

POST COMMISSION MEETING AGENDA

January 26, 1984, 10 a.m. to 5 p.m.
Town and Country Hotel - Garden Ballroom
500 Hotel Circle North
San Diego, California
(619) 291-7131

CALL TO ORDER

FLAG SALUTE

ROLL CALL OF COMMISSION MEMBERS

INTRODUCTIONS

APPROVAL OF MINUTES

- A. Approval of the minutes of the October 20, 1983, regular Commission meeting at the Sacramento Inn, Sacramento, California.

CONSENT CALENDAR

B.1. Receiving Course Certification Report

Since the October meeting, there have been 17 new certifications and 23 decertifications.

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

B.2. Receiving Information on New Entries Into POST Reimbursement Program

Procedures provide for agencies to enter the POST Reimbursement Program when qualifications have been met. The following agency meets the requirements and has been accepted.

Southern California Rapid Transit District Police

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

B.3. Receiving Information on New Entries Into POST Specialized Program

Procedures provide for agencies to enter the POST Specialized Program when qualifications have been met. The following agencies meet the requirements and have been accepted:

- AMTRAK Railroad Police
- Humboldt County Department of Public Welfare (Investigators)
- California Department of Developmental Services (Investigators)

In approving the Consent Calendar, your Honorable Commission takes note of these agencies having met the requirements and having been accepted into the POST Specialized Program.

B.4. Receiving the Quarterly Financial/Reimbursement Report

This report will be provided as a late mail item or handout at the Commission meeting.

B.5. Affirming Commission Policies Set by Actions at October, 1983, Meeting

Consistent with Commission instructions, statements of policy at a Commission meeting are to be submitted for affirmation by the Commission at the next meeting. In approving the Consent Calendar, the Commission affirms the policy statements developed at the October 20, 1983, meeting, as follows:

- "Optional" Performance Objectives - Basic Course

Effective July 1, 1984, POST shall discontinue designating Basic Course Performance Objectives as "optional".
- Agency Specific Performance Objectives

Effective July 1, 1984, POST shall discontinue usage of Basic Course Performance Objectives that contain "agency specific" language.
- Writing Ability Testing Waiver

POST staff shall have the authority to waive the writing ability test requirement (POST regulation 1002(a)(7)) for any individual who is under consideration for hire by a given agency prior to January 1, 1984, as evidenced by the individual having competed in one or more components of the agency's selection process, and who is subsequently hired by that agency.
- Prior Completion of Basic Specialized Investigators Course, District Attorney Investigators

Any individual who has successfully completed the POST Basic Specialized Investigators Course prior to April 27, 1983, and has been employed by a district attorney's office in a capacity other than an investigator prior to April 27, 1983, shall be deemed to have met the basic training requirements for District

Attorney Investigators provided:

1. Each individual so described successfully completed an 80-hour Investigation and Trial Preparation Module for District Attorney Investigators, and
2. Each individual so described be hired as a District Attorney's Investigator prior to January 1, 1985.

B.6. Receiving Report on Reimbursing Non-Sworn Employees for Satisfactory Completion of Management Course

The Commission, in January 1983, requested that staff monitor experience with non-sworn management employees' attendance and reimbursement to the employer for the POST-certified 80-hour Management Course and report back in one year. This report, a review of one year's activity, indicates that no problems have occurred with non-peace officer managers attending the Management Course. Course attendance by non-peace officers (31 of the 420 total trainees) has been close to original projections. No complaints have been received, and non-peace officer managers evaluate the course as meeting their needs.

In approving the Consent Calendar, your Honorable Commission approves the staff report.

b.7. Receiving "Police Corps" Status Report

Commissioners received a verbal presentation on this subject at the October 1983 meeting from a staff member of the Assembly Office of Research. Commissioners requested that the matter be placed in a study classification and reported at the January 1984 meeting.

Assembly Speaker Willie Brown hosted a meeting of law enforcement officials in November. Commission Chairman Edmonds and the Executive Director attended. After a briefing and question/answer session, law enforcement representatives in attendance recommended that Governor Deukmejian appoint a study committee (POST to be represented on the committee). At the time of preparation of this agenda, no committee has been established, and no further actions on behalf of the concept have been reported. Information will continue to be reported to the Commission in the future.

B.8. Approving Resolutions for Former Advisory Committee Members

In approving the Consent Calendar, your Honorable Commission approves resolutions recognizing the services of Advisory Committee Members Larry Watkins from 1978-1983, Robert Wasserman from 1977-1983, and Barbara Ayres from 1978-1983.

PUBLIC HEARING

C. Public Hearing on Modification of Regulation 1005 to Require P.C. 832 Training Before Exercising Peace Officer Powers

At the October 1983 meeting, the Commission requested a public hearing on its Legislative Committee's recommendation to amend Regulation 1005(a) to clearly state that the training required by Penal Code Section 832 must, in all circumstances, be completed before a peace officer can exercise peace officer powers. The public hearing was scheduled and proper notice given.

Commission Regulation 1005(a) currently requires peace officers, employed by agencies participating in the POST program, to satisfactorily complete the requirements for basic course training prior to exercising the powers of a peace officer. However, the regulation permits a peace officer to exercise those peace officer powers prior to completion of a basic course of training when the officer is participating in a POST-approved field training program. Legal advice now suggests that this regulation is in conflict with P.C. 832 which specifies that P.C. 832 training shall be completed prior to the exercise of peace officer powers.

Proposed regulation changes which would establish consistency with the law by requiring completion of P.C. 832 training prior to exercising peace officer powers are described in the staff report.

Subject to further input at the public hearing, the appropriate action, if the Commission concurs, would be a MOTION to approve regulation changes as proposed, to be effective immediately.

CERTIFICATES AND COMPLIANCE

D. Recommendation to Allow Flexibility in the Event of Injury or Illness During the 18-Month Requirement for Obtaining the Basic Certificate (Modification of PAM Section F)

Commission procedures currently specify that officers employed by participating agencies acquire the Basic Certificate within 18 months following their initial employment. Penal Code Section 832.4 also requires certain officers to attain the certificate within the same time frame.

The certificate cannot be awarded until an officer has satisfactorily completed the Basic Course. Rarely, injury or illness arising after employment prevents completion of the training course within the specified time frame.

The report under tab D contains proposed changes in the appropriate Commission Procedure to authorize the Executive Director to grant a variance when circumstances as described prevent compliance with the

18 month deadline. Granting variance will alleviate problems of technical non-compliance with POST rules and the provisions of the Penal Code.

If the Commission concurs, appropriate action would be a MOTION to approve changes to PAM Procedure F as described in the report.

TRAINING PROGRAMS

E. Report and Recommendation to Approve the Universal Core/Module Basic Training Concept and to Defer Implementation

At the July 1983 meeting, the Commission directed staff to study the feasibility of the Universal Core/Module Basic Training concept and provide the findings at the January 1984 meeting. A core course of 310 hours (with attendant performance objectives) has been identified along with four potential modules, i.e., patrol, marshals, D.A. investigators, specialized investigators.

Since the status report given at the October 1983 meeting, input has been solicited from the various peace officer groups. While there is support for the concept in principle, there is no expressed desire from any peace officer group to change the existing basic training at this time.

Conditions suggest that the concept should be approved but not implemented at this time because 1) district attorneys and marshals would still prefer to send their peace officers to the regular Basic Course, thus making the Universal Core Course an infrequent offering; 2) uncertainty of the potential for revised training requirements of Penal Code Section 832; and 3) the concern of state specialized investigative agencies about increased hours of training under this concept. A report on P.C. 832 training requirements is due at the July meeting. Associated concerns could be considered separately at a future meeting, as well.

The appropriate action, if the Commission concurs, would be a MOTION to approve the concept of the Universal Core/Module as a basic training standard but defer action on implementation.

F. Request for Public Hearing: Allowing Accumulation of Training Hours to Satisfy Advanced Officer Training (AOT) Requirements

POST's Advanced Officer Training (AOT) requirement consists of 20 hours of training once every four years for sworn peace officers below the rank of supervisor. There are currently three means available to satisfy the training: 1) completion of a POST-certified Advanced Officer Course; 2) completion of any POST-certified technical course of 20 hours or more; and 3) completion of 20 hours of in-house training approved by POST. POST-certified technical courses of less than 20 hours are not currently recognized for purposes of satisfying

the AOT requirement. There is a growing use of short-term POST-certified technical courses by law enforcement. This is due to the desire to have officers trained on a more frequent basis with shorter duration courses. Recognition of these courses toward satisfaction of the AOT requirement would benefit law enforcement agencies.

Proposed changes to POST regulations to allow recognition of an accumulation of short courses for purposes of satisfying the POST AOT requirement are described in the report under tab F.

If the Commission concurs, the appropriate action would be a MOTION to approve a public hearing for the April 1984 Commission meeting to modify Commission Regulation 1005(d) for the purpose described.

STANDARDS AND EVALUATION

G. Recommendation of Current Year Offsetting Contract Modifications for Data Processing Services

POST currently has a contract with Capitol Computer Center in the amount of \$9,900 to provide computer processing time for the conversion of POST's research files to the Teale Data Center. Delays in the delivery of certain equipment needed to access the Teale Data Center have necessitated the expenditure of funds from this contract for other than data conversion activities. Staff seeks authorization to augment the contract in the amount of \$5,000 to restore funding for data conversion to the originally budgeted level. The amount requested will be offset by savings in the existing contract with Teale Data Center. This matter has been reviewed by the Contracts Committee and comes to the Commission with their recommendation for approval.

If the Commission concurs, the appropriate action would be a MOTION authorizing the Executive Director to sign a contract amendment as described.

EXECUTIVE OFFICE

H. Progress Report on the Command College; Approving Amended Application Process

This agenda item is to report on the selection of the first Command College class which begins January 30, 1984, and to preview some adjustments to be made in the selection process for succeeding classes based on the experience gained.

All of the 57 applicants for Class I were invited to participate in an assessment center either on December 3, 1983, at Golden West College or on December 9, 1983, at POST headquarters. All but one applicant participated. The assessors nominated by the Commission did an excellent job. The process resulted in 25 candidates being named to

Class I and several to Class II which begins May 21, 1984. Those not selected may apply again as part of a fresh pool of applicants, and letters inviting applications for Classes II and III have been sent to the field.

The Command College application form has been condensed and the nominator portion reduced to one page. For department heads, only, no nominator is required. Also, with the Commission's concurrence, a number of seats in each Command College class will be reserved for department heads who are committed to completing the program, obviating the need for them to go through the assessment center process established for other ranks. This would create a need to allocate appointments of department heads to specific classes to assure proper balance in each class.

If the Commission concurs, the appropriate action would be a MOTION approving the amended application process.

I. Report on Basic Training System (Pre-Employment Training)

The Commission, at its July 1983 meeting, temporarily suspended the certification of Basic Courses and directed staff to prepare a report addressing the basic training delivery system which would be considered by the Commission at the January 1984 meeting. The study was prompted by three pending extended format certification requests by community colleges to almost exclusively provide training for students not currently employed by law enforcement agencies. This would be in an "extended" format, in which training is given on evenings and weekends over a period of several months.

The enclosed report summarizes existing POST policies on the certification of Basic Courses. The current emphasis is to train regular and reserve officers after they have been appointed, but pre-employment training is also provided. Generally, POST basic training is full-time (intensive format) at 31 academies located regionally throughout the State. Course quality, currency and effectiveness of training is a substantial responsibility of POST staff whose assignment includes effectively supervising basic training.

The principal focus of the report is an assessment of the potential impact of additional academies on the overall basic training system. Though studies to date leave serious reservations about the need to accelerate the expansion of the existing system, sufficiently compelling reasons to deny pending certifications on a pilot basis do not seem apparent at this time. In effect, a pilot would complete this study by adding the element of experience.

In light of this, and in view of pending applications, a reasonable course of action would be for the Commission to consider lifting the extended format pre-employment basic course certification moratorium and to defer any further policy decisions until after a two-year evaluation of the effects of such certifications. If the Commission concurs, the appropriate action would be a MOTION to:

- Remove the moratorium on certification applications for pre-employment, extended format basic courses as may be needed for a successful pilot study, including the Napa Valley Community College, Imperial Valley Community College and Southwestern Community College applications;
- Defer further Commission policy decision on this subject until after a two-year pilot study is conducted to monitor and evaluate the effects on the overall basic training system of these types of new certifications.

If this is the Commission's action, the Executive Director will be able to certify requested courses provided the presenters can demonstrate capability to meet POST's quality standards and local law enforcement officials indicate a need. The pilot period would be until June 30, 1986, with a report to follow.

J. Recommendation for Removing \$2 Million Reimbursement Cap for Advanced Officer Training

In July 1979, the Commission established policy to limit Advanced Officer Training (AOT) reimbursement to a total of \$2 million per year. During the past four fiscal years, reimbursements have remained within the limit. This fiscal year statistics (for 5 months) suggest that AOT reimbursement will exceed the limit for a projected total of \$2.6 million. General inflation along with salary percentage and increases in the number of trainees are the primary reasons for the increase in AOT reimbursement. The policy when adopted in F.Y. 1979/80 restricted AOT reimbursement to no more than 19% of the total training reimbursement. The \$2.6 million AOT projection would amount to approximately 15% of the total training reimbursement for this fiscal year.

It would appear reasonable to remove the \$2 million cap. The alternative would be to either cease paying salary reimbursement on AOT prior to the end of this fiscal year, or to cease approval of pending presentations of AO courses.

If the Commission concurs, appropriate action would be a MOTION to remove the policy limiting AOT reimbursement with the understanding that staff will continue to monitor costs and provide reports to the Commission as needed.

K. Corrections Training

At the October 1983 meeting, it was proposed that POST decertify jail operations and jail management training effective July 1, 1984. The proposal was designed to eliminate overlap between the Board of Corrections Standards and Training for Corrections Program (STC) and POST in the training course presentations, and to withdraw

approximately \$250,000 annually in POST funds currently expended as reimbursement for training mandated by the Board of Corrections and use that money in support of law enforcement training coming within the Commission's sole responsibility.

The Executive Officer of the Board of Corrections advised Commissioners that STC funds are fully committed to police, sheriffs and probation departments, and that without further analysis, additional funds may not be available to fully replace the withdrawal of POST funding. The Commission requested that the matter be put over until the January 1984 meeting, and asked that a description of the allocation of POST and STC funds for corrections training be provided.

A report on this issue is included under tab K. Attached to the report are separate listings of police and sheriff departments receiving POST and STC funding.

The report concludes that the STC program appears successful and well funded with a plan for allocating those funds. Since 1981, the STC Program represents several million dollars of "new" money each year. The amounts POST had used for corrections training were to have been used for other types of law enforcement training. Overall, it was a net increase for law enforcement. The report also describes some existing and potential overlap between the Commission and the Board of Corrections: both the Commission and the Board of Corrections are required/empowered by law to set selection standards, establish training requirements, and operate a training system for local peace officers assigned to duties in city and county jails.

Because of these overlapping responsibilities and because of the concern of sheriffs over any loss of POST support for jail training, the Commission may wish to defer final action on this matter. It may be appropriate for an ad hoc committee to be appointed to formulate a proposal for Commission consideration at the next meeting. The Committee would receive reports and monitor progress as the respective staff work to resolve problems. If the Commission concurs, this may be done by voice of the Chair.

COMMITTEE REPORTS

L. Long Range Planning Committee

Chairman Robert Edmonds will report on the Committee's meeting of December 6, 1983.

M. Contracts Committee

At each January meeting, the Commission receives a report on major training and administrative contracts planned for the upcoming fiscal year. Information regarding these contracts is presented in order to obtain the Commission's approval to negotiate and return the proposed contracts for final approval at the April, 1984 meeting. The

Contracts Committee has reviewed these proposals and recommends approval to negotiate the contracts. The Committee's final report and recommendations will be provided when contracts are brought back for action in April. As in the past, the recommended action would be a MOTION to authorize the Executive Director to negotiate the contracts and bring them back through the Contracts Committee at the April, 1984 meeting for final approval (a roll call vote is not necessary at this stage).

It should be noted that there is no proposal at this time to develop an 84/85 F.Y. contract for provisions of reading/writing tests to local agencies at POST expense. That issue will be evaluated and reported on to the Commission at the July, 1984 meeting. Such evaluation and report was requested by the Commission as part of the larger issue of required testing.

In the past, the Commission has found it convenient to act on these approvals to enter negotiations on the contracts as a group in a consent calendar fashion, with any exceptions being identified for discussion. If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to negotiate the contracts and Interagency Agreements identified in the agenda item and report back through the Contracts Committee at the April meeting.

Proposed Contracts to be Negotiated for Fiscal Year 1984/85

1. Management Course

This course is currently budgeted at \$217,560 for 32 presentations by five presenters:

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

Course costs are consistent with guidelines, and performance by all five presenters has been satisfactory. Upon approval, new contracts with these presenters will be negotiated for F.Y. 1984/85.

2. Executive Development Course

This course is currently presented by California State Polytechnic University, Pomona, at a cost of \$55,765 for five presentations. Course costs are consistent with POST guidelines, and performance of the presenter has been satisfactory. Upon approval, a new contract with this presenter will be negotiated for F.Y. 1984/85.

3. San Diego Regional Training Center - Support of Command College and Executive Training

POST staff, with the assistance of services provided by a contract with the San Diego Regional Training Center, for F.Y. 1983/84, at a cost of \$120,330, has developed the Command College curriculum and selection process and presented monthly executive/management seminars. Upon approval, a new contract will be negotiated for F.Y. 1984/85.

4. Department of Justice - Training Center

The Department of Justice has requested another Interagency Agreement (IAA) to provide local law enforcement training for Fiscal Year 1984-85. The request is to present 27 different technical courses, providing 117 separate presentations, for a total cost not to exceed \$636,000, an increase of 6% over the present level of funding.

Upon approval, an Interagency Agreement with DOJ for F.Y. 1984/85 for an amount not to exceed \$636,000 will be negotiated.

5. Cooperative Personnel Services - Basic Course Proficiency Test

CPS, a unit of the State Personnel Board, has administered this test for POST under Interagency Agreement for the past three years. CPS has demonstrated the ability to effectively administer this test at a cost that is lower than if POST staff actually administered and proctored the examinations.

The current year agreement is for an amount not to exceed \$29,050. Upon approval, a new agreement for F.Y. 1984/85 for an amount not to exceed \$34,000 will be negotiated.

6. Computer Services Contracts

POST has a contract with Four Phase Systems, Inc., for this current year of \$74,247. The contract is a three-year commitment that began in F.Y. 1983/84.

The upgrade of POST's computer system has been analyzed and the need for a Magnetic Tape Drive unit is apparent. The tape drive lease would increase the contract to approximately \$80,000. The tape drive will greatly enhance POST capabilities in providing service to the agencies in our programs.

POST has an Interagency Agreement with Teale Data Center for this current year of \$25,000. The "tie in" of POST system with the Teale Data Center was installed in July 1983 and became operational in August 1983. Total integration should be realized

by mid 1984. The continuation of this contract in the amount of approximately \$25,000 is anticipated for FY 1984/85.

Upon approval, new contracts for F.Y. 1984/85, within the amounts mentioned, will be negotiated.

7. State Contoller's Office - Agreement for Auditing Services

Each year for the past several years, POST has negotiated an Interagency Agreement with the State Contoller's Office to conduct audits of selected local jurisdictions which receive POST reimbursement funds. For Fiscal Year 1983/84, POST negotiated such an agreement in the amount of \$40,000 to provide the capability to audit 15 agencies.

Approval is requested to negotiate a similar agreement for F.Y. 1984/85, but to increase the contract amount to \$80,000. The increase would double the audit capability (approximately 6% of reimbursable agencies) and enable a broader review of the new automated reimbursement system which will have been in operation for one year. The increase resource will assure a reasonable sample of agencies to assess: 1) equity of reimbursement components; 2) system efficiency; as well as 3) local agency compliance.

Upon approval, a new agreement for F.Y. 1984/85 for an amount not to exceed \$80,000 will be negotiated.

N. Legislative Review Committee

Commissioner Robert Vernon, Chairman of the Legislative Review Committee, will report on the Committee Meeting of Thursday morning, January 26, 1983.

O. Advisory Committee

Michael Gonzales, Chairman of the Advisory Committee, will report on the meeting of January 25, 1983.

P. Old/New Business

1. Correspondence

- David Hall, President, California District Attorney Investigators' Association, stating the Associations' intention to continue the pursuit of obtaining POST regular certificates.
- Jacob J. Jackson, Chairman, Legislative Division, PORAC, on introducing legislation to involve the POST Commission in establishing advisory standards for recruitment and training of public safety dispatchers.

2. Advisory Committee Vacancies

- Women Peace Officers' Association
- California Peace Officers' Association
- Public Member

3. Presentation by Brigadier General Neil Allgood, Director, C.S.T.I.

It is anticipated that C.S.T.I. will be moved during the next 18 months from the Military Department to the Office of Emergency Services. Included under this item is brief descriptive information. General Allgood has asked for a few minutes to address the Commission on that subject.

Q. PROPOSED DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

April 19, 1984, Sacramento
June 28, 1984, San Diego (The July meeting was rescheduled to June because of the dates of the 1984 Olympics.)
October 18, 1984, Sacramento
January 24, 1985, San Diego

R. ADJOURNMENT



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

4949 BROADWAY
P. O. BOX 20145
SACRAMENTO 95820-0145

COMMISSION MEETING MINUTES
October 20, 1983
Sacramento Inn - Sierra Room
1401 Arden Way - At Freeway

The meeting was called to order at 10 a.m. by Chairman Edmonds. A calling of the roll indicated a quorum was present.

Commissioners Present:

| | | |
|---------------------|---|--------------------------------------|
| Robert A. Edmonds | - | Chairman |
| Jay Rodriguez | - | Vice-Chairman |
| Al Angele | - | Commissioner |
| Glenn E. Dyer | - | Commissioner |
| Cecil Hicks | - | Commissioner |
| Jacob J. Jackson | - | Commissioner |
| William B. Kolender | - | Commissioner |
| C. Alex Pantaleoni | - | Commissioner |
| Robert Wasserman | - | Commissioner |
| B. Gale Wilson | - | Commissioner |
| John Van de Kamp | - | Attorney General - Ex Officio Member |

Commissioner Absent:

Robert L. Vernon - Vacation

Also Present:

Michael Gonzales, Chairman of the POST Advisory Committee

Staff Present:

| | | |
|-------------------|---|--|
| Norman Boehm | - | Executive Director |
| Glen Fine | - | Deputy Executive Director |
| Don Beauchamp | - | Assistant to the Executive Director |
| Dave Allan | - | Chief, Training Delivery Services, South |
| Ron Allen | - | Chief, Training Delivery Services, North |
| John Berner | - | Chief, Standards and Evaluation Services |
| Ray Bray | - | Senior Law Enforcement Consultant |
| Patricia Cassidy | - | Staff Services Analyst |
| Gene DeCrona | - | Chief, Information Services |
| Richard Honey | - | Personnel Selection Consultant |
| Susan Miguel | - | Word Processing Technician |
| Ted Morton | - | Chief, Center for Executive Development |
| Luberta Primes | - | Word Processing Technician |
| Otto Saltenberger | - | Chief, Administrative Services |
| Harold Snow | - | Chief, Training Program Services |
| Robert Spurlock | - | Senior Law Enforcement Consultant |
| George Williams | - | Chief, Management Services |
| Brooks Wilson | - | Chief, Compliance and Certificate Services |
| Imogene Kauffman | - | Executive Secretary |

Visitors Roster:

| | |
|-------------------|--|
| Bob Blanchard | - Director, Santa Rosa Training Center |
| Allan Burdick | - C.S.A.C. |
| Jim Burgess | - Chief, Los Angeles Transit Police |
| Richard Carpenter | - League of California Cities |
| Roxanne Chambers | - CHP Academy |
| Ben Clark | - Sheriff, Riverside County |
| Les Clark | - Sacramento Law Enforcement Training Center |
| Mona Lisa Cole | - California Department of Fish and Game |
| Alva S. Cooper | - CPOA, CPCA, CSSA |
| Robert Crumpacker | - Captain, San Bernardino County Marshal's Office |
| K. William Curtis | - Attorney |
| Gene M. Depuy | - Southern Pacific Police Department, San Francisco |
| Mike Fagalde | - San Jose Personnel Department |
| Jim Ferronato | - San Bernardino County Sheriff's Department |
| Izzy Flores | - Attorney General's Office |
| Janeice Gray | - P.O.R.A.C. |
| Richard Gregson | - Sacramento Law Enforcement Center |
| Michael Gverin | - Pasadena Police Department |
| David Hiss | - State Personnel Board |
| Doug Hollenberg | - Personnel Director, Alameda County |
| Ron Jackson | - San Francisco Police Department |
| Eric Jacobsen | - Southern Pacific Police Department, Sacramento |
| Susan Jacobson | - Board of Corrections |
| Bob Kelley | - Director, Sacramento Law Enforcement Training Center |
| Frank Kessler | - Chief of Police, Garden Grove Police Department |
| Norma Lammer's | - Executive Officer, Board of Corrections |
| Richard Ledbetter | - CHP Academy, Sacramento |
| William M. May | - Personnel Director, San Mateo County |
| Theron Nelson | - Personnel Director, City of Concord |
| Mark Nitikman | - Legislative Analyst |
| Donald Rae | - Personnel Director, City of Richmond |
| Jim Robenson | - Pasadena Police Department |
| William Shinn | - Lieutenant, Contra Costa County Sheriff's Dept. |
| Lee Smallwood | - Consumer Affairs |
| Duncan Snell | - California Fish and Game |
| Mike Sorrell | - Bakersfield Police Department |
| Karsten J. Vieg | - Assembly Office of Research |
| John Worcester | - City of Sacramento |

CALL TO ORDER

FLAG SALUTE

ROLL CALL OF COMMISSION MEMBERS

INTRODUCTIONS

Chairman Edmonds introduced newly appointed Commissioner Robert Wasserman, Chief of Police of Fremont Police Department, who is replacing Joe Trejo on the Commission.

APPROVAL OF MINUTES

- A. MOTION - Van de Kamp, second - Angele, carried unanimously for approval of the minutes of the July 21, 1983, regular Commission meeting at the Bahia Hotel, San Diego, California

CONSENT CALENDAR

MOTION - Wilson, second - Pantaleoni, carried unanimously for approval of the following Consent Calendar:

B.1. Receiving Course Certification Report

Since the July Meeting, there were 22 new certifications and 3 decertifications.

B.2. Receiving Information on New Entries Into POST Reimbursement Program

Procedures provide for agencies to enter the POST Reimbursement Program when qualifications have been met. The following two agencies met the requirements and were accepted:

Napa County District Attorney Investigators
Los Angeles Unified School District Police

B.3. Approving Limited Waiver of Bailiff Training - Orange County Marshal's Department

Approval of waivers of the 80-hour Bailiff and Civil Process Course for those Orange County deputy sheriffs who are transferring to the Marshal's Office during the specified open transfer period, with the understanding that, upon promotion to a higher position in the Marshal's Office, such individuals must successfully complete the Bailiff and Civil Process Course. The effective date is expected to be early 1984.

B.4. Approving Modification of PAM Procedure D-8 (Seminars) and PAM Procedure D-10-12 (Course Control Number System)

Approval of proposed changes in Commission Procedure D-8 (technical changes and deletion of 18-hour minimum length requirement) and D-10-12 (deletion of numbering series for course categories).

B.5. Approving a Report to Legislature on Criminal Investigation Training

Approval of a report to the Legislature, pursuant to requirements of the Budget Act of 1983, which emphasizes the efforts of the Commission to improve criminal investigation training.

B.6. Receiving the Quarterly Financial/Reimbursement Report

This report provided financial information relative to the aid to

local government budget through September 30, 1983. Revenue accrued to the POTF was shown as are expenditure made from the Fund to California cities, counties and districts.

Attachments to the report are made Attachment "A" of these minutes and include:

- Attachment #1 - Comparison of Revenue by Month
- Attachment #2 - Reimbursement by Category of Expense
- Attachment #3 - Number of Reimbursed Trainees by Category

B.7. Approving Resolution for Advisory Committee Member Jack Pearson

A resolution recognizing the service of Jack Pearson, PORAC representative, was adopted and will be presented at the appropriate time.

PUBLIC HEARINGS

C. Public Hearing on Modification of Reading Regulation to Include Writing Ability Testing

This hearing was for the purpose of receiving input and testimony on the revision of Regulation 1002(a)(7) to require, as a minimum standard of employment, that peace officers employed by participating agencies pass a writing test as well as a reading test. The amendment would not require a specific test nor cut-off score.

A report was presented which included summarization of written testimony from the following:

Captain Larry Baker, Acting Chief of Police, Brea Police Department, stated "...assuming that the exam will be provided free of charge to users and that scores would be available in a timely fashion, the City of Brea would support the proposed regulation change and again use the "POST Test" as its pre-employment entry level written examination."

James G. Marshall, City Manager of Ceres, stated, "I strongly support this amendment requiring writing ability."

Charles R. Gross, Chief of Police, Newport Beach Police Department, indicated his department's support of the proposed regulation change.

Norm Boyer, Legislative Representative for the City Council of the City of Los Angeles, requested that a letter from John J. Driscoll, General Manager, Personnel Department, City of Los Angeles, be made part of the record of this hearing. Mr. Driscoll's letter was addressed to Councilman John Ferraro of the Fourth District, City of Los Angeles, and indicated the City of Los Angeles' opposition to statewide requirements involving police selection written tests. The

letter from Mr. Driscoll makes seven points against statewide minimum requirements, "regardless of whatever research is done," particularly the mandating of a single test and a single cut-off score.

In summary, Mr. Driscoll stated, "We have, therefore, agreed to the current position taken by the Commission on POST in regard to reading and writing tests. As we stated above, however, we believe it is important that the Commission continue to take note of the City's strong opposition to the imposition of any statewide requirement involving police selection written tests."

After the report, Chairman Edmonds opened the public hearing and invited those wishing to speak, both in favor and in opposition, to come forward.

Mike Sorrell, Lieutenant, Bakersfield Police Department, speaking on behalf of the 14 police departments in the Kern County Chiefs' and Sheriff's Association, expressed the group's support and endorsement of the work of the Commission in establishing guidelines and standards to improve the caliber of law enforcement throughout California, but concern that the proposed amendment does not mandate minimum proficiency (cut-off scores).

John Theobald, San Jose Personnel Department, spoke in opposition to having the Commission impose selection standards on local government, and urged that the Commission serve in an advisory role rather than an enforcement role with regard to local agency employment practices.

John Worcester, Personnel Services Manager for the City of Sacramento, stated support of the proposal with the understanding that local agencies will establish cut-off scores and the costs of administering and scoring the POST Entry-Level Law Enforcement Test Battery will be borne by POST.

William L. May, representing the California County Personnel Administrators Association and Northern California Municipal Personnel Directors, and Doug Hollenberg, Personnel Director, Alameda County, spoke in support of the proposal but expressed concerns over the following:

- That the imposition of reading and writing requirements may have an adverse impact on local hiring practices (e.g., Affirmative Action);
- That the Commission evaluate the effectiveness of reading remediation programs;
- That the reading material in the POST reading tests may be too difficult (as compared to material actually read on the job);
- That the Commission will eventually set a single test/single cut-off score standard for reading and writing.

Allan Burdick, County Supervisors' Association of California, expressed the support of the Association with the following concerns:

- That any minimum standard established by the Commission may also become a maximum standard; it may be too low as well as too high;
- That POST carefully examine the final impact of its actions on local agencies;
- That some practitioners feel there may be a tendency to over-emphasize the role of academic skills on overall success as an officer.

Dick Biddle, Private Consultant, Biddle & Associates, spoke to inform the Commission of the availability of tests his firm has developed and to suggest that POST conduct research to compare his test with the POST Entry-Level Law Enforcement Test Battery.

There being no further testimony from the floor, the public hearing was closed and the following action was taken:

MOTION - Angele, second - Wasserman, carried unanimously to adopt the proposed wording for Regulation Section 1002(a)(7) to include writing ability testing effective January 1, 1984, and to waive the proposed writing ability requirement for any individual who is under consideration for hire by a given agency prior to January 1, 1984, as evidenced by the individual having competed in one or more components of the agency's selection process, and who is subsequently hired by that agency.

D. Public Hearing on Revision of Minimum POST Standards for the Supervisory Course

This hearing was for the purpose of receiving input and testimony on the revised minimum POST curriculum standards for the Supervisory Course, POST Administrative Manual (PAM), Procedure D-3.

A report was presented which included summarization of written testimony from the following:

Robert T. Reber, Chief of Police, Buena Park Police Department, stated, "I urge the Commission adopt the staff's recommended changes in the Supervisory Course."

Janice Henderson, Chairperson, Training Managers' Committee, Napa County Sheriff's Department, stated "...I support the learning goals which have just been developed.... My Training Center presented the first pilot supervisory course with these learning goals last April. The course was well received by the participants. The instructors felt the revised goals were contemporary and on point with a new supervisor's needs."

Charles R. Gross, Chief of Police, Newport Beach Police Department, indicated his department's support of the proposed change.

After the report, Chairman Edmonds opened the public hearing and invited those wishing to speak, both in favor and in opposition, to come forward. There being no testimony from the floor, the public hearing was closed and the following action was taken:

MOTION - Kolender, second - Pantaleoni, carried unanimously to approve the revised minimum POST curriculum standards for the Supervisory Course, Commission Procedure D-3, as proposed.

E. Public Hearing on Revision of POST Specialized Basic Investigators Course

This hearing was for the purpose of receiving input and testimony to update the curriculum of the Specialized Basic Investigators Course and to change it to Performance Objectives.

After a report, which indicated no written testimony had been received, Chairman Edmonds opened the public hearing and invited those wishing to speak to come forward. No one in the audience came forward or testified. The following action was taken by the Commissioners:

MOTION - Wilson, second - Kolender, carried unanimously to implement the proposed curriculum as follows:

1. Delete Commission Procedure D-12 and amend Commission Procedure D-1 to add Paragraph 1-6 Specialized Basic Investigators Course Content and Minimum Hours;
2. Amend Commission Regulation 1005(a)(4) as technical changes;
3. Amend Commission Regulation 1005(h)(1) as technical changes.

The above changes will become effective January 1, 1984.

F. Public Hearing on Repeal of Commission Regulation 1009(a)(2) (Standards for Specialized Agencies' Entry Into Program)

This hearing was for the purpose of receiving input and testimony on deletion of Commission Regulation 1009(a)(2) requiring specialized agencies which desire to participate in the POST program to submit a training schedule which ensures that all currently employed officers will meet POST training standards within a specified period of time.

A report was presented which included summarization of written testimony from Charles R. Gross, Chief of Police, Newport Beach Police Department, indicating his department supported the proposed change.

After the report, Chairman Edmonds opened the public hearing and invited those wishing to speak to come forward.

Jan Gray, P.O.R.A.C., spoke in support of this matter of consistency in the POST programs.

The following action was taken by the Commission:

MOTION - Kolender, second - Wasserman, carried unanimously to repeal Regulation 1009(a)(2), effective immediately, requiring agencies who are entering the POST program to submit a schedule which ensures that all its employed peace officers will meet POST training within a reasonable period of time. The new policy would require that only officers employed after the date of entry into the POST program would be required to meet POST training standards.

PRESENTATION

G. The New Police Corps

Karsten Vieg, Principal Consultant, Office of Research, California State Legislature, representing Assemblyman Tom Hayden of West Los Angeles, made a presentation to introduce a "Police Corps" concept in the State of California. The program, which is similar to the Reserve Officer Training Corps (ROTC) utilized by the Military, would provide educational opportunities to participants, in exchange for a commitment to serve, for a specific period of time, as a local law enforcement officer in the State of California.

In summary, Mr. Vieg stated the rationale behind the New Police Corps is threefold:

1. More law enforcement officers deter crime and their presence makes the public feel safer.
2. It would attract young and educated, trained personnel.
3. It would provide a pool of civilian volunteers once they have completed their regular tour of duty.

Mr. Vieg requested the Commission to consider whether and how POST might go about administering such a program that provided sufficient new funds.

MOTION - Van de Kamp, second - Angele, carried unanimously that the subject of the New Police Corps be put under a study classification and have staff report at the next meeting to enable the Commission to follow whatever progress will be made.

APPEALH. Request for Waiver of Basic Training Requirement - Mona Lisa Cole,
Department of Fish and Game

A report was presented stating Mona Lisa Cole, a Warden with the Department of Fish and Game, attended separate California Highway Patrol Basic Course presentations in 1977 and 1980, and failed both courses. In 1980, evaluation by the California Highway Patrol Academy indicated that Ms. Cole had successfully completed all POST requirements for the Basic Course; based on this report she was employed by the California Department of Fish and Game as a sworn deputy on July 9, 1980.

Attorney K. William Curtis and Ms. Cole appeared before the Commission to appeal the POST's staff decision to deny her a Specialized Basic Certificate and that she be required to complete further basic training. Ms. Cole asked for the opportunity to be tested (Basic Course Waiver Exam).

Following discussion, the Commission felt Ms. Cole had relied in good faith on the statements of responsible officials that she had satisfied the training requirements when she was hired by the Department of Fish and Game.

MOTION - Wilson, second - Angele, carried unanimously that Ms. Cole be allowed the opportunity to take the Basic Course Waiver Exam.

CERTIFICATES & COMPLIANCEI. Transit District Police - Participation in POST Reimbursement Program

S.B. 252 (1983) amends Section 13507 of the Penal Code to include transit police in the definition of "district" effective January 1, 1984. The effect of this amendment is to make all transit district police agencies eligible for reimbursement (on voluntary compliance basis) and requires that the Commission provide a certificate program for them pursuant to Section 13510.1 of the Penal Code.

It was explained there are two transit district police departments currently in the POST Program: BART, which is already reimbursable and participates in the Regular Certificate program; and the Southern California Rapid Transit District Police which is currently participating in the Specialized Program without benefit of reimbursement. Southern California Rapid Transit District, and any future transit district police, will be affected by the amended law.

MOTION - Dyer, second - Pantaleoni, carried unanimously to

1. Continue to require the regular Basic Course for existing transit district police departments;

2. Include Southern California Rapid Transit District Police in the Regular Certificate Program;
3. Evaluate the training needs and appropriate certification for any new transit district police departments on a case-by-case basis.

TRAINING DELIVERY

J. Honoring Prior Completion of Specialized Investigators' Course - Sacramento District Attorney

At the April 1983 Commission meeting, the Commission modified the training standards for District Attorney Investigators from the 220-hour Basic Specialized Investigators Course to the 350-hour District Attorney Investigators Course. The effective means to satisfy this requirement is accomplished by completion of the regular Basic Course plus completion of an 80-hour module on Investigation and Trial Preparation.

Several months prior to the change in the training standard, approximately 20 non-sworn employees of the Sacramento District Attorney's Office completed the 220-hour Specialized Investigation Course. The Sacramento District Attorney asked for a waiver to allow him to appoint some or all of these employees to Investigator without additional basic training.

MOTION - Wasserman, second - Van de Kamp, carried unanimously that those persons who have been employed by a district attorney's office in a capacity other than an investigator prior to April 27, 1983, and who have successfully completed the POST Basic Specialized Investigators Course prior to April 27, 1983, be deemed to have met the basic training requirements for District Attorney's Investigators provided:

1. That each person so described successfully completes an 80-hour Investigation and Trial Preparation Module for District Attorney's Investigators, and
2. That each person so described be hired as a District Attorney's Investigator prior to January 1, 1985.

TRAINING PROGRAMS

K. Universal Core/Module Basic Training Requirement - Progress Report

It was reported that the Universal Core/Module Basic Training Requirement Study is proceeding on schedule. The Universal Core course curriculum has been tentatively identified by using the results of job task analyses and other studies.

The tentative curriculum and other issues identified during the course of this study will be reviewed by several input groups including the Basic Course Consortium, California Association of Police Training Officers, California Association of Administration of Justice Educators, Course Curriculum Development Committee of District Attorney Investigators and concerned committees of C.P.O.A. Considerations such as the total number of personnel affected by this concept, preferences of agencies participating in the POST program, fiscal impact to local governments and POST resources will also be reviewed.

The progress report was submitted at the Commission's request. A final report is expected to be ready at the January 1984 meeting.

L. Basic Course Performance Objectives - Modifications

The Basic Course Consortium, through its curriculum review committee, completed a review of the Basic Course Performance Objectives in the functional areas of Professional Orientation and Community Relations. A number of technical changes were suggested, along with deletion and addition of several performance objectives. Substantive changes proposed were in Professional Orientation and Community Relations/Stress. There was consensus that these proposed curriculum modifications can be presented and tested within the existing amount of hours allocated for the various subject areas.

MOTION - Pantaleoni, second - Dyer, carried unanimously to approve the proposed Basic Course curriculum changes on Professional Orientation and Community Relations/Stress as submitted.

These changes are made Attachment "B" of these minutes.

M. Basic Course Performance Objectives - Deletion of Optional Training Performance Objectives

Certain required Basic Course Performance Objectives are currently designated as "optional." A recent job relatedness study by the Standards and Evaluation Bureau concluded that optional Performance Objectives are inconsistent with POST's statutory responsibility to set minimum standards. It was also concluded that standardized test items could not reasonably be developed for "optional" curricula.

There are currently 55 optional performance objectives in the Basic Course. After review by the Basic Course Curriculum Committee and the Basic Course Consortium, it was concluded that 38 of the optional performance objectives should be reclassified as mandatory, and 17 optional performance objectives should be deleted. One new performance objective was added. These changes will have minimal impact on academies as most are presently teaching optional performance objectives. There will be no effect on the 400-hour minimum course length.

MOTION - Angle, second - Wasserman, carried unanimously as follows:

1. As a matter of policy, discontinue designating certain Basic Course Performance Objectives as "optional."
2. Effective July 1, 1984, approve changes, deletions and additions in optional performance objectives, including:
 - a. Changing 38 existing optional performance objectives to mandatory;
 - b. Deleting 17 optional performance objectives;
 - c. Adding one performance objective (1.2.2) concerning the principles of law enforcement profession.

N. Basic Course Performance Objectives - Deletion of Agency Specific Training Performance Objectives

Certain performance objectives are specific to employing agencies and specify that trainees will demonstrate knowledge and understanding of their agency policies on a variety of subjects. Study has shown that valid standardized items may not be developed for such curricula, and that such performance objectives are inconsistent with the Commission's role of setting statewide minimum standards.

Thirty-two performance objectives are proposed for conversion by removing "agency specific" language. Eleven are proposed to be deleted. All performance objectives will represent minimum requirements with statewide applicability. Academies will retain the latitude to add performance objectives or course content in accordance with the wishes of local advisory boards, and such curriculum may include agency specific language.

MOTION - Jackson, second - Wasserman, carried unanimously as follows:

1. As a matter of policy, discontinue Basic Course Performance Objectives that contain "agency specific" language;
2. Effective July 1, 1984, approve revisions and deletions in Basic Course Performance Objectives including:
 - a. Revising 32 to eliminate agency specific language;
 - b. Deleting 11 performance objectives that have agency specific language.

EXECUTIVE OFFICEO. Center for Executive Development and Command College Status Report

It was reported that applications for the Command College are due in POST by November 10, 1983. The applications will be screened and 100 will be invited to attend an assessment center (two assessment centers will be held, December 3 and 10). Fifty participants will be selected - the first class to start January 29, 1984; the second class to start May 20, 1984.

P. Certification of and Reimbursement for Board of Corrections Training Courses

Legislation that established the Standards and Training for Corrections Program (STC) became effective in July 1980 with a two-year sunset provision. In November of 1980, POST informed the field by bulletin that POST would continue certification of existing correctional training courses for the remainder of that fiscal year, with an intent to later withdraw POST certification and reimbursement. Delays occurred in the start-up of the STC Program, and the sunset provision caused uncertainty. Recent legislation, however, has established a new sunset provision for the STC Program (July 1, 1987). Funding and continuation of the program now seems assured.

It was proposed that the Commission withdraw from certification and reimbursement of correctional courses effective July 1, 1984. This time delay would allow agencies to submit training plans to STC by the April 1984 deadline and to take into account the withdrawal of POST funding.

MOTION - Van de Kamp, second - Hicks, carried unanimously to continue this issue at the January 1984 meeting to allow additional study on the money issues, e.g., a listing as to how POST and STC funds support corrections training.

COMMITTEE REPORTSQ. Ad Hoc Committee to Conduct Public Meetings on Certificate Revocation/Renewal

At the April 1983 meeting, the Commission decided to hold local public meetings to elicit input on whether or not the Basic Certificate Program should be strengthened by expanding the provision for revocation and requiring certificate renewal training. A committee of Commissioners -- Al Angele, Glenn Dyer, William Kolender, Alex Pantaleoni, Jay Rodriguez, Joe Trejo, Robert Vernon, and Gale Wilson -- was appointed to conduct the meetings. Representatives from the Advisory Committee also attended the meeting. Meetings were held at six locations: Los Angeles, San Jose, San Diego, Tustin, Modesto and Redding. The meetings were sparsely attended - a total of 62 people attended the six meetings.

Commissioner Kolender chaired the July 20 meeting in San Diego and reported that the persons in attendance supported the proposal and the code sections for revocation listed, but recommended that they should be written into the law expressly as grounds for revocation, and that revocation should be required with conviction to avoid placing POST into the administrative hearing process. Renewal training should be required after three years; it should minimally include P.C. 832 and a field training program, and POST should bring the developed course or process back to the field for consideration before implementation.

Commission Dyer chaired meetings July 11 in San Jose, July 18 in Modesto, and July 25 in Redding and reported that in synopsis the comments ran the gambit from "you are treading on local option" to "if we tell you an officer should have his certificate yanked, you should yank it." There were some significant points expressed about certificate revocation when an officer is in a narcotics diversion program, and the disposition isn't necessarily a conviction. Points were made about knowledge retention after an absence from law enforcement of three years or more, i.e., the peace officer who goes into the service and then comes back. The terminology in the Veterans Code states that he will be restored as whole, and we may not have the power to force that individual into a retraining program to assess his current ability. There was no clear direction given during any of the meetings held. Participants were very diversified in their desires. Several of the participants transmitted their feelings in writing to the Commission. Some of the organizations that had written indicated they desired that the certification program remain status quo.

Commissioner Pantaleoni reported on meetings of July 7 in Los Angeles and July 11 in Orange County. These meetings were chaired by Commissioner Vernon. The Los Angeles meeting was attended by eight people and 20 attended in Orange County. The interest was very weak. The consensus was to stay with status quo. There were some concerns expressed about the satisfaction of prerequisites for the current certificates. There was some emphasis on increasing the Advanced Officer training requirements. The most significant thing that may have been done was to actively generate the input and interest of the major agencies. There was more active interest and involvement after the hearings than during the hearings.

Chairman Edmonds called for any further discussion or motions. Hearing none, the reports were deemed received.

R. Long Range Planning Committee

As a result of the Commission's having received a report, Futures Issues, from the Advisory Committee at the the July 1983 meeting, two meetings have been held by the Long Range Planning Committee for review of the document. Before a final report to the Commission is made, the Long Range Planning Committee will meet again with the Advisory Committee subcommittee. A meeting date will be considered subsequently.

S. Legislative Review Committee

Acting Committee Chairman Edmonds reported the Commission's Legislative Review Committee convened at 8 a.m. on October 20, 1983; present were Committee members Angele, Van de Kamp, and Acting Chairman Edmonds.

Staff provided an overview of active legislation which has either been signed into law or vetoed by the Governor.

The Committee removed from the agenda the discussion of the current legislative policy of the Commission. The matter will be discussed at a later committee meeting.

Because of changes to Penal Code Section 832, which were brought about by the passage of Senate Bill 208, it is necessary that the Commission formally act to prescribe the training required by this section. Until such time as the Commission has the resources to properly study the issue of appropriate training standards for peace officers affected by P.C. 832, the Committee recommends that the Commission adopt the current POST-certified 40-hour Arrest and Firearms Course as the interim standard. The Committee further recommends the issue of appropriate training standards to satisfy P.C. 832 be an agenda item at the June 28, 1984 Commission meeting.

Under proposed legislation for 1984, the Committee recommends that two legislative proposals be supported by the Commission. These proposals are:

1. Removal of the 1986 sunset clause on the previous 6.6% increase in revenues for the Peace Officer training Fund.
2. Technical amendments to Penal Code Section 832 primarily concerning the Penal Code Section 832.3 reference. Current law is confusing in that it requires sheriffs, undersheriffs, deputy sheriffs, policemen of a city, and policemen of a district, who perform general law enforcement duties, to complete the P.C. 832 training as part of the training required by P.C. 832.3, while no such requirement is in force for other classes of peace officers (Marshals, Deputy Marshals, District Attorney Investigators, etc.) who also meet the POST basic training standard. The proposed changes would make it clear that every peace officer who completes the POST certified basic training course has, in fact, met the requirements of P.C. 832.

The Committee also recommends the Commission consider amending the POST Regulations to require that all peace officers complete the P.C. 832 course before exercising peace officer powers. This would bring the regulations into conformance with state law. This matter should be set for public hearing at the January 1984 Commission meeting.

MOTION - Hicks, second - Kolender, carried unanimously to adopt the recommendations of the Legislative Committee and to set a public hearing at the January 1984 Commission meeting to amend the Regulations to clearly reflect that the training required by P.C. 832 must, in all cases, be completed before peace officer powers are exercised, as required by law.

T. Advisory Committee

Mike Gonzales, newly appointed Chairman of the Advisory Committee, reported that the Committee had met on October 19, 1983. The first order of business was to take action on the assignment received from the Commission to study the National Commission on Accreditation for Law Enforcement Agencies. It was agreed by the Advisory Committee that it is an issue that would best be handled by individual law enforcement agencies at this time and recommended that the Commission take no position on national accreditation.

MOTION - Jackson, second - Rodriguez, carried unanimously for adoption of the recommendation of the Advisory Committee to take no position on national accreditation.

The Committee received presentations on the status of the Command College, the executive training programs, and the Universal Core Curriculum study.

Mr. Gonzales stated that as Chairman of the Advisory Committee, he will make every attempt to continue the relationship the Committee has had with the Commission and handle whatever assignments the Commission deems necessary.

U. Old/New Business

1. Correspondence
2. Technical Correction - Minutes of April 21, 1983, meeting

MOTION - Jackson, second - Rodriguez, to approve the correction of the following statement:

"Provide reimbursement of marshals basic training up to the maximum of ~~376~~ 374 hours which was staff estimate of the technical minimum basic training standard including the Bailiff and Civil Process training."

3. Advisory Committee Vacancies
 - California Organization of Police and Sheriffs (C.O.P.S.) Representative
 - California Highway Patrol (C.H.P.)

MOTION - Pantaleoni, second - Dyer, carried unanimously to approve the following nominated parties as representatives on the POST Advisory Committee:

Don Brown, Sergeant, Burbank Police Department - C.O.P.S.
Maurice Hannigan, Assistant Chief, Personnel & Training
Division - C.H.P.

PROPOSED DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

January 26, 1984, Town and Country Hotel, San Diego

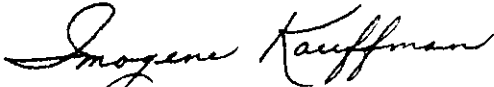
April 19, 1984, Sacramento

June 28, 1984, San Diego (The July meeting was rescheduled to June because of the dates of the 1984 Olympics.)

October 18, 1984, Sacramento

ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 3 p.m.



Imogene Kauffman
Executive Secretary

Comparison of Revenue by Month
 Fiscal Years 1982-83 and 1983-84
 September 30, 1983

| Month | 1982-83 | | 1983-84 | | Penalty Assessment Fund | Other | Total | Cummulative Total |
|-------|---------------------|---------------------|-------------------------------|------------------------|-------------------------|------------------------|------------------------|-------------------|
| | Monthly Total | Cummulative Total | Cummulative Monthly Estimated | | | | | |
| July | \$ 1,891 | \$ 1,891 | \$ -0- | \$ -0- | \$ 166.00 | \$ 166.00 | \$ 166.00 | |
| Aug | 1,780,464 | 1,782,355 | 2,400,000.00 | 2,278,179.00 | 91.00 | 2,278,270.00 | 2,278,436.00 | |
| Sep | 1,413,665 | 3,196,020 | 4,800,000.00 | 2,800,508.00 | 241.00 | 2,800,749.00 | 5,079,185.00 | |
| Oct | 2,575,008 | 5,771,028 | 7,200,000.00 | | | | | |
| Nov | 2,194,510 | 7,965,538 | 9,600,000.00 | | | | | |
| Dec | 1,946,880 | 9,912,418 | 12,000,000.00 | | | | | |
| Jan | 2,432,080 | 12,344,498 | 14,400,000.00 | | | | | |
| Feb | 2,261,156 | 14,605,654 | 16,800,000.00 | | | | | |
| Mar | 1,858,320 | 16,463,974 | 19,200,000.00 | | | | | |
| Apr | 2,286,714 | 18,750,688* | 21,600,000.00 | | | | | |
| May | 510,352 | 19,261,040* | 24,000,000.00 | | | | | |
| Jun | 1,152,629 | 20,413,669* | 26,693,000.00 | | | | | |
| | <u>\$20,413,669</u> | <u>\$20,413,669</u> | <u>\$26,693,000.00</u> | <u>\$ 5,078,687.00</u> | <u>\$ 498.00</u> | <u>\$ 5,079,185.00</u> | <u>\$ 5,079,185.00</u> | |

*Monthly revenues for April, May, and June '83 reflect a deduction of \$5.2 million per authority of Chapter 15, Statutes of 1983.

Monthly %
of Estimation
117%

Cummulative
% of
Estimation
106%

Rev. 10/11/83
01908/006A

Attachment # 2

| REIMBURSEMENT BY CATEGORY OF EXPENSE | | MONTHLY EXPENDITURES | | | | | | | | | | | | |
|--------------------------------------|--|----------------------|-------|----------------|-------|---------------|-------|------------|-------|----------------|-------|---------------|-------|--------------|
| Category | Description | This Month | | Previous Month | | Total to Date | | This Month | | Previous Month | | Total to Date | | |
| | | Amount | Count | Amount | Count | Amount | Count | Amount | Count | Amount | Count | Amount | Count | |
| A | BASIC COURSE | Total this Month | | 9,302.60 | | 1,809.72 | | 4,551.70 | | 21,361.00 | | 349,043.31 | | 386,071.89 |
| | | Previous Month | | 65,119.88 | | 12,556.47 | | 18,049.97 | | 62,061.50 | | 834,951.31 | | 942,751.16 |
| | | Total to Date | | 74,410.48 | 5 | 14,366.19 | 1 | 22,601.67 | 2 | 83,422.50 | 6 | 1,184,024.71 | 86 | 1,328,823.05 |
| B | SPECIALIZED BASIC INDICATORS COURSE | Total this Month | | 2,728.54 | | | | 222.00 | | | | 4,250.68 | | 7,201.42 |
| | | Previous Month | | | | | | | | | | | | |
| | | Total to Date | | 2,728.54 | 38 | | | 222.00 | 3 | | | 4,250.68 | 59 | 7,201.42 |
| C | ADVANCED OFFICER COURSE | Total this Month | | 326.13 | | 3,190.00 | | 4,140.29 | | | | 159,969.36 | | 196,603.92 |
| | | Previous Month | | 8,100.26 | | 4,123.27 | | 5,644.54 | | | | 510,108.75 | | 523,176.83 |
| | | Total to Date | | 8,426.44 | 1 | 7,313.27 | 1 | 10,042.82 | 1 | | | 699,077.12 | 97 | 724,859.65 |
| D | SUPERVISORY COURSE (MANDATED) | Total this Month | | 21,976.70 | | 336.23 | | 4,871.14 | | | | 25,192.26 | | 52,375.03 |
| | | Previous Month | | 12,658.23 | | 1,300.47 | | 3,536.14 | | | | 59,071.86 | | 76,566.70 |
| | | Total to Date | | 34,634.43 | 27 | 1,636.70 | 1 | 8,407.28 | 7 | | | 84,264.12 | 65 | 128,942.53 |
| C | SUPERVISORY SEMINARS AND COURSES | Total this Month | | 5,291.59 | | 456.75 | | 3,369.52 | | 17,768.00 | | | | 27,425.86 |
| | | Previous Month | | 9,975.72 | | 378.65 | | 3,952.60 | | 18,168.00 | | | | 32,474.97 |
| | | Total to Date | | 15,267.31 | 26 | 835.40 | 1 | 7,842.12 | 13 | 35,956.00 | 60 | | | 59,900.83 |
| E | MANAGEMENT COURSE (MANDATED) | Total this Month | | 5,252.03 | | 539.50 | | 1,835.64 | | | | 11,800.57 | | 19,427.74 |
| | | Previous Month | | 25,078.81 | | 553.11 | | 5,961.53 | | | | 31,557.91 | | 63,151.36 |
| | | Total to Date | | 30,330.84 | 37 | 1,092.61 | 1 | 7,797.17 | 9 | | | 43,358.48 | 53 | 82,579.10 |
| H | MANAGEMENT SEMINARS AND COURSES | Total this Month | | 11,286.55 | | 65.25 | | 6,216.04 | | 7,497.75 | | | | 25,065.59 |
| | | Previous Month | | 38,101.62 | | 1,014.74 | | 19,309.92 | | 47,237.25 | | | | 105,663.53 |
| | | Total to Date | | 49,388.17 | 38 | 1,079.99 | 1 | 25,525.96 | 19 | 54,735.00 | 42 | | | 130,729.12 |
| F | EXECUTIVE DEVELOPMENT COURSE | Total this Month | | 485.00 | | | | 122.00 | | | | | | 607.00 |
| | | Previous Month | | 9,154.26 | | | | 2,190.40 | | | | | | 11,344.66 |
| | | Total to Date | | 9,639.26 | 81 | | | 2,312.40 | 19 | | | | | 11,951.66 |
| I | EXECUTIVE SEMINARS AND COURSES | Total this Month | | 320.25 | | | | 398.25 | | 665.00 | | | | 1,383.50 |
| | | Previous Month | | 3,362.13 | | 525.00 | | 1,529.52 | | 3,412.50 | | | | 8,849.15 |
| | | Total to Date | | 3,702.38 | 36 | 525.00 | 5 | 1,927.77 | 19 | 4,077.50 | 40 | | | 10,232.65 |
| J | JOB SPECIFIC COURSES | Total this Month | | 64,713.24 | | 6,122.01 | | 28,566.11 | | 25,741.50 | | 170,896.33 | | 296,039.19 |
| | | Previous Month | | 156,474.50 | | 6,195.72 | | 53,231.59 | | 44,043.00 | | 221,646.25 | | 481,641.06 |
| | | Total to Date | | 221,187.74 | 28 | 12,317.73 | 2 | 81,847.70 | 11 | 69,784.50 | 9 | 392,542.58 | 50 | 777,680.25 |
| K | TECHNICAL SKILLS AND KNOWLEDGE COURSES | Total this Month | | 105,254.75 | | 7,113.27 | | 55,106.53 | | 43,254.00 | | | | 210,728.60 |
| | | Previous Month | | 248,509.52 | | 14,228.02 | | 104,418.16 | | 139,093.81 | | | | 506,249.51 |
| | | Total to Date | | 353,764.27 | 49 | 21,341.29 | 3 | 159,524.74 | 22 | 182,347.81 | 26 | | | 716,978.11 |
| L | FIELD MANAGEMENT TRAINING | Total this Month | | 344.25 | | | | 933.75 | | | | | | 1,283.00 |
| | | Previous Month | | 1,573.94 | | 19.25 | | 2,140.59 | | | | | | 3,732.89 |
| | | Total to Date | | 2,417.29 | 34 | 19.25 | 0 | 3,079.34 | 56 | | | | | 5,515.89 |
| M | TEAM BUILDING WORKSHOPS | Total this Month | | 1,624.00 | | | | 135.72 | | 2,310.00 | | | | 4,264.72 |
| | | Previous Month | | 6,474.02 | | 178.00 | | 449.20 | | 9,000.00 | | | | 16,101.72 |
| | | Total to Date | | 8,098.02 | 40 | 178.00 | 1 | 779.92 | 4 | 11,310.00 | 55 | | | 20,366.44 |
| N | PUBLIC AFFAIRS SEMINARS | Total this Month | | 2,293.76 | | 29.00 | | 3,046.25 | | | | | | 5,273.01 |
| | | Previous Month | | 3,179.30 | | 12.00 | | 4,171.32 | | | | | | 7,363.33 |
| | | Total to Date | | 5,398.14 | 43 | 41.00 | 2 | 7,217.57 | 57 | | | | | 12,641.34 |
| O | APPROVED EXPENSES | Total this Month | | 49.50 | | 155.98 | | 168.00 | | | | | | 374.24 |
| | | Previous Month | | | | | | | | | | | | |
| | | Total to Date | | 49.50 | 11 | 155.98 | 42 | 168.00 | 45 | | | | | 374.24 |
| GRAND TOTAL | | | | 231,611.44 | | 19,669.74 | | 114,111.95 | | 118,619.75 | | 1,111,111.11 | | 1,234,333.33 |
| TOTAL FOR ALL CATEGORIES | | | | 597,426.91 | | 41,249.72 | | 229,609.36 | | 323,922.06 | | 1,657,896.12 | | 2,034,446.61 |
| GRAND TOTAL | | | | 819,339.41 | | 62,901.41 | | 319,211.96 | | 431,651.31 | | 2,477,447.19 | | 4,068,176.71 |

COMMISSION ON POST

Number of Reimbursed Trainees by Category - For Claims Processed

September 1982-83 Claims
September 1983-84 Claims

September 1983

| Course Category | 1982-83 | | | 1983-84 | | |
|--|-----------------------------|--------------------------|---------------|--------------------------------|--------------------------|--------------------|
| | Actual Total For Year | Actual July-September | % of Total | Projected Total For Year | Actual July-September | % of Projection |
| Basic Course | 2,773 | 575 | .21 | 3,300 | 599 | .18 |
| Specialized Basic Investigators Course | 5 | | | 11 | 3 | .27 |
| Advanced Officer Course | 8,101 | 710 | .09 | 7,654 | 3,304 | .43 |
| Supervisory Course (Mandated) | 574 | 79 | .14 | 675 | 143 | .21 |
| Supervisory Seminars and Courses | 928 | 120 | .13 | 879 | 223 | .13 |
| Management Course (Mandated) | 306 | 44 | .14 | 302 | 77 | .26 |
| Management Seminars and Courses | 2,098 | 117 | .06 | 2,099 | 421 | .17 |
| Executive Development Course | 83 | 7 | .08 | 92 | 18 | .19 |
| Executive Seminars and Courses | 161 | 30 | .19 | 200 | 41 | .17 |
| Job Specific Course | 5,253 | 740 | .14 | 5,185 | 1,328 | .14 |
| Technical Skills and Knowledge Courses | 9,015 | 1,405 | .16 | 8,048 | 2,411 | .21 |
| Field Management Training | 70 | 14 | .20 | 77 | 12 | .07 |
| Team Building Workshops | 599 | 115 | .19 | 610 | 57 | .08 |
| POST Special Seminars | 262 | 60 | .23 | 478 | 52 | .06 |
| Approved Courses | 32 | 2 | .06 | 35 | 9 | .26 |
| Totals | 30,260 | 4,017 | .13 | 29,645 | 8,698 | .29 |

Attachment "A"

Commission on Peace Officer Standards and Training

- 1.0 FUNCTIONAL AREA: The student will recognize the fundamental duties, obligations, influences, and philosophies inherent with the acceptance of a "peace officer" commission. He/she will possess a working knowledge of his/her agency's organization, chain of command, rules, and regulations and will also possess the basic knowledge and procedural abilities which will enable him/her to function within the criminal justice system.

The following Performance Objectives are directed to this Functional Area:

1.1.0 HISTORY AND PRINCIPLES OF LAW ENFORCEMENT

Learning Goal: The student will understand the basic principles involved in the historical development of law enforcement.

PERFORMANCE OBJECTIVE(S):

- 70% ~~1.1.1~~ The student will identify the key points, ~~as presented in the instructional materials,~~ in the development of the United States and California law enforcement systems.

1.2.0 LAW ENFORCEMENT PROFESSION

Learning Goal: The student will understand the ~~positive and negative aspects of the police profession.~~ professional aspects of law enforcement.

PERFORMANCE OBJECTIVE(S):

- 70% ~~1.2.1~~ The student will identify ~~discuss~~ the basic principles of a "profession," and ~~will compare the present status of "law enforcement" with those principles.~~
- 70% 1.2.2 The student will compare the present status of law enforcement with the basic principles of a profession as identified in performance objective 1.2.1.

1.3.0 ETHICS

Learning Goal: The student will understand the concept of ethics in law enforcement.

PERFORMANCE OBJECTIVES(S):

- 80% 1.3.1 The student will identify why law enforcement officers, both on and off duty, should exemplify the highest ethical and moral ~~oral~~ standards.
- 70% 1.3.2 The student will identify the key ~~elements~~ phrases of the "Law Enforcement Code of Ethics" and/or the ~~"Canons of Police Ethics."~~ "Code of Professional Conduct and Responsibilities for Peace Officers."

Commission on Peace Officer Standards and Training

1.4.0 UNETHICAL BEHAVIOR

Learning Goal: The student will understand those actions which constitute unethical behavior of a law enforcement officer and their consequences.

PERFORMANCE OBJECTIVE(S):

- 80% 1.4.1 The student will identify and evaluate methods for handling unethical and/or criminal ~~conduct-misconduct~~ on the part of a fellow officer.
- ~~80%-70%~~ 1.4.2 The student will identify problems associated with an officer's nonenforcement of specific laws by personal choice.
- 80% 1.4.3 The student will identify problems associated with an officer's acceptance of both ~~small~~ and ~~large~~ gratuities.
- 80% 1.4.4 The student will identify why it is necessary for an officer to take positive action when becoming aware of unethical and/or criminal conduct on the part of a fellow officer.

1.5.0 DEPARTMENT ORIENTATION

Learning Goal: The student will understand and have a working knowledge of the organizational structure organization and operation of his/her agency operational function of typical law enforcement agencies.

PERFORMANCE OBJECTIVE(S):

- ~~70%~~ * 1.5.1 The student will identify the organizational functions and chain of command of his/her agency on an organizational chart. (~~Department Organization Chart~~)
- * 1.5.2 (~~Deleted 10-20-83~~) ~~The student will identify the key policies of his/her agency in the following areas:~~
- ~~A. Standards of conduct on and off duty~~
 - ~~B. Employment (outside of agency)~~
 - ~~C. General work rules~~
 - ~~D. Employee grievance procedures~~
 - ~~(Department Policy)~~

1.6.0 CAREER INFLUENCES

Learning Goal: The student will understand and have a working knowledge of the Influences of a law enforcement career upon an officer's personal life.

PERFORMANCE OBJECTIVE(S):

- ~~70%~~ * 1.6.1 The student will identify the common satisfactions and dissatisfactions inherent in a law enforcement career.

Commission on Peace Officer Standards and Training

70% 1.6.2 The student will identify the importance of maintaining a balanced, long-term approach to his/her lifestyle in the following areas:

- A. Personal relationships
- B. Career developments
- C. Recreational pursuits

70% 1.6.3 The student will identify the potential effects which his/her career choice may have upon the following:

- A. Spouse
- B. Boyfriend/Girlfriend
- C. Other friends
- D. Parents
- E. Children

1.7.0 ADMINISTRATION OF JUSTICE COMPONENTS

Learning Goal: The student will have general knowledge of the components of the administration of justice system.

PERFORMANCE OBJECTIVE(S):

70% 1.7.1 Given the three criminal justice system components (law enforcement, judicial, corrections), the student will identify to which component of the three components of the criminal justice system the following operational positions belong:

- A. Judge
- B. Prosecuting Attorney
- C. Defense Attorney
- D. Probation Officer
- E. Parole Officer
- F. Correctional Officer
- G. Local Police
- H. Sheriff

70% ~~80%~~ 1.7.2 The student will identify the following major goals of the criminal justice system:

- A. Guaranteeing due process
- B. Crime prevention
- C. Protection of life and property
- D. Apprehension of offender
- E. Enforcement of law
- F. Equal justice

~~70%~~ 1.7.3 (Deleted 10-20-83) The student will identify the major commonly recognized goals of each of the components of the criminal justice system.

~~These could minimally include:~~

- ~~A. Law enforcement crime prevention~~
- ~~B. Judicial render fair judgment~~
- ~~C. Corrections rehabilitation~~

Commission on Peace Officer Standards and Training

* 1.7.4 ~~(Deleted 10-20-83) The student will identify at least two agencies within each of the criminal justice system components.~~

70% * 1.7.5 ~~Given the name of the three major components of the criminal justice system, the student will identify examples of how each one influences the other components at least one way in which a component of the criminal justice system impacts the other two components.~~

1.8.0 RELATED LAW ENFORCEMENT AGENCIES

Learning Goal: The student will understand the functions, jurisdictions, and areas of potential mutual assistance of other law enforcement agencies.

PERFORMANCE OBJECTIVE(S):

70% 1.8.1 The student will identify a primary function, jurisdiction, and area of potential mutual assistance for the following federal, state, and local agencies:

- A. California Highway Patrol (CHP)
- B. Department of Motor Vehicles (DMV)
- C. California Department of Justice, Division of Law Enforcement
- D. Federal Bureau of Investigation (FBI)
- E. Postal Service
- F. Drug Enforcement Administration (DEA)
- G. Secret Service
- H. Immigration Service
- I. Alcohol, Tobacco, and Firearms Division of Treasury Department
- J. Military Police
- K. U.S. Marshal
- L. Appropriate federal, state, and local agencies

1.9.0 CALIFORNIA COURT SYSTEM

Learning Goal: The student will understand and have a working knowledge of the organization and operation of the California court system.

PERFORMANCE OBJECTIVE(S):

70% 1.9.1 The student will identify the organizational structure and a primary responsibility of the following California courts:

- A. Justice Court
- B. Municipal Court
- C. Superior Court
- D. District Court of Appeal
- E. State Supreme Court

Commission on Peace Officer Standards and Training

70% 1.9.2 The student will identify the purposes of the following judicial processes in criminal cases:

- A. Bail
- B. Arraignment
- C. Preliminary hearing
- D. Indictment
- E. Trial

1.10.0 PAROLE AND PROBATION IN CALIFORNIA CALIFORNIA-CORRECTIONS-SYSTEM

Learning Goal: The student will understand how the California corrections system operates concepts of parole and probation in California.

PERFORMANCE OBJECTIVE(S):

* 1.10.1 ~~(Deleted 10-20-83) The student will identify the general operations and commonly recognized goals of the California Department of Corrections.~~

70% 1.10.2 The student will identify the California state parole process and general conditions of parole.

* 1.10.3 ~~(Deleted 10-20-83) The student will identify the major points about the general operations and goals of the Board of Prison Terms.~~

* 1.10.4 ~~(Deleted 10-20-83) The student will identify the goals and general operations of the local jail and corrections functions operating within the jurisdiction of the student's agency.~~

70% 1.10.5 The student will identify California's county probation process relative to and the general conditions of probation.

* 1.10.6 ~~(Deleted 10-20-83) The student will identify the major points about the general operations and goals of the California Youth Authority. (California Youth Authority Operations Manual)~~

1.11.0 DISCRETIONARY DECISION MAKING

Learning Goal: The student will have a general understanding of a law enforcement officer's discretionary authority, constraints, consequences, and process in making decisions.

1.11.1 Learning Goal: The student will identify the steps involved in problem solving including:

- A. Identifying the problem
- B. Analyzing the problem
- C. Developing alternatives
- D. Selecting solution
- E. Implementing decision
- F. Evaluating action

1.11.2 The student will identify the most common limitations of officer discretion including:

- A. Law
- B. Departmental policy and procedure
- C. Departmental goals and objectives

1.11.3 The student will identify the potential consequences of an officer's application of discretionary decision making including:

- A. Death or injury
- B. Additional crime
- C. Civil and vicarious liability
- D. Officer discipline
- E. Embarrassment to department

1.11.4 Given various word pictures, audio/visual presentations, or simulated incidents, the student will identify which of the following are acceptable decisions:

- A. Arrest
- B. Citation and Release
- C. Referral
- D. Verbal Warning
- E. No action

COMMISSION AGENDA ITEM REPORT

| | | | |
|---|--|--|--|
| Agenda Item Title Course Certification/Decertification Report | | Meeting Date January 26, 1984 | |
| Bureau Training Delivery Services | Reviewed By David Y. Allan, Chief <i>DA</i> | Researched By <i>R. S. Fuentes</i> Rachel S. Fuentes | |
| Executive Director Approval <i>M. C. Reihan</i> | Date of Approval 1-5-84 | Date of Report December 15, 1983 | |
| Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | | |

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

The following courses have been certified or decertified since the October 20, 1983 Commission meeting:

CERTIFIED

| | <u>Course Title</u> | <u>Presenter</u> | <u>Course Category</u> | <u>Reimbursement Plan</u> | <u>Annual Fiscal Impact</u> |
|-----|--------------------------------------|-----------------------------------|------------------------|---------------------------|-----------------------------|
| 1. | Field Training Officer | Southwest RTC | Technical | I | \$41,475 |
| 2. | Records Bureau Operation | Southwest RTC | Technical | III | 23,844 |
| 3. | Basic Narcotics Investigation | U.S. Drug Enforc. Administration | Technical | IV | 91,875 |
| 4. | Reserve Coordinator | Butte Center (NCCJTES) | Technical | IV | 6,000 |
| 5. | Basic Dispatcher's Course | Modesto CJTC | Technical | II | 11,340 |
| 6. | Basic Public Safety Aide Academy | Golden West College | Technical | IV | 44,160 |
| 7. | Command Planning & Tactics I | Olympic Integrated Planning Group | Technical | IV | 13,475 |
| 8. | Terrorism Seminar | CSTI | Technical | III | 18,000 |
| 9. | Advanced Police Management Seminar | Justice Research Associates | Mgmt. Sem. | III | 16,640 |
| 10. | Arrest & Firearms, P.C. 832 | Los Angeles P.D. | Approved | IV | -0- |
| 11. | Legal Update Seminar | Butte Center (NCCJTES) | Technical | IV | 2,033 |
| 12. | The Future of the Crim. Justice Sys. | Crim. Justice Coun. of San Mateo | Exec. Trng. | III | 2,025 |

CERTIFIED - Continued

| | <u>Course Title</u> | <u>Presenter</u> | <u>Course Category</u> | <u>Reimbursement Plan</u> | <u>Annual Fiscal Impact</u> |
|-----|------------------------------------|---|------------------------|---------------------------|-----------------------------|
| 13. | Arrest & Firearms, 832 P.C. | Palo Verde Comm. College | Approved | IV | \$ 100 |
| 14. | Traffic Accident Investigation | Academy of Justice, County of Riverside | Technical | II | 11,484 |
| 15. | Chief Executive Intelligence Sem. | DOJ - BOCCI | Exec. Trng. | IV | 4,600 |
| 16. | Reserve Training - Module C | Academy of Justice, County of Riverside | Approved | N/A | -0- |
| 17. | Reserve Training - Modules A, B, C | Golden West College | Approved | N/A | -0- |

DECERTIFIED

| | | | | | |
|-----|--------------------------------|-----------------------------------|------------|-----|-----|
| 1. | Understanding Social Styles | ARMAC Management Systems, Inc. | Mgmt. Sem. | III | -0- |
| 2. | Information Management | CommunEffect | Technical | III | -0- |
| 3. | Field Training Officer | El Camino College | Technical | II | -0- |
| 4. | Records | El Camino College | Technical | III | -0- |
| 5. | Traffic Accident Invest., Adv. | El Camino College | Technical | IV | -0- |
| 6. | Traffic Accident Invest. | Hayward Police Department | Technical | II | -0- |
| 7. | Heroin Influence | State Ctr Peace Officers Aca. | Technical | IV | -0- |
| 8. | Fencing Invest. | State Ctr Peace Officers Aca. | Technical | IV | -0- |
| 9. | Homicide Invest. | State Ctr Peace Officers Aca. | Technical | II | -0- |
| 10. | Jail Operations | State Ctr. Peace Officers Aca. | Technical | II | -0- |
| 11. | Command Planning & Tactics I | Olympic Integrated Planning Group | Technical | IV | -0- |

DECERTIFIED - Continued

| | <u>Course Title</u> | <u>Presenter</u> | <u>Course Category</u> | <u>Reimbursement Plan</u> | <u>Annual Fiscal Impact</u> |
|-----|--------------------------------|------------------------------------|------------------------|---------------------------|-----------------------------|
| 12. | Sgt/Work Prod & Quality Cntrlr | Justice Training Institute | Technical | III | -0- |
| 13. | Reserve Training Module B | Saddleback College | Approved | N/A | -0- |
| 14. | Video Workshop - Basic | Rio Hondo College | Technical | IV | -0- |
| 15. | Narcotic & Drug Trng. | Glendale Comm. Col. | Technical | IV | -0- |
| 16. | Ethnic Relations and Gangs | Glendale Comm. Col. | Technical | IV | -0- |
| 17. | Jail Operations | San Bernardino Co. Sheriff's Dept. | Technical | IV | -0- |
| 18. | Defensive Tactics Instructor | NCCJTES, Redwoods Center | Technical | IV | -0- |
| 19. | Arrest & Firearms (PC 832) | Cuesta College | P.C. 832 | IV | -0- |
| 20. | Supervisory Seminar | Glendale Comm. Col. | Supv. Sem. | IV | -0- |
| 21. | Advanced Officer Course | Glendale Comm. Col. | AO | II | -0- |
| 22. | Reserve Training Module C | Golden West College | Approved | N/A | -0- |
| 23. | Reserve Training Module B | Golden West College | Approved | N/A | -0- |

TOTAL CERTIFIED 17

TOTAL DECERTIFIED 23

TOTAL MODIFICATIONS 29

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | |
|--|-------------------------------------|--------------------------------------|
| Agenda Item Title Southern California Rapid Transit District Police | | Meeting Date January 26, 1984 |
| Bureau Compliance and Certificate Services | Reviewed By Brooks Wilson | Researched By George Fox <i>y</i> |
| Executive Director Approval <i>Murray C. Boelun</i> | Date of Approval <i>12-16-83</i> | Date of Report December 14, 1983 |
| Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |
| In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required. | | |
| <p><u>ISSUE</u></p> <p>The Southern California Rapid Transit District Police Department has requested entry into the POST Regular Reimbursement Program.</p> <p><u>BACKGROUND</u></p> <p>The District has participated in the POST Specialized Program since December 4, 1979. With the recent amendment of Section 13507 Penal Code, transit district police departments were added to the definition of a "district" as it concerns POST reimbursements and certificates. This law is effective on January 1, 1984.</p> <p><u>ANALYSIS</u></p> <p>The district employs seventy sworn officers and the fiscal impact is estimated to be approximately \$24,000 per year. Commission action on October 20, 1983 included the district within the Regular Reimbursement Program. The Basic Course was also established as the standard for district officers.</p> <p><u>RECOMMENDATION</u></p> <p>That the Commission be advised that the Southern California Rapid Transit District Police have been included in the POST Regular Reimbursement Program effective January 1, 1984.</p> | | |

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | |
|---|------------------------------|--------------------------------------|
| Agenda Item Title AMTRAK Railroad Police | | Meeting Date January 26, 1983 |
| Bureau Compliance & Certificate Services Bureau | Reviewed By Brooks Wilson | Researched By George Fox <i>g</i> |
| Executive Director Approval <i>Mouman C. Boehm</i> | Date of Approval 12-14-83 | Date of Report December 7, 1983 |
| Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No | | |
| In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required. | | |

ISSUE

The AMTRAK Police Department has requested entry into the POST Specialized Program.

BACKGROUND

The AMTRAK Police Department employs eighteen sworn uniformed police officers within California. A letter of intent agreeing to POST standards and goals has been received from the Director of Police and Security, AMTRAK Headquarters, Washington, D.C.

ANALYSIS

The department operates a sworn uniformed police agency. The Basic Course will be the standard for the agency. Adequate background investigations are conducted.

RECOMMENDATION

The Commission be advised that the California-based AMTRAK Police have been admitted into the POST Specialized Program consistent with Commission policy.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | |
|---|------------------------------|--------------------------------------|
| Agenda Item Title Humboldt County Department of Public Welfare | | Meeting Date January 26, 1983 |
| Bureau Compliance & Certificate Services Bureau | Reviewed By Brooks Wilson | Researched By George Fox <i>✓</i> |
| Executive Director Approval <i>Morgan C. Boehm</i> | Date of Approval 12-14-83 | Date of Report December 7, 1983 |
| Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No <input checked="" type="checkbox"/> No | | |
| In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required. | | |

ISSUE

The Humboldt County Department of Public Welfare has requested that the agency's Investigations Unit be enrolled into the POST Specialized Program.

BACKGROUND

The agency employs three investigators and has submitted a letter of intent and County Ordinance No. 575.

ANALYSIS

The agency's sworn staff possess or are eligible to possess POST Basic Certificates.

RECOMMENDATION

The Commission be advised that the Humboldt County Department of Public Welfare Investigations Unit has been admitted into the POST Specialized Program consistent with Commission policy.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|---|-----------------------------------|---|
| Agenda Item Title California Department of Mental Health | | Meeting Date April 25, 1985 |
| Bureau Compliance and Certificates Services Bureau | Reviewed By <i>[Signature]</i> | Researched By George Fox <i>[Signature]</i> |
| Executive Director Approval <i>[Signature]</i> | Date of Approval 3/18/85 | Date of Report March 7, 1985 |
| Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact | | <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No |

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

ISSUE

The Director of the California Department of Mental Health has requested that the agency's investigators be included in the POST Program.

BACKGROUND

The agency employs four sworn investigators appointed pursuant to Section 830.3(i) Penal Code.

ANALYSIS

The selection standards for the agency's investigators have been reviewed and found to be adequate.

RECOMMENDATION

That the Commission be advised that the California Department of Mental Health Investigation Unit has been included into the POST Specialized Program, consistent with Commission policy.

7132B

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|--|--------------------------------|------------------------------------|
| Agenda Item Title Policy Statement for Commission Policy Manual | | Meeting Date January 26, 1984 |
| Bureau Information Services | Reviewed By <i>De Crona</i> | Researched By Georgia Pinola |
| Executive Director Approval <i>Mouman C. Boehm</i> | Date of Approval 12-14-83 | Date of Report December 6, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No | | |

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

ISSUE

A policy statement is being submitted for approval as adopted by the Commission at its regular meeting on October 20, 1983.

BACKGROUND

The Commission has directed staff to submit policy matters for affirmation by the Commission prior to inclusion in the Commission Policy Manual. The policy statement below is being submitted for affirmation.

RECOMMENDATION

Affirm the following policy statement for inclusion in the Commission Policy Manual:

"OPTIONAL" PERFORMANCE OBJECTIVES
BASIC COURSE

Effective July 1, 1984, POST staff shall discontinue designating certain Basic Course Performance Objectives as "optional".

Commission Meeting 10/20/83

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|---|-------------------------------|---|
| Agenda Item Title Policy Statement for Commission Policy Manual | | Meeting Date January 26, 1984 |
| Bureau Information Services | Reviewed By <i>DeCrona</i> | Researched By Georgia Pinola |
| Executive Director Approval <i>Mouran C. Boehm</i> | Date of Approval 12-14-83 | Date of Report December 6, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact | | <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No |

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

ISSUE

A policy statement is being submitted for approval as adopted by the Commission at its regular meeting on October 20, 1983.

BACKGROUND

The Commission has directed staff to submit policy matters for affirmation by the Commission prior to inclusion in the Commission Policy Manual. The policy statement below is being submitted for affirmation.

RECOMMENDATION

Affirm the following policy statement for inclusion in the Commission Policy Manual:

AGENCY SPECIFIC PERFORMANCE OBJECTIVES

Effective July 1, 1984, POST staff shall discontinue usage of Basic Course Performance Objectives that contain "agency specific" language.

Commission Meeting 10/20/83

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | |
|--|--------------------------------|------------------------------------|
| Agenda Item Title Policy Statement for Commission Policy Manual | | Meeting Date January 26, 1984 |
| Bureau Information Services | Reviewed By <i>De Crona</i> | Researched By Georgia Pinola |
| Executive Director Approval <i>Morgan C. Boehm</i> | Date of Approval 12-14-83 | Date of Report December 6, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No | | |
| In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required. | | |
| <p><u>ISSUE</u></p> <p>A policy statement relative to waiver of the writing ability testing is being submitted for approval as adopted by the Commission at its regular meeting on October 20, 1983.</p> <p><u>BACKGROUND</u></p> <p>The Commission has directed staff to submit policy matters for affirmation by the Commission prior to inclusion in the Commission Policy Manual. The policy statement below is being submitted for affirmation by the Commission.</p> <p><u>RECOMMENDATION</u></p> <p>Affirm the following policy statement for inclusion in the Commission Policy Manual:</p> <p style="text-align: center;">WRITING ABILITY TESTING WAIVER</p> <p>POST staff shall have the authority to waive the writing ability test requirement (POST Regulation 1002(a)(7)) for those individuals who are under consideration for hire by a given agency prior to January 1, 1984, as evidenced by the individual having competed in one or more components of the agency's selection process, and who is subsequently hired by that agency.</p> <p style="text-align: center;">Commission Meeting 10/20/83</p> | | |

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|---|--------------------------------|------------------------------------|
| Agenda Item Title Policy Statement for Commission Policy Manual | | Meeting Date January 26, 1984 |
| Bureau Information Services | Reviewed By <i>Beltrami</i> | Researched By Georgia Pinola |
| Executive Director Approval <i>Monahan C. Boellum</i> | Date of Approval 12-14-83 | Date of Report December 6, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No | | |

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

ISSUE

A policy statement relative to recognition of prior training for district attorney investigators is being submitted for approval as adopted by the Commission at its regular meeting on October 20, 1983.

BACKGROUND

The Commission has directed staff to submit policy matters for affirmation by the Commission prior to inclusion in the Commission Policy Manual. The policy statement below is being submitted for affirmation.

RECOMMENDATION

Affirm the following policy statement for inclusion in the Commission Policy Manual:

PRIOR COMPLETION OF BASIC SPECIALIZED INVESTIGATORS COURSE,
DISTRICT ATTORNEY INVESTIGATORS

Individuals who have successfully completed the POST Basic Specialized Investigators Course prior to April 27, 1983, and have been employed by a district attorney's office in a capacity other than an investigator prior to April 27, 1983, shall be deemed to have met the basic training requirements for District Attorney Investigators provided:

1. Each individual so described successfully completed an 80-hour Investigation and Trial Preparation Module for District Attorney Investigators, and
2. Each individual so described be hired as a District Attorney's Investigator prior to January 1, 1985.

Commission Meeting 10/20/83

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | | |
|--|------------------|--|--|
| Agenda Item Title REIMBURSING NON-SWORN EMPLOYEES FOR MANAGEMENT COURSE | | Meeting Date January 26, 1984 | |
| Bureau Center for Executive Development | Reviewed By | Researched By <i>Ted Morton</i> Ted Morton | |
| Executive Director Approval <i>Norman C. Boehm</i> | Date of Approval | Date of Report November 3, 1983 | |
| Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | | |

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

ISSUE

A follow-up report to the Commission on reimbursement of non-sworn management employees for attendance at the POST-certified 80-hour Management Course.

BACKGROUND

A public hearing was held by the Commission at the January 27, 1983 meeting to hear testimony and receive reports on revising PAM Section 1005 and Commission Procedure E1 to allow for non-sworn management employees to be reimbursed for attendance at a POST-certified Management Course. After the public hearing, the Commission adopted changes in Regulations and Procedures, to be effective February 1, 1983. The Commission directed staff to study the revisions for one year and report back to the Commission as to the results and impact of the changes.

ANALYSIS

Since January 27, 1983, staff received requests for 37 non-peace officer managers to attend and receive reimbursement for the Management Course. Some of these approvals were sought for 1984 classes to meet long-range plans of larger agencies. To date, staff has approved 31 non-peace officer managers for attendance at the Management Course, with 6 being denied.

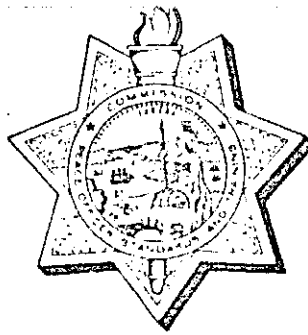
The Peace Officer Training Fund has reimbursed approximately \$33,852 to eligible agencies whose employees have satisfactorily completed the Management Course. This is an average of \$1,092 per eligible trainee. Contract costs per student are \$508, for a total cost to the POTF of \$1,600 per student.

The non-peace officers have been satisfactorily integrated with the peace officer students in all contract courses. A general rule established has kept the number of non-peace officer trainees to no more than 4 in any one class.

The non-peace officer trainee is highly commendable of the training. They further cite the excellent rapport gained by being trained with peace officers of similar rank.

RECOMMENDATION

Appropriate action of the Commission would be to approve the continuation of non-peace officer management employees for attendance and reimbursement for satisfactory completion of the POST-certified 80-hour Management Course.



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

WHEREAS, Larry A. Watkins has served as a member of the Advisory Committee of the Commission on Peace Officer Standards and Training (POST) since 1978; and

WHEREAS, Larry A. Watkins has effectively represented the Department of California Highway Patrol; and

WHEREAS, He has demonstrated leadership and diligence in his service as Chairman and member of the POST Advisory Committee; and

WHEREAS, California law enforcement has benefited greatly from his advice and counsel; now, therefore, be it

RESOLVED, That the members of the Commission on Peace Officer Standards and Training do hereby commend Larry A. Watkins for his outstanding service and dedication to California law enforcement; and

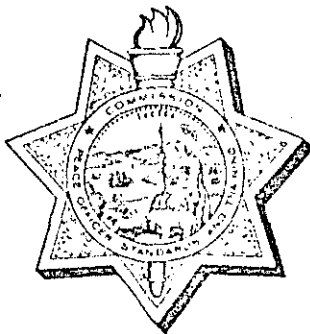
FURTHER BE IT RESOLVED, That the Commission extends best wishes to Larry A. Watkins in his new position.

Chairman

Executive Director

January 26, 1984

Date



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

WHEREAS, Chief Robert Wasserman has served as a member of the Advisory Committee of the Commission on Peace Officer Standards and Training (POST) since 1977; and

WHEREAS, Chief Robert Wasserman has effectively represented the California Peace Officers' Association; and

WHEREAS, He has demonstrated leadership and diligence in his service as Chairman in 1979 and 1980 and as Vice Chairman in 1978 of the POST Advisory Committee; and

WHEREAS, The Governor of the State of California has appointed Mr. Wasserman to the Commission on Peace Officer Standards and Training; now

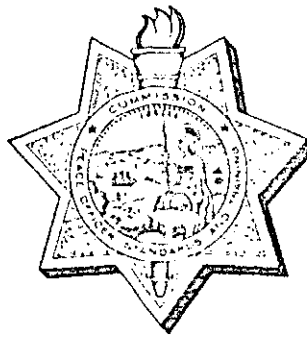
THEREFORE, BE IT RESOLVED, That the Commission on Peace Officer Standards and Training does hereby commend Chief Robert Wasserman for his outstanding service and dedication to California law enforcement on the Advisory Committee.

Chairman

Executive Director

January 26, 1984

Date



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

WHEREAS, Barbara Ayres has served as a member of the Advisory Committee of the Commission on Peace Officer Standards and Training (POST) since 1978; and

WHEREAS, Barbara Ayres has effectively represented the Women Peace Officers' Association of California; and

WHEREAS, She has demonstrated leadership and diligence in her service as a member and Chairperson of the POST Advisory Committee; and

WHEREAS, California law enforcement has benefited greatly from her advice and counsel: Therefore be it

RESOLVED, That the members of the Commission on Peace Officer Standards and Training do hereby commend Barbara Ayres for her outstanding service and dedication to California law enforcement as a member of the Advisory Committee.

Chairman

Executive Director

January 26, 1984

Date

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|---|----------------------------|--|
| Agenda Item Title Public Hearing--Modification of 1005(a) (Basic Training Standard) | | Meeting Date January 21, 1984 |
| Bureau Training Program Services | Reviewed By | Researched By Harold Snow <i>HS</i> |
| Executive Director Approval <i>Norman C. Boehm</i> | Date of Approval 1-5-84 | Date of Report November 4, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No | | |

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

ISSUE

The issue for this public hearing is the amendment of POST Regulation 1005(a)--Basic Training (Required)--that would make clear that all peace officers participating in the POST Program must complete the P.C. 832 course before exercising peace officer powers.

BACKGROUND

At the October, 1974 meeting, the Commission because of the enactment of Penal Code Section 832.3 amended the POST Regulation 1005(a) by adding language that requires regular officers, "except those participating in a POST-approved field training program," to satisfactorily meet the training requirements of the Basic Course before being assigned duties which included the prevention and detection of crime and the general enforcement of the criminal laws of this state. POST Regulation 1005(a) was amended to also provide that newly appointed sworn personnel may be assigned as peace officers for a period of 90 days from date of hire without such personnel being enrolled in a basic course if the Commission has approved a field training in which these personnel are participants. This regulation now appears to contradict Penal Code Section 832 which specifies that P.C. 832 training shall be completed prior to the exercise of peace officer powers. P.C. 832 makes no allowance for field training nor does it give POST authority to temporarily waive the satisfaction of the training.

At the October 20, 1983 meeting, the Commission approved its Legislative Committee's recommendation to set a public hearing for the January 1984 meeting to amend the Regulations to clearly state that the training required by P.C. 832 must, in all circumstances, be completed before a peace officer can exercise peace officer powers.

ANALYSIS

Review of Penal Code Section 832 (Attachment A), Penal Code Section 832.3 (Attachment B) and Regulation 1005(a) (Attachment C) indicates that POST has inadvertently authorized peace officers to exercise peace officer powers during the course of field training even though the training requirements of Penal Code Section 832 have not been met.

Legal advice received from the California Attorney General's Office states:

"POST Regulation 1005 does not accurately reflect the current law. The reference to a 90-day period in that regulation appears to be premised on a misapprehension of the legal effect of sections 832 and 832.3. The regulation needs revision."

The proposed revision (Attachment D) to Regulation 1005 would specify that in all instances, P.C. 832 training must be completed before peace officer powers are exercised. The effects of this proposed regulation change on law enforcement agencies are uncertain at this time; however, the following appear to be valid observations:

1. Even though 230 law enforcement agencies have POST-approved field training programs, it is estimated that few actually allow pre-basic trained recruits to exercise peace officer powers on the basis of the 90-day Field Training provision. Many agencies that hire and then train officers simply schedule their hiring dates to coincide with the starting dates of academies. Also, an increasing number of law enforcement agencies are choosing not to swear in newly appointed personnel as peace officers until after academy graduation.
2. It will likely be considered impractical for law enforcement agencies to send officers to the P.C. 832 course prior to field assignment because such courses would be redundant with curriculum of the Basic Course. It is impractical for Basic Course presenters to schedule basic course presentations that do not contain 832 curriculum. Also, the primary content of the present 832 curriculum (Arrest and Firearms) is considerably more lengthy and comprehensive as presented in the Basic Course.
3. Some academies schedule POST-approved field training for recruits during Basic Course. It is believed that this field training is scheduled after all of the 832 P.C. Curriculum has been completed. If not, an alternative to granting peace officer powers is to have such recruits serve only in a ride-along observation capacity.

At this time, staff believes that the proposed regulation change would have minimal negative impact upon law enforcement agencies since the overwhelming means used to satisfy P.C. 832 training is completion of the Basic Course. The proposed regulation change would have the effect of providing agencies the following alternatives:

1. Have newly appointed peace officers trained in P.C. 832 prior to assignment to the 90-day POST-approved field training program. It is recognized most agencies would not choose this alternative because of the duplicative training between P.C. 832 and the Basic Course.
2. Assign newly appointed peace officers immediately to the Basic Course without assignment to the POST-approved field training program. The Basic Course is the most common means to satisfy 832 training.

3. Assign newly appointed personnel to duties which do not require the exercise of peace officer duties prior to being enrolled in a basic course.

Attachment D includes a copy of the Notice of Public Hearing on this matter as well as the proposed changes to Regulation 1005(a).

RECOMMENDATION

Subject to input received at the public hearing, approve amendments to POST Regulation 1005(a) (Attachment D) requiring the completion of the P.C. 832 Course prior to the exercise of peace officer powers.

STATE LAWS OF INTEREST TO POST

Peace Officer Training

P.C. 832

(a) Every person described in this chapter as a peace officer, shall receive a course of training in the exercise of his powers to arrest and a course of training in the carrying and use of firearms. prescribed by the Commission on Peace Officer Standards and Training. The course of training in the carrying and use of firearms shall not be required of any peace officer whose employing agency prohibits the use of firearms. Such courses shall meet the minimum standards prescribed by the Commission on Peace Officer Standards and Training.

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

(2) Every peace officer described in Section 832.3 shall satisfactorily complete the training required by this section as part of the training and under the limitations set forth in Section 832.3.

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

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

Commission on Peace Officer Standards and Training

STATE LAWS OF INTEREST TO POST

Basic Course Required

P.C. 832.3

(a) Except as provided in subdivision (b), any sheriff, undersheriff, or deputy sheriff of a county, any policeman of a city, and any policeman of a district authorized by statute to maintain a police department, who is first employed after January 1, 1975, for the purposes of the prevention and detection of crime and the general enforcement of the criminal laws of this State, shall successfully complete a course of training approved by the Commission on Peace Officer Standards and Training before exercising the powers of a peace officer, except while participating as a trainee in a supervised field training program approved by the Commission on Peace Officer Standards and Training.

(b) For the purpose of standardizing the training required in subdivision (a), the Commission shall develop a training proficiency testing program including a standardized examination which enables (1) comparisons between presenters of such training and (2) development of a data base for subsequent training programs. Presenters approved by the Commission to provide the training required in subdivision (a) shall administer the standardized examination to all graduates. Nothing in this subdivision shall make the completion of such examination a condition of successful completion of the training required in subdivision (a).

(c) Notwithstanding subdivision (c) of Section 84500 of the Education Code and any regulations adopted pursuant thereto, community colleges may give preference in enrollment to employed law enforcement trainees who shall complete training as prescribed by this section. At least 15 percent of each presentation shall consist of non-law enforcement trainees if they are available. Preference should only be given when the trainee could not complete the course within the time required by statute, and only when no other training program is reasonably available. Average daily attendance for such courses shall be reported for state aid.

Revised: 1-1-79

Commission on Peace Officer Standards and Training

REGULATIONS

*Revised: July 1, 1983

1005. Minimum Standards for Training

(a) Basic Training (Required)

- (1) Every regular officer, except those participating in a POST-approved field training program, shall satisfactorily meet the training requirements of the Basic Course before being assigned duties which include the prevention and detection of crime and the general enforcement of state laws.

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

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

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

- (2) Every regularly employed and paid as such inspector or investigator of a district attorney's office as defined in Section 830.1 P.C. who conducts criminal investigations, except those participating in a POST-approved field training program, shall be required to satisfactorily meet the training requirements of the District Attorney Investigators Basic Course, PAM Section D-1-4, (adopted effective April 27, 1983) herein incorporated by reference. The standard may be satisfactorily met by successful completion of the training requirements of the Basic Course, PAM Section D-1-3, before being assigned duties which include performing specialized enforcement or investigative duties. The satisfactory completion of a certified Investigation and Trial Preparation Course, PAM Section D-1-4, is also required within 12 months from the date of appointment as a regularly employed and paid as such inspector or investigator of a District Attorney's Office.
- (3) Every regularly employed and paid as such marshal or deputy marshal of a municipal court as defined in Section 830.1 P.C., except those participating in a POST-approved field training program, shall satisfactorily meet the training standards of the Marshals Basic Course, PAM Section D-1-5, (adopted effective April 27, 1983) herein incorporated by reference. The standards may be satisfactorily met by successfully completing the training requirements of the Basic Course, PAM Section D-1-3, before being assigned duties which include performing specialized enforcement or investigative duties. The satisfactory completion of a certified Bailiff and Civil Process Course, PAM Section D-1-5, is also required within 12 months from the date of appointment as a regularly employed and paid as such marshal or deputy marshal of a municipal court.
- (4) Every specialized officer, except marshals, deputy marshals, and regularly employed and paid as such inspectors or investigators of a district attorney's office, shall satisfactorily meet the

REGULATIONS

*Revised: July 1, 1983

1005. . Minimum Standards for Training

(a) Basic Training (Required) (continued)

training requirements of the Basic Course, PAM Section D-1-3, within 12 months from the date of appointment as a regularly employed specialized peace officer; or for those specialized agency peace officers whose primary duties are investigative and have not satisfactorily completed the Basic Course, the chief law enforcement administrator may elect to substitute the satisfactory completion of the training requirements of the Specialized Basic Investigators Course, PAM Section D-1-6, (Adopted effective October 20, 1983) herein incorporated by reference.

*

Commission on Peace Officer Standards and Training

REGULATIONS

Revised: July 1, 1983

1005. Minimum Standards for Training

(a) Basic Training (Required)

- (1) Every regular officer, except those participating in a POST-approved field training program, shall satisfactorily meet the training requirements of the Basic Course before being assigned duties which include the prevention and detection of crime and the general enforcement of state laws.

Requirements for the Basic Course are set forth in the POST Administrative Manual, Section D-1-3, (adopted effective April 15, 1982), herein incorporated by reference.

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

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

- (2) Every regularly employed and paid as such inspector or investigator of a district attorney's office as defined in Section 830.1 P.C. who conducts criminal investigations, except those participating in a POST-approved field training program, shall be required to satisfactorily meet the training requirements of the District Attorney Investigators Basic Course, PAM Section D-1-4. The standard may be satisfactorily met by successful completion of the training requirements of the Basic Course, PAM Section D-1-3, before being assigned duties which include performing specialized enforcement or investigative duties. The satisfactory completion of a certified Investigation and Trial Preparation Course, PAM Section D-1-4, is also required within 12 months from the date of appointment as a regularly employed and paid as such inspector or investigator of a District Attorney's Office.
- (3) Every regularly employed and paid as such marshal or deputy marshal of a municipal court as defined in Section 830.1 P.C., except those participating in a POST-approved field training program, shall satisfactorily meet the training standards of the Marshals Basic Course, PAM Section D-1-5. The standards may be satisfactorily met by successfully completing the training requirements of the Basic Course, PAM Section D-1-3, before being assigned duties which include performing specialized enforcement or investigative duties. The satisfactory completion of a certified Bailiff and Civil Process Course, PAM Section D-1-5, is also required within 12 months from the date of appointment as a regularly employed and paid as such marshal or deputy marshal of a municipal court.

REGULATIONS
Revised July 1, 1983

1005. Minimum Standards for Training

(a) Basic Training (Required) (continued)

(4) Every specialized officer, except marshals, deputy marshals, and regularly employed and paid as such inspectors or investigators of a district attorney's office, shall satisfactorily meet the training requirements of the Basic Course, PAM Section D-1-3, within 12 months from the date of appointment as a regularly employed specialized peace officer; or for those specialized agency peace officers whose primary duties are investigative and have not satisfactorily completed the Basic Course, the chief law enforcement administrator may elect to substitute the satisfactory completion of the training requirements of the Specialized Basic Investigators Course, PAM Section D-12.


(5) Every peace officer listed in paragraphs (1)-(4) shall complete the training requirements of Penal Code Section 832 prior to the exercise of peace officer powers.

(b) Supervisory Course (Required)

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

(2) Every regular officer who is appointed to a first-level supervisory position shall attend a certified Supervisory Course and the officer's jurisdiction may be reimbursed provided that the regular officer has been awarded or is eligible for the award of the Basic Certificate.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING



4949 BROADWAY
P. O. BOX 20145
SACRAMENTO 95820-0145

December 9, 1983

BULLETIN: 83-13

SUBJECT: PUBLIC HEARING - MODIFICATION OF POST BASIC TRAINING STANDARD TO REQUIRE P.C. 832 TRAINING PRIOR TO EXERCISE OF PEACE OFFICER POWERS

A public hearing has been scheduled in conjunction with the January 26, 1984 Commission meeting in San Diego. The purpose of the public hearing is to consider proposed changes to POST Regulation 1005(a) which would require that all peace officers participating in the POST Program must complete the training required by Penal Code Section 832 prior to exercising peace officer powers. This requirement could be satisfied by successfully completing either a P.C. 832 training course or a certified POST basic training course.

Commission Regulation 1005(a) currently requires peace officers, employed by agencies participating in the POST Program, to satisfactorily complete the requirements for basic course training prior to exercising the powers of a peace officer. The regulation further permits a peace officer to exercise those peace officer powers prior to completion of a basic course of training when the officer is participating in a POST-approved field training program. This regulation has been found to be in conflict with P.C. 832 which specifies that P.C. 832 training shall be completed prior to the exercise of peace officer powers.

The proposed regulation change would have the effect of providing agencies the following alternatives:

1. Train newly appointed peace officers in P.C. 832 prior to assignment to the 90 day POST-approved field training program. (This may result in duplicative training as P.C. 832 training is also a part of the POST Basic Course.)
2. Assign newly appointed peace officers immediately to the Basic Course.
3. Assign newly appointed personnel to duties which do not require the exercise of peace officer duties prior to being enrolled in a Basic Course.

The attached notice of public hearing, required by the Administrative Procedures Act, provides details concerning the proposed regulation changes and provides information regarding the hearing process. Inquiries concerning the proposed action may be directed to Patricia Cassidy at (916) 739-5348.



NORMAN C. BOEHM
Executive Director

Attachment

Commission On Peace Officer Standards And Training

NOTICE OF PUBLIC HEARING

MODIFICATION OF POST BASIC TRAINING STANDARD TO REQUIRE P.C. 832 TRAINING PRIOR TO EXERCISE OF PEACE OFFICER POWERS

Notice is hereby given that the Commission On Peace Officer Standards And Training (POST), pursuant to the authority vested by Section 13506 of the Penal Code and to interpret, amend, and make specific Sections 13503, 13506, 13510, and 13510.5 of the Penal Code, proposes to adopt, amend, or repeal regulations in Chapter 2 of Title 11 of the California Administrative Code. A public hearing to adopt the proposed amendments will be held before the full Commission on:

Date: Thursday, January 26, 1984
Time: 10:00 a.m.
Place: Town and Country Inn
San Diego, California

INFORMATIVE DIGEST

Commission Regulation 1005(a) currently requires peace officers, employed by agencies participating in the POST Program, to satisfactorily complete the requirements for basic course training prior to exercising the powers of a peace officer. The regulation further permits a peace officer to exercise those peace officer powers prior to completion of a basic course of training when the officer is participating in a POST-approved field training program. However, Commission Regulation 1005(a) has been found to be in conflict with Penal Code Section 832 which specifies that P.C. 832 training shall be completed prior to the exercise of peace officer powers.

The changes proposed for this hearing are designed to ensure that all officers participating in the POST program complete the training required by Penal Code 832 prior to exercising peace officer powers.

The following amendments are proposed to effect this change:

1. Amend Regulation 1005(a)(1) to require that Penal Code Section 832 training be completed prior to assignment of newly appointed sworn personnel to a POST-approved Field Training program.
2. Amend Regulation 1005(a) by adding paragraph (5) to require that every peace officer listed in paragraphs (1) through (4) shall complete the training requirements of Penal Code Section 832 prior to the exercise of peace officer powers.

INFORMATION REQUESTS

Notice is hereby given that any person interested may present statements or arguments in writing relevant to the action proposed. Written comments must be received by the Commission on Peace Officer Standards and Training, P.O. Box 20145, Sacramento, CA 95820-0145, no later than January 23, 1984.

The Commission on POST has prepared a Statement of Reasons for the proposed action and the information on which it is relying in proposing the above action.

Copies of the Statement of Reasons and the exact language of the proposed regulations may be obtained at the hearing or prior to the hearing upon request by writing to the Commission on Peace officer Standards and Training, P. O. Box 20145, Sacramento, CA 95820-0145, which address will also be the location of public records, including reports, documentation, and other materials related to the proposed action. Inquiries concerning the proposed action may be directed to Patricia Cassidy at (916) 739-5348.

ADOPTION OF PROPOSED REGULATIONS

After the hearing, the Commission on POST may adopt the proposed regulation if it remains sufficiently related to the text as described in the Informative Digest. If the Commission on POST makes such changes to the regulation before adopting, the text of any modified regulation will be made available to the public at least 15 days before the agency adopts the regulation. A request for the modified text should be addressed to the agency official designated in the notice. The Commission on POST will accept written comments on the modified regulation for 15 days after the date on which the text is made available.

FISCAL IMPACT

The Commission on POST has determined that no savings or increased costs to any state agency, no costs or savings under Section 2231 of the Revenue and Taxation Code to local agencies or school districts, no other non-discretionary costs or savings imposed on local agencies, and no costs or savings in federal funding to the state will result from the proposed changes. The Commission has also determined that the proposed changes do not impose a mandate on local agencies or school districts and will involve no significant cost to private individuals and businesses.

HOUSING COST IMPACT STATEMENT

The proposed regulations will have no effect on housing costs.

SMALL BUSINESS IMPACT STATEMENT

The proposed regulations will have no adverse economic impact on small businesses.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|--|------------------------------|---|
| Agenda Item Title Modification of Commission Procedure F-1-5 | | Meeting Date January 26, 1984 |
| Bureau Compliance and Certificate Services | Reviewed By Glen E. Fine | Researched By <i>BW</i> Brooks Wilson |
| Executive Director Approval <i>Norman C. Boehm</i> | Date of Approval 12-14-83 | Date of Report December 5, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |

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

ISSUE

Modification of commission procedure to permit latitude in computing the time period within which the Basic Certificate must be acquired.

BACKGROUND

Procedure F-1-5 now requires that certificates be acquired within 18 months of hire. It parallels the requirement of 832.4. Some agencies have experienced problems in complying when officers, through injury or illness, are unable to complete basic training in time to meet the requirement.

ANALYSIS

The problem arises when their service is interrupted by illness or injury. The Attorney General's office indicates that the Commission has inherent statutory authority to interpret the time period of Penal Code Section 832.4 administratively through its Regulations and Procedures.

Accordingly, Commission Procedure F-1-5 had been modified several years ago to accommodate situations involving change in law enforcement employment. It now appears desirable to address the need for adjustments necessitated by other causes.

The attached proposed modification in Commission Procedure F-1-5 would provide the staff, on behalf of the Commission, authority to extend the 18-month period for injury, illness and other appropriate reasons.

This section of Commission Procedure can be modified without Public Hearing.

RECOMMENDATION

Adopt the proposed amendment to Commission Procedure F-1-5.

Attachment

PROPOSED AMENDMENT TO C.P. F-1-5

- a. Have completed a period of satisfactory service in the appropriate program for which the certificate is being sought, of no less than one year, as attested to by the department head. The applicant shall acquire the Basic Certificate before the expiration of 18 months from the date first employed. ~~When this is impractical (e.g., a break in service with two employers, or the present employers requires the year of satisfactory service to be current employment), the most current period of continuous employment may be used in determining such 18-month period.~~ The Executive Director shall have the authority to determine the manner in which the 18-month period is calculated, when there is change of employers, injury, illness, or other such extraordinary circumstances over which the applicant or department may have little or no control.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|--|--------------------------------------|--|
| Agenda Item Title Universal Core/Module Basic Training Study | | Meeting Date January 26, 1984 |
| Bureau Training Program Services | Reviewed By Harold Snow <i>HS</i> | Researched By Robert K. Spurlock <i>RKS</i> |
| Executive Director Approval <i>Morgan C. Boehm</i> | Date of Approval 1-5-84 | Date of Report December 9, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |

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

ISSUE

This is a report on the Universal Core/Module Basic Training concept.

BACKGROUND

At the July 1983 meeting, the Commission directed staff to study the feasibility of the Universal/Core Module Basic Training concept. The idea of a universal core/module basic training requirement for peace officers has existed for many years as a loose, undefined concept. The idea springs from the notion that all peace officers share in common the need for certain skills, knowledge and attitudes, yet recognizes individual differences exist between various categories of peace officers. It was not until the last few years when an increasing number of peace officer categories legislatively and voluntarily joined the POST program that attention has been drawn to the regular Basic Course as a basic training requirement for diverse kinds of peace officers.

In January of 1982, the Commission, in recognizing the problem, directed staff to conduct a job analysis for the deputy marshal and district attorney investigator classes of peace officers. The job analysis revealed their tasks performed are substantially different from that of a patrol officer for which the regular Basic Course was developed. The result of the job analysis was that the Commission held a public hearing at the April 1983 meeting to consider separate training standards for each. At that time, staff indicated to the Commission that delivery of varying kinds of basic courses to meet the proposed training standards for these two groups was a problem and that staff was researching the concept of a universal core course with required modules as a basic training requirement. The Commission mandated separate basic courses for deputy marshals and district attorney investigators that included only task-related curriculum. However, because of the difficulty in delivering these courses and the training preferences of these agencies the Basic Course along with separate module courses was adopted as a substitute. It was recognized that some patrol content of the Basic Course was not relevant to these peace officer groups.

ANALYSIS OF CORE/MODULE

The universal core/module basic training requirement, as defined herein, consists of five major elements including:

- 1) A universal core basic course consisting of approximately 310 hours of the present regular Basic Course.
- 2) The universal core must be relevant to all peace officers participating in the POST program.
- 3) Each "broad" category of such peace officers must also complete a module course relevant to their job.
- 4) Existing Basic Course presenters can elect to continue offering the regular Basic Course that includes the universal core and "patrol" module interspersed.
- 5) Some existing presenters of the regular Basic Course should be secured to present the universal core as a block and subsequently offer other modules as the need dictates.

This concept was thoroughly studied from the following perspectives;

1) characteristics of the present Basic Course as a basic training standard, 2) curriculum, 3) categories of peace officers by applicable module, 4) cost analysis, 5) agency hiring and training preferences, 6) training course delivery, and 7) impact of recent legislation modifying Penal Code Section 832.

Characteristics of the Present Basic Course - Using the Basic Course as a basic training standard can be summarized as follows:

- 1) The Basic Course is designed primarily to meet the training needs of peace officers who patrol and respond to general law enforcement calls;
- 2) There is uncertainty about the legal defensibility of POST requiring a non-job related basic training standard for diverse peace officer types and the prospect of courts invalidating parts of the Basic Course;

Curriculum of Core Course - Using results of existing job tasks analysis and other data, a 310-hour Universal Core Course was developed from curriculum of the existing regular Basic Course. The 310 hours is based upon the 400-hour minimum standard of the Basic Course recognizing that additional hours are needed to actually conduct the instruction. For a description of the curriculum development methodology see Attachment A. The curriculum for the Universal Core Course is included in Attachment B.

Module Courses - Four possible module courses were developed or are already in existence. They include: Patrol module - 90 hours minimum using the existing 400-hour Basic Course as a yardstick (Attachment B), Investigation and Trial Preparation for district attorney investigators - 80-hours (Attachment D), Bailiff and Civil Process for deputy marshals - 80-hours (Attachment E), and Specialized Investigation Module 40-hours (Attachment F). Additional modules might be feasible subject to future job analysis of peace officer categories.

It is theoretically possible to place all peace officer groups participating in the POST Program into one of the four modules. However, additional research into the jobs performed by some groups should be completed before final judgments are made about categorization.

Cost Analysis - This concept would not significantly alter costs for POST or training presenters. Marshals and district attorneys who used only the core and their applicable module could experience considerable cost savings. An example of the cost of training a new deputy marshal under existing circumstances and the projected cost of this training under the Universal Core/Module Basic training concept is provided in Attachment C.

Agency Hiring and Training Preferences - Input was received from certain impacted peace officer groups including specialized investigators, marshals and district attorney investigators. The latter two have indicated they will continue to send new hires to the regular Basic Course if provided with the choice. This is based on their perception that they need the same training as peace officers who patrol. Specialized investigative agencies would be most impacted by this concept as they would find their minimum training standard increased from the present 220 hours to 310 hours plus a 40-hour module. This group supports any efforts to increase training standards but finds the new standards impractical without additional financial resources to maintain compliance with POST's standards.

Training Course Delivery - Presenters of the existing regular Basic Course would not be impacted by this concept because they would offer the Universal Core Course interspersed with the Patrol Module. Only one or more presenters would be selected to present the core and modules. Those presenters would simply need an adequate volume of trainees. However, because marshals and district attorney investigators would likely continue to use the regular Basic Course, there would probably be less than 100 students per year to attend a Universal Core Course that would be offered separately from the regular Basic Course. These 100 would likely be specialized investigative trainees experiencing a significant increase in their training standard. To develop and present this course for so few students may prove impractical.

Impact of Recent Legislation Modifying Penal Code Section 832 - Because Penal Code Section 832 was amended in the last legislative session to remove the limitation that the training must relate to Arrest and Firearms, there is uncertainty about the future content of this course and its relationship to the Universal Core Course. There exists some concern as to having in effect a Universal Core for those peace officers participating in the POST program and potentially another under P.C. 832 for all other peace officers. It may be advisable to develop the revised training standard under P.C. 832 before addressing the Universal Core concept.

Alternatives

It would appear there are three possible courses of action that could be considered by the Commission.

1. Implement the Universal Core/Module Basic Training requirement.

Advantages

- A. This would allow those agencies that do not need the full Basic Course an alternative training course.
- B. This would place POST hiring agencies in a more defensible position by requiring a job-related training course.

Disadvantages

- A. Based on input received from the impacted agencies, only new hires from specialized investigative agencies would attend the separately offered Universal State Core training course which is estimated to be 100 at best per year. It appears this would make it impractical to develop and deliver this course.
 - B. As the core would be more hours than present requirements, the Commission may experience resistance to an increased training standard by specialized investigative agencies unless financial assistance is provided.
2. Reject the concept outright as not being a practical training alternative.

Advantages

- A. Due to the low projected number of trainees, the development and maintenance of a Universal Core is questionable.

Disadvantages

- A. POST and hiring agencies would remain in a less defensible position if challenged by trainees rejected for failing portions of the Basic Course that are not demonstrated to be job-related.
3. Defer action on the concept until conditions more favorable to implementation exists.

Advantages

- A. Future course challenges by rejected trainees may cause the revival of the concept.
- B. Due to recent changes in Penal Code Section 832, deleting reference to arrest and firearms, there is uncertainty about the future content of this course and its relationship to the Universal Core Course.
- C. Although members of the various input committees contacted felt that conceptually the Universal Core Course was good, there was no strong support for following through with the implementation of the concept at this time. This is mainly due to the low number of people that would be affected.

Disadvantages

None apparent.

Conclusion

It is concluded that the Universal Core/Module Basic training concept is workable, however, its implementation at this time might be premature in view of:

- 1) uncertainty created by the possible changes in the training requirements of Penal Code 832,
- 2) the low demand for the universal core module,
- 3) the possible inability of the specialized investigative agencies to comply with the increased training standard,
- 4) lack of specific court challenges to the Basic Course curriculum,
- 5) the sensitivity on the part of marshals and district attorney investigators that the Universal Core Course may have an eroding effect on their peace officer authority,
- 6) job analysis research may be required to determine the applicable module for each peace officer group.

RECOMMENDATION

Approve the concept of the Universal Core/Module as a basic training requirement but defer action until conditions for implementation are more favorable.

CORE MODULE DESIGN METHODOLOGY

As in most projects, certain assumptions must be made which will determine research direction and parameters. Staff initially concluded the following assumptions were appropriate for the curriculum design of the universal core:

- 1) The functional areas in the document, "Performance Objectives for the Basic Course" would be the basis for determining the learning goals for the core.
- 2) The results of the job task analyses of the patrol officer, district attorney investigator and deputy marshal would be a determining factor in the identification of learning goals for the core, specifically those with any overlap between the three categories.
- 3) The recommended curriculum in the document, "A Study of Training Required by Penal Code Section 832" would be included in the core.
- 4) All learning goals relating to personal or agency liability would be included in the core.
- 5) All learning goals relating to officer safety would be included in the core.
- 6) In an effort to maintain consistency in the instruction of subject matter, no learning goals would be split.

The first issue was to identify the core learning goals by reviewing the job task analyses and POST Administrative Procedure Manual (PAM) Procedure D-1 which identifies the minimum functional areas and hours for the Basic Course, District Attorney Investigators' Basic Course and Marshals' Basic Course.

Once the core learning goals of the Basic Course were identified using the criteria of the project assumptions, the remaining learning goals were placed in the Patrol Module. The minimum hours of the Universal Core were 310 and this was based on the existing minimum standards of the regular Basic Course.

Patrol Module

The Patrol Module includes those learning goals in the POST document, "Performance Objectives for the Basic Course" that are not included in the Core Module. See Attachment A for the Patrol Module curriculum which is 90 hours.

Specialized Investigator Module

The Specialized Investigator Module will include those learning goals in the Specialized Basic Investigators' Course that are not included in the Core Module. The estimated hours for this module are 40 hours.

Investigator Module

The Investigator Module will be the POST-certified 80-hour Investigation and Trial Preparation Course.

Marshal Module

The Marshal Module will be the POST-certified 80-hour Bailiff and Civil Process Course.

An additional issue that needed to be addressed during this project was the identification and categorization of all peace officer groups in the POST Program.

The criteria used for categorization was as follows:

Patrol Module - Those uniformed officers that are hired for or subject to the purposes of the prevention and detection of crime and the general enforcement of the criminal laws of this state.

Specialized Investigator Module - Those officers that are hired for specialized investigations and/or a regulatory investigative function.

Investigator Module - Those officers hired to work in a general or specific investigative capacity for a District Attorney.

Marshal Module - Those officers hired to work in the capacity of a marshal or deputy marshal.

UNIVERSAL CORE MODULE BASIC TRAINING
(Tentative Curriculum)UNIVERSAL CORE MODULEPATROL MODULE

- 1.0 Professional Orientation
(10 Hours)
 - 1.1.0 History and Principles
of Law Enforcement
 - 1.2.0 Law Enforcement
Profession
 - 1.3.0 Ethics
 - 1.4.0 Unethical Behavior
 - 1.5.0 Department Orientation
 - 1.6.0 Career Influences
 - 1.7.0 Administration of
Justice Components
 - 1.8.0 Related Law
Enforcement Agencies
 - 1.9.0 California Court System
 - 1.10.0 California Corrections
System

- 2.0 Police Community Relations
(15 Hours)
 - 2.1.0 Community Service
Concept
 - 2.2.0 Community Attitudes
and Influences
 - 2.3.0 Citizens Evaluation
 - 2.4.0 Crime Prevention
 - 2.5.0 Factors Influencing
Psychological Stress

- 3.0 Law (45 Hours)
 - 3.1.0 Introduction to Law
 - 3.2.0 Crime Elements
 - 3.3.0 Intent
 - 3.4.0 Parties to a Crime
 - 3.5.0 Defenses
 - 3.6.0 Probable Cause
 - 3.7.0 Attempt/Conspiracy/Soli-
citation
 - 3.8.0 Obstruction of Justice
 - 3.9.0 Theft Law
 - 3.10.0 Extortion Law
 - 3.11.0 Embezzlement Law
 - 3.12.0 Forgery/Fraud Law

Law (cont.)

- 3.13.0 Burglary Law
- 3.14.0 Receiving Stolen
Property Law
- 3.15.0 Malicious Mischief Law
- 3.16.0 Arson Law
- 3.17.0 Assault/Battery Law
- 3.18.0 Assault With Deadly
Weapon Law
- 3.19.0 Mayhem Law
- 3.20.0 Felonious Assaults Law
- 3.21.0 Crimes Against
Children Law
- 3.22.0 Public Nuisance Law
- 3.23.0 Crimes Against Public
Peace Law
- 3.24.0 Deadly Weapons Law
- 3.25.0 Robbery Law
- 3.26.0 Kidnapping/False
Imprisonment Law
- 3.27.0 Homicide Law
- 3.28.0 Sex Crimes and Crimes
Against Children
- 3.29.0 Rape Law
- 3.30.0 Gaming Law
- 3.31.0 Controlled Substances
Law
- 3.32.0 Hallucinogens Law
- 3.33.0 Narcotics Law
- 3.34.0 Marijuana Law
- 3.35.0 Poisonous Substances
Law
- 3.36.0 Alcoholic Beverage
Control Law
- 3.37.0 Constitutional Rights
Law
- 3.38.0 Laws of Arrest
- 3.39.0 Local Ordinances
- 3.40.0 Juvenile Alcohol Law
- 3.41.0 Juvenile Law and
Procedure

4.0 Laws Of Evidence (15 Hours)

- 4.1.0 Concepts of Evidence
- 4.2.0 Privileged
Communication
- 4.3.0 (Deleted)
- 4.4.0 Subpoena
- 4.5.0 Burden of Proof
- 4.6.0 Rules of Evidence
- 4.7.0 Search Concept
- 4.8.0 Seizure Concept
- 4.9.0 Legal Showup

5.0 Communications (15 Hours)

- 5.1.0 Interpersonal
Communications
- 5.2.0 Note Taking
- 5.3.0 Introduction to Report
Writing
- 5.4.0 Report Writing
Mechanics
- 5.5.0 Report Writing
Application
- 5.6.0 Use of the Telephone

6.0 Vehicle Operation (15 Hours)

- 6.1.0 Introduction to
Vehicle Operation
- 6.2.0 Vehicle Operation
Factors
- 6.3.0 Code 3
- 6.4.0 Vehicle Operation
Liability
- 6.5.0 Vehicle Inspection
- 6.6.0 Vehicle Control
Techniques
- 6.7.0 Stress Exposure and
Hazardous Awareness
Emergency Driving

7.0 Force And Weaponry (40 Hours)

- 7.1.0 Effects of Force
- 7.2.0 Reasonable Force
- 7.3.0 Deadly Force
- 7.4.0 Simulated Use of Force
- 7.5.0 Firearms Safety
- 7.6.0 Handgun
- 7.7.0 Care and Cleaning of
Service Handgun
- 7.8.0 Shotgun
- 7.9.0 (Deleted)
- 7.10.0 Handgun Shooting
Principles
- 7.11.0 Shotgun Shooting
Principles
- 7.12.0 Identification of
Agency Weapons and
Ammunition
- 7.13.0 Handgun/Day/Range
(Target)
- 7.14.0 Handgun/Night/Range
(Target)

Force and Weaponry (cont.)

- 7.15.0 Handgun/Combat/Day/
Range
- 7.16.0 Handgun/Combat/Night/
Range
- 7.17.0 Shotgun/Combat/Day/
Range
- 7.18.0 Shotgun/Combat/Night/
Range
- 7.19.0 Use of Chemical Agents
- 7.20.0 Chemical Agent
Simulation

8.0 Field Techniques (60 Hours)

- | | |
|--|---|
| 8.2.0 Perception Techniques | 8.1.0 Patrol Concepts |
| 8.3.0 Observation Techniques | 8.4.0 Beat Familiarization |
| 8.6.0 Patrol "Hazards" | 8.5.0 Problem Area Patrol Techniques |
| 8.7.0 Pedestrian Approach | 8.17.0 Missing Persons |
| 8.8.0 Interrogation | 8.22.0 Burglary-In-Progress Calls |
| 8.9.0 Vehicle Pullover Technique | 8.23.0 Robbery-In-Progress Calls |
| 8.10.0 Miscellaneous Vehicle Stops | 8.24.0 Prowler Calls |
| 8.11.0 Felony/High Risk Pullover Field Problem | 8.25.0 Crimes-In-Progress/Field Problems |
| 8.13.0 Wants and Warrants | 8.26.0 Handling Disputes |
| 8.14.0 Person Search | 8.27.0 Family Disputes |
| 8.15.0 Vehicle Search Techniques | 8.28.0 Repossessions |
| 8.16.0 Building Area Search | 8.29.0 Landlord/Tenant Disputes |
| 8.18.0 Search/Handcuffing/ Control Simulation | 8.30.0 Labor Disputes |
| 8.19.0 Restraint Devices | 8.31.0 Defrauding an Innkeeper |
| 8.20.0 Prisoner Transportation | 8.34.0 Handling Animals |
| 8.21.0 Tactical Considerations/Crimes- In-Progress | 8.39.0 Unusual Occurrences |
| 8.32.0 Handling Sick and Injured Persons | 8.43.0 Crowd Control |
| 8.33.0 Handling Dead Bodies | 8.44.0 Riot Control Field Problem |
| 8.36.0 Mentally Ill | |
| 8.37.0 Officer Survival | |
| 8.38.0 Mutual Aid | |
| 8.40.0 Fire Conditions | |
| 8.41.0 News Media Relations | |
| 8.42.0 Agency Referral | |
| 8.45.0 First Aid and CPR | |

UNIVERSAL CORE MODULEPATROL MODULE

9.0 Traffic (10 Hours)

- 9.1.0 Introduction to Traffic
- 9.2.0 Vehicle Code
- 9.3.0 Vehicle Registration
- 9.7.0 Initial Violator
Contact
- 9.8.0 License Identification
- 9.11.0 Traffic Stop Field
Problems
- 9.15.0 Vehicle Impound and
Storage

- 9.4.0 Vehicle Code Violations
- 9.5.0 Alcohol Violations
- 9.6.0 Auto Theft Investigation
- 9.9.0 Traffic Stop Hazards
- 9.10.0 Issuing Citations and Warnings
- 9.12.0 Traffic Direction
- 9.13.0 Traffic Accident Investigation
- 9.14.0 Traffic Accident Field Problem

10.0 Criminal Investigation
(30 Hours)

- 10.1.0 Preliminary
Investigation
- 10.2.0 Crime Scene Search
- 10.3.0 Crime Scene Notes
- 10.4.0 Crime Scene Sketches
- 10.5.0 Fingerprints
- 10.6.0 Identification,
Collection, and
Preservation of
Evidence
- 10.7.0 Chain of Custody
- 10.8.0 Interviewing
- 10.9.0 Local Detective
Function
- 10.10.0 Information Gathering
- 10.11.0 Courtroom Demeanor
- 10.16.0 Sexual Assault
Investigation
- 10.22.0 Child Sexual Abuse and
Exploitation
Investigation

- 10.13.0 Burglary Investigation
- 10.14.0 Grand Theft Investigation
- 10.15.0 Felonious Assault
Investigation
- 10.17.0 Homicide Investigation
- 10.18.0 Suicide Investigation
- 10.19.0 Kidnapping Investigation
- 10.20.0 Poisoning Investigation
- 10.21.0 Robbery Investigation

11.0 Custody (5 Hours)

- 11.1.0 Custody Orientation
- 11.2.0 Custody Procedures
- 11.3.0 Illegal Force Against
Prisoners
- 11.4.0 Adult Booking
- 11.5.0 Juvenile Booking
- 11.6.0 Prisoner Rights and
Responsibilities
- 11.7.0 Prisoner Release

UNIVERSAL CORE MODULE

PATROL MODULE

12.0 Physical Fitness and
Defense Techniques (30 Hours)

- 12.1.0 Physical Disablers
- 12.2.0 Prevention of Disablers
- 12.3.0 Weight Control
- 12.4.0 Self-Evaluation
- 12.5.0 Lifetime Fitness
- 12.6.0 Principles of
Weaponless Defense
- 12.7.0 Armed
Suspect/Weaponless
Defense

- 12.8.0 Baton Techniques
- 12.9.0 Baton Demonstration

Examinations (20 Hours)

- a. Written and Performance

TOTAL REQUIRED HOURS: 310 Hours

COST ANALYSIS

The fiscal impact of this concept cannot be completely determined because the basic training preferences of hiring agencies is not completely known. However, all indications are that the greatest cost savings will be for (1) employing agencies of specialized peace officers in not having to train officers in irrelevant training in the present Basic Course, and (2) state educational costs in not having to present unneeded training through community colleges. The following is a hypothetical example which suggests considerable cost savings particularly when applied to the many specialized peace officers participating in the POST program.

ExampleExisting

Under the current POST basic training requirements, a deputy marshal must complete a regular Basic Course and then complete an additional 80-hour Bailiff and Civil Process Course. In actuality, the deputy marshal must complete not only the minimum POST 400-hour curriculum, but also any locally determined curriculum. The average length of the Basic Course including locally determined content is 640 hours. Approximately one-half of this curriculum is not relevant to the job of a deputy marshal. Thus, typically a deputy marshal must now complete 720 hours of instruction including the 80-hour Bailiff and Civil Process Course. Yet the employment agency is only eligible for 374 hours of POST reimbursement.

Proposed

Under the Universal Core/Module Basic Training Concept, the typical deputy marshal would complete a universal core course of approximately 300 hours along with the 80-hour Bailiff and Civil Process Course for a total of approximately 380 hours. The deputy marshal would not be subjected to the additional 340 hours of 8.5 weeks of non-relevant training.

Result

The resulting cost savings for the basic training of a typical deputy marshal for their employers would be \$1,500/month salary x 2.5 months, or \$3,750. If there are approximately 100 deputy marshals basic trained in California per year, the total cost savings to counties could be approximately \$375,000. This figure assumes that most marshals will not opt to send their deputies to the Patrol Module, which would not be reimbursable by POST and would be an additional cost to counties.

The annual cost savings to the state educational system through the community colleges, two thirds of which comes from the state, would be 340 hours times approximately 100 students equals 34,000 student contact hours, or \$130,000.

Course Outline

COURSE TITLE: Investigation and Trial Preparation

MINIMUM INSTRUCTION HOURS: 80

This course is designed to update, refresh, and orient the peace officer who has been, or is about to be, hired as a part of the investigative staff of a District Attorney's Office. It will also be of interest to law enforcement officers who wish to improve their proficiency in the subject.

PREREQUISITE: Successful completion of the regular Basic Course or the Basic Specialized Investigator's Course.

TOPICAL OUTLINE

- 1.0 Legal Obligations
- 2.0 Role of the District Attorney Investigator
- 3.0 Court Processes, Motions, Grand Jury
- 4.0 Witness Management
- 5.0 Specialized Investigative Techniques
- 6.0 Investigative Aids
- 8.0 Interviewing
- 9.0 Concepts of Evidence, Search and Seizure
- 10.0 Warrants
- 11.0 Civil Process
- 12.0 Case Preparation
- 13.0 Conducting Specialized Investigations

Course Outline

COURSE TITLE: Bailiff and Civil Process Course

MINIMUM INSTRUCTION HOURS: 80

PREREQUISITE: Successful completion of the POST Basic Course.

PURPOSE: This course is designed to present information specific to the job of marshal and bailiff, to marshals and bailiffs who have already received general law enforcement training at the POST Basic Course. The course will also be of interest to sheriff's deputies who perform these tasks in areas where there is no marshal's office.

TOPICAL OUTLINE

- 1.0 Bailiff
- 2.0 Security
- 3.0 Custody
- 4.0 Field Services

Course Outline

COURSE TITLE: Specialized Investigator Module

MINIMUM INSTRUCTION HOURS: 40

PREREQUISITE: Successful completion of the regular Basic Course or Universal Core Course.

PURPOSE: This course is designed to present information specific to the job of specialized investigator in an agency that would include responsibilities that are investigative and/or regulatory.

TOPICAL OUTLINE

- 1.0 Criminal Investigation
- 2.0 Specialized Investigative Techniques

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|---|--------------------------------------|--|
| Agenda Item Title Modification of Advanced Officer Training Requirement | | Meeting Date January 26, 1984 |
| Bureau Training Program Services | Reviewed By Harold Snow <i>HS</i> | Researched By Ray A. Bray <i>RB</i> |
| Executive Director Approval <i>Morgan C. Boehm</i> | Date of Approval 1-5-84 | Date of Report December 21, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No | | |

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

ISSUE

Should a public hearing be approved to modify the Advanced Officer Training requirement to recognize an accumulation of short term POST-certified technical courses that total 20 hours or more?

BACKGROUND

POST's Advanced Officer training requirement consists of 20 hours of training once every four years for sworn peace officers below the rank of supervisor. There are currently three means available to satisfy the training; 1) completion of a POST-certified Advanced Officer Course; 2) completion of any POST-certified technical course of 20 hours or more; and 3) completion of 20 hours of in-house training approved by POST. POST-certified technical courses of less than 20 hours are not currently recognized for purposes of satisfying the AO requirement. This report recommends revision of Commission Regulation 1005(d) relating to Advanced Officer Training that would recognize an accumulation of POST-certified technical courses, regardless of length, that total 20 hours or more within a four year period.

ANALYSIS

There is a growing use of short term POST-certified technical courses because such training minimizes officer absense from work and the need to be trained more frequently. Currently, courses less than 20 hours cannot be considered toward satisfaction of the AO requirement. Yet many in law enforcement consider it desirable for officers to be updated on a more frequent basis than once every four years and with shorter duration courses. For example, modular technical course training (8-hour modules presented over an extended period) has grown in popularity. However, POST Regulation 1005(d) does not recognize completion of partial increments such as 8, or 16 hours of a 24-hour modular course for purposes of satisfying the AO requirement. Other professions, e.g., registered nurse, pharmacists, teachers, etc., recognize an accumulation of training over a specified time period and it appears desirable for POST to begin recognizing such training. (See Attachment A for proposed amendments to Commission Regulation 1005(d).)

This proposed change has been reviewed by police training managers from various chapters of the California Association of Police Training Officers (CAPTO) and has been endorsed.

RECOMMENDATION

Approve a public hearing for the April 1984 Commission meeting to modify Commission Regulation 1005(d) that recognizes an accumulation of certified technical courses regardless of length totalling a minimum of 20 hours and completed within the preceding four years.

REGULATIONS

Revised July 1, 1983

1005. Minimum Standards for Training (continued)

(d) Advanced Officer Course (Required)

- (1) Every peace officer below the rank of first-level supervisory position as defined in Section 1001 (k) shall satisfactorily complete the Advanced Officer Course of 20 or more hours at least once every four years after completion of the Basic Course.
- (2) The above requirement may be met by satisfactory completion of an accumulation of any certified Technical Courses of 20, or more hours, completed within the preceding four years totaling a minimum of 20 hours or satisfactory completion of the alternative methods of compliance as determined by the Commission.
- (3) Every regular officer, regardless of rank, may attend a certified Advanced Officer Course and the jurisdiction may be reimbursed.
- (4) Requirements for the Advanced Officer Course are set forth in the POST Administrative Manual, Section D-2, (adopted effective April 15, 1982), herein incorporated by reference.

(e) Executive Development Course (Optional)

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

(f) Technical Courses (Optional)

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

(g) Approved Courses

- (1) Approved courses pertain only to training mandated by the Legislature for various kinds of peace officers and other groups. The Commission may designate training institutions or agencies to present approved courses.
- (2) Requirements for Approved Courses are set forth in PAM Section D-7.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|---|------------------|--|
| Agenda Item Title CONTRACT WITH CAPITOL COMPUTER CENTER | | Meeting Date January 26, 1984 |
| Bureau Standards & Evaluation | Reviewed By | Researched By John Berner <i>[Signature]</i> |
| Executive Director Approval <i>Morgan C. Boehm</i> | Date of Approval | Date of Report November 28, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact | | <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No |

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

ISSUE:

Request for authorization to increase contract with Capitol Computer Center for fiscal year 83/84 from \$9,900 to \$14,900.

BACKGROUND:

Many of the research projects conducted by the Standards and Evaluation Services Bureau require the storage and statistical analysis of large data sets. The capacity of POST's Four Phase computer is not sufficient for these purposes. Consequently, for the past several years, such data has been processed via time share contracts with Capitol Computer Center.

In July of this year POST entered into a contract with Capitol Computer Center in the amount of \$9,900. The purpose of the contract is to provide computer processing and storage time for conversion of all of the Standards and Evaluation Services Bureau's data and software to the Teale Data Center. Upon completion of this conversion, POST will no longer contract with Capitol Computer Center, and all future data processing of the Standards and Evaluation Services Bureau will be conducted at the Teale Data Center.

ANALYSIS:

The initial contract amount of \$9,900 with Capitol Computer Center was predicated on the assumptions that: (1) conversion to the Teale Data Center would begin July 1, 1983; and (2) all contract monies would be used exclusively for conversion. Delays in the delivery of certain equipment necessary for POST to access the Teale Data Center resulted in conversion activities not being initiated until November. Furthermore, the inability to access the Teale Data Center made it necessary to expend approximately \$5,000 of the Capitol Computer Center contract for purposes of processing data that would otherwise have been processed at Teale. As a result, approximately half of the money allocated for data conversion has been expended and data conversion is just now beginning. The purpose of this contract amendment is to increase the Capitol Computer contract in that amount necessary to reinstate the initial levels of funding allocated for conversion to the Teale Data Center.

RECOMMENDATION:

POST's contract with Capitol Computer Center for fiscal year 83/84 be amended to increase the amount of the contract from \$9,900 to \$14,900.

COMMAND COLLEGE COMPOSITION *Class I*

| <u>RANK</u> | <u>SELECTED/APPLIED</u> | <u>% OF THAT RANK</u> |
|-----------------------|-------------------------|-----------------------|
| Chief of Police | 5 / 8 | 63% |
| Undersheriff | 0 / 1 | -0- |
| Asst. Chief of Police | 1 / 1 | 100% |
| Dep. Chief of Police | 2 / 6 | 33% |
| Commander | 3 / 5 | 60% |
| Captain | 9 / 20 | 45% |
| Lieutenant | 5 / 15 | 33% |

COMPOSITION OF APPLICATIONS RECEIVED

| | |
|------------|------------|
| COP | 14% |
| U/Sh. | 1.5% |
| Asst. COP | 1.5% |
| Dep. COP | 11% |
| Commander | 9% |
| Captain | 36% |
| Lieutenant | <u>27%</u> |

100%

Based on 56 Applicants

AFTER ASSESSMENT CENTER

| |
|------------|
| 20% |
| -0- |
| 4% |
| 8% |
| 12% |
| 36% |
| <u>20%</u> |

100%

Based on 25 Selected to Command College

PROFILE - ACCEPTED COMMAND COLLEGE CLASS *Class I*

December 15, 1983

25 Students - All male, white, 41.4 years - average age

| <u>Agency Type</u> | <u>Agency Size</u> | <u>Years Service</u> |
|--------------------|--------------------|----------------------|
| P.D. - 21 (84%) | 1-24 - 1 (4%) | Average - 14.2 |
| S.O. - 3 (12%) | 25-49 - 5 (20%) | P.D. - 16.6 |
| CHP - 1 (4%) | 50-99 - 3 (12%) | S.O. - 19.5 |
| | 100-199 - 6 (24%) | CHP - 16.0 |
| Total - 25 | 200-499 - 2 (8%) | |
| | 500 - 8 (32%) | |
| | Total - 25 100% | |

EDUCATION

- Less than AA - 1
- AA - 2
- BA/BS - 9
- MA/MS - 12
- PhD - 1
- *J.D. - 2

*Two have a J.D. and another degree

COUNTY

- Butte - 1
- Contra Costa - 1
- Fresno - 2
- L.A. - 7
- Orange - 3
- San Bernardino - 5
- San Mateo - 1
- San Joaquin - 1
- Santa Barbara - 2
- Sacramento - 1 (CHP)
- Monterey - 1

TOTAL - 25



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

4949 BROADWAY
P. O. BOX 20145
SACRAMENTO 95820-0145

TO: All Department Heads

The Commission on Peace Officer Standards and Training is pleased to accept applications for the Command College class scheduled to begin May 21, 1984. A revised application form will be available upon request after January 6, 1984. The completed application must be postmarked no later than February 17, 1984, in order to be considered.

To participate in the selection process, an applicant must demonstrate the following minimum qualifications:

- . Completion of the POST Management Course.
- . Occupy a senior management position.
- . Demonstrate the potential for an executive position.
- . Demonstrate the ability to influence policy or impact the operations of the agency.

The invitation to attend the Command College is based on a two-part selection process: an analysis and evaluation of the application, and an assessment center. Evaluation of the application will result in invitations to selected applicants to participate in an assessment center. The assessment center will identify candidates for invitation to attend the Command College.

The application form is designed to gather information regarding the applicant's personal history, reasons for attending the Command College, career goals and development plans. In addition, the applicant must demonstrate competence in five traits associated with outstanding performance as a law enforcement executive. Finally, the applicant must be nominated for the Command College by the agency's chief executive. A statement of nomination and a commitment to the program signed by the nominator are included in the application.

The Command College presents an unique training opportunity for qualified individuals. The POST Commission sincerely encourages members of your department to compete for the opportunity to participate in this new and innovative training program.

Sincerely,

Handwritten signature of Norman C. Boehm in cursive script.

NORMAN C. BOEHM
Executive Director

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | |
|---|--------------------------------------|--|
| Agenda Item Title Basic Training Delivery System (Pre-Employment Training) | | Meeting Date January 26, 1984 |
| Bureau Training Program Services | Reviewed By Harold L. Snow | Researched By Donald E. Moura |
| Executive Director Approval <i>Morgan C. Belton</i> | Date of Approval 1-11-84 | Date of Report December 14, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |

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

ISSUE:

Should POST change its policies on the certification of basic courses in view of pending requests to be certified to meet pre-employment training needs?

BACKGROUND:

The Commission, at its July 21, 1983 meeting, temporarily suspended the certification of Basic Courses and directed staff to prepare a report addressing the basic training delivery system which would be considered by the Commission at the January 1984 meeting. The study was prompted by three pending extended format basic course certification requests by community colleges not currently certified to present the Basic Course. The requests are to primarily meet the basic training needs of pre-employment students not currently employed by law enforcement agencies.

To address possible changes to POST policies on Basic Course certification, this report summarizes (1) existing POST policies and laws relating to the certification of basic courses, (2) Basic Course historical developments, (3) pre-employment training, (4) existing delivery system, and (5) alternative policy directions. This report suggests various alternative policy directions related to the certification of Basic Courses to meet pre-employment training needs as well as the disposition of pending certification requests.

ANALYSIS:

A. Existing POST Policies Relating to the Certification of Basic Courses

Consistent with the certification of all courses, the certification of Basic Courses has been delegated to staff by the Commission, with the Commission establishing policies and serving in an appeal capacity. Commission policies on the certification of Basic Courses (See Appendix H) include: (1) 1976 - Support for the regionalized training concept which directed that planning for the certification of any POST courses should be done on a regional basis, (2) 1977 - Approved "Guidelines for the Establishment and Maintenance of Basic Academies" which specifies the minimum level of instructional capability expected by POST (Appendix I), (3) 1980 - Approved extended format Basic Course presentations to

primarily meet the training needs of Level I Reserve Officers. As a result of the Commission's action taken at its November 21, 1980 special meeting, staff direction concerning the certification of extended format Basic Courses was as follows:

1. POST encourages existing presenters of the Basic Course to offer parallel extended format Basic Courses in order to satisfy Level I reserve training needs.
2. Where a need for an extended format Basic Course has been established in a given area, POST will look first to existing Basic Course presenters to offer the course on an outreach basis.
3. If existing Basic Course presenters are unable or unwilling to meet outreach extended format Basic Course needs, then other potential *nontuition-charging* presenters will be considered for certification. Special attention will be given to ensure that extended format Basic Course presenters are meeting the same standards as intensive basics.

As a result of this Commission action and staff direction, Delta College was certified in 1980 to present the Extended Basic Course to meet primarily the training needs of Level I reserve officers. In reality, most attendees of the Delta College course have been pre-employment students.

No specific Commission policy exists on the concept of pre-employment training nor on the purpose of Basic Course certification. Staff has operated on the assumption that basic courses are certified to meet in-service training needs (regular and reserve officers). It is assumed, however, that the Commission is supportive of the idea that law enforcement agencies should have the choice between the traditional mode of hiring then training, or hiring the already trained.

B. Basic Course Historical Developments

POST was created, in part, to establish standards for the training of specified peace officers. From the inception of POST in 1959, basic training for new officers has been a key concern. In 1960, POST promulgated a 160-hour curriculum for the Basic Course and began establishing the delivery system by certifying law enforcement agencies and community colleges which existed at the time. Then in 1963, POST began certification of pre-service A.A. Degree educational programs in community colleges to satisfy basic training. By 1972, the Commission had eliminated pre-service community college "basic course" degree programs because of lack of course quality control and equivalency to the intensive basic course. At that time there were 41 certified regular basic academies. Up to that point, all intensive academies, including the community colleges, were closed to all except the already-employed officer.

In 1975, legislation was passed that required community college Basic Courses to have open enrollment for ADA supported basic academies. Thus began the current pre-employment training movement.

In October 1976, the Commission adopted as policy the regionalized training concept. That is interpreted to mean for basic training, that staff should encourage full-time, year-around academies to serve a geographical area. Adoption of the regionalized training concept reflected in part a continuing concern that the training delivery system was too large and unmanageable. From 1972 to the present, the number of regular academies was reduced from 41 to 31.

By 1978, the Basic Course had expanded in length to 400 hours and in such complexity that a Basic Course Consortium (academy directors and POST staff) began meeting periodically to address ongoing curriculum and instructional methodology updating.

In 1979-80, the Commission approved extended format presentations of the Basic Course to meet the then Level I reserve officer training requirements. Then in 1981, legislation was passed to delete the full Basic Course as the training requirement for Non-Designated Level I reserves and thus eliminated the need for new extended format presenters. Napa College was in the process of planning for a new academy when this law took effect. (See Appendix A for Historical Developments Relating to Basic Course Certification.)

C. Pre-Employment Training

Pre-employment training is a term used to describe the concept of individuals completing the Basic Course on their own and then subsequently being hired by law enforcement agencies. Prior to 1976, pre-employment training was virtually non-existent in California because basic academies, whether agency or college affiliated, were closed to all but employed peace officers. In 1976, community college-operated or funded academies (22 of the 31) were required by law to open the basic courses to non-employed students. Since that time, the percentage of pre-employment students has risen simultaneously with the desire of many law enforcement agencies to hire the already-trained person. Of the 5,091 annual graduates in 1982-83 Fiscal Year, 1180, or 23%, are classified as pre-employment students upon graduation.

In the last four years, both pre-employment and employed graduates have increased. Appendix C indicates that over the last four years the rate of increase for pre-employment graduates is 224%, as compared with 16% for employed graduates. Appendix D provides a comparison of the 1982-83 Fiscal Year employed and pre-employment graduates by academy. Twenty-four of the 31 academies produced pre-employment graduates. The drop-out-failure rate for pre-employment students is 34%, which is significantly higher than for employed students (20%). (See Appendix E) This has stimulated recent academy interest in pre-screening for academy students. Both intensive and extended format academies graduate pre-employment students, but extended format includes almost exclusively pre-employment students. As shown in Appendix F, extended format graduates constitute only 6% of the total 1982-83 Basic Course graduates. In a sample of 240 pre-employment graduates from the 1981-82 Fiscal Year, 113, or 47%, became employed as regulars or reserve officers in an agency participating in the POST Program by December 1983. Of those who became employed, 93% became employed

in their academy's service area. (See Appendix G) Studies on the academy graduates success rate on the POST proficiency test suggest that there is no significant difference between the pre-employed and employed graduate. Pre-employment training appears to be institutionalized in our community college academies and is becoming more accepted by law enforcement agencies in their hiring practices. Most law enforcement agencies that hire the already trained save \$6,500 on the average per officer in salary, fringe benefits, and academy fees, even after taking into consideration average POST reimbursement of \$2,300 for the Basic Course.

D. Existing Delivery System

The basic training delivery system has been geared toward meeting the training needs of employed regular and reserve officers, and this training is adequately being met by the existing 31 certified presenters. The system has been structured on a regional basis to provide an adequate trainee base to support full-time academy operations that are cost-effective. Appendix J shows the existing 31 presenters, the number of presentations, attendees and graduates. The average number of annual presentations/academy is 3.5. Extended format academies (14 of the present 31 certified presenters) are approved by the Commission to meet the previous legal requirement that all Level I reserve officers complete the Basic Course. A recent change in the law has reduced the need for extended format courses to train non-designated Level I reserves. The Commission has restricted extended format basic courses to existing presenters of the intensive Basic Course. The Commission has authorized only one exception, and that exception was for the purpose of providing reserve officer training under the previous Level I reserve legislative requirement. It is believed the existing delivery system is meeting most of the pre-employment training needs. Appendix D indicates 24 of the 31 academies are open and graduate pre-employment students.

The adequacy of the present basic training delivery system of 31 academies is demonstrated by the following. These academies graduate 5,091 trainees annually, which is 445 more than law enforcement agencies participating in the POST Program annually employ as new hires. It is commonly believed that many of those pre-employment graduates are either not qualified for other reasons or are being employed in other related occupations. The academies are located throughout California, with most in major metropolitan areas. There are several rural areas of California (Far Northern, Eastern Sierras, and Desert), as shown on the map in Appendix K, which are not within a 50-mile commuter distance of an existing academy. Persons from these areas desiring basic training must live in at one of the existing academies. POST is under no legal obligation to certify basic courses within commuter distance of all California residents. There are few if any academies with applicant waiting lists for the Basic Course. Most academies have indicated their capability to train more students if the need materializes.

POST, consistent with past Commission direction, has limited the number of Basic Course presenters for some good reasons. Full-time, year-around training operations generally provide better quality instruction. Proliferation of presenters reduces the number of trainees for each academy

and detracts from efficient, cost-effective, and full-time, year-around operations. For example, if a new academy is certified and trains 100 students who would otherwise have attended adjoining regional training centers, the effect on these centers would be at least two fewer presentations and attendant reduced revenue (\$2,500 per trainee). The number of academies have also been maintained at the minimum necessary because of POST staff limitations in being able to maintain quality. Each academy requires a certain amount of area consultant time in inspecting, providing technical assistance, monitoring presentations, investigating student complaints, reviewing results of course evaluations and Proficiency Exam results, and approving individual presentations. These factors prompted the Commission in 1976, to recognize and approve the concept of regionalized training.

General criteria for reviewing any course certification request includes "need" and "presenter capability." POST has developed a sophisticated mechanism for determining Basic Course presenter capability through the "Guidelines for Basic Course Certification" (Appendix I) and the "Basic Course Certification Review Procedures" which include detailed check off sheets. POST has no such instrument for determining "need" for the Basic Course. The Commission would have to specify policy relevant to the purpose of Basic Course certification before such an instrument could be developed. For example, if the Commission were to embrace pre-employment training as a basis for Basic Course certification, then the size of an already trained pool of persons in each geographical area might become an element for determining need.

E. Policy Directions

In researching alternative solutions for consideration by the Commission, only alternatives relevant to the issue of pre-employment training were considered. Staff believes that the following proposed policy alternatives, with accompanying arguments for and against, address the spectrum of the issue.

ALTERNATIVE #1

MOVE IN THE DIRECTION OF FEWER, MORE REGIONALIZED ACADEMIES.

ARGUMENTS FOR:

1. With the existing delivery system, POST is marginally able to maintain course quality and standardization.
2. Current data reflects that the present delivery system is already producing sufficient graduates for available positions statewide.
3. This alternative precludes additional cost for POST staff and resources to properly maintain an enlarged delivery system.

ARGUMENTS AGAINST:

1. Current certified presenters are not readily accessible for potential pre-employment students in remote geographical areas of the state.
2. A decision not to certify additional presenters could be viewed as, not being responsive to desires of agencies in certain areas of the state.

ALTERNATIVE #2

REMOVE MORATORIUM AND IDENTIFY BY POLICY THAT THE BASIS FOR BASIC COURSE CERTIFICATION IS RESTRICTED TO MEETING THE IN-SERVICE TRAINING NEEDS OF REGULAR OFFICERS. SUCH A POLICY WOULD REAFFIRM THE COMMISSION'S SUPPORT FOR REGIONALIZED TRAINING.

ARGUMENTS FOR:

1. This alternative minimizes the number of Basic Course presenters in order to achieve the quality control benefits of full-time, year-around academy operations.
2. Additional staff and administrative costs for POST could remain at current levels.
3. This alternative would recognize that the delivery system coincidentally meets the needs of pre-employment students because of community college "open enrollment" requirements and that agencies are presently exercising their choice between hiring and then training or hiring the already trained from an adequate pre-trained resource pool.
4. This alternative is consistent with POST's legal mandate to provide for the training of in-service officers.

ARGUMENTS AGAINST:

1. Criteria that the Commission would establish for the determination of need would be open for debate, e.g., not certify any new presenter within one hour commuting distance from an existing certified presenter.
2. This would probably not make basic training available to remote geographical areas of the state.

ALTERNATIVE #3

REMOVE MORATORIUM AND IDENTIFY BY POLICY THAT THE BASIS FOR BASIC COURSE CERTIFICATION IS TO MEET THE TRAINING NEEDS OF BOTH IN-SERVICE OFFICERS AS WELL AS PRE-EMPLOYMENT STUDENTS. SUCH A POLICY WOULD REAFFIRM THE COMMISSION'S SUPPORT FOR REGIONALIZED TRAINING.

ARGUMENTS FOR:

1. Certification based on "In-Service and Pre-Employment," expands the basis for determining need and will likely result in increased Basic Course presenters.
2. This could possibly make basic training available to more areas of the state.

ARGUMENTS AGAINST:

1. Criteria that the Commission would establish for the determination of need would be open for debate.
2. Proliferation of basic course certifications would possibly occur and could mean discontinuation of existing certified presentations due to competition for limited numbers of students.

ALTERNATIVE #4

MAINTAIN EXISTING 31 CERTIFIED ACADEMIES, BUT CONSIDER ADDITIONAL "APPROVED ACADEMIES" TO MEET PRE-EMPLOYMENT NEEDS. COURSE GRADUATES WOULD BE REQUIRED TO SUCCESSFULLY PASS A POST EXAMINATION TO CONFIRM POSSESSION OF MINIMUM SKILLS AND KNOWLEDGE. THIS TEST WOULD BE USED TO EVALUATE INDIVIDUALS RATHER THAN EVALUATING THE "APPROVED ACADEMIES."

ARGUMENTS FOR:

1. This would make training potentially available to all remote geographical areas of the state.
2. This would assist in sustaining Community College AA Degree programs presently faltering because of declining enrollments.
3. This would generate a larger "local" pool of potential pre-service trained personnel.

ARGUMENTS AGAINST:

1. Would require a substantial increase in additional staff and administrative costs for POST in the development, administration, and maintenance of a POST Skills and Knowledge Exam.

2. Proliferation of "approved academies" would weaken and most likely diminish the quality of the present delivery system because of the reduction of trainees, resulting in loss of academy program funding.
3. Proliferation of "approved academies" may compel POST, through legislation, to shift the basis for standards setting from course completion to passing an examination.
4. An examination required by this alternative would additionally generate a high cost for graduates of "approved academies" and could be counterproductive to affirmative action.
5. This alternative would potentially open the door for private entrepreneurs seeking approved status and ultimately result in the downgrading of the image of law enforcement as a profession.

ALTERNATIVE #5

(1) REMOVE THE MORATORIUM ON BASIC COURSE CERTIFICATION; (2) AUTHORIZE THE EXECUTIVE DIRECTOR TO APPROVE (ASSUMING PRESENTER CAPABILITY IS DEMONSTRATED) THREE PENDING CERTIFICATION REQUESTS FOR NEW EXTENDED FORMAT BASIC COURSES (NAPA COMMUNITY COLLEGE, IMPERIAL VALLEY COMMUNITY COLLEGE, AND SOUTHWESTERN COMMUNITY COLLEGE) ON THE BASIS OF NEED FOR PRE-SERVICE TRAINEES; AND (3) DEFER FINAL COMMISSION POLICY DECISION UNTIL AFTER A TWO-YEAR STUDY IS CONDUCTED TO MONITOR AND EVALUATE THE IMPACT OF SUCH NEW CERTIFICATIONS.

ARGUMENTS FOR:

1. This alternative would provide an opportunity to evaluate the quality of such programs and the effect on existing presenters.
2. This alternative may promote healthy competition between course presenters.
3. A larger pool of pre-trained persons will be developed for agencies to employ.

ARGUMENTS AGAINST:

1. The effect on existing academies is uncertain.
2. Other community colleges may desire Basic Course certification for pre-employment students and it may be difficult to provide valid arguments for denial other than a study is underway.
3. Once an institution is certified for the Basic Course and incurs the expense to become operational, it will be difficult for POST to decertify such courses regardless of the two-year evaluation results.

4. This approach is contrary to the regionalization of police training which the Commission has heretofore supported.
5. This alternative would stretch staff monitoring capabilities.

F. Conclusion

The principal focus of this report is an assessment of the existing basic training delivery system and potential impact of additional academies. There is a need for Commission policy concerning the role of POST in pre-service training. The major concern has been to avoid precipitous certification actions that might portend significant negative impact on the future selection and training systems. Study to date leaves serious reservations about expansion of the existing system, but sufficiently compelling reasons to deny new certifications based upon pre-employment training needs do not seem apparent at this time.

It is concluded that the most reasonable course of action at this time would most likely be to consider certification of only the pending pre-employment certification requests, and defer a final policy decision until after a two-year evaluation of the effects of such certifications.

RECOMMENDATIONS:

If the Commission concurs, the appropriate action would be a MOTION to:

1. Remove the moratorium on Basic Course certifications;
2. Defer further Commission policy decisions until after a two-year study is conducted to monitor and evaluate the impact of any new certifications.

HISTORICAL DEVELOPMENTS RELATING
TO BASIC COURSE CERTIFICATION

- 10-21-59 Minimum basic recruit training specified - 160 hours (to be accomplished within the first year of employment).
- 5-18-60 Minimum basic training course approved by Commission - 160 hours.
- 3-2-62 Policy on credit for prior training: Credit for pre-service college training may be accepted in lieu of the Basic Course provided:
1. Training completed at college certified by Commission.
 2. Students' course of study include all of the required subjects and minimum hours set forth in the Basic Course.
 3. Satisfactory completion of requirements and award of Police Science AA Degree, or minimum of 60 units Police Science major leading to degree, or Police Science transfer course acceptable for entrance to state college/university.
- 11-26-63 Certification of pre-service programs in community colleges to satisfy basic course requirements.
- 1-1-64 Basic Course hours - 200 hours.
- 3-4-72 832 P.C. Arrest and Firearms mandated in basic course.
- 9-14-72 Elimination of pre-service community college basic course programs.
- 12-14-72 Basic Course certified as meeting training requirements of P.C. 832.
- 6-14-73 Basic Course revision project begins.
- 1-1-75 Mandated "open enrollment" for certified community college basic courses.
- 10-28-76 Commission approves regionalized training concept "used as a guide in the certification of courses and allocation of the POTF."

Operational plan/training needs assessment (50 mile radius - 12 training zones).
- 10-13-77 Minimum standards for basic academies - "Guidelines proposed by California Academy Directors Association (CADA) approved by Commission (to be used as a guide in determining presenter capability).

4-20-78 Commission policy: Scope of basic course certification.

The Commission also adopted the following policy statement which clarifies its position regarding certification of basic courses:

"When the Commission certifies presentations of the Basic Course, the act of certification means:

1. The Commission has been assured that facilities, instructional staff, and course management are adequate.
2. The Commission has been assured that at least the minimum curriculum content and hours of instruction (Section D-1, PAM) will be presented in the Basic Course.
3. Agreement exists that the Commission will monitor presentations in order to assure conformance of its minimum standards and to maintain quality control.

Certification does not imply the Commission has adopted any locally required training subjects as state-level requirements, nor does the Commission take responsibility for the adverse impact of any locally required subject matter."

4-20-78 Revision of basic training requirements - expanded curriculum required and established a minimum 400-hour basic course effective 7-1-78 (from 200-400 hours).

7-27-78 Commission supports SB 1126 Basic Course: Preferential enrollment for employed officers.

1-1-79 Basic Course mandated for Level I reserve (P.C. 832.6).

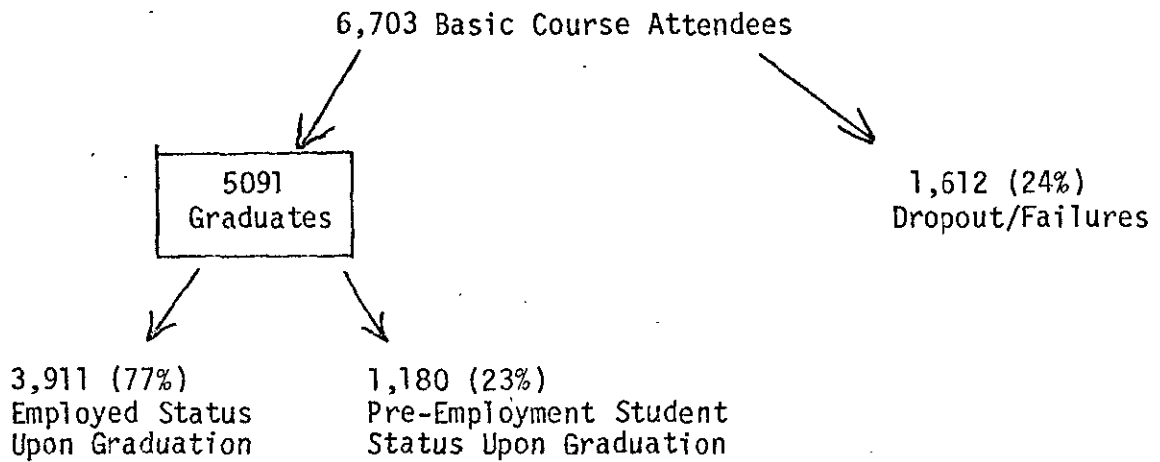
1-19-79 Extended Format Basic Training Guidelines Specified - "to train reserve peace officers at the same level as is required for regular officers." (Three pilot presentations)

Pilot presentations will number no more than three for evaluation purposes and will be subject to the following guidelines:

1. Only current presenters of certified basic courses will be eligible to participate.
2. A full-time course coordinator must be present during the presentation of the course.
3. Length of instructional day and course will be subject to staff approval.
4. Course instructors' teaching abilities shall be equal to those instructors in the intensive basic course.

- 1-17-80 Basic Course extended format (continuation of pilot program - six additional pilot presentations between 1-80 - 7-81).
- 1-17-80 Basic Course performance objectives (CP D-1, effective 7-1-80).
- 7-1-80 Performance objectives-based training for Basic Course mandated.
- 11-80 Commission approves authority to certify D-1 extended formats, including certification to presently non-certified presenters.
- 9-81 San Joaquin Delta College certified for D-1 extended format to meet Reserve Level I needs.
- 10-23-81 Policy for changing performance objectives.
- 1-28-82 Basic Course training good for three years before hire.
- 3-82 Basic Course requirements for reserve Level I (designated Level I only).
- 9-15-82 Napa College certification request for D-1 Basic Course for purpose of providing pre-employment basic course denied.
- 1-27-83 After appeal, Commission confirms denial of the extended Basic Course certification to Napa College.
- 1-27-83 Commission directs staff to study length of basic course.
- 7-21-83 Commission temporarily suspends Basic Course certification and directs staff to study basic training delivery system and report back at January 1984 Commission meeting.

1982/83 F.Y. SUMMARY DATA OF BASIC COURSE GRADUATES



Conclusion: Of the 5,091 Basic Course graduates in 1982/83 F.Y., it can be assumed that most (94%) became employed because there were 4,809 new hires by law enforcement agencies participating in the POST Program, excluding lateral transfers.

TREND FOR PRE-EMPLOYMENT TRAINING IN THE BASIC COURSE

| Fiscal Year | Pre-Employment Graduation | Employed Graduates | Total |
|-------------|---------------------------|--------------------|-------|
| 1982/83 | 1,180 (23%) | 3,911 (77%) | 5,091 |
| 1981/82 | 895 (20%) | 3,635 (80%) | 4,530 |
| 1980/81 | 458 (11%) | 3,816 (89%) | 4,274 |
| 1979/80 | 364 (10%) | 3,370 (90%) | 3,734 |

Conclusion: In the last four years, both pre-employment and employed graduates have increased. However, the rate of increase for pre-employment graduates is 224% as compared with 16% for employed graduates.

COMPARISON OF THE 1982/83 FY EMPLOYED AND
PRE-EMPLOYED GRADUATES BY ACADEMY

| Academy | Open Enrollment Graduates | Employed* Graduates | Total Graduates |
|---|------------------------------|------------------------|--------------------|
| Academy of Justice, Riverside | 106 | 86 | 192 |
| Alameda Co. Sheriff's Academy | 8 | 115 | 123 |
| Allan Hancock College | 21 | 17 | 38 |
| Butte Center - NCCJTES | 58 | 36 | 94 |
| California Highway Patrol | | 654 | 654 |
| Central Coast Counties Police Academy (Gavilan College) | 39 | 74 | 113 |
| College of the Sequoias | 39 | 32 | 71 |
| Department of Forestry | | 22 | 22 |
| Golden West College | 113 | 79 | 192 |
| Kern Co. Peace Officers Academy (Bakersfield College) | 30 | 28 | 58 |
| Long Beach Police Department | | 125 | 125 |
| Los Angeles Co. Sheriff's Dept. | | 798 | 798 |
| Los Angeles Police Department | | 393 | 393 |
| Los Medanos College - NCCJTES | 68 | 47 | 115 |
| Modesto Regional Training Center | 60 | 54 | 114 |
| Oakland Police Department | 5 | 94 | 99 |
| Orange Co. Sheriff's Dept. | 8 | 141 | 149 |
| Redwoods Center - NCCJTES | 50 | 55 | 105 |
| Rio Hondo College | 123 | 98 | 221 |
| Sacramento Center - NCCJTES | 92 | | 92 |
| Sacramento Co. Sheriff's Dept. | 47 | 110 | 157 |
| Sacramento Police Dept. | 7 | 16 | 23 |
| San Bernardino Co. Sheriff's Dept. | | 74 | 74 |
| San Diego Law Enforcement TC | 116 | 259 | 375 |
| San Francisco Police Dept. | | 190 | 190 |
| San Joaquin Delta College | 21 | 29 | 50 |
| Santa Clara Valley Criminal Justice Training Center | 33 | 147 | 180 |
| Santa Rosa Center - NCCJTES | 94 | 48 | 142 |
| State Center Peace Officer Academy (Fresno City College) | 40 | 49 | 89 |
| Ventura Co. Academy | | 24 | 24 |
| Mott Training Center - Dept. of Parks & Recreation | | 19 | 19 |
| TOTALS | 1180 | 3911 | 5091 |

*Includes Reserves

COMPARISON OF DROPOUT/FAILURE RATES OF BASIC COURSE
PRE-EMPLOYMENT VS. EMPLOYED STUDENTS

| Fiscal Year | Pre-Employment Student | Employed Student | Total |
|-------------|------------------------|------------------|-------|
| 1982/83 | 34% | 20% | 24% |
| 1981/82 | 32% | 21% | 23% |

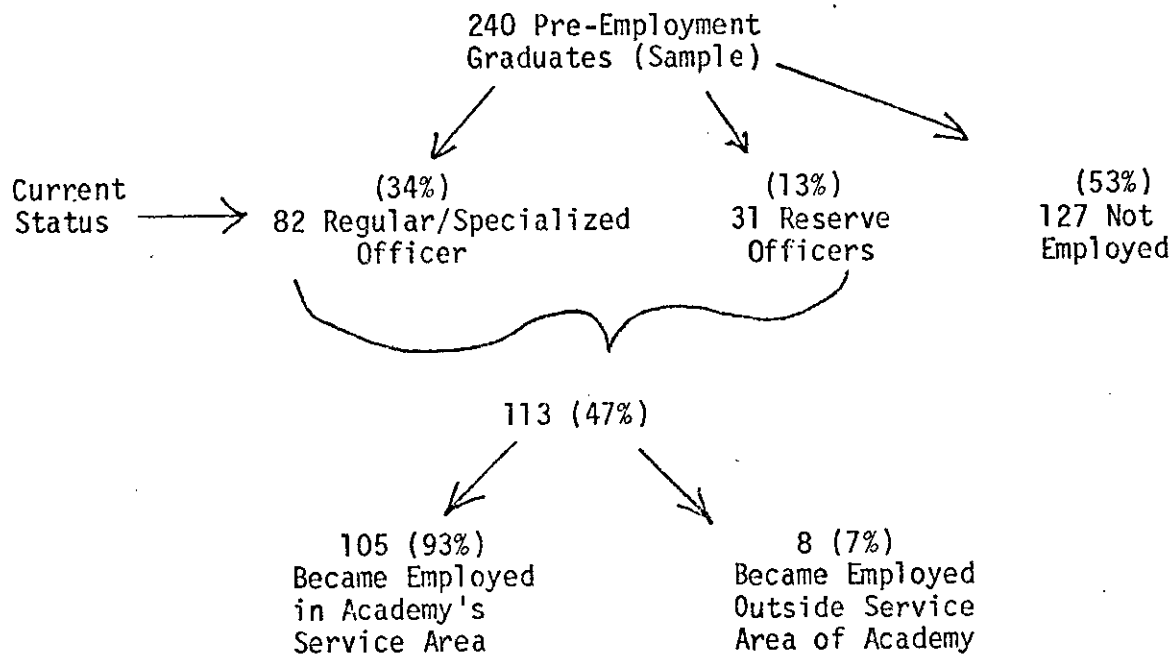
Conclusion: The dropout/failure rate for pre-employment students is significantly higher than for employed students. This has stimulated recent academy interest in pre-screening for academy students.

COMPARISON OF 1982/83 F.Y. INTENSIVE AND EXTENDED FORMAT BASIC COURSE GRADUATES

| Fiscal Year | Intensive Format | Extended Format | Total |
|-------------|------------------|-----------------|-------|
| 1982/83 | 4,769 (94%) | 322 (6%) | 5,091 |
| 1981/82 | 4,072 (90%) | 458 (10%) | 4,530 |

Conclusion: Because extended format Basic Courses is a recent format, it is too early to determine if there is a trend

CURRENT STATUS OF 1981/82 PRE-EMPLOYMENT GRADUATES



Conclusion: Approximately 47% of a sample of 1981/82 Basic Course pre-employment graduates are currently employed as peace officers. Ninety-three percent of pre-employment graduates become employed in the service area of the academy.

COMMISSION POLICIES RELATED TO THE BASIC COURSE

A. Formal Recorded Policies

1. POST Commission Policy Manual

C4. Scope of Basic Course Certification

When the Commission certified presentations of the Basic Course, the act of certification means:

- (a) The Commission has been assured that facilities, instructional staff, and course management are adequate.
- (b) The Commission has been assured that at least the minimum curriculum content and hours of instruction (Section D-1, POST Administrative Manual) will be presented in the Basic Course.
- (c) Agreement exists that the Commission will monitor presentations in order to assure conformance of its minimum standards and to maintain quality control.

Certification does not imply the Commission has adopted any locally required training subjects as state-level requirements, nor does the Commission take locally-required subject matter.

Commission meeting 4/20-21/77

C7 Regional Training

The Commission recognizes the 12 training zones established in the report, Operational Plan/Training Needs Assessment, which was approved at the October 1976 meeting (Item G-1, Page 6); and

- (a) Priorities for each zone shall be used as a planning tool by POST staff, training agencies, and the Commission in the development and certification of training.
- (b) Allocation of training responsibilities within these zones shall be decided, in POST Problem-Solving Seminars, by principals in the zone.

Commission Meeting 10/76

Ref.: PAM Section D-10-4

B. Staff Direction Based Upon Commission Action

1. Certification of Extended Format Basic Courses

"The Commission authorizes the Executive Director to approve additional presentations of the extended Format Basic Course including presentations by currently non-certified presenters as a pilot program."
(November 21, 1980)

As a result of the November 21, 1980 Commission action, staff direction concerning the certification of Extended Format Basic Courses, is as follows:

- (a) POST ENCOURAGES EXISTING PRESENTERS OF THE Basic Course to offer parallel extended format Basic Courses, in order to satisfy Level I Reserve and pre-employment training needs.
- (b) Where a need for an extended format Basic Course has been established in a given area, POST will look first to existing Basic Course presenters to offer the course on an outreach basis.
- (c) If existing Basic Course presenters are unable or unwilling to meet outreach extended format Basic Course needs, then other potential nontuition-charging presenters will be considered for certification. Special attention will be given to ensure that extended format Basic Course presenters are meeting the same standards as intensive basics.

DEFINITIONS AND GUIDELINES FOR THE ESTABLISHMENT
AND MAINTENANCE OF BASIC ACADEMIES

As developed by the California Academy Directors' Association and POST.*

Definitions

Academy: Training institution (agency or college) certified to present the Basic Course.

Academy Director: Administrator of the academy program.

In-Service Training: Course(s) certified by POST or departmental training courses. (For department employed personnel**)

Adequate: Undefined in order to take into consideration particular circumstances of each academy. (Further research required)

Guidelines

I. Program Administration

A. Fulltime, Qualified Academy Director

1. Fulltime

- a. Equivalent to 100% release time for program supervisory and administrative duties.
- b. If assigned to non-in-service training duties, supplemental program coordination required.

2. Qualifications

- a. Attendance at POST-approved orientation within one year of appointment.
- b. Participation in periodic POST workshops for training directors and coordinators.

*Approved by the POST Commission October 1977 as "Guidelines" for Basic Course Academies. The Guidelines have been reviewed and recommended updates made by the Basic Course Consortium in January 1981. (See underlined portions)

**Added for clarification only.

B. Adequate Clerical Staff

Fulltime (equivalent) clerical assistance with primary responsibilities for the academy program.

C. Fulltime Academy Operation

In-service training activities for most of the year.

D. Program and Course Evaluation (to include)

1. Periodic academy evaluation (self-evaluation and user agencies)
2. Trainee evaluation of curricula and instructional staff
3. Trainee evaluations provided to law enforcement agencies upon request
4. Cooperation with POST evaluation (to include)
 - a. Consultant audits
 - b. Visitation team/agency requests
 - c. Special studies on the impact of training
5. Maintenance of an effective means for student tracking

E. Course Maintenance

Compliance with POST course administrative requirements, e.g., course announcements, rosters, advanced master calendaring, etc.

F. Maintenance of Required Records

1. Lesson plans
2. Instructor resumes
3. Trainee evaluations

G. Active Use of an Advisory Committee (agency academies exempt)

II. Instruction

- A. Implementation of performance objectives into curricula consistent with time frames required by POST.

- B. Adequate student-teacher ratio commensurate with subject matter; considerations include safety, trainee comfort, program quality, etc.
- C. Adequate Number of Support Staff (e.g., tactical officers, counselors, academy supervisors) to counsel, evaluate, and supervise trainees; handle logistical assignments; etc.
- D. Quality Control of Instruction
 - 1. Instructor Selection

Best available instructors will be selected and evaluated on a continuous basis with documentation provided to each instructor.
 - 2. Updating training

Instructor participation in periodic POST workshops/courses.
- E. Availability of Remedial Instruction Consistent with Established Academy Standards

III. Facilities and Equipment

- A. Facilities Shall be Primarily Used for Police and Criminal Justice Training Under the Direction of the Academy Director
- B. Availability of Firearms Range
- C. Availability of Driver Training Facilities and Vehicles
- D. Availability of Physical and Defensive Tactics Training Facility
- E. Availability of Library and/or Media Center
- F. Classroom(s) (with adequate)
 - 1. Lighting
 - 2. Comfortable furnishings
 - 3. Size
 - 4. Air conditioning and heating
 - 5. Acoustics
- G. Tear Gas Facilities

COMPARISON OF FISCAL YEAR 1981/82 AND 1982/83
BASIC COURSE PRESENTATION AND TRAINEES

| Academy | Presentations | | Attendees | | Graduates | |
|----------------------------------|---------------|-------|-----------|-------|-----------|-------|
| | 81/82 | 82/83 | 81/82 | 82/83 | 81/82 | 82/83 |
| Alameda Co. Sheriff's Dept. | 4 | 5 | 133 | 142 | 120 | 123 |
| Department of Forestry | 1 | 1 | 24 | 22 | 24 | 22 |
| California Highway Patrol | 4 | 14 | 283 | 863 | 200 | 654 |
| * Long Beach Police Dept. | 3 | 4 | 66 | 144 | 59 | 125 |
| Los Angeles Co. Sheriff's Dept. | 5 | 8 | 807 | 1002 | 596 | 798 |
| * Los Angeles Police Dept. | 8 | 12 | 725 | 589 | 474 | 393 |
| Modesto Crim. Just. Trng. Ctr. | 6 | 5 | 159 | 135 | 144 | 114 |
| * Oakland Police Dept. | 5 | 7 | 106 | 116 | 83 | 99 |
| Orange Co. Sheriff's Dept. | 4 | 6 | 201 | 253 | 140 | 149 |
| * Sacramento Co. Sheriff's Dept. | 4 | 5 | 222 | 246 | 154 | 157 |
| San Bernardino Co. S.O. | 4 | 3 | 141 | 98 | 113 | 74 |
| San Diego Regional Trng. Ctr. | 11 | 18 | 387 | 499 | 311 | 375 |
| San Francisco Police Dept. | 7 | 7 | 306 | 249 | 243 | 190 |
| Santa Clara Valley Trng. Ctr. | 9 | 6 | 292 | 205 | 251 | 180 |
| Ventura Co. Sheriff's Dept. | 0 | 1 | 0 | 43 | 0 | 24 |
| Butte Center | 5 | 4 | 156 | 118 | 137 | 94 |
| Redwoods Center | 3 | 3 | 108 | 114 | 106 | 105 |
| * Sacramento Center | 1 | 2 | 58 | 124 | 39 | 92 |
| * Santa Rosa Center | 5 | 6 | 128 | 156 | 123 | 142 |
| * Allan Hancock College | 2 | 3 | 37 | 65 | 26 | 38 |
| Kern Co. Peace off. Trng. Acad. | 2 | 2 | 53 | 70 | 48 | 58 |
| * State Ctr. P. O. Academy | 4 | 3 | 108 | 89 | 108 | 89 |
| Central Coast Co. P.O. Acad. | 2 | 4 | 59 | 129 | 45 | 113 |
| * Golden West College | 7 | 8 | 324 | 267 | 240 | 192 |
| * Los Medanos College | 5 | 4 | 184 | 134 | 129 | 115 |
| * Rio Hondo College | 4 | 7 | 414 | 389 | 267 | 221 |
| Academy of Justice, Riverside | 3 | 5 | 144 | 326 | 104 | 257 |
| * San Joaquin Delta College | 1 | 1 | 62 | 52 | 57 | 50 |
| College of Sequoias | 3 | 3 | 84 | 87 | 65 | 71 |
| Ventura College | 0 | 1 | 0 | 39 | 0 | 24 |
| Dept. of Parks & Recreation | 1 | 1 | 39 | 19 | 39 | 19 |
| Sacramento Police Dept. | 2 | 1 | 72 | 30 | 65 | 23 |
| Total | 125 | 160 | 5882 | 6703 | 4530 | 5091 |

*Indicates academy is certified to present extended formats.

TRAINING DELIVERY SERVICES BUREAUS

BASIC COURSE PRESENTERS

| | |
|-------------------------------------|--------------------------------------|
| Ron Allen Chief, Northern Bureau | Dave Allan Chief, Southern Bureau |
|-------------------------------------|--------------------------------------|

October 1983



Area 1
Bud Perry

- ★ NCCJTES, Redwoods Center Eureka (Humboldt Co.)
- ★ NCCJTES, Santa Rosa Center Santa Rosa (Sonoma Co.)
- ★ NCCJTES, Los Medanos College Pittsburg (Contra Costa Co.)
- ★ San Francisco Police Department San Francisco (San Francisco Co.)

Area 3
Fred Williams

- ★ Oakland Police Department Oakland (Alameda Co.)
- ★ Alameda County Sheriff's Department Hayward (Alameda Co.)
- ★ Santa Clara Valley Criminal Justice Training Center Santa Clara (Santa Clara Co.)
- ★ Central Coast Counties Police Academy Gilroy (Santa Clara Co.)
- ★ Department of Parks and Recreation Pacific Grove (Monterey Co.)

Area 7
Gene Rhodes

- ★ Allan Hancock College Santa Maria (Santa Barbara Co.)
- ★ Ventura County Police and Sheriff's Academy Camarillo (Ventura Co.)
- ★ Long Beach Police Department Long Beach (Los Angeles Co.)

Area 6
Darrell Stewart

- ★ Los Angeles County Sheriff's Department Los Angeles (Los Angeles Co.)
- ★ Los Angeles Police Department Los Angeles (Los Angeles Co.)

Area 2
John Davidson

- ★ NCCJTES, Butte Center Oroville (Butte Co.)
- ★ Sacramento County Sheriff's Department North Highlands (Sacramento Co.)
- ★ NCCJTES, Sacramento Center Sacramento (Sacramento Co.)
- ★ California Highway Patrol Bryte (Yolo Co.)
- ★ Sacramento Police Department (SLETC) Bryte (Yolo Co.)

Area 4
George Estrada

- ★ Department of Forestry Ione (Yazador Co.)
- ★ San Joaquin Delta College Stockton (San Joaquin Co.)
- ★ Modesto Regional Criminal Justice Training Center Modesto (Stanislaus Co.)
- ★ State Center Peace Officers Academy Fresno (Fresno Co.)
- ★ Tulare-Kings County Peace Officers' Academy Visalia (Tulare Co.)

Area 5
Everitt Johnson

- ★ Kern County Peace Officers' Training Academy Bakersfield (Kern Co.)
- ★ San Bernardino Sheriff's Department San Bernardino (San Bernardino Co.)
- ★ Rio Hondo College Whittier (Los Angeles Co.)
- ★ Academy of Justice Riverside (Riverside Co.)

Area 8
Gene Cartwright

- ★ Orange County Sheriff's Department Orange (Orange Co.)
- ★ Orange County Peace Officers' Academy Huntington Beach (Orange Co.)
- ★ Saddleback College Mission Viejo (Orange Co.)
- ★ San Diego County Regional Law Enforcement Training Center (SOCRETC) San Diego (San Diego Co.)

SCALE
0 10 20 30 40 50 MILES

| LEGEND | |
|--------|----------------------|
| ★ | Intensive Format |
| □ | Extended Format |
| ○ | Investigator's Basic |



NAPA COUNTY

DISTRICT ATTORNEY

PUBLIC ADMINISTRATOR - PUBLIC GUARDIAN

JEROME J. MAUTNER
District Attorney

HALL OF JUSTICE • 1125 THIRD STREET
NAPA, CALIFORNIA 94559

707-253-4211

December 5, 1983

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

Gentlemen:

This office supports the certification of an Extended Format Basic Course for Napa Valley College.

The project seems ready to go in terms of capital expenditure and structuring. Only a government allocation of marketing areas seem to be in the way. The spirit of the times has been directed toward capital outlay to stimulate growth in a free market atmosphere of competition.

How can the evils of competition be adovated under the present state and national administrations? It is time to relieve this Napa Valley College enterprise from the fetters of government anti-competitive regulation. Our system dictates that excellence is the product of competition and not regulation.

Let us stand by our values.

Very truly yours,

A handwritten signature in cursive script that reads "Jerome J. Mautner".

JEROME J. MAUTNER
District Attorney

JJM:ea

COMMISSION ON POS
DEC 13 12 58 PM '83

DEPARTMENT OF JUSTICE

JOHN K. VAN DE KAMP, Attorney General

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

4949 BROADWAY
P.O. BOX 20145
SACRAMENTO 95820-0145

EXECUTIVE OFFICE
(916) 739-5328

BUREAUS

Administrative Services
(916) 739-5354

Compliance and Certificates
(916) 739-5377

Information Services
(916) 739-5340

Management Counseling
(916) 322-3492

Standards and Evaluation
(916) 322-3492

Training Delivery Services
(916) 739-5394

Training Program Services
(916) 739-5372

Course Control
(916) 739-5399

Professional Certificates
(916) 739-5391

Reimbursements
(916) 739-5367

Resource Library
(916) 739-5353

Center for Executive
Development
(916) 739-5328

December 16, 1983

Jerome J. Mautner
District Attorney
Napa County Hall of Justice
1125 Third Street
Napa, CA 94559

Dear Mr. Mautner:

Thank you for your letter concerning the certification of an Extended Format Basic Course for Napa College. Your comments, although not completely addressing the issue at hand, are well taken.

As you know, the matter of basic course certifications will again be before the Commission at their meeting on January 26, 1984, in San Diego. Your letter will be furnished to the Commission as they review this matter in its entirety, including local concerns. If you should desire information on their decision, please feel free to call me after that date at (916) 739-5328.

Sincerely,



NORMAN C. BOEHM
Executive Director



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|--|-----------------------------------|----------------------------------|
| Agenda Item Title REVIEW OF ADVANCED OFFICER REIMBURSEMENT | | Meeting Date JANUARY 26, 1984 |
| Bureau ADMINISTRATIVE SERVICES | Reviewed By <i>[Signature]</i> | Researched By STAFF |
| Executive Director Approval <i>[Signature]</i> | Date of Approval 1-5-84 | Date of Report |

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

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

ISSUE

Should the Commission continue to limit Advanced Officer reimbursement to a total of two million dollars per fiscal year.

BACKGROUND

The Commission, at the July 1979 meeting established policy to limit Advanced Officer reimbursement to a total of two million dollars per year. The policy was established because of a concern that A. O. reimbursements were assuming too great of a proportion of the entire reimbursement budget.

ANALYSIS

The Advanced Officer reimbursement policy when enacted in FY 1979/80 restricted reimbursement to no more than \$2 million annually. That amount represented 19% of the total training reimbursement budget for that year. During the past four fiscal years, increasing Advanced Officer reimbursements have remained within the \$2 million limit. Current year statistics (5 months) indicate that Advanced Officer reimbursement will approximate 2.6 million dollars, 600,000 dollars in excess of the reimbursement cap. General inflation along with salary percentage and number of trainee increases are the primary reasons for the increase in Advanced Officer reimbursement. The 2.6 million dollar projection would amount to approximately 15% of the total training reimbursement budget for this fiscal year. Increased revenue in the past few years has resulted in larger budgets for training reimbursements. It seems appropriate that the greater availability of reimbursement funds be reflected in a higher available amount for A. O. Training.

RECOMMENDATION

Reinstate Commission Policy which limits Advanced Officer reimbursement to two million dollars annually.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|--|------------------------------------|--|
| Agenda Item Title Commission and Board of Corrections Responsibilities For Correction's Training | | Meeting Date January 26, 1984 |
| Bureau Training Delivery Services | Reviewed By | Researched By Staff |
| Executive Director Approval <i>Morgan C. Boehm</i> | Date of Approval 1-11-84 | Date of Report December 23, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |

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

ISSUE

As a result of the entry and acceptance of the Standards and Training for Corrections Program (STC) into the corrections standards and training field, should POST withdraw certification and reimbursement for corrections-related courses?

BACKGROUND

The Standards and Training for Corrections (STC) Program became effective in July 1980, with a two-year sunset provision, as a result of 1979 legislation. During 1980, further legislation expanded the initial requirements for county corrections to include city jails and annual reports to the Legislature. A six-month delay in the start up of the program necessitated a six-month extension of the sunset provision which caused doubts as to whether the program would be successful.

The original intent of the Legislature was for the program to be fully functional at least two years before reviewing and evaluating the program's progress. Under legislation introduced by Senator Robert Presley, the STC Program continues to be funded with 10.14 percent of the Penalty Assessment Fund (approximately \$8.5 million) and a new sunset date of July 1, 1987.

In November of 1980, POST distributed Bulletin 80-15 explaining this new program of the Board of Corrections. Initially, agencies whose personnel were eligible for training subvention from POST were not eligible to receive funds under the then new STC Program. Legislation later corrected this and agencies can now subscribe to both programs but cannot receive funds from both for the same expenses.

The POST Bulletin in 1980 emphasized that POST would continue certification of existing corrections courses for at least the remainder of that fiscal year, and if the majority of affected agencies chose to participate in the STC Program, POST-certified correctional courses may be phased out.

The approach taken by POST was toward continued certification of corrections-related courses until the STC Program was operational, financially stable, and accepted by law enforcement agencies in the POST program.

During Fiscal Year 1982/83, a total of 3,142 trainees successfully completed 83 presentations of jail operations and management courses and seminars certified by POST. Trainees reimbursed included 729 students from 30 sheriff's departments, and 158 students from 48 police departments, for a total cost of \$232,465 as of June 30, 1983. Current projections indicate the total cost during FY 1983/84 will be a similar amount.

During Fiscal Year 1982/83, 39 of 57 (68%) of the sheriff's departments participated in the STC Program. In Fiscal Year 1983/84, participating sheriff's departments grew to 46 of 57 (81%). Alpine County does not have a jail.

During Fiscal Year 1982/83, STC allocated \$2,019,945 to sheriff's, corrections, and police departments. This allocation is expected to increase to \$3,071,337 during Fiscal Year 1983/84. The allocation per eligible budgeted position is \$450.

Nine police departments have joined the STC Program. STC has allocated \$123,169 to those departments for the 1983/84 Fiscal Year.

The STC Program is rapidly growing. STC currently certifies 1,586 courses through 235 training providers, while POST certifies 32 courses through 22 presenters which relate to jail operations and management.

Appendix A provides a comparison on FY 82-83 POST trainees and reimbursement; FY 82-83 STC eligible trainees and allocations; total FY 82-83 POST reimbursements and STC allocations; and FY 83-84 STC eligible trainees and allocations.

ANALYSIS

POST has, for several years, certified and provided reimbursement for jail operations and jail management training. This training is mandated by the Board of Corrections. It has been assumed that POST's involvement in this training area would cease when the Standards and Training for Corrections (STC) Program was established and provided with reimbursement funds.

The STC program is now well established and derives approximately \$8.5 million annually from the Penalty Assessment Fund. STC staff have previously expressed their willingness to assume full responsibility for the jail training now funded by POST.

Currently, both STC and POST staff have responsibilities for training of jail personnel. STC has mandated in-service training for jail personnel, and POST mandates advanced officer training for peace officers, regardless of their specific assignment. STC and POST currently have joint certification of the jail management course. As long as both POST and STC certify the same presenters for the same training courses, problems associated with overlapping responsibility will no doubt exist.

Given the existing statutory responsibilities of STC and Board of Corrections, it would seem appropriate for the Commission to withdraw POST staff resources from the corrections area. Full responsibility for funding and certifying training ideally and practically should rest with the agency which promulgates the standards. In this instance, the majority of POST funding clearly goes toward reimbursement for STC's required entry level, "core" training courses for corrections personnel.

This matter was before the Commission at the October, 1983 meeting; and concern was expressed regarding a funding loss to agencies now receiving funding from both STC and POST. Subsequently, a similar concern has been voiced by the Sheriffs' Association. Should POST withdraw from certification/reimbursement of jail operations training, POST funds now reimbursed for this training would still be disbursed to participating jurisdictions for other law enforcement training. Jurisdictions that are principal users of jail operations training would incur some loss of POST reimbursements while other jurisdictions would gain.

It has been assumed for some time that a withdrawal of POST funding in this area would be replaced by STC funding. Several million dollars is available for this purpose, and the amount of POST reimbursement is small in comparison to the STC budget. However, according to STC staff, all available STC funds are already allocated for required probation and correctional training that does not include the currently POST reimbursable jail training. STC staff also indicates that STC regulations would not permit an internal shift of funds that would replace POST funds now reimbursed for jail training.

Most of the POST reimbursement money expended for jail training is in the form of salary reimbursement. STC rules do not allow for salary reimbursement under the conditions allowable by POST.

The most recent report by STC staff is that STC may have funds to partially replace POST funding of jail operations/jail management training. Pending resolution, it would seem appropriate for POST to continue existing involvement in jail training for the immediate future. In the meantime, staff would seek to minimize problems of overlapping responsibilities between STC and POST. Withdrawal of POST certification and reimbursement could be reconsidered as part of a comprehensive review.

The overlapping responsibilities of the POST Commission and the Board of Corrections would seem to merit early resolution, before they become long-term problems. Both the Board of Corrections and the POST Commission are now required/empowered by law to:

- o establish selection standards for local peace officers who are assigned to jail duties;
- o establish training requirements, both initial and annual in-service, for local peace officers working in jails;
- o prescribe training course curricula and certify training courses.

Joint training course certification has presented some problems. Joint Advanced Officer training requirements is an issue that must be resolved. Other issues as well may require resolution in the future to avoid the redundancy of two state agencies setting selection and training and requirements for the same peace officers.

Comparison of Expenditures (Appendix A)

Sheriff's Departments

| County | POST 1982/83 | | STC 1982/83 | | 1982/83 | STC 1983/84 | |
|--------------|--------------|----------------|-------------|------------|----------|-------------|------------|
| | Trainers | Reimbursements | Eligible | Allocation | Total | Eligible | Allocation |
| Alameda | 43 | \$ 9,470 | | \$ | \$ 9,470 | 336 | \$ 151,200 |
| Amador | 1 | 290 | 11 | 4,359 | 4,649 | 11 | 4,500 |
| Butte | | | 27 | 15,422 | 15,422 | 36 | 32,649 |
| Calaveras | | | 11 | 4,591 | 4,591 | 11 | 5,854 |
| Colusa | 1 | 338 | | | 338 | 13 | 8,441 |
| Contra Costa | | | 156 | 66,300 | 66,300 | 154 | 69,294 |
| Del Norte | 2 | 928 | | | 928 | | |
| El Dorado | | | 36 | 28,711 | 28,711 | 37 | 16,650 |
| Fresno | | | 132 | 56,100 | 56,100 | 130 | 58,500 |
| Glenn | 1 | 536 | | | 536 | 14 | 6,300 |
| Humboldt | 3 | 1,309 | 30 | 24,418 | 25,727 | 32 | 30,186 |
| Imperial | 4 | 1,784 | 78 | 29,148 | 30,932 | 78 | 35,100 |
| Inyo | 2 | 659 | | | 659 | | |
| Kern | 42 | 9,163 | | | 9,163 | 168 | 75,600 |
| Kings | | | 25 | 10,572 | 10,572 | 25 | 10,480 |
| Lake | 3 | 924 | | | 924 | | |
| Lassen | | | 14 | 8,941 | 8,941 | 14 | 10,994 |
| Los Angeles | 473 | 99,750 | 1,574 | 668,950 | 768,700 | 1,829 | 823,050 |
| Marin | 20 | 4,740 | | | 4,740 | | |
| Mariposa | 2 | 388 | | | 388 | | |
| Mendocino | 2 | 458 | 23 | 13,837 | 14,295 | 32 | 23,352 |
| Merced | | | 40 | 16,962 | 16,962 | 46 | 20,580 |
| Modoc | 2 | 1,102 | | | 1,102 | | |
| Mono | | | 11 | 4,675 | 4,675 | 19 | 11,324 |
| Monterey | 3 | 677 | 88 | 36,564 | 37,241 | 84 | 37,800 |
| Nevada | 1 | 356 | 33 | 22,950 | 23,306 | 34 | 18,998 |
| Orange | | | 279 | 118,575 | 118,575 | 279 | 125,550 |
| Placer | | | 47 | 19,975 | 19,975 | 51 | 37,318 |
| Riverside | 16 | 2,898 | 189 | 80,325 | 83,223 | 195 | 87,750 |
| Sacramento | 9 | 4,907 | 215 | 91,375 | 96,282 | 227 | 102,150 |
| San Benito | | | | | | 11 | 4,936 |

Sheriff's Departments (continued)

| County | POST 1982/83 | | STC 1982/83 | | 1982/83 | STC 1983/84 | |
|-----------------|--------------|------------------|--------------|--------------------|------------------|--------------|--------------------|
| | Trainers | Reimbursements | Eligible | Allocation | Total | Eligible | Allocation |
| San Bernardino | 21 | 3,260 | 194 | 82,450 | 85,710 | 270 | 121,500 |
| San Diego | 6 | 3,019 | | | 3,019 | 374 | 168,300 |
| San Francisco | 2 | 658 | 339 | 143,618 | 144,276 | 299 | 124,008 |
| San Joaquin | 8 | 4,688 | | | 4,688 | | |
| San Luis Obispo | | | 33 | 14,025 | 14,025 | 34 | 15,300 |
| San Mateo | 5 | 3,093 | 154 | 65,450 | 68,543 | 159 | 71,550 |
| Santa Barbara | | | 88 | 34,889 | 34,889 | 91 | 40,950 |
| Santa Clara | 21 | 4,622 | 28 | 11,900 | 16,522 | 327 | 147,150 |
| Santa Cruz | | | 81 | 54,000 | 54,000 | 79 | 35,550 |
| Shasta | 6 | 2,330 | 37 | 15,330 | 17,630 | 37 | 16,650 |
| Siskiyou | | | 12 | 5,439 | 5,439 | 12 | 7,607 |
| Solano | | | 90 | 38,251 | 38,251 | 87 | 39,150 |
| Sonoma | | | 61 | 25,924 | 25,924 | 62 | 26,093 |
| Stanislaus | | | 86 | 36,550 | 36,550 | 96 | 44,100 |
| Sutter | 3 | 1,214 | | | 1,214 | | |
| Tehama | | | 18 | 19,653 | 19,653 | 18 | 19,653 |
| Trinity | 4 | 2,524 | | | 2,524 | | |
| Tulare | 8 | 1,543 | | | 1,543 | 67 | 30,149 |
| Tuolumne | | | 15 | 6,374 | 6,374 | 12 | 5,008 |
| Ventura | 15 | 2,922 | 205 | 87,125 | 90,047 | 204 | 91,800 |
| Yolo | | | 37 | 15,591 | 15,591 | 42 | 18,896 |
| Yuba | | | 18 | 7,650 | 7,650 | 18 | 8,100 |
| TOTAL | 729 | \$170,774 | 4,515 | \$1,986,939 | 2,157,489 | 6,154 | \$2,840,070 |

Comparison of Expenditures (Appendix A)

Police Departments

| County | POST 1982/83 | | STC 1982/83 | | 1982/83 | STC 1983/84 | |
|----------------|--------------|----------------|-------------|------------|----------|-------------|------------|
| | Trainers | Reimbursements | Eligible | Allocation | Total | Eligible | Allocation |
| Alameda | 3 | \$ 2,027 | | | \$ 2,027 | | |
| Arcadia | 8 | 1,551 | | | 1,551 | | |
| Bell | 1 | 482 | | | 482 | | |
| Berkeley | 3 | 3,349 | | | 3,349 | | |
| Brawley | 2 | 1,264 | | | 1,264 | | |
| Burbank | 4 | 1,977 | | | 1,977 | | |
| Calexico | 1 | 561 | | | 561 | | |
| Claremont | 5 | 697 | | | 697 | | |
| Compton | 1 | 20 | | | 20 | | |
| Concord | 3 | 598 | | | 598 | | |
| Costa Mesa | 4 | 1,389 | | | 1,389 | | |
| Cypress | 1 | 32 | | | 32 | | |
| El Monte | 3 | 1,451 | | | 1,451 | | |
| El Segundo | 1 | 54 | | | 54 | | |
| Fremont | 4 | 2,204 | | | 2,204 | | |
| Fort Bragg | | | 18 | 15,644 | 15,644 | 19 | 17,492 |
| Fullerton | 1 | 477 | | | 477 | | |
| Gardena | 1 | 605 | | | 605 | | |
| Glendale | 2 | 115 | | | 115 | | |
| Glendora | | 478 | | | 478 | | |
| Hawthorne | 3 | 1,847 | | | 1,847 | 11 | 4,950 |
| Hermosa Bch. | 3 | 1,434 | | | 1,847 | 11 | 4,950 |
| Huntingtn Bch. | 1 | 362 | | | 362 | | |
| Inglewood | 2 | 1,039 | | | 1,039 | | |
| La Habra | 4 | 1,889 | | | 1,889 | | |
| Lodi | 2 | 747 | | | 747 | | |
| Lompoc | 4 | 1,235 | | | 1,235 | | |
| Long Beach | 1 | 541 | | | 541 | | |
| Los Angeles | 19 | 5,845 | | | 5,845 | | |
| Manhattan Bch. | 5 | 451 | | | 541 | | |
| Maywood | 1 | 471 | | | 471 | | |
| Monterey | | | 11 | 4,639 | 4,639 | 11 | 4,916 |

Police Departments (continued)

| County | POST 1982/83 | | STC 1982/83 | | 1982/83 | STC 1983/84 | |
|--------------------|--------------|------------------|--------------|--------------------|-------------------|--------------|--------------------|
| | Trainers | Reimbursements | Eligible | Allocation | Total | Eligible | Allocation |
| Mt. Shasta | 2 | 1,504 | | | 1,504 | | |
| Oakland | 11 | 8,374 | | | 8,374 | 72 | 66,675 |
| Palm Springs | 1 | 288 | | | 288 | | |
| Perris | 1 | 498 | | | 498 | | |
| Redondo Bch. | 8 | 402 | | | 402 | | |
| Richmond | 5 | 3,840 | | | 3,840 | 14 | 6,300 |
| Roseville | 4 | 2,138 | | | 2,138 | 11 | 4,950 |
| Sn Fernando | 1 | 502 | | | 502 | | |
| Santa Clara | 2 | 1,124 | | | 1,124 | | |
| Santa Monica | 3 | 1,435 | | | 1,435 | | |
| Santa Paula | 1 | 531 | | | 531 | | 531 |
| Signal Hill | 7 | 1,186 | | | 1,186 | | 1,186 |
| Southgate | 6 | 896 | | | 896 | | 896 |
| Tracy | 1 | 325 | | | 325 | | 325 |
| Torrance | | | | | | 18 | 7,986 |
| Tulelake | 1 | 1,001 | | | 1,001 | 11 | 4,950 |
| Vernon | 1 | 480 | | | 480 | | |
| West Covina | 2 | 574 | | | 574 | | |
| Whittier | 6 | 1,400 | | | 1,400 | | |
| TOTAL | 158 | \$ 61,691 | 29 | \$ 20,283 | \$ 81,973 | 178 | \$ 123,169 |
| GRAND TOTAL | 887 | \$232,465 | 4,544 | \$2,007,222 | \$2,239,46 | 6,332 | \$2,963,239 |

LONG RANGE PLANNING COMMITTEE
Meeting Action Notes

U.C.L.A., Los Angeles
December 6, 1983

The meeting was called to order by Chairman Edmonds at 10 a.m. in Redwood Room Number 5 of the Faculty Center, U.C.L.A. Present, in addition to the Chairman, were Commissioners Dyer, Pantaleoni, Van de Kamp, and Vernon, Executive Director Norman Boehm, and Executive Office staff Glen Fine and Don Beauchamp.

There was general discussion of several matters currently of concern to the Committee and the Commission. Issues discussed included the pre-employment training study, the core/module basic training study, and the nomination/selection process for the Command College.

At 11 a.m., Commissioners were joined by three members of the POST Advisory Committee: Advisory Committee Chairman Mike Gonzales, and members Ben Clark and Joe McKeown. The joint meeting with Advisory Committee members was for the purpose of review and discussion of proposals of the Advisory Committee. Those proposals were for Commission consideration of future study topics.

Scope of the POST Program

After review of a matrix of the 25 proposals of the Advisory Committee, there followed discussion on the general issue of what peace officer groups should be in the POST program, and whether private security should ultimately be brought into the program for standards setting purposes. There was consensus that a study be done to assess the feasibility of bringing all local peace officers into the program within the next five years. It was suggested that the feasibility study also address state peace officers.

Expanding the program to include all law enforcement was viewed as a high priority. There was agreement that the private security issue be deferred and re-examined after all law enforcement categories have entered the program.

Pre-Employment Training

A major proposal of the Advisory Committee was that the Commission set a goal for attainment of a totally pre-service training system. There was lengthy discussion of the college academy system, the potential impact of pre-service training on agency academies, the potential for a bifurcated system (pre-service academic training followed by in service "how to" training), and the option of departments to hire/not hire already trained applicants.

There was consensus that the issue is of sufficient complexity that study should continue with no specific goal at this time.

Conclusion

There was committee consensus that the major issues presented by the Advisory Committee are important and that the Advisory Committee has done an excellent job. It was concluded that, with exception of embracing all law enforcement in the program, none of the proposals should be accepted as Commission goals at this time. Rather, it was believed that the proposals should be accepted as issues requiring future exploration.

It was suggested that the Long Range Planning Committee submit a final report to the Commission at the April, 1984, meeting.

The meeting was adjourned at 3 p.m.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|---|------------------|--|
| Agenda Item Title MANAGEMENT COURSE CONTRACTS - FISCAL YEAR 1983/84 | | Meeting Date January 26, 1984 |
| Bureau Center for Executive Development | Reviewed By | Researched By <i>Ted Morton</i> Ted Morton |
| Executive Director Approval <i>Thomas C. Boehm</i> | Date of Approval | Date of Report November 2, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |

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

ISSUE

Commission review and approval of Management Course contracts as proposed for Fiscal Year 1984/85 are required to authorize the Executive Director to negotiate contracts with presenters.

BACKGROUND

This course is currently budgeted at \$217,560 for 21 presentations by five presenters:

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

In addition, there are two certified Management Course presenters who offer training to their own personnel at no cost to the POST fund:

- California Highway Patrol
- State Department of Parks & Recreation

ANALYSIS

Course costs are consistent with POST tuition guidelines. Required learning goals are being satisfactorily presented by each contractor.

It is estimated that 21 presentations will again be required in FY 1984/85. Staff anticipates some increases over FY 1983/84 due to increased costs for instructors, coordination, facilities and materials.

RECOMMENDATION

Appropriate action would be for the Commission to authorize the Executive Director to negotiate contracts with the current five contractors to present twenty-one (21) presentations of the Management Course during Fiscal Year 1984/85. Negotiated contracts will be returned for Commission approval at the April 1984 meeting.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | |
|---|------------------------------|---|
| Agenda Item Title EXECUTIVE DEVELOPMENT COURSE CONTRACT - FY 84/85 | | Meeting Date January 26, 1984 |
| Bureau Center for Executive Development | Reviewed By | Researched By Ted Morton <i>Ted Morton</i> |
| Executive Director Approval <i>Mouman C. Boehm</i> | Date of Approval 12-15-83 | Date of Report. November 2, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |

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

ISSUE

Commission review and approval of the Executive Development Course contract as proposed for Fiscal Year 1984/85 are required to authorize the Executive Director to negotiate contracts with presenters.

BACKGROUND

The single contractor for the Executive Development Course currently provides training for 100 trainees in five presentations per year. The contract costs for FY 1983/84 are \$53,765 for five presentations.

Commission Regulation 1005(e) provides that every regular officer who is appointed to an executive position may attend the Executive Development Course and the jurisdiction may be reimbursed provided the officer has satisfactorily completed the training requirements of the Management Course.

ANALYSIS

The California State Polytechnic University, Pomona, has been under contract to present the Executive Development Course since October 1979. The presentations have been well received by law enforcement executives. The presenter has developed a special expertise in presenting POST executive and management training. Because of this expertise, the presenter has attracted a high quality group of instructors and coordinators.

It is estimated that five presentations will again be required in FY 1984/85. Staff anticipates some increases over FY 1983/84 expenses due to increased costs for instructors, coordination, facilities and materials as may be allowable by tuition guidelines.

RECOMMENDATION

Appropriate action of the Commission would be a motion to authorize the Executive Director to negotiate a contract with Cal-Poly Kellogg Foundation to present five (5) presentations of the Executive Development Course during FY 1984/85. The negotiated contract will be returned for Commission approval at the April 1984 meeting.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | |
|--|------------------------------|---|
| Agenda Item Title CONTRACT FOR COMMAND COLLEGE AND EXECUTIVE AND MANAGEMENT TRAINING | | Meeting Date January 26, 1984 |
| Bureau Center for Executive Development | Reviewed By | Researched By Ted Morton <i>Ted Morton</i> |
| Executive Director Approval <i>Norman C. Boehm</i> | Date of Approval 12-15-83 | Date of Report November 22, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |

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

ISSUE

Commission review and approval of the Command College and Executive and Management Training contract as approved for 1984/85 are required to authorize the Executive Director to negotiate contracts with presenters.

BACKGROUND

The Command College has now been developed. Staff is preparing for the first classes to start January 30 and May 20, 1984. Previously approved contracts have provided for consulting services to develop curriculum, case studies, materials, assessment center processes and other activities relating to the development of the Command College.

Also under contract, staff has been presenting monthly executive and management seminars in various parts of the state. The seminars covered priority subjects suggested by law enforcement executives in a 1983 Training Needs Assessment study.

The single contractor for the Command College and monthly seminar, provides all necessary faculty, auditors, facilitators, consultants, training sites and materials for the stated programs. The contract costs for FY 1983/84 are \$120,330.

ANALYSIS

Center staff will continue to audit, coordinate and further develop executive and management training programs both for the Command College and special seminars.

The contractor, San Diego Regional Training Center, will provide the following services:

1. Present fourteen (14) executive and management, two and three-day seminars on subjects identified by POST staff from training needs surveys.
2. Present and coordinate with a full-time trained facilitator, two Command College and executive training planning development seminars.

3. The contractor will provide consulting services not available through POST staff for course design, curriculum development, faculty selection, student nomination and selection process, course evaluations and further program research.
4. The contractor will provide instructors, sites, equipment and training aids for Command College seminars including faculty members for evaluating student research projects for Classes One, Two, Three, and Four, commencing in 1984 and 1985.
5. POST staff will have the right to approve or disapprove all faculty, consultants, facilitators or other persons hired under the contract prior to their involvement.

It is estimated that the costs for 1984/85 will be approximately \$120,000 with some increases over FY 1983/84 expenses due to increased costs for instructors, facilities, and materials.

RECOMMENDATION

Appropriate action of the Commission would be a motion to authorize the Executive Director to negotiate a contract with San Diego Regional Training Center to furnish consulting and other services during Fiscal Year 1984/85. The negotiated contract will be returned for Commission approval at the April, 1984 meeting.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | |
|---|--|---|
| Agenda Item Title Dept. of Justice/POST Interagency Agreement for Training | | Meeting Date January 26, 1984 |
| Bureau Training Delivery Services | Reviewed By David Y. Allan <i>DYA</i> | Researched By Darrell L. Stewart <i>DS</i> |
| Executive Director Approval <i>Norman C. Beehan</i> | Date of Approval 12-29-83 | Date of Report December 8, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |

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

ISSUE

The Department of Justice has requested another Interagency Agreement (IAA) to provide local law enforcement training for Fiscal Year 1984-85. The request is to present 27 different technical courses, providing 117 separate presentations, for a total cost not to exceed \$636,000.

BACKGROUND/ANALYSIS

The Department of Justice has been contracting (Interagency Agreement process) with POST to provide local law enforcement training since 1974. The total cost of the training proposal each year has varied depending on the specific training to be provided. During Fiscal Year 1983-84, the IAA approved by the Commission was \$599,690.

The 1984-85 DOJ proposal includes four new courses: (1) Investigation of Officer Involved Shootings, (2) Department of Justice Information Systems, (3) Crime Scene Latent Prints (trainers), and (4) Drug Asset Removal. Staff will analyze each new course proposal for need justification and costs, and each on-going course for costs. This analysis will be finalized prior to the April Commission meeting, when a complete report on the proposed agreement will be presented.

RECOMMENDATION

Authorize staff to negotiate an Interagency Agreement with DOJ for Fiscal Year 1984-85, for an amount not to exceed \$636,000.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

| COMMISSION AGENDA ITEM REPORT | | |
|---|------------------|--|
| Agenda Item Title Continuation of POST Contract With CPS | | Meeting Date January 26, 1984 |
| Bureau Standards & Evaluation | Reviewed By | Researched By John Berner <i>JSB</i> |
| Executive Director Approval <i>Morgan C. Beckler</i> | Date of Approval | Date of Report November 18, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact | | <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No |

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

ISSUE:

Continuation of the POST Contract with Cooperative Personnel Services (CPS) of the State Personnel Board to administer the POST Basic Proficiency Examination.

BACKGROUND:

Penal Code Section 832(b) requires POST to develop and administer a basic training proficiency test to all academy graduates. POST has contracted with Cooperative Personnel Services (CPS) for the administration of the exam each of the last three years.

ANALYSIS:

CPS has done an acceptable job of administering the POST Basic Course Proficiency Examination over the last three years. Moreover, CPS can administer the exam for much less than it would cost if POST staff were to assume this function.

The amount of the FY 83-84 contract is \$29,050. The proposed contract for FY 84-85 is expected to be no more than \$34,000. This increase is due to an expected 12% increase in the number of academy graduates, and an anticipated inflation factor of 5%.

RECOMMENDATION:

Authorize staff to negotiate a contract with CPS for services during FY 1984-85.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|--|-------------------------------------|---|
| Agenda Item Title Contract Authorization for Computer Lease & Maintenance | | Meeting Date January 26, 1984 |
| Bureau Information Services | Reviewed By <i>DeCrona</i> | Researched By Gene DeCrona <i>DeCrona</i> |
| Executive Director Approval <i>Morgan C. Behm</i> | Date of Approval 12-16-83 | Date of Report November 16, 1983 |
| Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No | | |

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

Issue

Commission approval is requested for the Executive Director to negotiate contracts or Interagency Agreements for F.Y. 1984/85 as follows:

1. Upgrade and continuation of POST's computer hardware (equipment) lease and maintenance contract with Four-Phase Systems and
2. Computer services with Teale Data Center, a State agency.

Background

POST has been involved in contracts with Four-Phase Systems for computer leasing and service since 1979. In January 1983 the Commission approved the upgrading of the system to allow for greater storage capacity and flexibility of computer use. The current upgraded system was installed during July 1983 and is providing the anticipated service.

The new system has also provided POST Standards and Evaluation Bureau the capability of "tie in" with POST and the State's Teale Data Center. The process of conversion of Standards and Evaluation Bureau data to the Teale Data Center will be completed prior to June 30, 1984. At that time the goal of total integration of all POST's computer applications can be realized.

Analysis

The ongoing lease and maintenance cost for the total system is \$74,247. The contract is a three-year commitment with Four Phase Systems that began in F.Y. 1983/84. The upgrade of POST's computer system for F.Y. 1984/85 has been analyzed, and the need for a Magnetic Tape Drive is very apparent. The tape drive lease would cost POST approximately \$5,400 per year, requiring the F.Y. 1984/85 contract with Four-Phase to be increased to a total of approximately \$80,000.

The tape drive capability will provide POST the opportunity to prepare computer files for agencies, upon their request, at a rate of three percent to five percent of current cost of providing material. It also provides POST with input capabilities from tapes, thereby eliminating key data operator entry time. The tape drive will interface with Teale Data Center allowing for a third method of communicating information to agencies relative to their personnel records.

The Interagency Agreement (contract) with Teale Data Center for F.Y. 1984/85 will be necessary in the amount not to exceed \$25,000. The cost will be partially offset by the elimination of the current contract in the amount of \$9,900 with Capital Computer Center, which has provided service to Standards and Evaluation Bureau during the past several years.

Recommendation

Authorize the Executive Director to negotiate with Four Phase Systems for a contract not to exceed \$80,000 and with Teale Data Center for a Interagency Agreement not to exceed \$25,000 for the purpose outlined above, with the understanding that actual agreements will be brought to the Commission for approval at its regular meeting in April 1984.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

| | | |
|---|-----------------------------------|----------------------------------|
| Agenda Item Title 1984-85 INTERAGENCY AGREEMENT AUDITING SERVICES - STATE CONTROLLER'S OFFICE | | Meeting Date JANUARY 26, 1984 |
| Bureau ADMINISTRATIVE SERVICES | Reviewed By <i>[Signature]</i> | Researched By STAFF |
| Executive Director Approval <i>Norman C. Boehm</i> | Date of Approval 12-16-83 | Date of Report |

Purpose:

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

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

Each year for the past several years, POST has negotiated an interagency agreement with the State Controller's Office to conduct audits of selected local agencies which receive POST reimbursement funds. For Fiscal Year 1983-84, POST negotiated such an agreement in the amount of \$40,000 to provide the capability to audit 15 agencies.

Approval is requested to negotiate a similar agreement for 1984-85, but to increase the contract amount to \$80,000. The increase would double the audit capability (approximately 6% of reimbursable agencies) and enable a broader review of the new automated system which will be operational for one year. The increase resource will assure a reasonable sample of agencies to assess:

- (1) equity of reimbursement components,
- (2) system efficiency as well as
- (3) local agency compliance.

Appropriate action would be a motion to authorize the Executive Director to negotiate an agreement with the State Controller in an amount not to exceed \$80,000.

Memorandum

Date : January 9, 1984

Commissioner Al Angele
Commissioner William B. Kolender
Attorney General John Van De Kamp

From : Robert L. Vernon, Chairman
Commission on Peace Officer Standards and Training
Legislature Review Committee

Subject: LEGISLATIVE REVIEW COMMITTEE MEETING

The Legislative Review Committee of the Commission will meet at 8:00 a.m., January 26, 1984, in the Cafe Pot Porri Coffee Shop of the Town and Country Hotel, San Diego. The Chairman will report the Committee's action to the Commission at the regular meeting later that date.

AGENDA

1. Status Report - Active Bills
 - AB 1020 - State Police, expansion of service (no position)
 - AB 1530 - Chokehold training course (no position)
 - AB 2026 - Restraining order training (no position)
 - AB 2110 - Peace officer testing, training, and certification (oppose)
2. Reconsideration of Official Position on AB 2110
3. POST Legislative Policy
4. New Legislation

STATUS OF PENDING LEGISLATION OF INTEREST TO POST

ACTIVE *

| <u>Bill/Author</u> | <u>Subject</u> | <u>Commission Position</u> | <u>Status</u> |
|-----------------------|--|----------------------------|----------------------------|
| AB 1020 (Leonard) | State Police: Expansion of Services | Neutral | In Assembly |
| SB 1124 (Watson) | Training Standards: First Aid/CPR | Support | In Conference Committee |
| AB 1530 (Moore) | Chokeholds: Training Course Development | Neutral | In Assembly |
| AB 2026 (Naylor) | Restraining Order: Training | Neutral | In Assembly |
| AB 2110 (Alatorre) | Peace Officers: Training, Testing and Certification | Oppose | In Assembly |

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

**The First Aid/CPR provisions of this bill are identical to SB 1124.
When SB 1124 had problems in Committee, SB 595 was substituted as
the vehicle to carry the First Aid/CPR provisions.

Rev. 01/03/84

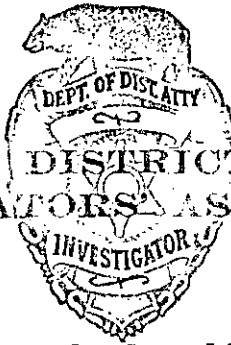
STATUS OF PENDING LEGISLATION OF INTEREST TO POST

INFORMATIONAL *

| <u>Bill/Author</u> | <u>Subject</u> | <u>Status</u> |
|------------------------|--|---------------|
| SB 185 (Beverly) | Peace Officer: Off Duty Powers | In Assembly |
| SB 544 (Davis) | Public Demonstrations: Carrying of Firearms | In Assembly |
| AB 626 (Margolin) | DA/Public Defender Training: Funding | In Senate |
| AB 767 (McAlister) | Santa Clara Co. Transit District: Police and Security Officers | In Assembly |
| AB 873 (Felando) | Peace Officer Powers: Correctional officers of Los Angeles County | In Assembly |
| AB 1904 (Seastrand) | Background Investigations: Corrections, CYA | In Senate |
| AB 2114 (Roos) | Olympic Task Force: Membership | In Assembly |

*Informational means the Commission will take no official position.

CALIFORNIA DISTRICT ATTORNEY
INVESTIGATORS ASSOCIATION



P. O. Box 1242
San Bernardino, California 92402

November 17, 1983

COMMISSION ON POST
NOV 21 12 36 PM '83

Commission on Peace Officer
Standards and Training
4949 Broadway
P. O. Box 20145
Sacramento, Ca. 95820-0145

Gentlemen:

After meeting with the Executive Committee and general membership at our annual Conference in October, it is the opinion of the members of this Association to press forward in our attempts to receive the regular P.O.S.T. Certificates for District Attorney Investigator/Inspectors. Although the votes were lacking at the April 1983 commission meeting, it is our feeling that, due to the lack of opposition from the general law enforcement community at that time, it is in our best interests to continue the pursuit of obtaining P.O.S.T. regular certificates.

Very truly yours,

DAVID HALL
President, C.D.A.I.A.

DH:dmm

DEPARTMENT OF JUSTICE

JOHN K. VAN DE KAMP, Attorney General

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

4949 BROADWAY
P.O. BOX 20145
SACRAMENTO 95820-0145EXECUTIVE OFFICE
(916) 739-5328

ROOM AUIS

Administrative Services
(916) 739-5354Compliance and Certificates
(916) 739-5377Information Services
(916) 739-5340Management Counseling
(916) 322-3492Standards and Evaluation
(916) 322-3492Training Delivery Services
(916) 739-5394Training Program Services
(916) 739-5372Course Control
(916) 739-5399Professional Certificates
(916) 739-5391Reimbursements
(916) 739-5367Resource Library
(916) 739-5353Center for Executive
Development
(916) 739-5328

November 28, 1983

David Hall, President
California District Attorney
Investigators' Association
P. O. Box 1242
San Bernardino, CA 92402

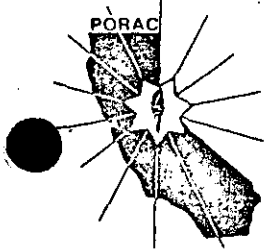
Dear Mr. Hall:

Thank you for your letter concerning the issuance of POST certificates to District Attorney Investigators. Copies of this correspondence will be forwarded to the Commissioners for their information.

Be assured we will keep your Association informed of any changes in current policy.

Sincerely,

ROBERT A. EDMONDS
POST Chairman



Peace Officers Research Association of California

STATE OFFICE
1912 F Street • Sacramento, CA 95814
(916) 441-0660
(800) 952-5263

SOUTHERN FIELD OFFICE
999 N. Sepulveda Blvd., Suite 314
El Segundo, CA 90245
(213) 615-0882

December 20, 1983

Mr. Norman Boehm
Executive Director
Commission on POST
4949 Broadway-Bldg. E
P.O. Box 20145
Sacramento, CA 95820-0145

Dear Mr. ^{Norm} Boehm:

The selection and training of public safety dispatchers is considered by our membership as critical to the safety of police officers and citizens alike.

In an effort to bring attention and remedy to this long neglected public safety area, we are introducing legislation on the subject in 1984. The bill seeks the Commission's involvement in establishing advisory standards for recruitment and training of public safety dispatchers.

This positive effort, if the Commission so desired, could be completed without legislative directive. We welcome your thoughts on this subject directly impacting peace officers throughout the state.

Sincerely,

JACOB J. JACKSON, Chairman
Legislative Division

JJJ:gr

COMMISSION ON POST
DEC 22 2 18 PM '83

DEPARTMENT OF JUSTICE

JOHN K. VAN DE KAMP, Attorney General

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

4949 BROADWAY
P.O. BOX 20145
SACRAMENTO 95820-0145EXECUTIVE OFFICE
(916) 739-5328

BUREAUS

Administrative Services
(916) 739-5354
Compliance and Certificates
(916) 739-5377
Information Services
(916) 739-5340
Management Counseling
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Standards and Evaluation
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Training Program Services
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(916) 739-5391
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Center for Executive
Development
(916) 739-5328

January 4, 1984

Jacob J. Jackson, Chairman
Legislative Division
Peace Officers' Research Association
of California
1912 F Street
Sacramento, CA 95814

Dear Chairman Jackson:

Thank you for your letter concerning the selection and training of public safety dispatchers. I appreciate your concern for the setting of appropriate standards for this important group of employees; however, I am of the opinion that the responsibility for this standard-setting function is outside the current legislative mandate of POST. Whether the responsibility should ultimately rest at the local, or state, level is still a matter upon which there is no universal agreement.

If legislation on this issue is introduced this year, the Commission will consider the total impact and develop an appropriate position. I would not anticipate the Commission supporting legislation which gives them the responsibility for setting selection and training standards for dispatchers.

To ensure the Commission is aware of PORAC's position on this matter, I have included a copy of your letter in the Commission agenda package for the January 26, 1984, meeting. I will certainly convey any thoughts the Commission may have on this issue to you after the meeting.

Sincerely,



NORMAN C. BOEHM
Executive Director



WOMEN PEACE OFFICERS' ASSOCIATION

of California, Inc.

October 19, 1983

EXECUTIVE SECRETARY
CAROL POWELL
1800-B National City Blvd.
National City, CA 92050

PRESIDENT

CLARA HARRIS
University of
California Police
Dept., Los Angeles

Robert A. Edmonds
Commission on Peace Officer
Standings and Training
P.O. Box 20145
Sacramento, California 95820-0145

1ST VICE PRESIDENT

MARY ANNE BOESE
Santa Clara County
District Attorney's
Office

Dear Commissioner Edmonds:

2ND VICE PRESIDENT

CAROL CAIRNS
Visalia Police Dept.

Barbara Ayers, representative of Women Peace Officers' Association on the Post Advisory Committee has indicated to me that she will be resigning at the end of October.

3RD VICE PRESIDENT

KARAN ALVERAZ
Albany Police Dept.

After careful review of potential candidates to the Post Advisory Committee, Women Peace Officers' Association offers the following nominees.

4TH VICE PRESIDENT

LEE ROSS
Los Angeles County
Sheriff's Dept.

Barbara Gardner

SECRETARY

DOLORES KAN
Bart Police Dept.

Pauline Dammann

SENIOR AT ARMS

LINDA FELLERS
San Joaquin County
Sheriff's Dept.

Margaret Hartmann

HISTORIAN

JANELLE HAGADORN
Modesto Police Dept.

Three names are being submitted due to the fact that you requested three, however, WPOA has submitted Barbara Gardner, Past President, as our number one choice.

CHAPLAIN

KATHERINE GAYLOR
Escondido Police Dept.

I am confident that Barbara will prove to be a tremendous asset to POST and comes to you with the highest of recommendations.

Should you or your colleagues have any questions regarding this issue, please contact me.

Be assured of our continued cooperation and support in matters of mutual concern at all times.

Sincerely,



Clara M. Harris
President
Women Peace Officers' Association
of California, Inc.
8915 6th Avenue
Inglewood, Ca. 90305

COMMISSION ON POST
OCT 31 12 39 PM '83



CALIFORNIA PEACE OFFICERS' ASSOCIATION
 207 H STREET, SUITE 107 P.O. BOX 10116 SACRAMENTO, CA 95816
 PHONE (916) 446-9831

President
LES SOURISSEAU
Chief, Montebello

1st Vice President
SAL ROSANO
Chief, Santa Rosa

2nd Vice President
RICHARD RAINEY
Sheriff, Contra Costa County

3rd Vice President
RICHARD MOORE
Chief, Atherton

4th Vice President
SHERMAN BLOCK
Sheriff, Los Angeles County

Treasurer
O. J. HAWKINS
*Special Law Enforcement Liaison
 for the Attorney General*

BARBARA AYRES
Captain (Retired), Orange County

HAROLD BARKER
*Assistant Sheriff
 San Mateo County*

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

JACK G. COLLINS
*Manager, Corporate Security
 Getty Oil Company*

GLEN CRAIG
*Director, Division of
 Law Enforcement
 California Department of
 Justice*

RAYMOND C. DAVIS
Chief, Santa Ana

JOHN DUFFY
Sheriff, San Diego County

DONALD FORKUS
Chief, Brea

MARVIN D. IANNONE
Assistant Chief, Los Angeles

DUANE LOWE
*Chief, Division of Investigations
 Department of Consumer Affairs*

CORNELIUS MURPHY
Chief, San Francisco

JOHN J. NORTON
Chief, California State Police

MAUREEN O'CONNELL
Sergeant, Alameda County

WILLARD SHANK
*Commanding General
 California Military Department*

JAMES D. SMITH
Chief, Lompoc

J. E. SMITH
*Commissioner
 California Highway Patrol*

ROBERT WASSERMAN
Chief, Fremont

RAYMOND P. YELCHAK
*Special Agent in Charge
 Federal Bureau of Investigation,
 Sacramento*

• • •
Executive Director
LEROY SANA

November 15, 1983

Robert Edmonds, Chairman
 POST Commission
 P. O. Box 20145
 Sacramento, CA 95820-0145

Dear Mr. Edmonds:

Concerning this association's vacant POST advisory position, be advised CPOA'S Executive Committee met on November 6, 1983 and nominated the following candidates for your consideration. The nominees are listed in executive board priority order:

- 1) Ray Davis, Chief, Santa Ana Police Department
- 2) Don Forkus, Chief, Brea Police Department
- 3) Charles Thayer, Chief, Tustin Police Department

In the event you have any questions, please contact me.

Sincerely,


 LeRoy Sana
 Executive Director

LS/ls

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 COMMISSION ON POST

6-54-83

JOHNNY GRANT
Vice President
Public Affairs/Special Projects

KTLA

January 6, 1984

Michael Gonzales
Chairman
POST Advisory Committee
P.O. Box 20145
Sacramento, CA 95820-0145

JAN 9 11 35 AM '84
COMMISSION ON POST

Dear Michael:

It was an honor and privilege having been appointed to the POST Advisory Committee this past year. I regret that my work assignments and hospitalization prevented me from attending the last three meetings.

It appears that work will be as demanding in 1984, making my attendance uncertain. Therefore, I feel it would be in the best interest of the Commission if I submitted my resignation as of this date. This will provide the opportunity for another appointee who can devote the necessary time and energy the Commission deserves.

Again, I was truly honored to have been appointed to such an important agency as POST. Thank you for that honor. If there is anything I can do to be of service to the Commission, please don't hesitate to call.

Warm personal regards.

Sincerely,

Johnny Grant

JG/sm

cc: Robert A. Edmonds

5800 SUNSET BOULEVARD • P.O. BOX 500 • LOS ANGELES, CA 90078 • (213) 460-5897
GOLDEN WEST TELEVISION, INC.

CSTI POST AGENDA ITEM

CSTI was conceived by the Military Department during early 1970, as a result of a Law Enforcement Assistance Administration grant to develop a civil disorder management training program. The civil disorder experiences of the 1960s dictated the requirement for such training. The initial course offering was presented in November, 1971. The acceptance by local government management officials of California was almost instantaneous. Middle and upper-level management personnel have been the largest groups of consumers since the Institute's inception. In 1973, at the request of the law enforcement community, CSTI expanded beyond the Civil Disorder Management Course into Police Officer Survival. In rapid succession, and also at the request of the consumers, CSTI added programs in School Security and Terrorism.

By midyear 1975, it had become evident that the principles developed and taught by CSTI were valid and vital in preparing to mitigate any manner of natural or man-made disaster. Thus, the Civil Emergency Management Course replaced the Disorder Course and a much broader appeal to fire services, disaster services coordinators, public works managers, city and county officials and many other disciplines was launched.

During the period 1975, through 1983, more than 20 other courses, modular programs and seminar/workshops have been successfully developed and presented in more than 300 course sessions. CSTI, with the support of POST, has expanded its curriculum offerings beyond simple CEMC to a series of "Incident specific" emergency management courses: Earthquake, Hazardous Materials, Major Events, Planning for Planners, The Disabled in Disasters; and, the newest course, Major Fires. Beginning in 1982, CSTI's offerings now include Emergency Preparedness Exercises in local communities. In these instances the Institute faculty, at the request of a jurisdiction, go into the community and present instructional material and planning assistance and conduct a complete disaster test exercise. These exercises include the use of actual disaster response equipment, manpower, facilities, plans, policies and procedures and demographic data. The impact and positive feedback to that jurisdiction could save the city or county and the State thousands of lives and millions of dollars in the event of a real disaster.

CSTI has continuously evaluated its criminal justice offerings in response to POST recommendations and student demand indicators from local agencies. Since 1980, the Institute has eliminated all but the three core courses in this field; Officer Safety and Field Tactics for Line Officers; Officer Safety and Field Tactics for Trainers; and, Terrorism. No expansion in the area of new Criminal Justice Course offerings is anticipated by CSTI.

CSTI is now a legislated activity of the State of California. Approximately two-thirds of the required funding is supplied by the State General Fund; this then is supplemented by tuitions, fees and contracts assessed for student participation and program conduct.

During the next eighteen months (Jan, 1984, thru July, 1985) a transition of agency responsibility for CSTI will occur. We anticipate securing legislation to change administration of CSTI from the Military Department to the Office of Emergency Services. During this transition period, CSTI will be integrating all of its programs and concepts with those of OES and foresees continuation of the current academic program. General Funding will be provided and supporting tuitions will be necessary as in current operations.

The Institute appreciates the support which has been provided by the Commission on Peace Officer Standards and Training (POST) in years past and solicits your continued support as we transition to a new agency of State Government.

Prepared: January 10, 1984