall be an ex officio member . . ." Prior policy stated "Seven members of the Commission shall constitute a quorum" which was in accordance with the Penal Code.

Commission direction at the April 24 Meeting to amend Commission Rules of Order and Procedure 4.02(c) to read: ". . . a quorum of eight present. . ." appears to conflict with the Penal Code inasmuch as a quorum of 12 Commissioners is seven.

Within the same motion on April 24 regarding quorum, it appears the Commission's intent was to specify more clearly the number of votes required to determine whether a motion passes or fails. Taking into consideration the possibility of an absence when only

a quorum (seven members) is present, staff is recommending language be included in the policy statement that will allow the Commission to take affirmative action on a motion through a vote of simple majority. The motion, as stated by the Commission, would prohibit the adoption of a motion or resolution in the event of an abstention with only seven members present.

● 4.02 Voting, c. Vote: Tie Vote

Recommendations are made in accordance with the discussion in 4.02 a. above.

Penal Code Section 13501 requires the Commission to select a Chairman and Vice Chairman from among its members. The Commission's Rules of Order and Procedure does not include a method for such selection nor for a term of office. A series of additions are therefore proposed to provide for election, term of office and vacation of office.

Current Rules of Order and Procedure do not provide a specific method for amendments to our Rules. Section 5.14, however, provides that Robert's Rules of Order, Revised, prevails in the absence of a rule to govern a point of procedure.

Section 68 of Robert's Rules of Order, Revised, provides that rules of order that have been adopted and contain no rule for their amendment may be amended at any regular business meeting by a vote of the majority of the entire membership. In this case, in order to adopt the following recommendations, a majority of seven (7) of the entire Commission must vote in the affirmative.

The Commission's Rules of Order and Procedure are attached with appropriate strikeouts and underlined insertions reflecting the suggested amendment. Appropriate sections of the State Agency Open Meeting Act governing Executive Sessions are also attached for information.

RECOMMENDATIONS

It is recommended that the Commission adopt the amendments and additions to its Rules of Order and Procedure in the attachment. (Seven affirmative votes required.)

RULES OF ORDER AND PROCEDURE
FOR THE CONDUCT OF MEETINGS OF THE
CALIFORNIA COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

THE CALIFORNIA COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING DOES ADOPT AS FOLLOWS:

SECTION 1. PURPOSE. That it is the intention and purpose of the Commission on Peace Officer Standards and Training, by adoption of this resolution, to provide rules of order and procedure for the conduct of its meetings.

SECTION 2. RULES OF ORDER AND PROCEDURE. The rules of order and procedure for the meetings of the California Commission on Peace Officer Standards and Training are as follows:

RULES OF ORDER AND PROCEDURE

1.00 MEETINGS

1.01 Regular Meetings. Regular meetings of the Commission will be set by the Commission ~~for the calendar year at the last meeting of the preceding year~~ at each meeting for the corresponding quarterly meeting one year hence. If at any regular meeting, business before the Commission remains unfinished, the Commission may adjourn and reconvene from time to time to dispose of the same or to transact any other business. Less than a quorum may so adjourn from time to time. If all members are absent from any regular or adjourned regular meeting, the Executive Director may declare the meeting adjourned to a stated time and place, and he shall cause a written notice of the adjournment to be given in the same manner as provided in Section 1.02 for special meetings, unless such notice is waived as provided for special meetings. A copy of the notice of adjournment shall be conspicuously posted on or near the door of the place where the regular, adjourned regular, special, or adjourned special meeting was held within 24 hours after the time of the adjournment.

1.02 Special Meetings. Special meetings may be called at any time by the Chairman or on the request of ~~six~~ a quorum of Commissioners. The Commission Secretary will deliver personally or mail a written notice to each member of the Commission and to each agency and person requesting notice in writing. Such notice must be delivered personally or by mail at least

twenty-four hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings by the Commission.

1.03 Meetings to be Public. All regular and special meetings of the Commission shall be open to the public, except for such executive sessions which may be allowed to be held in private by the State Agency Open Meeting Act or other laws of the State of California.

1.04 Study Sessions. The Commission shall have the right at any time to assemble so as to be apprised of the various matters coming up at a regular meeting or special meeting and obtain such detailed information in regard thereto as will enable them to dispose of such matters more intelligently at the regular or special meeting to follow. The public may attend, as provided in Section 1.03; however, discussion by the public will not be encouraged, so that the Commission may use the time to ask and answer questions of the staff and other resource people. The public may address the Commission in Study Session following the same procedure as in Section 3.07. Notices of the meeting shall conform to Section 1.02, and an agenda shall be published as part of the notice.

1.05 Executive Sessions. The Commission may hold Executive Sessions during a regular or special meeting to consider the appointment, employment, or dismissal of an employee or to hear complaints or charges against such employee by another public officer, person, or employee unless such employee requests a public hearing. The Commission may also exclude from such Executive Sessions, during the examination of a witness, any or all other witnesses in the matter being investigated by the Commission.

The Commission may hold Executive Sessions to consult privately with the Attorney General and such other officers and employees whose presence is determined by the Commission to be necessary and/or other attorneys representing the Commission under circumstances in which the lawyer-client privilege governed by Evidence Code Section 950-962 may be lawfully asserted.

1.06 Facilities for Commission meetings. Regular and Special meetings of the Commission shall be held in a suitable facility. Arrangements for use of such facility shall be made by the Executive Director. If a suitable facility is not available, the public hearing may be continued to a date when a suitable alternate facility will be available. The Commission shall not conduct any regular meeting or special meeting in any facility that prohibits the admittance of any person or persons, on the basis of race, religion, creed, color, national origin, ancestry, or sex. ~~Section 13510 of the Penal Code provides that public hearings shall be held to adopt, amend or repeal Commission Regulations. Such hearings shall be conducted pursuant to the Administrative Procedure Act.~~

1.07 Public Hearings. Section 13510 of the Penal Code provides that public hearings shall be held to adopt, amend, or repeal Commission Regulations. Such hearings shall be conducted pursuant to the Administrative Procedure Act. The Commission, in setting the time and place for public hearings, may state the amount of time to be devoted to said public hearings. Anyone desiring to speak to the Commission on the subject of the public hearing may submit a written request therefore in advance of the meeting. The Commission Secretary shall provide the Commission copies of such written requests in the order in which received. Persons submitting such requests will be heard as time permits in the order determined by the Commission. Requests to speak received by the Secretary at the meeting at which the public hearing is held shall ~~also~~ also be heard. In the conduct of the public hearing, the Presiding Officer or any member of the Commission may direct those making the presentations to avoid repetition in order to permit maximum information to be provided the Commission within the time allotted to the presentations. The Commission shall evaluate all testimony prior to final adoption of any proposed revision.

1.08 Continuance of Hearings. Any hearing being held, or noticed, or ordered to be held by the Commission at any meeting may by order or notice of continuance adopted by the Commission be continued or recontinued to any subsequent meeting in the same manner and to the same extent set forth in Section 1.01 for the adjournment of meetings; provided if the hearing is continued to a time less than 24 hours after the time specified in the order or notice of hearing, a copy of the order or notice of continuance of hearing shall be posted immediately following the meeting at which the order or notice of continuance was adopted.

2.00 AGENDA

2.01 Declaration of Policy Re Agenda. It is hereby established as the policy of the Commission that no resolution, motion, or item of business, except of an emergency or administrative nature, shall be introduced before the Commission at its regular meetings without having prior thereto been placed upon a written agenda furnished to each member of the Commission at least one week prior to such regular meeting. All Commission meetings shall follow the prepared agenda unless changed by direction of the Chairman.

2.02 Written Agenda to be Prepared. Not later than one week prior to any regular meeting, or at such earlier time as the Commission may from time to time specify, the Executive Director shall prepare and furnish to each member of the Commission, and to such other persons as the Commission and law shall designate, a written agenda for such regular meeting. Such agenda shall also be available to the press and the public prior to the

meeting. The Commission Agenda, with all attachments, shall be available at the office of the Commission for perusal by interested citizens by 9:00 a.m. of the day before the Commission meeting. Any item of business shall be placed upon the written agenda prior to the deadline announced or observed for the preparation thereof at the request of the Chairman or of any individual Commissioner or of the Executive Director.

2.03 Written Communications. The Commission Agenda will include an item entitled "Written Communications." Each written communication directed to the Commission will be acknowledged by a form letter indicating when the written communication will be referred to the Commission. Written Communications will not appear upon the Commission Agenda as individual matters, but will be distributed to the Commission and the Executive Director separate from the agenda. Each communication will be considered and acted upon by the Commission only upon the request of the Chairman or a member of the Commission. Those not brought up for consideration shall be deemed received without any formal action by the Commission. Appropriate replies will be made by the Executive Director or other person designated.

If a written communication includes a request to address the Commission on a subject not scheduled for discussion by the Commission, the Commission will consider such request at the time the item, "Written Communications", is before it. It will determine if it wishes to have such matter discussed and, if so, will designate the meeting at which it will be discussed.

3.00 CONDUCT OF THE MEETING

3.01 Consent Calendar. The Executive Director may place agenda items on the consent calendar for action by the Commission. Any item placed on the consent calendar shall appear in its regular order on the agenda together with the recommendation of the Executive Director as to the action to be taken by the Commission with respect to such item. The items to be considered on the consent calendar shall be listed at the head of the first page of the agenda. Upon the motion of any member of the Commission, all items placed upon the consent calendar may be acted upon together, and each shall be deemed to have received the action recommended by the Executive Director; except that if any member of the Commission objects to the placement of an item on the consent calendar, or if any member of the public wishes to address the Commission on any such item, the item shall be deemed removed from the consent calendar and shall be heard and acted upon as part of the regular agenda.

3.02 Order of Business. At the hour set for each regular meeting, the Commission and Executive Director, Commission Secretary or their alternates, and such staff members as have been requested by the Executive Director to

be present, shall take their seats. The business of the Commission shall be taken up for consideration and disposition in the following order as set forth in the agenda published by the Commission Secretary except, upon direction of the Chairman of the Commission, matters may be taken up out of order.

1. Roll Call and Introduction of Guests
2. Approval of Minutes
3. Consent Calendar, Approval of Agenda
4. Public Hearings
5. Agenda Topics. Those with spokesmen to be considered earlier than routine items of business.
6. Written Communications
7. Emergency and/or Administrative Items
8. Adjournment

3.03 Call to Order - Presiding Officer. The Chairman, or in his absence, the Vice Chairman shall take the chair precisely at the hour appointed for the Commission meeting, and shall immediately call the meeting to order. Upon the arrival of the Chairman, the Vice Chairman shall immediately relinquish the chair at the conclusion of the business immediately before the Commission. In the absence of the Chairman ~~or~~ and Vice-Chairman, the Executive Director shall call the meeting to order, whereupon a temporary chairman shall be elected by the members of the Commission present. Upon the arrival of the Chairman or Vice-Chairman, the temporary chairman shall immediately relinquish the chair at the conclusion of the business immediately before the Commission. The person holding the chair in accordance with this rule is deemed the presiding officer.

3.04 Roll Call. The Secretary shall call the roll of the members and the names of those present shall be entered in the minutes.

3.05 Copy of Minutes to be Mailed to Commission Members. The Secretary shall send a copy of the unadopted minutes thereof to each member of the Commission with the agenda package for the subsequent meeting.

3.06 Reading of Minutes. Unless the reading of the minutes of a Commission meeting is requested by a member of the Commission, such minutes may be adopted without reading.

3.07 Requests to Address the Commission. Any person who wishes to address the Commission may request to do so by asking permission of the presiding officer. Subject to majority vote of the Commission, an oral request to address the Commission shall be approved. Written requests to address the Commission will follow the procedure as outlined in Section 2.03.

3.08 Manner of Addressing Commission; Time Limit.

- a. Protocol. Each person addressing the Commission shall give his name and address in an audible tone of voice for the record and, unless further time is granted by the Commission, shall limit his address to five (5) minutes. All remarks shall be addressed to the Commission as a body and not to any member thereof. No person, other than the Chairman, and Commissioners, and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Commission, without the permission of the presiding officer. No question shall be asked of a Commissioner or member of the staff except through the presiding officer.
- b. Speaker for Group of Persons. Whenever any group of persons wishes to address the Commission on the same subject matter, it shall be proper for the presiding officer to request that a speaker be chosen by the group to address the Commission and, in case additional data or arguments are to be presented at the time by any other member of said group, to limit the number of persons so addressing the Commission and the scope of their remarks, so as to avoid unnecessary repetition.

3.09 Decorum. No member of the public shall approach the Commission table while the Commission is in session, unless specifically requested to do so by the presiding officer. Any message to or contact with any member of the Commission while the Commission is in session shall be through the Secretary. Unruly conduct, such as undue noise, hissing, profanity, insults, or physical disturbance shall not be permitted. Any person making personal, impertinent, or slanderous remarks or who shall become boisterous while addressing the Commission shall be forthwith barred by the presiding officer from further audience before the Commission at said meeting, unless permission to continue is granted by a majority vote of the Commission.

3.10 Enforcement of decorum. Any staff member on duty or whose services are commandeered by the presiding officer shall be Sergeants-At-Arms of the Commission meetings. Such person, or persons, shall carry out all lawful orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the Commission meetings. ~~Upon instructions of the presiding officer, it shall be the duty of the Sergeants-At-Arms to place any person who violates the order and decorum of the meeting under arrest, and cause him to be prosecuted under provisions of applicable law, the complaint to be signed by the presiding officer.~~

3.11 Continuation of the Meeting. In the event that any meeting is willfully interrupted by a person, a group, or groups of persons so as to render the orderly conduct of such meeting unfeasible, and order cannot be restored by removal of individuals who are willfully interrupting the meeting, the members of the Commission may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any such session. As a matter of public policy, it is in the public interest to allow duly accredited representatives of the press or other news media who were not involved in the disruption to attend the sessions from which members of the general public have been excluded by reason of a willful disturbance. The Commission may direct the Sergeants-At-Arms to readmit any individual, or individuals, who in their judgment were not responsible for interrupting the orderly conduct of the meeting.

4.00 DUTIES AND PRIVILEGES OF COMMISSION MEMBERS

4.01 Rules of Debate

- a. Presiding Officer. The Presiding Officer may debate and vote. The Presiding Officer shall not be deprived of any of the rights and privileges of a Commissioner by reason of his acting as the Presiding Officer, except as set forth in Section 5.02.
- b. Obtaining the Floor; Improper References to be Avoided. A Commissioner desiring to speak shall address the chair and, upon recognition by the Presiding Officer, shall confine himself to the question under debate.
- c. Interruptions. A Commissioner, once recognized, shall not be interrupted when speaking unless it is to call him to order. If a Commissioner is called to order while speaking, he shall cease speaking until the question of order be determined and, if in order, he shall be permitted to proceed.
- d. Limitation of Debate. No Commissioner shall speak more than once upon any one subject until every other Commissioner wishing to speak thereon has spoken. Each Commissioner may speak for not more than thirty (30) minutes at any one time. He may speak longer, if he so requests, subject to a majority vote of the Commission.

4.02 Voting. Except as otherwise provided by law:

- a. Quorum. A majority (7) of the members of the Commission (12) shall constitute a quorum.

- b. Abstention. A Commissioner abstaining from voting on an issue has forfeited the right to vote, and it shall not be counted.
- c. Vote; Tie Vote. ~~The vote of a number necessary to constitute a quorum of the members of the Commission shall be necessary to adopt any resolution or motion.~~

~~With a quorum of eight present at a properly constituted meeting, action may only be taken on a motion or resolution upon the favorable vote of a simple majority of the members present.~~
(April 24, 1980 Action of the Commission)

With a quorum present at a properly constituted meeting, action may only be taken on a motion or resolution upon the favorable vote of a simple majority of the voting members present.

- d. Demand for Roll Call. Upon demand of any Commissioner, or by discretion of the Presiding Officer expressed before the negative has been put, the roll shall be called for yeas and nays upon any motion before the Commission. A Commissioner shall not explain or comment on his vote during or after roll call.
- e. Sequence of Voting. Whenever a roll is taken, Commissioners shall be called for their vote in alphabetical order.

4.03 Dissents and Protests. Any Commissioner shall have the right to dissent from any action of the Commission or ruling of the Presiding Officer and have the reason therefore entered in the minutes. Such dissent shall be in writing and presented to the Commission not later than the next regular meeting following the date of said action.

5.00 COMMISSION PROCEDURES

5.01 Precedence of Motions. When a question is before the Commission, no motion shall be entertained except:

- a. to adjourn
- b. to fix the hour of adjournment
- c. to lay on the table
- d. for the previous question
- e. to postpone to a certain day
- f. to refer
- g. to amend
- h. to substitute
- i. to postpone indefinitely

These motions shall have the precedence in the descending order indicated. Any such motion, except a motion to adjourn, amend or substitute, shall be put to a vote without debate.

5.02 Motions and Resolutions to be Stated by Chair. When a motion or resolution is made and seconded, it shall be stated by the Chair before debate. Any Commissioner may demand that it be put in writing.

5.03 Withdrawal of Motions. A motion may not be withdrawn by the mover without consent of the second.

5.04 Motions Out of Order. The Commission, by majority vote, may permit a member to introduce a resolution or motion out of the regular order of the agenda.

5.05 Motion to Adjourn - When Not in Order - When Debatable. A motion to adjourn shall be in order at any time, except as follows:

- a. When repeated without intervening business or discussion
- b. When made as an interruption of a member speaking
- c. When the previous question has been ordered
- d. While a vote is being taken, a motion to adjourn is debatable only as to the time to which the meeting is to be adjourned.

5.06 Motion to Lay on Table. A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If the motion prevails, consideration of the subject may be resumed only upon motion of a member voting with the majority.

5.07 The Previous Question. When a Commissioner's motion for the previous question gets a second, the Presiding Officer shall allow no further debate and shall ask, "Shall the main motion now be put?" If the question carries, the Presiding Officer shall put pending amendments to vote, without debate, in the inverse order of their introduction, before putting the main question.

If the question, "Shall the main question now be put?", is decided negatively, the main question and its amendments remain before the Commission.

5.08 Division of Question. If a question put before the Commission with a second contains two or more separable propositions, the Presiding Officer may, and upon request of a Commissioner shall, divide the question.

5.09 Amendments. When a motion to amend a question gets a second, the Presiding Officer shall first cause the question to be read as it stands, then the words proposed to be stricken and added, and finally, the question as it would stand if so amended.

5.10 Amend an Amendment. When a motion to amend an amendment has been seconded and installed for debate, a motion to amend the same amendment further shall not be in order.

5.11 Motion to Postpone. A motion to postpone, except one to postpone indefinitely, may be amended as to time. If a motion to postpone indefinitely carries, the main motion is lost.

5.12 Reconsideration. Any Commissioner who voted with the majority on a question may move a reconsideration of that question at the same meeting in which the decision was made, provided, however, that a resolution authorizing or relating to a contract may be reconsidered at any time prior to execution of the contract. After a motion for reconsideration has been acted on, no other such motion on the same question shall be made without unanimous consent.

5.13 Anonymous Communications. Anonymous or unsigned communications shall not be introduced.

5.14 Procedure in Absence of Rule. In the absence of a rule to govern a point of procedure, "Robert's Rules of Order, Revised" shall be used to decide a point or procedure.

5.15 Procedure for Appeal from Decision of Executive Director.

- a. The Commission Secretary shall read any correspondence received from the person, hereinafter called "applicant" or "appellant", whose application or appeal is being heard, and all other correspondence.
- b. The staff report or summary will be presented by the Executive Director or his designee.
- c. The Presiding Officer shall call on the appellant to be heard. Presentations shall be limited to ten (10) minutes and rebuttal to five (5) minutes, unless extended by permission of the Commission. The Presiding Officer shall rule out of order the presentation of information containing changes from the applicant's documents upon which the Executive Director has acted.

6.00 COMMISSION OFFICERS

6.01 Election. The Commission shall select a chairman and vice-chairman from among its members. (P.C. 13501)

6.02 Term of Office. The term of office shall normally be one year from the date of election. The Chairman and Vice-Chairman shall remain in office until succeeded by a simple majority vote of the voting Commission members present at a properly constituted meeting.

6.03 Chair Vacated. In the event the Chairman is unable to complete the elected term of office, the Vice-Chairman shall automatically assume the position of Chairman for the remainder of such term. The Commission shall elect a vice-chairman from its members, whose term of office shall be the same as the Chairman regardless of when elected.

6.04 Vice-Chair Vacated. In the event the Vice-Chairman is unable to complete the elected term of office, the Commission shall elect from its members a vice-chairman, whose term of office shall be the same as the Chairman regardless of when elected.

LAWS RELATING TO PUBLIC MEETINGS AND EXECUTIVE SESSIONS

The following sections are contained in the Government Code, Article 9, Meetings, (State Agency Open Meeting Act), which was added by statute in 1967. All the provisions of Article 9 apply to the Commission as a state agency, however, these specific sections refer only to public policy, state agency by definition, meetings in general, and executive sessions.

§ 11120. Public policy; proceedings of public agencies conducted openly

It is the public policy of this state that public agencies exist to aid in the conduct of the people's business and the proceedings of public agencies be conducted openly so that the public may remain informed.

In enacting this article the Legislature finds and declares that it is the intent of the law that actions of state agencies be taken openly and that their deliberation be conducted openly.

§ 11121. State agency

As used in this article "state agency" means every state board, or commission, or similar multimember body of the state which is required by law to conduct official meetings, but does not include state agencies provided for in Article VI of the California Constitution nor districts or other local agencies whose meetings are required to be open to the public pursuant to the provisions of Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of this code.

§ 11123. Meetings to be open and public; attendance

All meetings of a state agency shall be open and public and all persons shall be permitted to attend any meeting of a state agency except as otherwise provided in this article.

§ 11125.1 Agenda of public meetings and copies of public documents to be made available to public; reports of executive sessions

(a) Notwithstanding any other provision of this chapter, agendas of public meetings and copies of public documents, or summaries thereof, which are to be discussed or considered at a public meeting of a state agency shall be made available to the public by the state agency prior to the commencement of such meeting; provided, however, that the state agency may charge a reasonable fee, not to exceed the actual costs of reproduction, for documents furnished pursuant to this subdivision; and further provided that this section shall not include written memoranda prepared for a state agency, or its members, by an attorney holding a fiduciary relationship to such agency.

(b) Any state agency shall publicly report at a subsequent public meeting any action taken, and any rollcall vote thereon, to appoint, employ, or dismiss a public employee arising out of any executive session of the state agency.

§ 11126. Executive sessions

Disciplinary action; notice of right to public hearing; exclusion of witnesses.

Nothing contained in this article shall be construed to prevent a state agency from holding executive sessions during a regular or special meeting to consider the appointment, employment or dismissal of a public employee or to hear complaints or charges brought against such employee by another person or employee unless such employee requests a public hearing. As a condition to holding an executive session on the complaints or charges to consider disciplinary action or to consider dismissal such employee shall be given written notice of his right to have a public hearing rather than an executive session, which notice shall be delivered to him personally or by mail at least 24 hours before the time for holding a regular or special meeting. If notice is not given, any disciplinary or other action taken against any employee at such executive session shall be null and void. The state agency also may exclude from any such public or private meeting, during the examination of a witness, any or all other witnesses in the matter being investigated by the state agency. Following the public hearing or executive session the agency may deliberate on the decision to be reached in an executive session.

Employees.

For the purposes of this section, the term "employee" shall not include any person who is elected to, or appointed to a public office by, any state agency; provided, however, that officers of the California State University and Colleges who receive compensation for their services other than per diem and ordinary and necessary expenses shall, when engaged in such capacity, be considered employees.

Examinations.

Nothing in this article shall be construed to prevent state agencies, which administer the licensing of persons engaging in businesses or professions, from holding executive sessions to prepare, approve, grade or administer examinations.

Administrative adjudication.

Nothing in this article shall be construed to prohibit a state agency from holding an executive session to deliberate on a decision to be reached based upon evidence introduced in a proceeding required to be conducted pursuant to Chapter 5 (commencing with Section 11500) of Part 1, Division 3, Title 2 of the Government Code or similar provision of law.

Honorary degrees; gifts; donations; bequests.

Nothing in this article shall be construed to prevent any executive session to consider the conferring of honorary degrees, or gifts, donations and bequests which the donor or proposed donor has requested in writing to be kept confidential.

Sessions relating to salaries, salary schedules or fringe benefits.

Nothing in this article shall be construed to prevent the governing body of a public agency, or such boards, commissions, administrative officers, or other representatives as may properly be designated by law or by such governing body, from holding executive sessions with its representatives at any time in discharging its responsibilities under Chapter 10 (commencing with Section 3500) of Division 4 of Title 1 of this code as such sessions relate to salaries, salary schedules, or compensation paid in the form of fringe benefits.

§ 11127. Application of article

The provisions of this article shall apply to every state agency unless the agency is specifically excepted by law.

§ 11128. Time of executive session

All executive sessions of a state agency shall be held only during a regular or special meeting of the agency.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Financial Report - Third Quarter 1979-80 Fiscal Year		Meeting Date April 24-25, 1980
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>[Signature]</i>	Date of Approval April 22, 1980	Date of Report April 16, 1980
Purpose: Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

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

This report is the Third Quarter Financial Report for the 1979-80 Fiscal Year, July 1, 1979 through March 31, 1980, showing revenue for the Peace Officers' Training Fund and expenditures made from the Fund for administrative costs and for reimbursements for training costs to cities, counties, and districts in California. Detailed information is included showing a breakdown of training costs by category of expense, i.e., subsistence, travel, tuition, and salary of the trainee (Schedule I). Also included is the Cumulative Report of Reimbursement (Schedule II) providing detailed information on:

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

REVENUE

Revenue from traffic and criminal fines for the first nine months of the 1979-80 F.Y. totaled \$11,250,888.12 compared to \$10,142,414.64 for the corresponding period in 1978-79, an increase of \$1,108,473.48 (11%).

REIMBURSEMENTS

Reimbursements to cities, counties, and districts for the first nine months of the 1979-80 F.Y. totaled \$8,006,220.50. Included in this amount is approximately \$1,600,000 in reimbursement for training completed during the 1978-79 F.Y. Revised accounting procedures beginning July 1, 1979, provide for the payment of claims from funds available for the fiscal year in which the claims are received by POST without regard to the fiscal year of training.

The reduction of salary to the 30 percent rate is reflected in the third quarter reimbursement total but not to a great extent, since many of the claims received for courses in the third quarter began prior to January 1, 1980. The third quarter reimbursement for 1979-80 F.Y. is \$3,187,733.79 for 7,729 trainees compared to the corresponding period in the 1978-79 F.Y. when reimbursement was \$2,817,972.97 for 6,302 trainees.

A total of \$11,652,392 has been authorized for reimbursement in Fiscal Year 1979-80. Historically, the largest portion of the total expenditure for reimbursement occurs in the second half of the year.

(Continued on reverse)

Utilize reverse side if needed

Coupling the \$8,006,220.50 reimbursed in the first nine months with the Aid to Local Government contracts of \$1,279,408.99 means \$9,285,629.49 of the authorized \$11,652,392.00 has been spent or encumbered. This means only \$2,366,762.51 is available for claims payment in the last quarter. This averages approximately \$788,921.00 per month, while staff expects claims (even at 30% salary) to exceed this amount by at least \$200,000 per month.

The Department of Finance will not authorize an augmentation. Obviously, staff will monitor this closely to determine what administrative action may be necessary. If action is required prior to the end of the fiscal year, we will advise the Commission of our recommendations which may require a special meeting of the Budget Committee and/or Commission in June.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

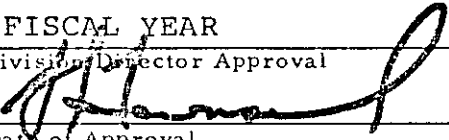
PEACE OFFICER TRAINING FUND

STATEMENT OF REVENUE
1979-80 FISCAL YEAR

<u>MONTH</u>	<u>TRAFFIC</u>	<u>CRIMINAL</u>	<u>SURPLUS INVESTMENT AND OTHER</u>	<u>TOTAL</u>
July	\$ 894,060.10	\$ 474,508.67	\$	\$ 1,368,568.77
August	907,291.92	427,382.27		1,334,674.19
September	437,654.95	214,338.08		651,993.03
October	896,389.07	418,349.19		1,314,738.26
November	727,698.50	379,813.62	11,850.00	1,119,362.12
December	1,086,556.45	521,875.33		1,608,431.78
January	753,325.48	508,386.63	300,864.86	1,562,576.97
February	982,582.97	509,582.65	4,906.22	1,497,071.84
March	<u>775,731.71</u>	<u>335,360.53</u>	<u>13,998.76</u>	<u>1,125,091.00</u>
TOTAL	<u>\$7,461,291.15</u>	<u>\$3,789,596.97</u>	<u>\$ 331,619.84</u>	<u>\$11,582,507.96</u>

Commission on Peace Officer Standards and Training

AGENDA ITEM SUMMARY SHEET

Agenda Item Title FINANCIAL REPORT 1979-80 FISCAL YEAR		Meeting Date July 17, 18, 1980
Division Administration	Division Director Approval 	Researched By Staff
Executive Director Approval	Date of Approval	Date of Report July 2, 1980
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

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

This report is the annual financial report for the 1979-80 Fiscal Year, July 1, 1979 through June 30, 1980, showing revenue for the Peace Officer Training Fund and expenditures made from the Fund for administrative costs and for reimbursements for training costs to cities, counties and districts in California. Detailed information is included showing a breakdown of training costs by category of expense, i.e., subsistence, travel, tuition and salary reimbursed (Schedule I). Also included is the annual cumulative report of reimbursement (Schedule II) made from the Peace Officers Training Fund providing detailed information on:

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

REVENUE

Revenue from traffic and criminal fines for the 1979-80 Fiscal Year totaled \$ 16,012,137.44 compared to \$14,219,728.47 for the corresponding period in 1978-79, an increase of \$ 1,792,408.97 (13%).

REIMBURSEMENTS

Reimbursements to cities, counties and districts for fiscal year 1979-80 totaled \$10,317,833.67 compared to \$9,396,015.90 for fiscal year 1978-79, an increase of \$921,817.77.

The total reimbursement budget was \$11,652,392.00 and the amount was reached by June 5, 1980 when contract encumbrances (such as Dept. of Justice Training Courses, CSTI Courses, Management Courses, etc.) were added to the claims for reimbursement already received.

Claims received after June 5, 1980 were not processed in the fourth quarter but were held to be paid from the first quarter allocation of the 1980-81 fiscal year budget. This action was taken at the direction of the Commission with concurrence of the Dept. of Finance and the State Controller. The unprocessed "carry over" claims totaled approximately \$1,450,000.00.

The last two pages reflect activity relating to the POST Professional Certificate Program.

Utilize reverse side if needed

COMMISSION ON PEACE OFFICER STANDARDS
AND TRAINING

PEACE OFFICER TRAINING FUND

STATEMENT OF REVENUE
1979-80 FISCAL YEAR

<u>MONTH</u>	<u>TRAFFIC</u>	<u>CRIMINAL</u>	<u>SURPLUS INVESTMT. AND OTHER</u>	<u>TOTAL</u>
JULY	\$ 894,060.10	\$ 474,508.67	\$	\$ 1,368,568.77
AUGUST	907,291.92	427,382.27		1,334,674.19
SEPT.	437,654.95	214,338.08		651,993.03
OCT.	896,389.07	418,349.19		1,314,738.26
NOV.	727,698.50	379,813.62	11,850.00	1,119,362.12
DEC.	1,086,556.45	521,875.33		1,608,431.78
JAN.	753,325.48	508,386.63	300,864.86	1,562,576.97
FEB.	982,582.97	509,582.65	4,906.22	1,497,071.84
MARCH	775,731.71	335,360.53	13,998.76	1,125,091.00
APRIL	867,505.77	428,671.66		1,296,177.43
MAY	979,517.35	441,883.82		1,421,401.17
JUNE	<u>906,162.52</u>	<u>434,029.31</u>	<u>*371,859.05</u>	<u>1,712,050.88</u>
TOTAL	\$10,214,476.79	\$ 5,094,181.76	\$ 703,478.79	\$16,012,137.44

*Interest of 371,858.95 earned last six months of Fiscal Year 1979-80,
and to be received in July 1980.

COMMISSION ON PEACE OFFICER STANDARDS & TRAINING

PEACE OFFICER TRAINING FUND

ANALYSIS OF CHANGE IN ACCUMULATED SURPLUS

7/1/79-6/30/80

RESOURCES

Accumulated Reserve July 1, 1979	\$ 2,786,553.30	
Adjustment for prior year payment	- 531.55	
Revenue July 1, 1979 through June 30, 1980	<u>16,012,137.44</u>	
TOTAL RESOURCES		\$ 18,798,159.19

EXPENDITURES

Administrative Costs		
Cash Disbursed	\$ 2,557,901.14	
Debts to be Paid	<u>67,527.09</u>	
Total Administrative Costs		\$ 2,625,428.23
Aid to Local Governments		
Training Claims Paid	\$ 7,963,618.86	
Training Claims to be Paid	2,382,653.57	
Contractual Services Paid	972,670.17	
Cont. Services to be Paid	273,057.86	
Ltrs. of Agmt. & Room Rentals	40,319.31	
Ltrs. of Agmt. & Room Rentals to be Paid	2,065.51	
Refund-prior year contract	<u>- 3,145.28</u>	
Total Aid to Local Governments		11,631,240.00
Prior Year Net Expenditures		<u>- 178,438.70</u>
TOTAL EXPENDITURES		\$ 14,078,229.53
Subtotal, Accumulated Reserve		\$ 4,719,929.66
Plus Reimbursements		271,809.07
ACCUMULATED RESERVE June 30, 1980		\$ <u>4,991,738.73</u>

DISTRIBUTION OF REIMBURSEMENT

During Fiscal Year 1979-80, \$10,317,833.67 was reimbursed for training. Of this amount \$6,535,503.54 (63%) was reimbursed for mandated training, \$1,847,073.53 (18%) for Job Specific Courses and \$1,930,220.52 (19%) for Technical Course training. The difference of (-) \$19,825.55 is for adjustments to prior reimbursement payments.

	<u>Reimbursed</u>	<u>PerCent</u>	<u>No. Trainees</u>	<u>PerCent</u>
Basic	\$ 4,625,302.13	45	2,654	11
Advanced Officer	1,148,201.34	11	7,801	32
Supervisory Course	472,348.73	4	840	3
Management Course	289,651.34	3	333	1
Executive Development Course	24,861.63	0	43	0
Job Specific Courses	1,847,073.53	18	4,667	19
Technical Courses	<u>1,930,220.52</u>	<u>19</u>	<u>8,440</u>	<u>34</u>
Subtotal	\$10,337,659.22	100%	24,778	100%
Adjustments	<u>(-) 19,825.55</u>			
GRAND TOTAL	\$10,317,833.67			

6/30/80

REIMBURSEMENT BY CATEGORY OF EXPENSE

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

MONTH June FOR TRAINING TO DATE FOR 1979-80 FISCAL YEAR

COURSE		Subsistence	%	Travel	%	Tuition	%	Salary	%	TOTAL	%
BASIC	Total this Month	24,831.12		8,852.46				199,254.81		232,938.39	
	Previous Months	890,557.88		176,180.39				3,325,625.47		4,292,363.74	
	Total to Date	915,389.00	20	185,032.85	4			3,524,880.28	76	4,625,302.13	45
ADVANCED OFFICER	Total this Month	3,500.70		1,470.26				54,931.64		59,902.60	
	Previous Months	63,648.17		31,511.38				993,139.19		1,068,298.74	
	Total to Date	67,148.87	6	32,981.64	3			1,048,070.83	91	1,148,201.34	11
SUPERVISORY COURSE	Total this Month	2,938.94		995.80				12,060.26		15,995.00	
	Previous Months	131,252.29		34,406.31				290,695.13		456,353.73	
	Total to Date	134,191.23	28	35,402.11	8			302,755.39	64	472,342.73	5
MIDDLE MANAGEMENT COURSE	Total this Month	1,648.92		637.52				1,713.62		4,000.06	
	Previous Months	108,253.30		19,232.12		17,419.00		140,741.86		285,651.28	
	Total to Date	109,907.22	38	19,869.64	7	17,419.00	6	142,455.48	49	289,651.34	3
EXECUTIVE DEVELOPMENT COURSE	Total this Month	2,993.58		899.70						3,893.28	
	Previous Months	17,713.12		3,255.23						20,968.35	
	Total to Date	20,706.70	23	4,154.93	17					24,861.63	0
JOB SPECIFIC COURSES	Total this Month	25,929.97		7,889.52		4,960.00		18,048.18		56,827.67	
	Previous Months	575,315.80		157,469.82		219,114.01		838,346.23		1,790,245.86	
	Total to Date	601,245.77	33	165,359.34	9	224,074.01	12	856,394.41	46	1,847,073.53	18
TECHNICAL/SPECIAL COURSES	Total this Month	54,770.63		21,150.65		23,441.50				99,362.78	
	Previous Months	1,062,054.50		380,245.53		338,557.66				1,830,857.74	
	Total to Date	1,116,825.13	58	401,396.23	21	411,999.16	21			1,930,220.52	12
TOTAL FOR MONTH		116,613.86		41,895.91		28,401.50		286,008.51		472,919.78	
TOTAL FOR PREVIOUS MONTHS		2,848,800.06		802,200.83		625,090.67		5,538,547.88		9,864,739.44	
GRAND TOTAL TO DATE		2,965,413.92	29	844,196.74	8	653,492.17	6	5,874,556.39	57	10,337,659.22	100

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Schedule I

ADMINISTRATION DIVISION
Claims Audit Section

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

Reimbursement By Month	Claims Received	Claims Returned	Claims Processed	Reimbursement	Accumulated Total Reimbursement
July	549	22	531	\$ 925,369.08	\$ 925,369.08
August	507	18	490	501,215.07	1,426,584.15
September	426	10	461	695,105.75	2,121,689.90
Adjustments on Prior Reimbursements 1st Qtr				(+)1,894.77	
Audit Adjustments by Controller 1st Qtr				(-)10,483.76	2,113,100.91
October	565	18	535	693,940.13	2,807,041.04
November	838	20	721	895,759.25	3,702,800.29
December	1004	25	1072	1,118,329.34	4,821,129.63
Adjustments on Prior Reimbursements 2nd Qtr				(+)613.55	
Audit Adjustments by Controller 2nd Qtr				(-)3,256.47	4,818,486.71
January	770	28	774	1,073,574.10	5,892,060.81
February	757	19	729	1,027,990.38	6,920,051.19
March	926	34	932	1,087,416.24	8,007,467.43
Adjustments on Prior Reimbursements 3rd Qtr				(+)391.84	
Audit Adjustments by Controller 3rd Qtr				(-)1,638.77	8,006,220.50
April	1023	20	1033	988,995.04	8,995,215.54
May	936	21	906	857,045.06	9,852,260.60
June	1,421	4	429	472,919.78	10,325,180.38
Adjustments on Prior Reimbursements 4th Qtr				(-)1,336.55	
Audit Adjustments by Controller 4th Qtr				\$ (-)6,010.16	\$ 10,317,833.67

POST 1-245 (Rev. 8/78)

ADMINISTRATION DIVISION
Claim Audit Section

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

Reimbursement By Month	1979-80 F.Y. Reimbursements	Adjustments and Audit Report	Ltr. of Agr.	Contract Reimb.	Total Aid to Local Gov't Item 384
			Room Rent		
JULY	925,369.08		\$ 235.06 0	0	\$ 925,604.14
AUGUST	501,215.07		341.80	9,352.15	1,436,513.16
SEPTEMBER	695,105.75	\$(+)1,894.77 (-)10,483.76	6,718.96 360.00	0	2,130,108.88
OCTOBER	693,940.13		2,974.84	117,461.75	2,944,485.60
NOVEMBER	895,759.25		502.32	25,771.67	3,866,518.84
DECEMBER	1,118,329.34	(+) 613.55 (-)3,256.47	3,932.32	235,629.70	5,221,767.28
JANUARY	1,073,574.10		943.10	136,252.25	6,432,536.73
FEBRUARY	1,027,990.38		3,918.48 813.10	35,930.66	7,501,189.35
MARCH	1,087,416.24	(+) 391.84 (-)1,638.77	6,004.72 64.20	102,176.70	8,695,604.28
APRIL	988,995.04		9,529.14 403.45	138,276.14	9,832,808.05
MAY	857,045.06		2,397.82 326.46	155,574.14	10,848,151.53
JUNE	472,919.78	(-)1,336.55 (-)6,010.16	710.04 103.00	13,758.54	11,328,296.18
	10,337,659.22	(-)19,825.55	38,208.60 2,070.21	970,183.70	11,328,296.18

State of California - Department of Justice

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

Total 1979-80 Fiscal Year
July 1, 1979 through June 30, 1980

Page 1 of 5

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
0010	Basic	4,625,302.13	1,742.77	2,654	979,782
0030	Advanced Officer	1,148,201.34	147.19	7,801	239,203
0040	Supervisory	472,348.73	562.32	840	68,225
0050	Management Course	289,651.34	869.82	333	26,253
7000	Executive Development Course	24,861.63	578.18	43	3,440
	Job Specific	1,847,073.53	395.77	4,667	228,694
	Technical Courses	1,930,220.52	228.70	8,440	287,183
	Subtotal	10,337,659.22		24,778	1,832,780
	Adjustments to Prior Payments	+ 1,563.61			
	State Controller Audit Adjustments	-21,389.16			
	TOTAL REIMBURSEMENTS	10,317,833.67		24,778	1,832,780
0000-0999	MANDATORY TRAINING				
0010	Basic Course	4,625,302.13	1,742.77	2,654	979,782
0030	Advanced Officer Course	1,148,201.34	147.19	7,801	239,203
0040	Supervisory Course	472,348.73	562.32	840	68,225
0050	Management Course	289,651.34	869.82	333	26,253
1000-1999	SEMINARS				
1010-1050	Management Seminars	97,200.22	259.89	374	9,759
1110-1150	Executive Development Seminars	70,669.52	260.77	271	6,196
1200	Supervisory Seminars	9,397.39	164.87	57	1,496
1310	Legislative Update Seminars	3,926.56	12.27	320	1,922
1320	POST Special Seminars	70,698.56	141.68	499	7,574
1330	Chief Executive Criminal Intelligence Seminars				
2000-2999	TECHNICAL, SKILLS - KNOWLEDGE TRAINING				
2010	Analysis of Urban Terrorist Activities	46,135.63	288.35	160	7,026
2011	Advanced Terrorism Analysis Course	658.50	329.25	2	94
2020	Boating Safety and Enforcement	3,552.66	197.37	18	720
2030	Breathalyzer Course				
2031	Driving Under the Influence	978.07	46.58	21	504
2040	Civilian Supervisory School	1,089.54	363.18	3	120
2050	Community Police Relations	2,190.60	57.65	38	1,515
2060	Criminal Justice Information Systems	6,118.83	291.37	21	504
2070	Criminal Justice Role Training Program				
2080	Crisis Intervention	3,535.05	88.38	40	1,239
2090	Workshop on the Mentally Ill	8,695.68	248.45	35	840
2100	Defensive Tactics	112.81	28.20	4	96
2110	Driver Training	1,809.91	258.55	7	152
2111	Advanced Driver Training	22,195.47	299.94	74	1,752
2120	Fingerprint School	6,264.23	136.18	46	1,840

POST 1-178 (Rev. 10-77)

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

Page 2 of 5

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
2121	Advanced Latent Fingerprint School	3,870.06	107.50	36	1,440
2130	Firearms and Toolmark Identification				
2140	Forensic Microscopy				
2150	Hostage Negotiation Techniques	46,832.35	339.36	138	5,464
2151	Hostage Negotiation, Advanced	21,563.27	283.73	76	1,824
2160	Instructor Development, Skills				
2161	PR-24 Baton Instructor's Course	1,121.90	93.49	12	480
2162	Chemical Agents Instructors Course	3,212.50	152.97	21	504
2163	Defensive Tactics	9,162.71	398.38	23	1,800
2164	Firearms Instructors Course	25,388.84	295.22	86	4,735
2165	Report Writing for Instructors	6,849.75	380.54	18	576
2166	Defensive Tactics Instructors Course	2,766.43	184.43	15	480
2170	Instructor Development Course	921.76	92.17	10	400
2171	Techniques of Teaching Criminal Justice Role Training				
2172	Writing POST Performance Objectives				
2180	Interpersonal Communications				
2190	Juvenile Justice Update	41,373.86	154.96	267	6,382
2200	Specialized Surveillance Equipment	21,741.99	219.62	99	3,528
2210	Law Enforcement Legal Education Program	44,721.74	344.01	130	5,182
2211	Law Enforcement Legal Education Update	30,457.12	200.38	152	3,648
2220	Narcotic Investigation for Peace Officers	8,991.45	124.88	72	1,488
2222	Heroin Influence Course	10,832.16	108.32	100	2,000
2230	Non-Sworn Police Personnel Training	177.87	59.29	3	48
2240	Officer Survival Techniques	308,397.60	280.11	1,101	49,699
2250	Organized Crime Informant Development and Maintenance	20,100.72	177.88	113	4,050
2260	Personal Stress Reduction				
2270	Report Writing	12,573.91	174.64	72	1,680
2280	Riot Control				
2290	Spanish for Peace Officers	17,887.95	220.84	81	7,771
2300	S.W.A.T. Training	6,977.78	249.21	28	1,120
2301	Advanced Special Weapons and Tactics (S.W.A.T.)	18,745.55	92.80	202	4,040
2310	Underwater Search and Recovery				
2320	Prison Gang Activity	18,059.48	194.19	93	3,186
2325	Outlaw Motorcycle Gang Activity	8,020.54	211.07	38	904
2330	Radar Enforcement Training	1,178.61	65.48	18	288
2340	Computer Programming				
2342	Computer Fraud	412.99	51.62	8	192
2990	Law Enforcement Skills and Knowledges	3,291.58	22.86	144	3,032
3000-3999	TECHNICAL, SPECIAL FUNCTION TRAINING				
JS 3010	Bomb Scene Investigation	13,292.92	260.65	51	2,036

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

Page 3 of 5

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
3010	Arson and Explosive Investigation	714.11	142.82	5	240
3011	Arson Investigation Course	1,300.43	260.09	5	200
JS 3020	Auto Theft Investigation	22,435.65	393.61	57	2,047
3020	Auto Theft Investigation	537.20	134.30	4	140
3021	Advanced Auto Theft Investigators Workshop	5,620.62	224.82	25	936
3030	Background Investigation	3,713.24	95.21	39	876
3051	Fencing Investigation	21,501.34	247.14	87	3,440
3052	Burglary Investigation, Advanced	10,478.43	227.79	46	1,104
JS 3060	Questioned Document Investigation	25,949.62	540.62	48	1,824
3060	Questioned Document Investigation	565.80	282.90	2	76
JS 3070	Civil Process	9,808.71	377.26	26	1,024
3070	Civil Process	350.75	175.38	2	64
JS 3080	Commercial Vehicle Enforcement	6,797.02	199.91	34	1,440
3080	Commercial Vehicle Enforcement	1,719.00	68.76	25	719
JS 3090	Complaint/Dispatcher	61,511.00	349.49	176	7,751
3090	Complaint/Dispatcher	715.03	178.76	4	160
3110	Contingency Planning for Hazardous Materials	32,245.57	275.60	117	5,143
3111	Hazardous Materials Familiarization	1,649.63	51.55	32	784
3120	Coroners Course	1,862.32	372.46	5	280
3121	Advanced Investigation for Coroners Cases	1,804.28	164.03	11	870
JS 3130	Crime Prevention	131,953.51	1,147.42	115	9,166
3130	Crime Prevention	5,572.00	348.25	16	664
3131	Advanced Crime Prevention	17,736.33	432.59	41	1,628
JS 3140	Criminal Investigation, General	103,323.60	597.25	173	16,248
3140	Criminal Investigation, General	572.01	286.01	2	200
3141	Criminal Investigation II	255.19	42.53	6	240
3142	Visual Investigation Analysis	214.43	13.40	16	128
JS 3160	Field Evidence Technician	197,007.88	1,005.14	196	18,872
3160	Field Evidence Technician	15,471.23	455.04	34	1,480
3161	Physical Evidence Presentation	31,134.96	841.49	37	2,920
JS 3170	Field Training Officer Course	256,453.08	302.42	848	34,243
3170	Field Training Officer Course	28,800.34	205.72	140	4,740
JS 3190	Homicide Investigation	47,043.46	475.19	99	3,996
3190	Homicide Investigation	42,875.54	345.77	124	8,978
JS 3191	Homicide Institute	38,179.79	720.37	53	4,224
3191	Homicide Institute				
3201	Criminal Intelligence Data Collector	21,302.55	463.10	46	3,496
3202	Criminal Intelligence Data Analyst	11,376.65	455.07	25	1,882
3204	Link Analysis	126.50	9.04	14	112
3205	Chief Executive Criminal Intelligence Course	1,026.83	102.68	10	160

Commission on Peace Officer Standards and Training

Administration Division - Claims Audit Section

REIMBURSEMENT BY COURSE CATEGORY

Page 4 of 5

COURSE CODE	COURSE	AMOUNT OF REIMBURSEMENT	AVERAGE COST PER TRAINEE	NUMBER OF TRAINEES	HOURS OF TRAINING
JS 3210	Internal Affairs	22,071.97	324.59	68	1,622
3210	Internal Affairs	39,721.04	228.28	174	4176
JS 3220	Jail Operations (80-hour course)	64,262.75	357.02	180	13,387
3220	Jail Operations (80-hour course)	1,113.58	371.19	3	200
JS 3221	Jail Operations (40-hour course)	132,457.21	162.13	817	32,624
3221	Jail Operations (40-hour course)	719.22	143.84	5	240
JS 3230	Juvenile Training	30,267.36	118.70	255	6,248
3230	Juvenile Training	37,727.13	877.38	43	13,172
JS 3231	Juvenile Law Enforcement Officer's Training Course	62,638.93	544.69	115	4,720
3231	Juvenile Law Enforcement Officer's Training Course	4,204.80	382.25	11	448
JS 3232	Child Abuse Investigation	1,396.73	199.53	7	168
3232	Child Abuse: Intervention, Referral and Investigation	37,574.61	341.59	110	4,240
3233	School Resource Officer	8,380.57	299.31	28	670
3240	Fraud Investigation	8,650.15	146.61	59	1,416
JS 3250	Motorcycle Operation	83,975.60	902.96	93	7,912
3250	Motorcycle Operation	5,341.57	763.08	7	550
JS 3260	Narcotics Investigation	176,490.74	673.63	262	19,956
3260	Narcotics Investigation	5,675.09	405.36	14	928
3261	Narcotics Investigation, Advanced	6,196.32	344.24	18	1,144
JS 3262	Air and Marine Narcotics Smuggling	6,626.00	348.74	19	608
3262	Air and Marine Narcotics Smuggling				
JS 3263	Supervisory Narcotic Investigators Course	3,192.49	212.83	15	600
3263	Supervisory Narcotic Investigators Course	214.50	71.50	3	119
3282	Investigation and Prosecution of Organized Crime in Pornography				
3300	Protective Services	21,272.67	241.73	88	3,448
JS 3310	Records Officer Course	20,103.09	271.66	74	2,940
3310	Records Officer Course	656.72	109.45	6	240
JS 3320	Research and Development				
3320	Research and Development	4,425.97	221.30	20	480
JS 3330	Robbery Investigation	10,837.08	309.63	35	700
3330	Robbery Investigation	12,135.50	192.63	63	1,364
JS 3340	Sex Assault Investigation	39,066.14	348.80	112	3,149
3340	Sex Assault Investigation	3,025.87	216.13	14	364
3350	Livestock Theft Investigation and Prevention	6,157.17	324.06	19	760
JS 3360	Traffic Accident Investigation	96,009.53	240.63	399	15,902
3360	Traffic Accident Investigation	2,312.75	79.75	29	1,160
3362	Skidmark Analysis	5,122.99	320.19	16	640
JS 3370	Vice Investigation	30,725.12	337.64	91	3,640
3370	Vice Investigation	1,316.05	438.68	3	120
JS 3380	Investigation of Violent Crimes	83,381.93	458.14	182	7,407

Commission on POST
Administration Division
Certificate Section

CERTIFICATES AWARDED UNDER POST CERTIFICATION PROGRAMS
By Year and Certificate Type with Totals
January, 1964 through July, 1979

PROFESSIONAL PROGRAM

SPECIALIZED PROGRAM

CALENDAR and FISCAL YEARS	Certificates Awarded							Certificates Awarded							GRAND TOTAL
	Basic	Int.	Adv.	Sup.	Mgmt.	Exec.	TOTAL	Basic	Int.	Adv.	Sup.	Mgmt.	Exec.	TOTAL	
CY 1964	1,782	--	--		--	--	1,782	--	--	--				--	1,782
CY 1965	5,210	--	--		--	--	5,210	--	--	--				--	5,210
CY 1966	2,535	899	2,469		--	--	5,904	--	--	--				--	5,904
CY 1967	2,076	469	370		--	--	2,915	--	--	--				--	2,915
CY 1968	2,249	582	356		--	--	3,187	--	--	--				--	3,187
CY 1969	4,474	1,327	949		--	--	6,750	--	--	--				--	6,750
CY 1970	4,037	2,058	2,197		--	--	8,292	431	130	120				681	8,973
1971 (Jan-Jun)	1,747	347	286		--	--	2,380	204	76	87				367	2,747
FY 71-72	3,936	1,995	1,228		170	73	7,402	576	210	377				1,163	8,565
FY 72-73	3,328	2,046	1,152		185	34	6,725	432	194	161				787	7,512
FY 73-74	3,155	2,325	1,473		163	19	7,205	461	221	182				864	8,069
FY 74-75	3,044	2,592	1,814		202	14	7,666	398	230	201				829	8,495
FY 75-76	3,727	3,491	1,963		232	25	9,438	264	236	154				654	10,092
FY 76-77	3,513	2,881	1,983		275	36	8,688	173	176	178				527	9,215
FY 77-78	4,654	2,360	2,153		243	37	9,447	196	170	172				538	9,985
FY 78-79	2,831	2,057	1,869	1,596	235	30	8,617	256	141	122				519	9,136
FY 79-80	2,781	2,014	1,787	512	208	38	7,340	203	164	140	145	72	4	728	8,068
TOTALS	55,060	27,513	22,048	2,108	1,913	306	108,948	3,594	1,948	1,894	145	72	4	7,657	116,605

1,409 Reserve certificates issued FY 78-79
1,402 Reserve certificates issued FY 79-80

CERTIFICATES APPLIED FOR AND AWARDED UNDER POST CERTIFICATION PROGRAMS

Commission on POST
Administration Division
Certificate Section

Fiscal Year 1979-1980

GENERAL PROGRAM.

SPECIALIZED PROGRAM

MONTH	Certificates Awarded									Certificates Awarded											RESERVE
	Apps. Rec'd.	Basic	Intermediate	Advanced	Supvry.	Mgmt.	Exec.	TOTAL	Apps. Ret'd.	Apps. Rec'd.	Basic	Intermediate	Advanced	Supvry.	Mgmt.	Exec.	TOTAL	Apps. Ret'd.	GRAND TOTAL		
July	558	6 EE 183	106	100	44	14	2	455	51	94	14	13	15	66	24	--	132	11	587	87	
August	895	6 EE 207	219	213	48	18	2	713	77	85	2 EE 21	28	27	25	24	--	127	33	840		
September	626	4 EE 257	168	124	51	12	4	620	51	45	0	20	11	0	4	--	35	22	655	343	
October	862	10 EE 584	406	375	73	38	5	1491	85	51	2 EE 41	37	26	26	5	--	137	15	1628	24	
November	550								90	31								2			
December	518	13 EE 257	189	154	45	13	3	674	92	28	1 EE 9	8	11	5	5	1	40	5	714	172	
January	718	3 EE 206	116	112	23	12	3	475	48	67	3 EE 11	5	2	2	1	2	26	9	501	215	
February	577	4 EE 211	212	179	44	24	7	681	84	49	35	13	18	3	5	0	74	25	755	98	
March	725	8 EE 198	156	115	51	23	0	551	71	46	1 EE 10	8	9	5	4	1	38	3	589	287	
April	493	8 EE 151	187	161	42	16	1	566	65	60	6	13	5	4	0	0	28	13	594	63	
May	698	6 EE 325	163	165	65	28	7	759	62	34	2 EE 34	12	11	5	0	0	64	13	823	0	
June	543	6 EE 128	92	89	26	10	4	355	57	49	1 EE 10	7	5	4	0	0	27	9	382	113	
TOTAL	7763	2781	2014	1787	512	208	38	7340	833	639	203	164	140	145	72	4	728	160	8068	1402	

COMMISSION ON PEACE OFFICER STANDARDS & TRAINING

PEACE OFFICER TRAINING FUND

ANALYSIS OF CHANGE IN ACCUMULATED SURPLUS

7/1/79-6/30/80

RESOURCES

Accumulated Reserve July 1, 1979	\$ 2,786,553.30
Adjustment for prior year payment	- 531.55
Revenue July 1, 1979 through June 30, 1980	<u>16,012,137.44</u>

TOTAL RESOURCES

\$ 18,798,159.19

EXPENDITURES

Administrative Costs	
Cash Disbursed	\$ 2,557,901.14
Debts to be Paid	<u>67,527.09</u>
Total Administrative Costs	\$ 2,625,428.23

Aid to Local Governments	
Training Claims Paid	\$ 7,963,618.86
Training Claims to be Paid	2,382,653.57
Contractual Services Paid	972,670.17
Cont. Services to be Paid	273,057.86
Ltrs. of Agmt. & Room Rentals	40,319.31
Ltrs. of Agmt. & Room Rentals to be Paid	2,065.51
Refund-prior year contract	<u>- 3,145.28</u>

Total Aid to Local Governments	11,631,240.00
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Prior Year Net Expenditures	<u>- 178,438.70</u>
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TOTAL EXPENDITURES	<u>\$ 14,078,229.53</u>
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Subtotal, Accumulated Reserve	\$ 4,719,929.66
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Plus Reimbursements	271,809.07
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ACCUMULATED RESERVE June 30, 1980	<u>\$ 4,991,738.73</u>
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AGENDA ITEM SUMMARY SHEET

Agenda Item Title		BUDGET	Meeting Date
AUGMENTATION OF F.Y. 80-81 AID TO LOCAL GOVERNMENT			July 17, 1980
Division	Division Director Approval	Researched By	
Administration	<i>[Signature]</i>	Staff	
Executive Director Approval	Date of Approval	Date of Report	
<i>[Signature]</i>	6-12-80	June 5, 1980	
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact		Yes (See Analysis per details) <input checked="" type="checkbox"/> No <input type="checkbox"/>	

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

ISSUE

Augmentation of fiscal year 80/81 Aid to Local Government Budget.

BACKGROUND

During the development of the budget for 1980-81 fiscal year, the Commission and staff were successful in increasing the Aid to Local Government allocation from 11,650,000 to approximately 12,553,000. Updated projections of revenue indicate that we will have a larger unallocated reserve at the beginning of the 80/81 fiscal year than had been projected. The Commission has indicated their desire to provide as much aid to local government reimbursement as possible, while maintaining a prudent reserve to allow approximately six months of staff operations.

ANALYSIS

The amount of the unallocated reserve as of June 30, 1980 cannot be determined until the close of the fiscal year and is dependent upon several variables, including continued receipt of revenues at the current levels and the action taken to complete payment for claims received in fiscal year 79/80. Preliminary projections, however, place this amount at approximately \$3,500,000. Therefore, approximately \$2,000,000 may be available for additional appropriation to increase the 1980/81 Aid to Local Government Budget to approximately \$14,500,000.

The Department of Finance by memo dated May 23, 1980 has indicated they would not oppose a legislative augmentation provided revenues to the fund continue as expected. The Director of Finance suggests this be done by means of a deficiency bill to be submitted some time after the final passage of the 1980/81 budget, and to be sponsored by POST. This would mean that POST would request a legislator to carry such a bill for us.

RECOMMENDATION

Pursue augmentation of the Aid to Local Government Budget for 1980-81 in the amount of approximately \$2,000,000 through the legislative process. This effort to be coordinated with the Commission's Legislative Budget Committee.

Utilize reverse side if needed

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Certification and Reimbursement for Supervisory and Management Courses		Meeting Date July 17-18, 1980
Division Operations	Division Director Approval <i>Bradley W. Koch</i>	Researched By Staff
Executive Director Approval <i>But for NCB</i>	Date of Approval 7-1-80	Date of Report July 1, 1980
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

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

ISSUE

POST Regulations currently allow reimbursement for expenses for attendance at a certified Supervisory or Management Course, provided the trainee is appointed to a supervisory or managerial position, has been awarded or is eligible for the award of the Basic Certificate, or the trainee will be appointed within twelve months to a first-level supervisory or management position or above. Reimbursement is provided only when such appointment occurs no later than one year from satisfactory completion of such training.

Problems have arisen in defining who is a supervisor or manager for the purposes of training, reimbursement and certification. A number of agencies have requested lower than traditional ranks be identified as supervisors or managers. Approvals have been given based on the agency head's assertion that these employees are, in fact, supervisors or managers. Exceptions are now becoming the rule and are creating problems in defining who is eligible to receive reimbursement and certification for levels that normally would not be classified as supervisors and managers, even though they partially perform these duties at times.

BACKGROUND

POST Regulations provide generic definitions for the first-level supervisor and middle management positions. These definitions are not limited to specific personnel classifications, i.e., sergeant or lieutenant; rather, they are flexible and recognize that more than one classification may be included.

POST Regulations also require that persons appointed to "first-level supervisory" and "management" positions as defined above must attend the Supervisory or Management Course, as appropriate. The Regulations further provide for the award of certificates to persons who are or have been appointed to such positions, providing they have received the requisite training.

ANALYSIS

With the allowance of multiple levels of supervisors and managers, a problem has been generated in determining who actually functions in the supervisory/management role. In some instances, agencies have requested a job class level be designated as supervisor. When it is pointed out to them that POST policy required that they must train each and every person in that job class as supervisors, they have later submitted a request to eliminate that level as a supervisory position. Failure to train each individual in a class designated as supervisory, for example, places the department out of conformance with POST Regulations.

Utilize reverse side if needed

ANALYSIS (Cont.)

This, in turn, creates an additional problem. If all the lower-level personnel, lower than sergeant in this case, are designated as supervisors, then the next higher classification, which might be sergeant, may be designated as managers and must attend the Management Course. All personnel within that classification would have to attend the Management Course, be reimbursed and become eligible for certificates.

It is necessary, in order to carry out the intent of the Commission and eliminate confusion that might exist, to rewrite, at least in part, the current definitions for "first-line supervisor" and "middle manager" (1001 (k)(o)) to more closely prescribe who is, by Commission definition, a "first-level supervisor" and "middle manager" and who is not..

There is also a need to clarify who must attend the above courses (under Plan I and II reimbursement) vis-a-vis those who, with Commission approval, may attend at the department head's discretion and be reimbursed under an appropriate reimbursement plan.

Normally, salary reimbursement is approved by the Commission for a course only when the course is mandated for a class of individuals. The only notable exception being Technical (Job Specific) Courses.

The above proposed regulation changes, along with clarifying definitions of who is not be definition eligible for certificates and salary reimbursement, are needed to clear up the confusion that currently exists regarding eligibility, particularly with regard to salary reimbursement.

RECOMMENDATIONS

Rewrite definitions for "first-level supervisor" and "middle manager" positions and add definitions for lead man or quasi first-level supervisor and middle manager positions, clearly indicating they are eligible for attendance under Plan IV, but not for reimbursement of salary.

Provide certificates only to those personnel who serve or are appointed to the appropriate supervisory ("most commonly is the rank of sergeant") or managerial classes ("most commonly is the rank of lieutenant or higher") as designated in the Regulations.

Change PAM Section E 1-3(b) and (c) to allow attendance by personnel other than those designated as supervisors or managers to attend Supervisory and Management Courses under Plan IV reimbursement.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Management and Administration of Reading & Writing Tests		Meeting Date July 17, 1980
Division Executive Office	Division Director Approval	Researched By George W. Williams <i>G.W. Williams</i>
Executive Director Approval	Date of Approval	Date of Report June 13, 1980
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact		Yes (See Analysis per details) <input checked="" type="checkbox"/> No <input type="checkbox"/>

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

1. ISSUE

How shall the reading and writing tests, soon to be completed by the Research and Evaluation Bureau, be made available to the field?

2. BACKGROUND

The Research and Evaluation Bureau will, in short order, have completed the development and validation of reading and writing tests designed for use by local government in the selection of peace officers.

At this time, it is anticipated that these tests will be available for use by the field by this fall. As yet, it has not been decided whether as a test publisher POST will provide these tests to the field with or without charge, or whether POST will become involved in a contractual agreement with a test publishing agency (e.g. cooperative Personnel Services of the State Personnel Board).

3. ANALYSIS

A number of options exist for making the reading and writing tests available to the field. First of all the tests and other test publisher services could be provided by POST to the field without charge. This could result in a substantial additional POST budget expense.

Another alternative would be providing single copies of tests to participating agencies who in turn would handle all of the testing procedures including printing, testing, grading, etc. This alternative on first examination is attractive as it provides POST the opportunity to provide participating agencies a "no cost service" and at the same time permits a high degree of local control in the use of the tests. However, on further examination this alternative would very likely present both POST and user agencies problems.

DRAFT

For example, this alternative affords little or no insurance of test security and would, on a very frequent basis, require the development of parallel test forms and probably would preclude the generation of necessary data regarding the tests. The test users in this alternative would, agency by agency, have a very high degree of administrative responsibilities and expense.

From the point of view of the test developer, centralized administrative involvement is desirable if not mandatory. It is generally believed that centralized administration provides greater test security, and permits the exercise of necessary controls regarding test announcement, test administration, grading, and data gathering, etc. A centralized procedure tends to reduce challenges by test takers; and should challenges develop it affords greater assurance of defensible procedures and test related data.

A procedure offering strong central control of test management appears to be preferred. This process could involve the following steps:

- Scheduling of Examination
- Duplication of tests or test booklets
- Distribution of tests for use
- Proctoring of tests
- Scoring of tests
- Record keeping data input
- Data analysis

If POST were to assume all of these functions, this would necessitate the employment of additional staff, and the acquisition of a considerable amount of additional equipment, and of course other related needs. It is doubtful at this time if it is cost effective for POST to attempt to assume all of these responsibilities. As a matter of fact, it would be more cost effective to enter into an inter-agency agreement with the State Personnel Board's Cooperative Personnel Services, (CPS) to establish a procedure wherein user agencies pay to CPS a reasonable fee for services related to test administration.

At our request, Cooperative Personnel Services has proposed several alternative procedures with related cost estimates for providing our tests to the field.

In the first alternative (which incidentally is the most complete), Cooperative Personnel Service would coordinate with an agency that has requested them to provide this testing service. CPS would schedule the examination, print and distribute the job announcement, print the test booklets (which incidentally can only be used once since they are written-in by the candidates or the test takers), distribute the tests, provide the test proctors for the administration of the test, score the tests and prepare a computer tape with regard to the data collected, and also store test booklets if this is necessary or return the tests if that is the agency's desire.

For services of this kind, Cooperative Personnel Service proposes a charge of \$294.81 for as many as 1 to 10 candidates; for the eleventh candidate or any number of candidates beyond ten, Cooperative Personnel Services proposes an additional \$3.65 for each candidate.

DRAFT

Cooperative Personnel Services has two additional procedures that they have submitted with accompanying lesser costs for service they performed. This information is provided in attachment A and B.

Assuming that approximately 30,000 persons would be tested by CPS annually in the most complete service that they propose, this would cost local government approximately \$292,257. If POST were to provide this same service the program costs would most likely exceed this amount. New employees would have to be hired, equipment would have to be purchased, additional office space would have to be acquired, and in addition, employees in this program would have to be trained and supervised. At best a POST program such as this could not be operated as efficiently as could the same program operated by CPS, because our lower test volume would not permit optimum use of equipment, personnel and facilities. POST would also find itself in competition with CPS and others in the private sector which now provide these services. Finally, if POST were to provide this service through the use of its own staff, this would result in an increase in our administrative budget and a reduction in the aid to local government budget.

4. RECOMMENDATION

Enter into an inter-agency no-cost-to-POST agreement with Cooperative Personnel Services to provide the POST developed reading and writing tests to local government.

DRAFT

PROCEDURE 1: CPS conducts entire examination.

A. Scheduling

1. CPS will interact with the agency
2. CPS will schedule examination
3. CPS will print and distribute job announcement bulletin
(POST will write the bulletin)

B. Duplication

1. Test booklets will be printed by CPS (It should be noted that since candidates write in the booklet, they are used only once.)

C. Distribution

1. Tests will be distributed by CPS

D. Proctoring

1. Test administration will be proctored by CPS (POST will provide proctors instructions.)

E. Scoring

1. Test will be scored by CPS
 - a. Cloze test requires approximately 20 minutes per test.
 - b. Demographic information and written test can be machine scored.

F. Record Keeping

1. All test results will be sent by CPS to data center to be filed on a computer tape.
2. All documents are filed by CPS.
3. Test booklets must be either:
 - a. Returned to agency
 - b. Stored

DRAFT

Attachment 17

PROCEDURE 2: CPS conducts all test components but scoring.

A, B, C, and D are the same.

E. Scoring

1. Agency will score tests
2. Agency will code tests
3. Agency will send CPS copies of coded results

F. Record Keeping

1. Agency will send CPS test results and CPS enters those results on the computer file.
2. CPS will file all documents.

DRAFT

PROCEDURE 3: CPS provides agency with bulletins and tests; CPS provides record keeping function.

A. Scheduling

1. Agency schedules own exam
2. Agency distributes bulletins (CPS prints bulletins and releases them to agency on request.)

B. Duplication

1. Test booklets will be printed by CPS

C. Distribution

1. Tests will be sent by CPS to agency upon request by agency

D. Proctoring

1. Test will be proctored by agency

E. Scoring

1. Scoring will be done by agency

F. Record Keeping

1. Test results will be sent to CPS where they will be entered into a computer file
2. Documents will be filed

DRAFT

1 - 10 candidates

CPS SCORES

Hours

.50	Scheduling
2.00	Bulletin Preparation and Distribution
.50	Duplicate bulletin
1.25	Room/Proctor Arrangements, process payment
.50	Duplicate, assemble and ship
.50	Record Keeping
.50	Agency interaction
<u>3.50</u>	Scoring

10.25 hours

10.25 hours x \$18.75 = \$192.19

Direct Costs

Postage	\$26.40
UPS	3.14
Proctor	23.08
Site	<u>50.00</u>
	102.62

\$192.19
+ 102.62

\$294.81 for 1 - 10 candidates

11 or more candidates:

\$3.65 a candidate

PRINT

Attachment B

P. O. S. T. POLICE ENTRY EXAMINATION

Process # 2

1 - 10 candidates

Agency Scores

Hours

.50	Scheduling
2.00	Bulletin Preparation and Distribution
.50	Duplicate bulletin
1.25	Room/Proctor Arrangements, process payment
1.50	Duplicate, assemble and ship
.50	Record Keeping
<u>.50</u>	Agency interaction
6.75	

6.75 hours x \$18.75 = \$126.56

Direct Costs

Postage	\$26.40
UPS	3.14
Proctor	23.08
Site	<u>50.00</u>
	102.62

\$126.56
+ 102.62
<u>\$229.18</u>

for 1 - 10 candidates

11 or more candidates:

\$.31 a candidate

AGENDA ITEM SUMMARY SHEET

Agenda Item Title RESERVE CERTIFICATE ELIGIBILITY		Meeting Date July 17, 18, 1980
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>[Signature]</i>	Date of Approval 6-20-80	Date of Report June 20, 1980
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/>		
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).		

ISSUE

Policy change for issuance of reserve officer certificates for Level I reserves.

BACKGROUND

Current policy provides for issuance of POST Reserve Officer Certificates to reserve officers hired prior to January 1, 1979 who have not completed a Level I reserve academy, but have passed a reserve certification examination or whose department head will attest that the applicant has had 200 hours of class room training prior to January 1, 1979.

ANALYSIS

The present method allows department heads to attest that reserves hired prior to January 1, 1979 met the training requirements for certification. Policy also allows issuance for those reserves who were successful in the reserve officer certification examination. The examination is no longer given and most officers appointed prior to January 1, 1979 have already received certification or are unlikely to qualify. It seems appropriate to make notification that the Level I certificate will be issued only upon successful completion of the appropriate certified courses effective January 1, 1981.

RECOMMENDATION

- 1) Effective January 1, 1981 issue POST Reserve Officer Certificates only upon successful completion of the appropriate certified courses.
- 2) Notify the field by bulletin to allow any officers eligible for certification to make appropriate application in the six (6) months remaining in this calendar year.

Utilize reverse side if needed

Agenda Item Summary Sheet (con't)

It was the DPR Management and SPR Association's understanding that this course, as long as it met with then current training requirements, would be acceptable for POST certificates once the agency was accepted into the POST Specialized Program. They were not informed of policy changes affecting their status until May or June 1979 when several SPR requested Basic Certificates and were denied by POST.

ANALYSIS

1. The DPR State Park Ranger (SPR) Course attended by most of the 700+ peace officers met all of the 200-hour POST Basic requirements.
2. All park rangers attend 80 hours of refresher/update training every three years; this has continued since 1974.
3. Several California agencies that have peace officer personnel allow for lateral transfers/promotions. To receive the position, the applicant is usually required to possess a POST Basic Certificate. If, because of the tremendous cost factor, SPR are unable to obtain the certificate, it could seriously affect his/her opportunity for career development.
4. The present status of certificate program within DPR eliminates SPR's, who were hired prior to April 19, 1979, from receiving certificates. Only those hired after that date are eligible.
5. All 200-hour BCEE have been destroyed. The DPR was certified under the 200-hour requirement. If the Commission requires a test be administered, then a new BCEE will have to be developed.
6. The DPR Academy is currently certified to present the 400-hour Basic Course.
7. Based on available data, it could be reasonable to assume that 35% of all SPR would pass the current 400-hour BCEE (227); that 65% would fail one or more modules of the BCEE (423).
8. Personnel deployment is a continuing problem. Remediation would create an unreasonable shortage in the deployment of field forces.
9. Remediation would be required for approximately 423 SPR as follows:

AGENDA ITEM SUMMARY SHEET

Agenda Item Title Request of Dept. Parks & Recreation		Meeting Date July 17, 1980
Division Operations	Division Director Approval <i>Paul W. Lock</i>	Researched By <i>Gene DeCrona</i>
Executive Director Approval <i>William C. Beehun</i>	Date of Approval 6-18-80	Date of Report 6/10/80
Purpose: Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>		

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

ISSUE

The California Department of Parks and Recreation (DPR) has requested, by letter, that all peace officers of their department, hired prior to April 19, 1979, be exempt from Commission policy relevant to the BCEE.

BACKGROUND

The DPR requested to enter the POST Specialized Program during the period that the Commission had a moratorium on accepting new agencies into the program. When the Commission lifted the moratorium those agencies that had previously requested entry were then considered for acceptance.

The training requirements were determined by the date of original request for entry to the program. Those agencies that requested entry prior to August 1, 1978 could be accepted by meeting the 200 hour Basic Course requirement as opposed to the new 400 hour requirement.

The DPR had originally discussed with POST staff requirements for entry into the POST Specialized Program during the moratorium period and prior to the enactment of Commission policy making the BCE Examination mandatory for satisfying basic training requirements (July 1976). Prior to the July 1976 policy only an evaluation of training was necessary to determine equivalent training.

Based on information from POST staff as to training requirements, the DPR had developed, through existing basic course presenters, a 200 hour State Park Rangers (SPR) Basic Course that met all POST Basic Course requirements. All DPR peace officers that did not already satisfy the training requirements were required to attend this course. The Assistant Director and all other management and supervisory personnel attended the course.

Utilize reverse side if needed

REMEDIATION EVALUATION

Course Hours	Module	% Failure	Number to Remediate	Total Training Hrs.
10 hrs	Professional Orientation	35.1%	148	1,480
15 hrs	Community Relations	0	0	0
45 hrs	Law	38.7%	164	7,380
15 hrs	Evidence	22.5%	95	1,425
15 hrs	Communications	3.6%	15	225
15 hrs	Vehicle Operations	45.9%	194	2,910
40 hrs	Force & Weaponry	.9%	4	160
90 hrs	Patrol	2.7%	11	990
30 hrs	Traffic	3.6%	15	450
45 hrs	Criminal Investigation	8.1%	34	1,530
5 hrs	Custody	21.6%	91	455
40 hrs	Physical Fitness	11.7%	49	1,960

The total testing/training hours required would be approximately 24,165.

The average salary for all classes required to remediate is currently \$10.36 per hour.

The total cost to DPR of remediation and testing amounts to approximately \$250,350.00.

This does not include training staff cost or cost of per diem and travel for personnel to receive training.

10. A substantial cost to POST would be accrued for administration of the test.

RECOMMENDATION

Based on reasonable and equitable needs, the Executive Director shall have the authority to exercise discretionary action pertaining to Commission policy on matters relating to the issuance of POST certificates as it affects basic training requirements in this and other related certifications. Informational reports to the Commission on such action would normally be part of the Administrative Progress Report.

AGENDA ITEM SUMMARY SHEET

Agenda Item Title BASIC COURSE-EVALUATING FOR EDUCATION AND TRAINING POINTS		Meeting Date July 17-18, 1980
Division Administration	Division Director Approval <i>[Signature]</i>	Researched By Brooks W. Wilson
Executive Director Approval <i>[Signature]</i>	Date of Approval 6-20-80	Date of Report June 19, 1980
Purpose: Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/>		Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>

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

ISSUE

Modification of Commission Procedure F-1-4(d) to permit apportionment of basic training between education and training points.

BACKGROUND

Current procedure permits an applicant who has acquired education points (college units) for his basic training to use either the education points or the training points but not both when applying for a higher professional certificate. Applicants, and at least one police chief, have questioned the equity and necessity of the policy.

ANALYSIS

Basic Courses vary in length from 400 to 1024 hours and in units awarded from 6 to 18 (both for 680 hour courses). There is no discernable pattern nor rationale for the awarding of units by affiliated colleges.

There is a question of fairness in forcing an applicant to choose, for example, between 6 education points or 34 training points for a 680 hours basic course. Education points can be exchanged for training points on a one for one basis. Training points are awarded for every 20 hours of training. Therefore, an education point also equates to 20 hours of training. If the applicant selects to use the six education points because of being low in education points, he would be forced to forfeit 560 hours of training.

If Commission Procedure F-1-4(d) were changed to permit apportionment, the applicant in the example could use 120 hours of the course for 6 education points and the remaining 560 hours for 28 training points. There is no problem in administering this procedure. Current policy is a departure from original Commission policy and the exact source, reason for, or time of the change cannot be determined. The procedure can be changed without going through the Public Hearing process.

RECOMMENDATION

Change Commission Procedure F-1-4(d) to permit apportioning the total hours of basic training between acquired education points and training points.

Utilize reverse side if needed

STATUS OF PENDING LEGISLATION OF INTEREST TO POST

ACTIVE *

<u>Bill/Author</u>	<u>Subject</u>	<u>Commission Position</u>	<u>Status</u>
SCR 52 (Presley)	POST Training Study - requires study of P.C. 832 Course	Support	In Assembly
ACR 112 (Alatorre)	Crime Prevention/White Collar Crime Training - POST to provide	Support	In Senate
SB 468 (Dills)	Motorcycle and Motorized Bicycle Rider Training: Funding and Penalty Assessments - creates new special fund	Watch	In Assembly
AB 493 (Moore)	Revise Penalty Assessment to Percentages - changes the \$5 on every \$20 fine or increment formula	Oppose	In Senate
SB 729 (Richardson)	D. A. Investigators: POST Reimbursement - Makes counties eligible for reimbursement of District Attorney criminal investigator training	Oppose	In Assembly
AB 1055 (Fenton)	Basic Course: Testing	Oppose	In Senate
AB 1310 (Young)	Selection and Training - POST to develop job-related education and selection standards	Watch	In Senate
SB 1387 (Foran)	Driver Training - Abolition of program and diversion of funds	Watch	Failed Passage
SB 1428 (Presley)	POST Fund Increase - Adds 10% of Vehicle Code Penalty Assessment to POST Fund	Support	In Assembly
AB 1724 (Rosenthal)	Animal Control Officer Training - POST to approve course	Watch	Failed Passage
AB 2763 (Waters)	Pursuit Driving - POST to establish standards	Watch	Held in Committee
AB 2974 (Torres)	First Aid/CPR Training - Revised Requirements for Peace Officers	Watch	Withdrawn
AB 3219 (Waters)	Sexual Assault Training - Investigative Specialists to attend	Watch	In Senate
AB 3220 (Waters)	Training Materials - Require law enforcement head to approve in advance	Watch	Withdrawn

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

STATUS OF PENDING LEGISLATION OF INTEREST TO POST

INFORMATIONAL *

<u>Bill/Author</u>	<u>Subject</u>	<u>Status</u>
SB 125 (Garamendi)	First Aid/CPR Program	In Assembly
SB 156 (Nejedly)	Appointment of Reserves: Marshal - Authorizes marshals to appoint reserve peace officers	In Assembly
AB 636 (Bates)	Peace Officers: Prohibited Employment as Private Security Guard During Strike and Labor Dispute	In Senate
AB 1265 (Mangers)	Driver Training - Study to be completed by 1984	In Senate
SB 1374 (Marks)	Peace Officers: San Francisco Housing Authority	In Assembly
SB 1403 (Mills)	Peace Officers: San Diego Regional Transit District	In Assembly
SB 1447 (Presley)	Peace Officers: Classification	In Assembly
SB 1748 (Dills)	Driver Training: Continuation of present program	In Assembly
AB 1813 (Kapiloff)	Court Reduction of Charges - Allows court to reduce certain misdemeanors to infractions	In Senate
SB 1818 (Sieroty)	Less Lethal Weapons - Use of by Police Officers	In Assembly
SB 1994 (Johnson)	Custody Officers - To Include Sheriff's Personnel - Broadens Powers and Provides other Enhancements	In Assembly
AB 2214 (Greene)	Community Colleges: State Aid for Adult Education	Withdrawn
AB 2246 (Papan)	State Police: Staffing Levels	In Assembly
AB 2520 (Alatorre)	Peace Officers: Off Duty - Allows for retention of peace officer powers while employed off-duty as private security officer - Provides that battery against peace officer while off-duty is same as on duty	In Assembly
AB 3217 (Nolan)	Reserve Peace Officers - Expansion of Powers	In Senate

*Informational means the Commission will take no official position.

Memorandum

: Legislative Review Committee

Date : June 26, 1980

Norman C. Boehm
for

Norman C. Boehm
Executive Director
From : **Commission on Peace Officer Standards and Training**

Subject: Implementation of AB 1055

Background

Assembly Bill 1055 by Assemblyman Fenton was signed into law by the Governor on June 20, 1980, over the opposition of POST. The effective date of the legislation is January 1, 1981. The bill requires the Commission to recognize prior equivalent peace officer training and by July 1, 1981, provide the opportunity for testing in lieu of attendance at a basic training academy or accredited college for those persons who are under consideration for hire by an agency participating in the POST program. The tests must be held periodically at convenient locations throughout the State and retesting shall be allowed for those portions of the test that are initially failed. The Commission may set up the procedures under which the testing is to be conducted and shall charge a fee to cover all administrative costs.

This legislation will cause POST to modify the current basic course equivalency examination (BCEE) procedure in the following manner:

1. Allow persons "under consideration for hire" to be eligible for testing. Current regulations (procedure D-11) state a person must be "currently employed" to be able to take the test.
2. Allow persons who have failed a portion of the BCEE to be retested in the portion failed. Currently, persons who fail one or more portions of the test may remediate the failed modules at a POST-certified basic academy or at any institute approved by the Commission.
3. Require the Commission to charge a fee to cover all costs associated with the testing. At this time, all testing costs are borne by POST.

Analysis

Although the new testing program need not be operational until July 1, 1981, it is imperative that POST begin work to accommodate the provisions of AB 1055 as soon as possible. The bill is very explicit in stating that the Commission shall, by the effective date, provide the opportunity for testing of persons who meet the adopted criteria.

The intent of the Legislature, by passage of AB 1055, is to statutorily recognize prior equivalent basic training. The assumption is that the test developed and administered by POST under this law will, in fact, be a true measure of whether or not the individual is equivalently trained. If a person is able to demonstrate the appropriate level of proficiency, he or she will not be required to attend a POST basic course. This will result in a net saving to both the individual and the employing agency, in time and training expense.

Although POST is currently utilizing a written basic course equivalency test for persons employed by an agency in the POST program; it is generally accepted that this test will not meet the requirements of AB 1055. The test now in use was designed prior to the adoption of the performance objectives for the basic course and does not meet contemporary standards relating to validation, job relatedness, etc., which must be satisfied to properly withstand legal challenge. It is expected that an entirely new examination will need to be developed to properly address the mandate of the Legislature as expressed in AB 1055.

First year expenditures for the AB 1055 program are estimated to be \$220,000. This figure includes only test development costs and does not take into account costs associated with applicant evaluation or test administration. AB 1055 requires that these administrative expenses are to be passed on to the applicant in the form of test fees.

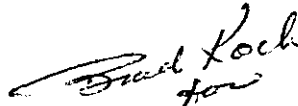
Recommendation

It is recommended the Commission authorize the Executive Director to begin negotiations with appropriate State agencies to augment the 1980-81 budget in an amount not to exceed \$220,000. The monies so appropriated are to be used exclusively to cover the costs of staff, contracts, services and other expenditures necessary to develop a basic course equivalency test to meet the requirements of AB 1055.

Memorandum

: Legislative Review Committee

Date : June 26, 1980

Norman C. Boehm
Executive Director

From : Commission on Peace Officer Standards and Training

Subject: Reserve Officer Training Requirements

Background

Penal Code Section 832.6, added to statute in 1977, requires all persons appointed as reserve or auxiliary police pursuant to Penal Code Section 830.6, to meet certain training requirements prescribed by the Commission. These training requirements were subsequently spelled out in Section H-3 of the POST Administrative Manual (PAM), included here as attachment "A".

Briefly stated, the Level III Reserve (limited function) must only attend the 40-hour Penal Code Section 832 course, while the Level II Reserve (ride along officer) is required to complete an additional 40 hours of instruction (total of 80 hours) plus participate in a field training program. The Level I Reserve (work alone) must complete 200 hours of classroom work followed by 200 hours of structured field training.

At the time these standards were developed, the field was divided as to the appropriateness of the training, particularly for the work alone reserve (Level I). Some thought the requirements were excessive while others indicated these officers should meet the same requirements as regular officers who work alone (400+ hours). There are valid points to be made on both sides of this argument. The adopted training requirements were obviously a compromise which best suited the needs of the time.

The issue of the Level I training requirement is now back before us because of a bill which was recently introduced by Assemblyman Nolan at the request of the California Peace Officers' Association. This bill (AB 3217) allows local government to designate individual reserve peace officers or reserve peace officer classes the authority to exercise general law enforcement powers as provided in Penal Code Section 830.1, provided such officers meet the regular peace officer training requirements as prescribed by POST.

Legislative Review Committee
Page Two
June 26, 1980

The rationale for this training requirement is that all officers, reserve or regular, who have the same powers and duties, should meet the same training requirements.

Analysis

The passage of AB 3217 will cause a second training standard for Level I reserves to come into existence. The current standard of 200 hours formal training with an additional 200 hours of structured field training will be required for persons appointed Level I Reserve Officers under Section 830.6(a) of the Penal Code. Persons appointed as Level I Reserve Officers under the new Section 830.6(c) of the Penal Code will be required to meet the regular officer training requirements. The problems generated by these two different standards are obvious, and include such factors as appropriateness of training and the availability of certified training courses.

Because of the problems which are envisioned if AB 3217 is passed into law, it would appear the issue of Level I Reserve Officer training should be restudied prior to the date the provisions of the bill take effect. Toward this end, the following recommendation is presented for your consideration.

Recommendation

Staff be directed to reevaluate Level I Reserve training requirements if AB 3217 is signed into law.

Revised:
January 1, 1980

Reserve Officer Program

RESERVE OFFICER TRAINING

Purpose

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

Training Standard

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

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

*3-3. Reserve Course Interrelatedness: Certified training satisfactorily completed to meet the Level III requirements can be credited toward the training requirements of Level II; and Level II training can be credited toward Level I training requirements. The required training appropriate to the officer's level of assignment may be completed as one course or as separate modules. See PAM Section D-7, Approved Courses, for module content and CP-H-5 for a complete reserve course outline. Certified training required for the three levels of reserve officers is as follows:

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

Exemption

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

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

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

Compliance

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

- a. Training started on or after January 1, 1979, in POST certified P.C. 832 courses and POST-certified reserve officer courses, OR
- b. A training course started before January 1, 1979 and completed prior to January 1, 1980, when such training meets the requirements of the 200-hour POST Basic Course standard as it existed prior to July 1, 1978; OR

3-7. Compliance with Training Standards (continued)

- c. Possession of a POST Reserve Officer Certificate; OR
- d. Completion of a certified POST Basic Course or possession of a regular POST Basic Certificate.

Field Training

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

- a. Level I reserve officers shall complete 200 hours of structured field training, in addition to the required classroom training, prior to their designation and assignment as Level I reserves. The training shall be provided by the reserves' respective departments and be designed on the concepts and appropriate subject matter included in the "POST Field Training Guide." Specific approval of the program is not required by POST.
- b. Level II reserve officers shall be engaged in a continuous field training program approved by POST, (see paragraph 3-10 of this procedure).
 - (1) Level II reserve officers shall be regularly provided training in the field; as appropriate, to improve their knowledge and skills.
 - (2) A Field Training Program for Level II reserve officers shall be consistent with the guidelines set forth in paragraph 3-9 of this procedure.
 - (3) If Level II reserve officers are to be, or subsequently may be, assigned as Level I reserves, the Field Training Program should be designed to avoid unnecessary duplication of training.

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

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

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

Training Documentation

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

BILL ANALYSIS

State of California

Department of Justice

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

TITLE OR SUBJECT Reserve Peace Officers: Expanded Powers	AUTHOR Assemblyman Nolan	BILL NUMBER AB 3217
SPONSORED BY California Peace Officers' Association	RELATED BILLS None	DATE LAST AMENDED 1-11-80

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

GENERAL

AB 3217 relates to Reserve Peace Officers and amends Section 830.6 of the Penal Code to:

1. Allow a local agency, by ordinance or resolution, to designate individual reserve officers or classes of reserve officers who meet certain criteria, the specific assignment of general law enforcement.
2. Give officers or classes of officers so designated the powers and duties of a peace officer as provided in Penal Code Section 830.1.
3. Require such designated reserve officers to meet the POST regular training requirements.

ANALYSIS

Although there are several issues which are brought to bear by this legislation, the remarks here will be limited to the bills impact on the Commission on POST.

The proponents of this legislation feel there is a need to expand the powers and duties of selected reserve peace officers. Current law places certain restrictions on the use of peace officer powers by reserve's and mandates that the training standards for such officers shall be set by the Commission on POST. This current standard differs from that required by regular full time peace officers. AB 3217 would allow local agencies to designate either individual reserve officers or classes of reserve officers the specific assignment of general law enforcement, with the full powers and duties of peace officers designated in Section 830.1 of the Penal Code. The bill would mandate that officers so designated undergo the same basic training as regular full time peace officers.

The passage of AB 3217 will most certainly increase the demand for the certification of additional extended format (evening and weekend classes) basic training academies. Although several of these courses are now in operation, they are not provided in the number and geographical locations to ensure statewide availability. It is anticipated that agency requests for additional course certifications will closely follow the signing of this legislation.

COMMENTS

The impact on POST by AB 3217 is minimal. The provision of additional extended format basic training courses will obviously take staff time, particularly during the start up phase of the program. The workload should not overburden the current capability of POST staff. For these reasons it would appear that the Commission should refrain from

OFFICIAL POSITION			
ANALYSIS BY Don Beauchamp <i>DB</i>	DATE 6/18/80	REVIEWED BY	DATE
EXECUTIVE DIRECTOR <i>Thomas C. Bohner</i>	DATE 6/20/80	COMMENT	

adopting any official position on AB 3217.

RECOMMENDATION

"watch"

AMENDED IN SENATE JUNE 11, 1980

AMENDED IN SENATE MAY 26, 1980

CALIFORNIA LEGISLATURE—1979-80 REGULAR SESSION

ASSEMBLY BILL

No. 3217

Introduced by Assemblyman Nolan

March 11, 1980

REFERRED TO COMMITTEE ON CRIMINAL JUSTICE

An act to amend Section 830.6 of the Penal Code, relating to peace officers.

LEGISLATIVE COUNSEL'S DIGEST

AB 3217, as amended, Nolan (Crim.J.). Reserve peace officers.

Existing law provides that a sheriff or deputy sheriff, regularly employed and paid as such, of a county, and any policeman of a city, among others, are peace officers, as defined, who may exercise specified peace officer powers. It further provides that whenever any qualified person is deputized or appointed by the proper authority as a reserve or auxiliary sheriff or city policeman, such person is a peace officer, whose authority extends only for the duration of a specific assignment.

This bill would provide that persons meeting specified qualifications who are appointed as reserve peace officers may, individually or by class, be assigned to the general enforcement of the laws by ordinance or resolution of the local legislative body, and such persons shall have the full powers and duties of a peace officer.

Vote: majority. Appropriation: no. Fiscal committee: no.

State-mandated local program: no.

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

1 SECTION 1. Section 830.6 of the Penal Code is
2 amended to read:

3 830.6. (a) Whenever any qualified person is
4 deputized or appointed by the proper authority as a
5 reserve or auxiliary sheriff or city policeman, a deputy
6 sheriff, or a reserve police officer of a regional park
7 district, and is assigned specific police functions by such
8 authority, such person is a peace officer; provided, such
9 person qualifies as set forth in Section 832.6, and provided
10 further, that the authority of such person as a peace
11 officer shall extend only for the duration of such specific
12 assignment.

13 (b) Whenever any person is summoned to the aid of
14 any uniformed peace officer, such person shall be vested
15 with such powers of a peace officer as are expressly
16 delegated him by the summoning officer or as are
17 otherwise reasonably necessary to properly assist such
18 officer.

19 (c) When designated by local ordinance or, if the local
20 agency is not authorized to act by ordinance, by
21 resolution, a local agency may either individually or by a
22 class designate reserve officers meeting the qualifications
23 of paragraph (1) of subdivision (a) of Section 832.6 the
24 specific assignment of general law enforcement. Any
25 peace officer designated the specific assignment of
26 general law enforcement by ordinance or resolution
27 under this section shall have the full powers and duties of
28 a peace officer as provided in Section 830.1, *provided*
29 *that the peace officer meets the minimum training*
30 *requirements imposed by the Commission on Peace*
31 *Officer Standards and Training for peace officers*
32 *regularly employed and paid as peace officers.*

AMENDED IN SENATE JUNE 16, 1980

CALIFORNIA LEGISLATURE—1979-80 REGULAR SESSION

ASSEMBLY BILL

No. 3296

Introduced by Assemblyman Rogers

March 12, 1980

REFERRED TO COMMITTEE ON CRIMINAL JUSTICE

An act to amend ~~Section 6035 of the Penal Code Sections 6035, 6036, 6040, 6041, 6042, and 6043 of, and to add Section 6044 to, the Penal Code, and to amend Section 10 of Chapter 1148 of the Statutes of 1979,~~ relating to corrections and probation officers, *making an appropriation therefor and declaring the urgency thereof, to take effect immediately.*

LEGISLATIVE COUNSEL'S DIGEST

AB 3296, as amended, Rogers (Crim.J.). Corrections and probation officers.

Existing law requires the Board of Corrections to adopt rules establishing minimum standards for the recruitment and training of local corrections and probation officers and provides for state aid in the form of grants to any applicant county or city and county which adheres to such standards. *These grants are paid from the Corrections Training Fund in the State Treasury which is funded with 15% of the penalty assessments collected for various traffic offenses from July 1, 1980, to July 1, 1982.*

This bill would ~~define~~ *include* local corrections and probation officers, ~~as specified, of cities~~ for the purposes of these ~~provisions of law~~ standards.

The bill would require the board to contract for research on

validated standards for entry positions for correctional and probation personnel and would require the board to make annual reports to the Legislature from June 30, 1981, on the effectiveness and progress of the standards and training program for local corrections personnel. The bill would specify that peace officers assigned full time to correctional duties would be eligible for funding of their training.

The bill would extend the funding of the Corrections Training Fund by the 15% of the penalty assessments collected to June 30, 1985.

The bill would make money in the continuously appropriated Corrections Training Fund available for expenditure for the development of training, program evaluation, and the research study on validated standards.

This bill would take effect immediately as an urgency measure.

Vote: 2/3. Appropriation: no yes. Fiscal committee: no yes. State-mandated local program: no.

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

- 1 SECTION 1. Section 6035 of the Penal Code is
 2 amended to read:
 3 6035. (a) For the purpose of raising the level of
 4 competence of local corrections and probation officers
 5 which includes any local correctional personnel within
 6 the provisions of Section ~~6031-5~~, the board shall adopt,
 7 and may from time to time amend, rules establishing
 8 minimum standards for the recruitment and training for
 9 such officers employed by any ~~county~~ city, county, or city
 10 and county. All such rules shall be adopted and amended
 11 pursuant to Chapter 4.5 (commencing with Section
 12 11371) of Part 1 of Division 3 of Title 2 of the Government
 13 Code.
 14 (b) Any ~~county~~ city, county, or city and county
 15 receiving state aid pursuant to Article 3 (commencing
 16 with Section 6040) shall adhere to the standards for
 17 recruitment and training established by the board. The
 18 board may defer the promulgation of selection standards,
 19 until necessary research for job relatedness is completed.

1 *In such case, and until final selection standards are*
2 *adopted, a city, county, or city and county may receive*
3 *state aid upon certification of willingness to adhere to the*
4 *training standards pursuant to Section 6041.*

5 (c) Minimum training standards may include, but are
6 not limited to, basic, entry, continuation, supervisory,
7 management, and specialized assignments.

8 (d) Training standards shall apply to all local
9 corrections and probation officers *employed by*
10 *jurisdictions* receiving funds under Article 3
11 (commencing with Section 6040). Exemptions from this
12 requirement for personnel hired prior to July 1, 1980,
13 shall be determined by the board. For the purpose of such
14 exemptions, the board may develop written or oral
15 equivalency examinations, a certification process which
16 recognizes standards equivalency through a combination
17 of professional experience and training, or a combination
18 of examination and certification.

19 SEC. 2. *Section 6036 of the Penal Code is amended*
20 *to read:*

21 6036. For purposes of implementing this article, the
22 board shall have the following powers:

23 (a) Approve or certify, or both, training and education
24 courses at institutions approved by the board.

25 (b) Make such inquiries as may be necessary to
26 determine whether every *city, county, and city and*
27 *county* receiving state aid pursuant to this chapter is
28 adhering to the standards for recruitment and training
29 established pursuant to this chapter.

30 (c) Develop and operate a professional certificate
31 program which provides recognition of achievement for
32 local corrections and probation officers whose agencies
33 participate in the program.

34 (d) Adopt such regulations as are necessary to carry
35 out the purposes of this chapter.

36 (e) Perform such other activities and studies as would
37 carry out the intent of this article.

38 SEC. 3. *Section 6040 of the Penal Code is amended to*
39 *read:*

40 6040. There is hereby created in the State Treasury a

1 Corrections Training Fund, which is hereby
2 appropriated, without regard to fiscal years, exclusively
3 for the costs of administration, the development of
4 appropriate standards, *the development of training,*
5 *program evaluation,* and grants to local government
6 pursuant to this article.

7 *SEC. 4. Section 6041 of the Penal Code is amended to*
8 *read:*

9 6041. Any city, county, or city and county which
10 desires to receive state aid pursuant to this article shall
11 make application to the board for such aid. The initial
12 application shall be accompanied by a certified copy of an
13 ordinance adopted by the governing body providing that,
14 while receiving any state aid pursuant to this article, the
15 city, county, or city and county, will adhere to the
16 standards for recruitment and training established by the
17 board. The application shall contain such information as
18 the board may request.

19 *SEC. 5. Section 6042 of the Penal Code is amended to*
20 *read:*

21 6042. The board shall annually allocate and the State
22 Treasurer shall periodically pay from the Corrections
23 Training Fund, at intervals specified by the board, to
24 each city, county, or city and county which has applied
25 and qualified for aid pursuant to this article an amount
26 determined by the board pursuant to standards set forth
27 in its regulations. In no event shall any allocation be made
28 to any city, county, or city and county which is not
29 adhering to the recruitment and training standards
30 established by the board as applicable to such city,
31 county, or city and county.

32 *SEC. 6. Section 6043 of the Penal Code is amended to*
33 *read:*

34 6043. Peace officer personnel, *whose jurisdictions are*
35 *eligible for training subvention pursuant to Chapter 1*
36 *(commencing with Section 13500) of Title 4 of Part 4 shall*
37 *not be eligible to receive funds under this article, except*
38 *that peace officers assigned full time to correctional*
39 *duties may undergo training in correctional subjects and*
40 *their jurisdictions may receive funds under this article for*

1 such training.

2 *SEC. 7. Section 6044 is added to the Penal Code, to*
3 *read:*

4 *6044. In order for the Legislature to determine the*
5 *need to continue or modify the standards and training*
6 *program for local corrections personnel, the board shall*
7 *on June 30, 1981, and annually thereafter, submit a report*
8 *to the Legislature regarding the progress and*
9 *effectiveness of the program.*

10 *SEC. 8. In order to develop selection standards as*
11 *specified in subdivision (b) of Section 6035 of the Penal*
12 *Code, the Board of Corrections shall contract with an*
13 *appropriate firm or entity for research on validated*
14 *standards for entry probation, entry juvenile institution,*
15 *and entry adult institution positions utilizing funds from*
16 *the Corrections Training Fund.*

17 *SEC. 9. Section 10 of Chapter 1148 of the Statutes of*
18 *1979 is amended to read:*

19 *SEC. 10. Sections 1 to 6, inclusive, of this act shall*
20 *become operative July 1, 1980. Sections 7 to 9, inclusive,*
21 *of this act shall become operative July 1, 1982 June 30,*
22 *1985.*

23 *SEC. 11. This act is an urgency statute necessary for*
24 *the immediate preservation of the public peace, health,*
25 *or safety within the meaning of Article IV of the*
26 *Constitution and shall go into immediate effect. The facts*
27 *constituting such necessity are:*

28 *In order to clarify the provisions of Section 6035, as*
29 *added by Chapter 1148 of the Statutes of 1979 which will*
30 *become operative July 1, 1980, it is necessary that this act*
31 *go into effect immediately.*

AGENDA ITEM SUMMARY SHEET			
Agenda Item Title Joint Meeting with the Advisory Committee		Meeting Date July 17 and 18, 1980	
Division Executive Office	Division Director Approval	Researched By <i>RAA</i> Ronald T. Allen	
Executive Director Approval <i>Bradley W. Koch - Acting</i>	Date of Approval 6-30-80	Date of Report June 20, 1980	
Purpose: Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report <input type="checkbox"/> Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input type="checkbox"/>			
In the space provided below, briefly describe the ISSUES, BACKGROUND, ANALYSIS and RECOMMENDATIONS. Use separate labeled paragraphs and include page numbers where the expanded information can be located in the report. (e.g., ISSUE Page _____).			
<u>ISSUE</u>			
Joint meeting with the Advisory Committee to discuss how the Committee might serve specific Commission needs.			
<u>BACKGROUND</u>			
During the past two years the "Role of the Advisory Committee" has been discussed. The present "Role" indicates the Advisory Committee may:			
<ul style="list-style-type: none"> • Receive briefings on POST programs, projects, and major issues. • Call to the attention of the Commission any suggestions or concerns of member associations and organizations and the Advisory Committee collectively. • Formulate specific recommendations for the POST Commission consideration when directed by the Commission. 			
<u>ANALYSIS</u>			
The Advisory Committee does not have the responsibility to undertake projects of its own.			
The Advisory Committee currently has no assignments. Discussions with Advisory Committee members and POST staff indicate the Advisory Committee could assist the Commission in the following ways:			
<ol style="list-style-type: none"> 1. Management Resource System implementation. (provide staff a sounding board on "Training Needs Assessment" prior to distribution of this, first phase, of the system). 2. SCR 52 - 832 Penal Code Revision. (act as a reference source to staff regarding the 832 Penal Code Revision activities). 3. Reading/writing skills test. (act as a reference source to Commission committee and staff during implementation of the program). 			
Utilize reverse side if needed			

4. POST Professional Certificates Program. (provide staff a sounding board in the long range review of the POST Professional Certificate Program).
5. Basic Course - Evaluating for education and training points (act as a reference source to staff during implementation of the program).
6. POST Legislation Program. (provide staff with a sounding board for the Legislation Program coordination).

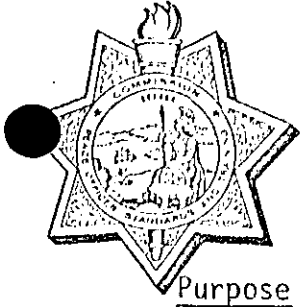
RECOMMENDATION

Discuss ways the Advisory Committee might serve specific Commission needs.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

7100 BOWLING DRIVE, SUITE 250
SACRAMENTO, CALIFORNIA 95823

ROLE OF THE POST ADVISORY COMMITTEE



Purpose

The Advisory Committee of the Commission on Peace Officer Standards and Training is established for the principal purpose of providing two-way communications between the Commission and associations and organizations sharing a vital interest in the activities and decisions of the Commission. The Advisory Committee shall be a consortium of representatives of common interest groups which convenes periodically to give and receive information, review projects and programs, and make recommendations to the Commission.

Procedures

The Advisory Committee may:

- o Receive briefings on POST's programs, projects, and major issues.
- o Call to the attention of the Commission any suggestions or concerns of members' associations and organizations and the Advisory Committee collectively.
- o Formulate specific recommendations for the POST Commission consideration when directed by the Commission.

The Advisory Committee does not have responsibility to undertake projects of its own. Rather, the Advisory Committee's function in this regard shall be to provide input on specific, precisely defined issues as directed by the Commission and serve as a sounding board for the Commission. It shall not receive projects initiated by staff nor direct staff; however, communication with staff shall be encouraged and maintained.

The Advisory Committee shall schedule, as far in advance as practical, at least four meetings annually, any one or more of which may be cancelled if deemed unnecessary 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.

The Chairman of the Advisory Committee shall attend Commission meetings and serve as spokesman for the Advisory Committee.