

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



## COMMISSION MEETING AGENDA

Thursday, January 25, 2001

Piccadilly Inn Hotel  
5115 E. McKinley Ave.  
Fresno, CA 93726  
(559) 251-6000

### AGENDA

Gray Davis  
Governor

#### **CALL TO ORDER - 10:00 A.M.**

Bill Lockyer  
Attorney General

#### **COLOR GUARD AND FLAG SALUTE**

#### **MOMENT OF SILENCE HONORING PEACE OFFICERS KILLED IN THE LINE OF DUTY**

Since the last Commission meeting, the following officers have lost their lives while serving the public:

- Robert "Bobby" Mata, Officer, Los Angeles Police Department
- Gerald Silvestri, Officer, San Bernardino Police Department
- Sean Nava, Officer, California Highway Patrol

#### **ROLL CALL OF COMMISSION MEMBERS**

#### **INTRODUCTIONS**

#### **APPROVAL OF MINUTES**

- A. Approval of the Minutes of the August 23, 2000, Commission meeting at the DoubleTree Hotel in Ontario, California.

#### **CONSENT CALENDAR**

##### **B.1 Receiving Course Certification Reports**

Since the July 2000 meeting there have been 156 certifications, 167 decertifications, and 295 modifications.

In approving the Consent Calendar, your Honorable Commission receives the report.

**B.2 Receiving Financial Reports – First and Second Quarter FY 2000/01**

The first quarter financial report is enclosed under this tab for information purposes. The second quarter report will be provided at the meeting.

In approving the Consent Calendar, your Honorable Commission receives the report.

**B.3 Receiving Information on New Entries Into the POST Regular (Reimbursable) Program**

- The Ventura County Community College District Police Department has met the Commission's requirements and has been accepted into the POST Regular (Reimbursable) Program.
- The Siskiyou County District Attorney's Office has met the Commission's requirements and has been accepted into the POST Regular (Reimbursable) Program.
- The Glendale Community College District Police Department has met the Commission's requirements and has been accepted into the POST Regular (Reimbursable) Program.
- The San Benito County Marshal's office has met the Commission's requirements and has been accepted into the POST Regular (Reimbursable) Program.
- The Inglewood Unified School District Police Department has met the Commission's requirements and has been accepted into the POST Regular (Reimbursable) Program.

In approving the Consent Calendar, your Honorable Commission receives the report.

**B.4 Receiving Information on Withdrawals from POST Regular (Reimbursable) Program**

- Orange County Marshal's Department has merged with the Orange County Sheriff's Department as a result of a reorganization of county government, effective July 1, 2000.
- Solano County Coroner's Office has merged with the Solano County Sheriff's Department as a result of a reorganization of county government, effective January 4, 1999.
- Elk Grove Unified School District Police Department has disbanded and will convert to a Security and Safety Division.

In approving the Consent Calendar, your Honorable Commission receives the report.

**B.5 Receiving Information on New Entries Into the Public Safety Dispatcher Program**

Procedures provide that agencies that have expressed willingness to abide by POST Regulations and have passed ordinances as required by Penal Code Section 13522 may enter into the POST Reimbursable Public Safety Dispatcher Program pursuant to Penal Code Section 13510 (c) and 13525.

In approving the Consent Calendar, your Honorable Commission notes that the El Segundo Police Department, and the CSU, Channel Islands, Police Department have met the Commission's requirements and have been accepted into the POST Reimbursable Public Safety Dispatcher Program.

**B.6 Report on Job Task Analysis for Patrol Officers**

POST's Strategic Plan Objective A.11 calls for the completion of a job analysis on the entry-level patrol officer position. The project is designed to provide a basis for review and revision of the Basic Course training curriculum. It is necessary to ensure that all training in the revised course is essential to preparing the trainee to successfully perform as a peace officer (i.e., is job related). This project is now completed and the resulting database is being used to continually reassess regular basic course curriculum.

In approving the Consent Calendar, your Honorable Commission receives the report.

**B.7 Report on MIDP Evaluation**

At its April 2000 meeting, the POST Commission authorized an in-depth evaluation of the Master Instructor Development Program (MIDP). While the program has been successful in producing high quality master instructors since its inception in 1991, both enrollment and graduation figures for the past several classes have been comparatively low. Other factors prompting review of the program are unevenness in the quality of course final projects and uncertainty as to the degree of ongoing involvement in training activities by graduates (and non-graduates).

A team of educational technology experts (from San Diego State University and San Jose State University) began an in-depth four-month program evaluation during May. The evaluation team focused its efforts in three areas: program design and processes, program effectiveness, and program graduates' ongoing activities. Data collection was accomplished through surveying of all program graduates (including those who did not

complete the program) and through in-person and telephonic interviews. A wide variety of program materials were reviewed, and the evaluators also participated directly in program workshops conducted during the evaluation period.

While the evaluators had very high opinions of the MIDP goals and its capability of building important learner-centered skill sets, they identified several areas for improvement: multi-media technology, student assessment/feedback protocols, post-graduate training opportunities, marketing (for recruitment), candidate retention, broad POST liaison, and instructional systems design fundamentals. Most recommendations for improvement are being implemented.

It is requested that the Commission accept this report for informational purposes.

**B.8 Report on Law Enforcement Officers Killed**

The Law Enforcement Officers Killed and Assaulted in the Line of Duty (LEOKA) report for the period from 1995 through 1999 has been completed and will be distributed to the field in the near future. Attached to the Agenda Item is the report's Executive Summary.

This report is provided for informational purposes.

**B.9 Annual Review of Sherman Block Supervisory Leadership Institute Tuition for Non-Reimbursable Agencies**

Consistent with Commission policy, staff annually reviews the tuition charged to non-reimbursable agencies and reports to the Commission each January with the recommended tuition for the coming year.

The current year tuition rate is \$1,752. Analysis shows that the tuition level should increase to \$1,853 for classes beginning July 2001 through June 2001. Analysis of costs is included in the report under this tab.

In approving the Consent Calendar, your Honorable Commission receives the report and sets the tuition rate of \$1,853 for classes beginning July 2001 through June 2002.

**B.10 Annual Review of Command College Tuition for Non-Reimbursable Agencies**

Consistent with Commission policy, staff annually reviews the tuition charged to nonreimbursable agencies and reports to the Commission each January with the recommended tuition for the coming year.

The current tuition for the Command College is \$3,110. Analysis of the costs is included in the report under this tab. The analysis suggests that the current tuition should remain the same for 2001 for classes beginning May 2001 through March 2002.

In approving the Consent Calendar, your honorable Commission receives the report and sets the tuition rate of \$3,110 for Classes 32, 33, and 34, and Class 31 (Session 7) that are tentatively scheduled to begin between May 2001 and March 2002.

## PUBLIC HEARINGS

### C. Public Hearing to Consider Establishing Perishable Skills Training Requirement

Currently, POST's CPT requirement provides that every officer, first-line supervisor, manager, executive, dispatcher and Level I/II reserve officer must complete 24 hours of POST-certified training every two years. While POST provides some guidance as to recommended training courses/topics in Commission Procedure D-2, law enforcement agencies have been given wide latitude in selecting courses or topics to satisfy this training requirement. Rationale for this approach has been that training needs vary over time, and from agency to agency.

It is proposed that POST Regulation 1005(d)(2) and Procedure D-2 be amended to require all regular and specialized peace officers below the middle management position (i.e. officers and first level supervisors) assigned to patrol, traffic, or investigation who routinely effect the physical arrest of criminal suspects to complete a minimum of 12 hours in specified perishable skills training and 2 hours of communications (tactical and interpersonal) training every two year period as part of the 24 hour CPT requirement. (NOTE: Law enforcement agencies which do not fall within the above defined scope may, as an option, elect to voluntarily conduct 12 hours of perishable skills training and 2 hours of communications training as part of their 24 hour CPT requirements). The remaining 10 hours of CPT would remain non-specified, allowing agency flexibility in the selection and application of other training topics. Minimum hours proposed for each of the three perishable skills, and communications, are as follows:

- |   |         |
|---|---------|
| 1. Arrest and Control                             | 4 hours |
| 2. Driver Training/Awareness or Driving Simulator | 4 hours |
| 3. Tactical Firearms * or Force Options Simulator | 4 hours |
| 4. Communications (tactical and interpersonal)    | 2 hours |

\* Tactical Firearms training courses involve tactical situations, judgment and application. Basic marksmanship and routine qualification do not satisfy the requirement.

Communications, although not considered a gross psychomotor skill, is nevertheless a perishable, critical skill that is an inherent part of almost every task performed by peace officers. Communications has significant implications for officer/citizen safety as well as law enforcement's image.

Citizen complaints often emanate from ineffective communications. It is proposed that Communications be satisfied alternately between "tactical" and "interpersonal." Tactical communications provides skills in gaining compliance with officer's directives.

#### Rationale for Requirement

1. Without periodic refresher training and practice, major psychomotor skills (driving, shooting, and self defense/arrest methods) diminish over time.
2. Refresher training in these skills may reduce officer/citizen injuries or deaths, internal investigations, or agency liability.
3. Many California law enforcement agencies already recognize this training need and routinely provide it to their officers
4. It is no coincidence that these core skills, when not periodically refreshed, frequently correlate to incidence of personnel complaints, officer injury, officer death, civilian injury, civilian death and resultant liability to law enforcement agencies. Accordingly, the four core skills were identified as lynchpins of safe and effective law enforcement operations.

At the July 20, 2000, meeting, the Commission initially considered this issue and moved to reset it for public hearing at the November 2, 2000, meeting.

It is recommended that, subject to the results of a public hearing, the Commission amend Commission Regulation 1005 (d) (2) and Commission Procedure D-2 to require specified "Perishable Skills" and Communications as part of the Continuing Professional Training requirement and that these changes take effect January 1, 2002.

#### D. Public Hearing on Proposal to Amend Regulation 1015(e) to Authorize Backfill Reimbursement for Public Safety Dispatchers and Dispatch Supervisors

The Commission, at its October 1999 meeting, approved backfill reimbursement for public safety dispatchers and dispatch supervisors. This action recognized the critical role of dispatchers in providing community service and ensuring the safety of officers in the field. However, Regulation 1015(e) authorizes backfill reimbursement only for peace

officers. This proposed amendment will authorize backfill reimbursement for Public Safety Dispatchers and Dispatch Supervisors.

Subject to the results of the public hearing, the appropriate action would be a MOTION to amend Regulation 1015, as proposed, to authorize backfill reimbursement for public safety dispatchers and dispatch supervisors.

## **BASIC TRAINING**

### **E. Report on Proposal to Amend Regulation 1007 Reserve Officer Minimum Standards and Procedure H-3 Reserve Officer Training Requirements**

On September 1, 2000, Governor Davis signed into law Senate Bill 1955 which will become effective January 1, 2001. This bill amends Penal Code Section 832.6 by providing a provision for a reserve officer who has previously satisfied training requirements pursuant to this section, and has served as a Level I or Level II reserve officer within the three-year period prior to the date of a new appointment to remain qualified as to POST training requirements if that officer accepts a position at the same or lower level. If the break in service is three-years or longer, the individual will be responsible for meeting the current minimum training requirements as required by Regulation 1007(b).

Current law allows Level I and Level II reserve peace officers to transfer to another law enforcement agency, at the same level, without having to meet any new training requirements that may have been established since their original appointment. The transfer has to be accomplished without a break in service between agencies. If there is any break in service, the individual is required to meet current training standards. Senate Bill 1955 addresses this issue by eliminating the no break in service requirement.

The proposed amendments to Regulation 1007 and Commission Procedure H-3 are intended to establish provisions for former Level I and II reserve officers to accept new appointments, at the same or lower level, with a less than three-year break in service, thus bringing POST's regulations into consistency with state law.

If the Commission agrees with the proposed amendments, it is proposed that the Notice of Proposed Regulatory Action process be used. If no one requests a public hearing, the amendments would become effective 30 days after approval by the Office of Administrative Law.

If the Commission concurs, the appropriate action would be a MOTION to approve, subject to results of the Notice of Proposed Regulatory Action, the modifications to Regulation 1007 and Procedure H-3 as described.

F. Contract Request for Management Fellow (Workbook Updates)

The Commission authorized the development of the Basic Course Student Workbook Instructional System to support the Regular Basic Course (RBC) and the Specialized Investigators Basic Course (SIBC). This instructional system includes student workbooks, instructor guides, and instructional videos. There are currently 41 Learning Domains that are supported by student workbooks and instructor guides and four SIBC workbooks under development. While the workbooks are foundationally correct and educationally strong, staff and the field periodically identify minor errors that need correction. Additionally, the workbooks must be updated on a timely basis to ensure that legal and other changes are made annually.

The BTB has conducted extensive research and evaluation while successfully managing pilot workbook update meetings using part-time (annuitant) personnel to develop the proposed system. The results of BTB's pilot project research revealed that the workload involved in this process is beyond the current staff's ability to manage. Additional staff resources are required for this purpose. In order to meet the immediate need and to ensure that these revisions are timely for the field, it is important that the services of a Special Consultant (Management Fellow) be obtained to assist and work with existing staff. POST has used the services of Special Consultants in the past for a variety of different projects. The use of a Special Consultant in this case is appropriate and consistent with past practice.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into an Interagency Agreement with a governmental agency for the services of a Special Consultant (Management Fellow) to assist with revising and updating Basic Course Student Workbooks for a period not to exceed one year and at a cost not to exceed \$130,000 for salary and benefits. (ROLL CALL VOTE)

G. Contract Request with Office of State Publishing for Basic Course Workbooks

The Commission has previously authorized a three-year agreement with OSP to print, sell and distribute the workbooks on behalf of POST. OSP was to recover all of its costs through workbook sales. The original prices, established in 1998, are still in effect. Since 1998 OSP has absorbed increased operational costs. If the current prices of \$3.80 for Student Workbooks and \$7.50 for Instructor Guides remain in effect, OSP forecasts a loss in excess of \$285,000 during this fiscal year. Without a price increase, OSP would incur even higher losses in the future.

The original prices of the Student Workbooks and the Instructor Guides included a twenty-five cent per book contingency fee. (In the case of the workbook sale price of \$3.80, twenty-five cents went into the contingency fund and \$3.55 went to OSP.) The



fees have been accumulated by OSP in a trust account which is estimated to be \$137,349 by June 30, 2001. This account has two primary goals: 1) to refund the \$30,000 deposited by POST to establish OSP's operating fund; and 2) to discount some of POST's printing costs. To date no funds have been returned to POST or directed towards any printing order. These funds could be applied to OSP's existing financial loss.

The agreement also authorized an annual sale price adjustment. At OSP's request, discussions have occurred to establish a new sale price for a two-year period beginning July 1, 2001. Based on an anticipated annual sale of 325,000 workbooks, the sale price recommended by OSP is \$5.20 per Student Workbook and \$8.00 per Instructor Guide. The recommended sale price reflects OSP's increased costs for paper, ink, employee salaries and the results of increased energy costs. Staff has reviewed OSP accounting documents and determined that OSP is providing the workbooks at the lowest possible cost. The sale price is designed to recover costs only; no contingency fees or "profit margins" are included in the sale price.

This proposal recommends that POST apply the trust account to OSP's deficit which will reduce the Student Workbook purchase price to \$5.00. The Instructor Guide will remain at \$8.00. Additionally, it is understood that the twenty-five cent per workbook and instructor guide trust account would be terminated.

If the Commission concurs the appropriate action would be a MOTION to authorize the Executive Director to amend the existing Interagency Agreement with the Office of State Publishing, to include: 1) applying the current POST trust account of \$137,349 to OSP's deficit; and, 2) authorize OSP to sell Student Workbooks and Instructor Guides at \$5.00 and \$8.00, respectively. (ROLL CALL VOTE)

## **CENTER FOR LEADERSHIP DEVELOPMENT**

### **H. Request for Contracts to Present Supervisory Course Instructor Training Workshops**

The Commission, under a separate agenda item, authorized the redesign and piloting of a new Basic Supervisory Course. The redesigned course has been piloted five times and has received outstanding ratings.

It is proposed that six Supervisory Course Instructor Training Workshops be presented to train a cadre of new *facilitator/instructors* that will present the new Supervisory Course beginning in July 2001. The proposed 48-hour workshop would prepare instructors to present the new course material. They must be trained and become knowledgeable in a variety of areas, including the art of facilitation to be effective in delivering the new curriculum.

It is estimated that each 48-hour workshop will cost \$17,981 per presentation. Funding for six presentations is estimated to cost \$107,886.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into contracts with certified presenters to offer six presentations of the Supervisory Course Instructors' Training Workshop at a cost not to exceed \$107,886. (ROLL CALL VOTE)

I. Contract Request to Develop Scenarios for the Basic Supervisory Course

The Commission authorized the design and pilot testing of the new Basic Supervisory Course. In the design of the course, videotaped scenarios were successfully used to introduce the students to a group of subordinates, and allowed students to identify and discuss strategies to handle a variety of realistic law enforcement incidents that required a supervisory response. This agenda item is a request to contract for the production of a second set of videotaped scenarios to be used statewide in the Supervisory Course.

The initial set of scenarios has been very successful. The request to develop additional scenarios will allow more scenarios based on critical incident management, ethical decision-making, and other appropriate subject matter that new supervisors deal with every day. The proposed scenarios will provide a vital enhancement to the overall instructional design and presentation of the Basic Supervisory Course.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contract with KPBS-TV at San Diego State University to produce a second set of video-based scenarios for the Basic Supervisory Course at a cost not to exceed \$100,000. (ROLL CALL VOTE)

J. Request to Set a Public Hearing to Amend Commission Regulation 1005(c), Concerning Attendance at the Management Course.

At the April 27, 2000, meeting, the Commission directed staff to research the feasibility of allowing peace officer association (POA) board members and executives to attend the Management Course.

On June 22, 2000, staff reported to the Long Range Planning Committee that current Commission Regulations do not authorize individuals below the rank of Sergeant to attend the Management Course. As the regulation 1005(c)(1-5) is presently constructed, any regular officer who is a Sergeant or higher, has completed the training requirements of the Supervisory Course, and is authorized by their department head, may attend the Management Course.

On December 13, 2000, staff provided the Long Range Planning Committee with draft regulation changes that would be necessary to allow management course attendance by POA board members. Staff was directed to prepare the issue for presentation to the full Commission at the January meeting.

POA executives and directors, regardless of rank, could be authorized to attend the Management Course and 100% release time individuals could be authorized to attend without department head approval if the Commission amended Regulation 1005(c) as proposed in the report under this tab.

If the Commission concurs, the appropriate action would be a MOTION to set the matter for a public hearing at the April 19, 2001, Commission meeting to consider amendments to Commission Regulation 1005(c)(1-5), authorizing peace officer association board members to attend the Management Course.

## MANAGEMENT COUNSELING

### K. Proposed Revisions to Commission Regulation 1019 (Peace Officer Feasibility Studies)

Since 1990, all persons seeking new peace officer designation through legislation must first request a feasibility study by POST. Assembly Bill 1494 amended Penal Code sections 13540-42 to expand the study requirement to include persons who are currently peace officers and who desire a change in peace officer designation or status. Assembly Bill 1494 took effect July 7, 2000.

Commission Regulation 1019 provides for the feasibility study and recommendations to be made on requests for *new* peace officer status, but does not address studies for *changes* in peace officer designation. The proposed changes to Regulation 1019 will expand the feasibility study requirement to include requests for changes in peace officer status or designation in accordance with Penal Code Section 13540(b) and bring the regulation into compliance with Penal Code Section 13542 with regard to requirements for a favorable recommendation and time limits for completion of the study.

If the Commission concurs, the appropriate action would be a MOTION to amend Regulation 1019, as proposed, subject to results of Notice of Proposed Regulatory Action. The proposed changes will become effective 30 days after approval by the Office of Administrative Law.

## STANDARDS AND EVALUATION BUREAU

### L. Contract Request to Produce Recruitment Videos and Handbook

At the November 1999 meeting, the Commission approved a contract for services of a Special Consultant (Management Fellow) to research and identify programs and strategies that may assist local law enforcement agencies in recruiting law enforcement officers. Sgt. Lori Lee of Vallejo Police Department was subsequently selected for this assignment. Under her oversight, much progress has been made on the POST Recruitment Project, including the conceptualization of two recruitment videos and a handbook that will benefit hiring agencies. This is a request for the funding of those products.

The appropriate action, if the Commission concurs, would be a MOTION to authorize the Executive Director to enter into a contract with KPBS for the development of two recruitment videotapes and the services of an instructional designer to assist in the development of a handbook, at a total cost not to exceed \$210,000. (ROLL CALL VOTE)

### M. Contract Request to Provide Training for Academy Physical Training Instructors

The current POST strategic plan calls for increasing entry-level selection standards in the area of physical ability (A.3, Component II) and it calls for expanding instructor development opportunity (B.8). This request supports both strategic plan objectives. At the present time, POST is in the process of reviewing and revising the POST physical training program and developing a pre-academy physical fitness standard.

From time to time, POST has found it beneficial to have training provided to academy physical fitness staff. By providing this training, POST will broaden academy physical training instructors' capabilities to assist POST in the review of the physical training program and the development of a pre-academy standard. In addition, these instructors can use the same tools at their own agencies to update and modify physical training programs.

The Cooper Institute for Aerobic Research (CIAR) is the only known physical fitness-training provider that specifically trains law enforcement in preventive medicine research, safety programs, legal issues, and norms and standards development. The two courses requested from CIAR are specific to physical fitness curriculum for law enforcement and reflect their experience in standards development. The goal of the courses is to provide leading edge training to physical training instructors who will then apply the training at the State and local level.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to contract with the Cooper Institute for Aerobic Research to present the Police Physical Fitness Specialist Course and the Advanced Physical Fitness Specialist Course to assist in the implementation of Strategic Plan Objectives A.3, and B.8, at a cost not to exceed \$30,000. (ROLL CALL VOTE)

### TRAINING DELIVERY BUREAU

N. Report and Recommendation to Enter Into Contracts for Presenting Mobile Force Option Simulator Training for FY00/01

The report under this tab would authorize the Executive Director to enter into a contract to train a maximum of 400 students in *Force Option Simulator Training* at a cost of \$144.00 each. The total amount of this contract would not exceed \$57,600 for the period starting February 1, 2001, and ending June 30, 2001. This contract would provide training on a mobile platform in remote areas of the state which do not normally have access to the fixed sites.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contract to train a maximum of 400 students in Force Option Simulator Training at a cost not to exceed \$57,600. (ROLL CALL VOTE)

### TRAINING PROGRAM SERVICES BUREAU

O. Specialized Training Instructor Requirements

Pursuant to the Commission-approved Plan for Instructor Training Requirements and Certification, regulations have been prepared to formalize existing prerequisites for instructors of specialized training courses. This is in furtherance of "Step 3" of the Plan. POST has maintained an expectation that persons who instruct in certain high risk/liability areas should attend a POST-certified instructor development course (or an equivalent one) on the related subject area. Such subjects include arrest and control techniques, defensive tactics, driver training, and firearms training. The regulations also encompass training requirements for certain key basic academy staff.

The pertinent instructor development courses already exist and have been presented for years. Most training presenters have required their instructors to complete these courses. The proposed regulations include provisions for equivalency determinations to exempt qualified instructors from the training requirements.

The proposed effective date of the regulations is July 1, 2002. Training costs will be shared among POST, presenters, and instructors. Both the broad-based Instructor

Standards Advisory Council and the Basic Course Consortium have supported the spirit of the regulations.

The appropriate action, if the Commission concurs, would be a motion to approve, subject to results of a Notice of Proposed Regulatory Action, the proposed regulations to establish training requirements for instructors who teach specialized subjects in POST-certified courses, as well as for certain key basic academy staff.

P. Proposed Curriculum Revisions to Aviation Security Course

Penal Code section 832.1 mandates completion of POST-approved "Airport Security" training for all airport security officers, airport policemen, and airport special officers. Enacted into law in 1973, the 20 hour course was last updated in 1983. Currently, there are three presenters of this course: San Francisco Police Department, Los Angeles World Airport Police, and the San Jose Police Department.

Recognizing many airport conditions have changed in recent years and that the POST's curriculum requirements were out of date, POST launched a review process that involved the training presenters as well as practitioners.

Recommended additional topics include Multi-Agency Task Forces and spacing Airfield Operations. In addition, it is recommended that the minimum hours be increased from 20 to 40 which is supported by subject matter experts.

If the Commission concurs, the appropriate action would be a motion to approve amendments to Regulation 1081(a)(2) concerning Airport Security subject to the results of a public review process. If no one requests a public hearing, these changes will go into effect upon approval of the Office of Administrative Law.

Q. Contract Request for A Regional Skills Training Center in the South Bay, West Los Angeles County Area

The Commission requested that POST staff conduct a search for a suitable location for a Regional Skills Training Center located in the South Bay/Western Los Angeles County region at the July 2000 meeting.

During that search, formal proposals were submitted by L. A. County Sheriff's Department, Culver City P.D., and the South Bay Regional Public Communication Authority on behalf of the South Bay Regional Chief's Association. The recommendation of the Chief's Association, which represents the majority of the officers, appears to be the best solution. They have identified a centralized location to manage the site and have a Joint Powers Authority, which is the South Bay Regional Public Communication Authority.

If the Commission concurs, the appropriate action would be to authorize the Executive Director to enter into an agreement, as described in the report, with the South Bay Regional Public Communication Authority in an amount not to exceed \$558,339.00. (ROLL CALL VOTE)

R. Contract Request for POST Management Fellow (Legislative Training Mandates)

A management fellow is requested to research and implement up to four new pieces of legislation requiring POST to expand and recast our elder abuse training (AB 1819), establish and keep updated a classroom training course relating to intervention with developmentally disabled persons (AB1718), develop racial profiling curriculum (SB1102), and to implement a course of instruction and write guidelines for law enforcement response to stalking cases (SB1539). Staffing for the implementation of these bills will require one full-time consultant for one year. Existing staff resources are insufficient to address all these legislative mandates in a timely fashion as required by law.

If the Commission concurs the appropriate action would be a MOTION to authorize the Executive Director to contract with a local law enforcement agency for a period not to exceed one year and at a cost not to exceed \$130,000 for salary and benefits. (ROLL CALL VOTE)

S. Request for Approval to Accept 2000-01 Violence Against Women Act Law Enforcement Grant Funds and Renewal of Existing Interagency Contract to Facilitate Courses and to Extend the Grant Coordinator Position

In August 1997, the Commission voted to accept a VAWA Law Enforcement Grant in the amount of \$2,929,112.

Over the past three years, the Commission has approved additional augmentations to the grant bringing the current total to \$7,038,179. This amount includes \$1,759,545 for in-kind match POST contributes through staff and subject matter expert hours.

On July 12, 2000, the Office of Criminal Justice Planning (OCJP) VAWA Task Force approved additional funding for 2000-01 in the amount of \$695,000 to maintain the current level of course presentations for one year. This amount includes \$173,000 additional in-kind match.

A spending plan for new grant funding is described in the report under this tab.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to accept the 2000 - 2001 grant funds in the amount of \$695,000 and authorize the Executive Director to contract with San Diego Regional Training Center in an amount not to exceed \$453,995. (ROLL CALL VOTE)

T. Contract Request for the Design and Pilot of ICI Identity Theft Training Course, in an amount not to Exceed \$23,106.

More than 500,000 people nationwide will become identity theft victims in the year 2001, an increase of more than 450,000 annual cases over the last 5 years. Funds are requested to complete curriculum design and pilot a 5-day class which is intended for sworn officers and deputies assigned to the investigation of identity theft.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contract with San Jose State University for the design update and presentation of a pilot of the ICI Identity Theft course, not to exceed \$23,106. (ROLL CALL VOTE)

U. Contract Request for Development of Driver Training CD-ROM Course

A million dollars for developing multimedia training in the perishable skills area was included in the budget change proposal for F/Y 2000-2001 and approved by the Commission at its meeting in October 1999. Developing a CD-ROM on driver training was a major project envisioned for the use of these funds.

At its July 2000 meeting the Commission authorized the Executive Director to enter into an interagency agreement with San Diego State University and KPBS to perform an analysis of driver training needs that could be met by using multimedia technology. Subsequently, staff determined that a more feasible approach would be to contract with CompUSA and its partner, Global Learning Systems, to perform the analysis and subsequent development. As explained in the agenda report for the July 2000 meeting, the CD-ROM course will replace the interactive videodisc (IVD) course on driver training, which was distributed to the field in 1993 and is outdated.

CompUSA has an agreement with the state as a California Multiple Awards Service (CMAS) vendor, which means that state agencies can go directly to this vendor for services. CompUSA's business partner, Electronic Learning Facilitators, Inc. (ELF), which has merged with Global Learning Systems, has performed well for POST previously. ELF developed the CD-ROM for instructor development, *Learners First: Facilitation Skills for Learner-Centered Instruction*. Presently, they are working on the sexual assault course for POST. In addition, ELF developed a CD-ROM course on driver training for the AAA Foundation, which has been reviewed by POST staff and given high marks.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into an agreement with CompUSA for an amount not to exceed \$500,000 to develop a CD-ROM program on law enforcement driver training. (ROLL CALL VOTE)



V. Request of the Inspector General to Join the POST Specialized Program

In June 2000, Steve White, Inspector General, submitted a request to staff to accept the Office of the Inspector General in the POST Specialized Program. Penal Code Section 6125 creates the "independent office of the Inspector General, which shall not be a subdivision of any other governmental entity." The Inspector General is appointed by the Governor and is subject to Senate confirmation.

It is well accepted that the Commission's primary duty and responsibility is to local law enforcement. The Commission on Correctional Peace Officer Standards and Training (C-POST) was created solely to standardize and provide uniformity in the selection and training for State correctional agencies and personnel. The position of C-POST is that they have the responsibility, by law, to establish the training and certification programs for the IG.

Penal Code Section 6126.1 defines a correctional certification and training program for the IG that is separate from the law enforcement POST program. It appears the Legislature intended to recognize C-POST as the training entity for correctional personnel.

The Commission has not previously considered the inclusion of State correctional agencies or personnel in the POST program.

The Commission has two options to respond to the request from the Inspector General:

1. Decline to accept the Inspector General into the POST program;
2. Accept the Inspector General into the POST program and cooperate with C-POST and YACA to develop a program that is appropriate for the work environment;

This report is provided for the Commission's consideration and decision in response to the request from the Inspector General to join the POST Specialized Program.

W. Request for Approval of Revised Strategic Plan

This report presents recommended changes to POST's Strategic Plan based upon input received from staff and a representative group of POST's clientele and partners. The proposed plan contains three goals and 32 objectives. Proposed changes include three new goals to replace the existing seven, 22 new objectives, and 32 deleted objectives.

The deleted objectives mostly reflect those that have been implemented. The proposed new objectives reflect opportunities for improved POST standards and services. It is the belief of the many who have had input into updating this plan that it reflects the contemporary needs of POST's clientele and will advance POST's mission.

The Commission's Long Range Planning Committee has reviewed the proposed plan and concurs with its contents.

If approved, it would be staff's intention to continue quarterly reporting on implementation activities to the Commission and its Long Range Planning Committee.

If the Commission concurs, it is recommended the updated plan be approved.

## **COMMITTEE REPORTS**

### **X.1 Long Range Planning Committee**

Ted Hunt, Chairman of the Long Range Planning Committee will report on issues discussed at the Committee meeting held on October 3, 2000, and on December 13, 2000, in Ontario.

### **X.2 Advisory Committee**

Leisha Lekawa, Chairman of the POST Advisory Committee, will report on the results of the Advisory Committee meeting held on January 24, 2001, in Fresno. The issues to be heard at that meeting include the following:

- Results of Election of Officers
- Input on Commission Agenda Items
- Approval of Governor's Award Recipients

### **X.3 Finance Committee**

The Chairman of the Finance Committee will report on the issues discussed at the Committee meeting held on January 24, 2001, in Fresno.

### **X.4 Legislative Review Committee**

Commissioner Monty Holden, Chairman of the Legislative Review Committee will report on the issues discussed at the Committee meeting held on January 25, 2001, in Fresno.

## OLD/NEW BUSINESS

### Y. Advisory Committee Appointments

- POST advisory Committee member Earle Robitaille, representing the public, has accepted an appointment as an Intermittent POST Law Enforcement Consultant and therefore is no longer eligible to serve on the Advisory Committee. A vacancy exists for this position.
- Reappointment of Leisha Lekawa to the POST Advisory Committee, as a representative of the Women's Peace Officer Association.
- Kevin Mince, the California Highway Patrol representative to the POST Advisory Committee, has recently been reassigned to the Office of Assistant Commissioner, Staff. Arthur Anderson has replaced him as Commander of the Personnel and Training Division. The Highway Patrol recommends that Chief Anderson be appointed to serve on the Advisory Committee as the CHP representative in place of Kevin Mince.

### Z. Appointment of Nominating Committee by Chairman Hunt

Chairman Hunt will appoint members to the Nominating Committee for the purpose of election of new Commission officers.

## FUTURE COMMISSION MEETINGS

April 19, 2001, Airport Inn International, San Jose

July 19, 2001, to be determined

November 1, 2000, Holiday Inn Northeast, Sacramento

## Adjournment

**NOTE: Commission will meet in closed session upon adjournment to review personnel issues**

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



## COMMISSION MEETING MINUTES

Wednesday, August 23, 2000

Doubletree Hotel  
222 North Vineyard  
Ontario, CA

Gray Davis  
Governor

Bill Lockyer  
Attorney General

Chairman Ted Hunt called the Commission meeting to order at 11:10 a.m., and led the flag salute.

There was a moment of silence to honor peace officers who have been killed in the line of duty.

### ROLL CALL OF COMMISSION MEMBERS

A calling of the roll indicated a quorum was present.

#### Commissioners present:

Lee Baca  
Marc Cobb  
George (Joe) Flannagan  
Bud Hawkins  
Monty Holden  
Ted Hunt  
Thomas J. Knutson  
William Kolender

#### Visitors present:

Steve Craig, Director of Security, California State Lottery  
Gary Winuk, Deputy Director of Special Projects, OCJP  
Dennis Cole, San Diego Sheriff, CADA  
Nigel C. Smith, Ontario Airport  
Alex Bernard, POST Advisory Committee

Staff present:

Kenneth J. O'Brien, Executive Director  
Hal Snow, Assistant Executive Director, Standards & Development Division  
Mike DiMiceli, Assistant Executive Director, Field Services Division  
Paul Harman, Bureau Chief, Information Services  
Anita Martin, Administrative Assistant, Commission Secretary

**APPROVAL OF MINUTES**

- A. MOTION - Hawkins, Second - Knutson, carried unanimously to approve the minutes of the April 27, 2000, and the July 20, 2000, Commission meetings at the Hilton Hotel in San Pedro, and the Holiday Inn in South San Francisco, respectively.

**BASIC TRAINING BUREAU**

- B. Report on Pilot Transition Basic Program

Based upon evaluation data and recommendations from the pilot presenters and the Consortium of Academy Directors and Coordinators, staff is recommending that the Transition Program - Pilot Format be eliminated as an alternative delivery format of the Regular Basic Course. It was proposed that the process of canceling the program be done in two phases to allow students who have already begun the program to complete it.

MOTION - Kolender, Second - Hawkins, carried unanimously to approve the amendments to Commission Procedure D-1, as proposed, eliminating the *Transition Program - Pilot Format* as an alternative delivery format of the Regular Basic Course, effective January 1, 2002.

- C. Proposed Revisions to Basic Course Training Specifications

This item is a proposal for changes to the manner in which standards are articulated for the Basic Course. Staff's recommendation consisted of consolidating two documents into a single, new, document called, *Training and Testing Specifications for Peace Officer Basic Courses*. This change will improve not only the regular Basic Course but the Specialized Investigators' Basic Course, as well as the Reserve Modules. There are minor technical and curriculum changes which have occurred as a result of the development and update of Basic Course Workbooks. Staff reported that this item is supported by the Academy Directors.

MOTION - Kolender, Second - Flannagan, carried unanimously to adopt, subject to results of a Public Notice of Regulatory Action, the new document, *Training and Testing Specifications for Peace Officer Basic Courses*, in place of the documents, *Training Specifications for the Regular Basic Course* and *Training Specifications for the Regular Basic Course - Modular Format*, and approve modifications to Regulations 1005, 1007, Procedure D-1, and the document *Training Specifications for the Specialized Investigators' Basic Course*. Changes to be effective following approval by the Office of Administrative Law.

D. Report and Presentation on Basic Course Workbook Project

Staff reported that this three-year project has now been successfully completed. In 1997, after a successful pilot program, the Commission contracted to have learning domain materials converted into student workbooks and original workbooks updated and reformatted for consistency with new material. 82 documents, including 41 Student Workbooks and 41 corresponding Instructor Guides, have been completed within budget and delivered to POST, making California the first state to produce workbooks in this volume. This major project has the effect of improving and standardizing instruction, as well as securing better test results. It is anticipated that this effort will have a lasting impact on Basic Training.

The workbooks were on display for review by the Commission and guests.

MOTION - Knutson, Second - Holden, carried unanimously to accept the report.

**CENTER FOR LEADERSHIP DEVELOPMENT**

E. Report on the Cost-Benefit Analysis of the Command College Program

In response to the Commission's request in January 2000, the staff report on the cost-benefit of the Command College program was presented for the Commission's review.

Commissioner Cobb indicated that the report had resolved his questions concerning this issue.

MOTION - Cobb, Second - Kolender, carried unanimously to accept the report.

## INFORMATION SERVICES BUREAU

### F. Regulatory Review and Clean Up

Staff reported that, pursuant to an Executive Order to identify unnecessary or redundant regulations, this item amends Regulations 1020-1080 and is intended to clarify and assure accuracy and consistency.

MOTION - Knutson, Second - Flannagan, carried unanimously to accept the proposed amendments. The Notice of Proposed Regulatory Action process will be used, and the changes will become effective 30 days after approval by the Office of Administrative Law.

## STANDARDS & EVALUATION SERVICES BUREAU

### G. Request for Approval to Contract for Management Fellow to Research and Identify Strategies to Implement a Physical Fitness Minimum Qualification

The current POST strategic plan calls for increasing selection standards in the area of physical abilities. At the present time, POST has no guidelines or standards in the area of pre-academy screening of physical abilities. Staff recommends that a management fellow review existing law enforcement physical ability selection tests, current court cases involving physical fitness testing for law enforcement selection, current physical fitness testing theory, and recommend a measurable physical fitness minimum qualification.

MOTION - Hawkins, Second - Kolender, carried unanimously, by ROLL CALL VOTE, to authorize the Executive Director to contract with a local law enforcement agency for a special consultant (Management Fellow) to study physical fitness issues for a period not to exceed one year and at a cost not to exceed \$130,000 for salary and benefits.

### H. Contract Request for Psychological Assessment Consulting Services

Included in the POST Strategic Plan are items that call for the creation of a new peace officer (personality/cognitive) selection battery, as well as the revision of the existing psychological screening guidelines. Consistent with the Strategic Plan, it is proposed that these screening guidelines be examined and brought up to-date. To that end, staff proposes that POST enter into contracts with Dr. Deniz Ones and Dr. Gerald Sumprer.

There was a brief discussion concerning this Agenda item. Staff advised that Dr. Sumprer will update POST's guidelines; Dr. Ones will be given the task of

recommending a proposed standard for personality assessment.

MOTION - Kolender, Second - Cobb, carried unanimously, by ROLL CALL VOTE, to authorize the Executive Director to create a sole source agreement for the services of Dr. Deniz Ones to assist in the implementation of Strategic Plan items A.8.I and A.8.II, at a cost not to exceed \$47,000, and to enter into an interagency agreement with the State Personnel Board for the services of Dr. Gerald Sumprer at a cost not to exceed \$67,000.

## **TRAINING DELIVERY AND COMPLIANCE**

### **I. Report on Proposal to Amend Regulation 1015(e) to Authorize Backfill Reimbursement for Public Safety Dispatchers and Dispatch Supervisors**

Public Safety Dispatchers and Dispatch Supervisors are not currently eligible for backfill reimbursement. Commission Regulation 1015 (e) authorizes reimbursement only for peace officers. Staff proposed authorization of backfill reimbursement for Public Safety Dispatchers and Dispatch Supervisors. New regulations would be required and a public hearing is recommended.

MOTION - Holden, Second - Kolender, carried unanimously, to schedule a public hearing on this matter at the November 2, 2000, meeting.

## **TRAINING PROGRAM SERVICES BUREAU**

### **J. Contract Request for Analysis and Design for Driver Training CD-ROM Course**

The Commission has recognized the need for refresher driver training and established regional skills training centers that include driving simulators. The simulators give students practice in judgment and decision making in situations that are too dangerous for behind-the-wheel training.

This issue addressed the question of whether POST should enter into a contract with San Diego State University and KPBS to perform an analysis of needs and training requirements and develop a high-level design for a CD-ROM driver training course for California law enforcement.

The analysis/design project should be completed within six months following the signing of the contract and would not exceed \$70,000. After the completion of the analysis and design work, it will be possible to determine the cost of course development, and staff would then prepare a report with recommendations for the Commission.



MOTION - Kolender, Second - Hawkins, carried unanimously, by ROLL CALL VOTE, to authorize the Executive Director to enter into a contract with San Diego State University and KPBS to perform an analysis and develop a high-level design for a CD-ROM driver training course for California law enforcement. The total amount of the contract not to exceed \$70,000 for a term of six months.

K. Contract Request for Additional Regional Skills Training Centers

A budget change proposal (BCP) was submitted and approved for the 2000/2001 fiscal year, and approximately \$6.5 million was allocated for expansion of Regional Skills Training Centers, as well as to address the perishable skills refresher training for in-service officers.

A portion of the BCP provided for the purchase of new driving and force options simulators to implement an in-service training program. Four sites have been identified for establishing new Regional Skills Training Centers, with the total cost to be \$1,600,000.

Additionally, staff reported that it has become necessary to modify and/or upgrade five existing Regional Skills Training Centers in order to meet POST's training commitments. The modifications and upgrades total \$1,650,000.

The BCP also allotted funds to provide for additional equipment for each center necessary to enable law enforcement agencies to satisfy the perishable skills training needs. The total cost for such equipment is \$2,273,892.

It will be necessary to continually train instructors to deliver the simulator courses as the development of the centers progresses. The instructor training courses are being delivered at three locations, and staff recommended POST enter into contracts with the presenters for a total cost of \$128,000.

There was a brief discussion concerning this issue. In response to Commission inquiry, staff reported that contract language was being used to require skill centers to become operable within a period of six months from the time they receive contract approval.

MOTION - Knutson, Second - Flannagan, carried unanimously by ROLL CALL VOTE to accept the report and authorize the Executive Director to enter into contracts with the various proposed organizations for the specified

expenditures totaling \$5,651,892.

L. Request for Production of Driving Simulator Scenarios

For the past several years, the Commission has contracted with agencies that have driving simulators to hire instructors to develop scenarios for use by the Regional Skills Centers in California that present this training. The scenarios, which require specialized expertise to create, are critical to the success of the program. To date, more than 100 scenarios have been developed.

There is a need to have "fresh" scenarios, especially for officers who may be taking simulator training a second time. Also, with the addition of updated driving simulators that have new features (for example, freeway ramps, rural areas), new scenarios will be required. It is proposed that POST contract with the San Bernardino County Sheriff's Department to provide these services.

MOTION - Hawkins, Second - Holden, carried unanimously, by ROLL CALL VOTE, to authorize the Executive Director to contract with the San Bernardino County Sheriff's Department for \$33,000, for fiscal year 2000/2001, to develop driving simulator scenarios.

M. Royalty Agreements for Driving Simulator Scenarios

Until recently, Doron Precision Systems, Inc. was the only manufacturer of driving simulators that met POST's specifications to provide scenarios to sites outside of California. POST's marketing agreement with Doron specifies that, for each sale outside California, POST receive a \$2,500 royalty payment, paid on a quarterly basis.

Recently, two other companies, FAAC, Inc., and I-SIM, have also met POST specifications and have sold driving simulators to California law enforcement agencies. These companies are also interested in having marketing agreements with POST similar to the one POST has with Doron in order to provide the scenarios to customers outside California. All three companies provide the scenarios and instructor guides free of charge to agencies in California purchasing the simulators.

MOTION - Kolender, Second - Holden, carried unanimously to authorize the Executive Director to enter into agreements with FAAC, Inc., and with I-SIM, Inc., to market, on a nonexclusive basis, 70 POST driving simulator scenarios and instructor guides through June 30, 2002, and to provide POST a \$2,500 royalty payment for each out-of-state sale.

N. Professional Certificate Committee

At the January 2000 meeting, the Commission conducted a public hearing related to the rescission of a portion of Regulation 1011 (b) pertaining to the cancellation of the POST Basic Certificate. As a result of the public testimony and discussion, the Commission suspended the public hearing and created a broad-based committee to study the issue and provide recommendations.

Staff reported that, pursuant to Commission direction, the committee was composed of various representatives, including labor, management, and the public sector. The committee reached consensus on this issue early on, completed its work and provided recommendations to the Commission at the July 20, 2000, meeting.

The committee recommendation was to amend Regulation 1011(b) to provide sufficient authority to enable the Commission to cancel a Basic Certificate in specified situations.

Staff recommended that the Commission act on the recommendations of the Committee in the following manner:

That the public hearing opened at the January 2000 Commission meeting be closed without further action; and

A public hearing be set for the November 2, 2000, meeting to amend Regulation 1011(b) concerning the cancellation of a POST Basic Certificate for specified felony convictions that are reduced pursuant to Penal Code Section 17(b)(1) or (3).

MOTION - Knutson, Second - Flannagan, carried unanimously, that the public hearing on this issue, opened at the January 2000 Commission meeting, be closed without further action.

Chairman Hunt stated that since it appears to be a certainty that AB 2449 (Wildman), which pertains to this issue, will be amended, it may be preferable to postpone the public hearing until the January meeting to enable staff to adequately study the effects of this legislation.

During the ensuing discussion, it was reported that AB 2449 will be amended with language to greatly restrict POST in its ability to revoke certificates other than in instances where an officer is convicted of a felony. The proposed new language would change current law, which now states that POST certificates are the property of the Commission, and instead designate the recipient of the

certificate as its owner. This limit upon POST's authority is based on the premise that POST is an educational and training entity and not a licensing agency.

Commissioner Baca noted that if this bill becomes law, with proposed amendments, it would weaken the authority of the Commission and prevent the Commission from doing its job. In essence, the Legislature would become a surrogate authority over the Commission which would likely discourage the most qualified individuals from desiring to serve as commissioners.

Commissioner Baca stated that because the Commission's responsibility is to set standards as well as to train, the issue of personal integrity must have true meaning. Since every peace officer takes an oath of office to protect and defend the state and federal constitutions, if he or she then willingly violates the law, it is also a violation of the oath of office. The Commission must not send the message to peace officers that this oath means nothing. Peace officers must know that if they are convicted of a crime, they will lose their certificates and, hence, ability to work in law enforcement.

MOTION - Hunt, Second - Holden, carried unanimously, to set a public hearing for the November 2, 2000, Commission meeting to amend Regulation 1011(b) concerning the cancellation of a POST Basic Certificate for specified felony convictions that are reduced pursuant to Penal Code 17(b)(1) or (3).

MOTION - Knutson, Second - Flannagan, carried unanimously, to direct staff to study the process for an appeal of the cancellation and related issues, and report to the Long Range Planning Committee for the October 3, 2000, meeting at the DoubleTree Hotel in Ontario.

**FUTURE COMMISSION MEETINGS:**

November 2, 2000 - Holiday Inn Northeast, Sacramento

January 25, 2001 - Piccadilly Inn Airport, Fresno

April 19, 2001 - Airport Inn International, San Jose

Adjournment: 12:24 p.m.

Respectfully submitted,



Anita Martin  
Commission Secretary



CERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
12. Aviation Security (PC 832.1)	Federal Aviation Administration	Technical	IV	\$ 16,400
13. Traffic-Laser Operator	Ontario P.D.	Technical	IV	900
14. Level III Modular Training, Part 2	Orange Co. S.D.	BC-Modular Format	N/A	-0-
15. Career Ethics/Integrity	V.T. and Associates	Supv. Trng.	III	16,652
16. Interview & Interrogation Advanced	Riverside Co. S.D.	Technical	II*	10,200
17. Skills & Knowledge Modular Training	Ceres DPS	Technical	IV	3,920
18. Firearms/Tactical Rifle	Mariposa Co. S.D.	Technical	N/A	-0-
19. Hate Crime Policy & Training	Los Angeles D.A.	Technical	IV	4,000
20. Force Option Simulator	Riverside Co. S.D.	Technical	II* (Contract)	143,360
21. Level II Modular Training	West Hill College	BC-Modular Format	N/A	-0-
22. Search/Arrest Warrants	Tulare Kings Peace Officers Trng Acad.	Technical	IV	2,916
23. Driver Training Simulator	Riverside Co. S.D.	Technical	II* (Contract)	198,000
24. Child Passenger Safety Tech.	Tulare Kings Peace Officers Trng Acad.	Technical	IV	1,944
25. Force Option Simulator	Fresno P.D.	Technical	II* (Contract)	120,000
26. Skills & Knowledge Modular Training	Atherton P.D.	Technical	IV	4,000
27. Skills & Knowledge Modular Training	Kings Co. D.A.	Technical	IV	7,200
28. Dev. Disabled/Mentally Ill-Officer Response	South Bay Reg. PSTC	Technical	IV	5,850

\*Back-fill approved courses

CERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
29. Officer Safety/Field Tactics	Santa Clara Co. S.D.	Technical	II*	\$ 2,400
30. Management Update-Ext.	Richmond P.D.	Technical	N/A	-0-
31. Firearms/Tactical Rifle	San Mateo Co. S.D.	Technical	II*	8,000
32. Gangs: Cal Gangs Computer System	Ray Simon CJTC	Technical	IV	1,037
33. Special Weapons & Tactics Advanced	Huntington Beach P.D.	Technical	IV	12,000
34. Driver Training (EVOC) Upd	San Joaquin Co. S.D.	Technical	I*	102,060
35. Death Investigation	South Bay Reg. PSTC	Technical	IV	28,680
36. Firearms-Tactical Shotgun Instructor	Alameda Co. S.D.	Technical	II*	11,280
37. Dispatcher, Med. Emer. PS	Corona P.D.	Technical	IV	2,500
38. Officer Safety/Field Tactics	Los Angeles P.D.	Technical	II*	194,000
39. Civil Liability/Police Misconduct	Manhattan Beach P.D.	Technical	N/A	-0-
40. Defensive Tactics	Riverside Co. S.D.	Technical	II*	5,100.
41. Level II Modular Training	Los Angeles S.D.	BC-Modular Format	N/A	-0-
42. Level III Modular Training, Part 2	Los Angeles S.D.	BC-Modular Format	N/A	-0-
43. Force Option Simulator	Self-Defense Firearms Training	Technical	II* (Contract)	120,000
44. Level II Modular Training	Riverside College	BC-Modular Format	N/A	-0-
45. Level III Modular Training, Part 2	Riverside College	BC-Modular Format	N/A	-0-
46. Firearms/Semi-Auto Pistol	Imperial Co. DA's Office	Technical	IV	756

\*Back-fill approved courses

CERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
47. Traffic Collision Inv.	Riverside Co. S.D.	Technical	IV	\$ 9,000
48. Mounted Patrol Training	Fresno P.D.	Technical	IV	14,400
49. Radar Operator	Carlsbad P.D.	Technical	IV	2,000
50. Spanish for L.E.	Palomar College	Technical	IV	13,600
51. Mounted Patrol Update	Fresno P.D.	Technical	III	25,600
52. Drug Task Force Supv. School	State Center RTF	Technical	IV	20,400
53. Media Relations	FBI, Los Angeles	Technical	IV	1,000
54. Supervisory Update	Pasadena P.D.	Technical	IV	3,000
55. Gunfire Response Team	Los Angeles P.D.	Technical	N/A	-0-
56. Firearms/Sub-Machine Gun	Santa Ana P.D.	Technical	IV	1,200
57. Fingerprint, Basic	Rio Hondo College	Technical	N/A	2,800
58. Firearms/Tactical Rifle	Folsom P.D.	Technical	II*	24,000
59. Radar Operator	Ray Simon CJTC	Technical	IV	6,480
60. Explosive Investigation	FBI, Los Angeles	Technical	IV	28,000
61. Campus L.E.	Palomar College	Technical	IV	21,600
62. Firearms/Tactical Rifle	Paradise P.D.	Technical	II*	-0-
63. Traffic Collision Inv.-Staged Accident	CA Dept. Insurance, Fraud Division	Technical	IV	2,650
64. Force Option Simulator	Orange Co. S.D.	Technical	II* (Contract)	143,360
65. Force Option Simulator	Ray Simon RTC	Technical	II* (Contract)	120,000
66. Motorcycle Office Update	Orange Co. S.D.	Technical	I*	14,034
67. Radar Operator	State Center RTF	Technical	IV	5,400

\*Back-fill approved courses



CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
68.	Skills & Knowledge Modular Training	UC Davis P.D.	Technical	N/A	\$ -0-
69.	Driver Awareness Update	San Diego RPSTC	Technical	II*	3,000
70.	Cognitive Interview/Statement Analysis	FBI, Los Angeles	Technical	IV	24,000
71.	Defensive Tactics	San Diego Harbor P.D.	Technical	IV	1,500
72.	Skills & Knowledge Modular Training	Shasta Co. Marshal's Office	Technical	N/A	-0-
73.	Level III Modular Training, Part 2	Lassen College	BC-Modular Format	N/A	-0-
74.	Report Writing	Shasta College	Technical	N/A	-0-
75.	Defensive Tactics Update	El Dorado Co. S.D.	Technical	II*	15,360
76.	Drug Influence-11550 H&S	Shasta Co. S.D.	Technical	IV	3,360
77.	Training Conference (Fraud)	Assn. of Certified Fraud Specialists	Technical	N/A	-0-
78.	Level II Modular Training	Grossmont College	BC-Modular Format	N/A	-0-
79.	Questioned Documents	CCI	Technical	IV	5,947
80.	Force Option Simulator	Alameda Co. S.D.	Technical	II* (Contract)	143,360
81.	Internet E-Mail Inv.	FBI, Los Angeles	Technical	IV	14,850
82.	Campus L.E.	Rio Hondo College	Technical	IV	36,000
83.	Gangs-Cal/Gangs Computer Systems	Los Angeles P.D.	Technical	IV	10,800
84.	Civilian Gunfire Response, Instructor	Los Angeles P.D.	Technical	N/A	-0-
85.	Dispatcher, PS	San Francisco Emer. Communications	PS Dispatcher	IV	115,200

\*Back-fill approved courses

CERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
86. Supervisory Update: Critical Incident Management	Manhattan Beach P.D.	Supv. Trng.	N/A	\$ -0-
87. - 111.	There were 25 additional IVD/CD ROM courses certified as of 12-29-00. To date, 250 IVD/CD ROM certified presenters have been certified and 1,061 IVD/CD ROM courses certified .			
112. - 118	There were 7 additional Telecourses certified as of 12-29-00. To date, 458 Telecourse presenters have been certified.			

DECERTIFIED

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
1. Skills & Knowledge Modular Trng.	San Diego Marshal	Technical	IV
2. Firearms/Semi-Auto Pistol	Imperial Co. D.A. Office	Technical	IV
3. Dispatcher, Public Safety	San Francisco P.D.	PS Dispatcher	IV
4. Field Training Officer	San Diego Co. S.D.	Technical	II*
5. Patrol-Staff/Deploy/Sched.	David W. Hobson	Technical	III
6. Dispatch-Staffing & Scheduling	David W. Hobson	Technical	III

TOTAL CERTIFIED	<u>86</u>
TOTAL PROPOSITION 115 CERTIFIED	<u>0</u>
TOTAL TELECOURSES CERTIFIED	<u>7</u>
TOTAL IVD/CR-ROM COURSES CERTIFIED	<u>25</u>
TOTAL DECERTIFIED	<u>6</u>
TOTAL MODIFICATIONS	<u>125</u>

4,125 Skills & Knowledge Modules certified as of 12-29-00  
 1,061 IVD/CR-ROM courses as of 12-29-00  
 458 Telecourses as of 12-29--00  
 2,716 Other Courses certified as of 12-29-00  
 773 Certified Presenters

\*Back-fill approved courses

Cerpt101.wpd  
 12-29-00

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Course Certification/Decertification Report		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Training Delivery Bureau	<b>Reviewed By</b> Dick Reed, Chief	<b>Researched By</b> Rachel S. Fuentes <i>Rachel S. Fuentes</i>
<b>Executive Director Approval</b> <i>Kenneth J. Brown</i>	<b>Date of Approval</b> 10-17-00	<b>Date of Report</b> October 16, 2000
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

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

The following courses have been certified or decertified since the July 20, 2000 Commission meeting:

**CERTIFIED**

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
1. Crisis Intervention	Fresno P.D.	Technical	IV	\$ 16,200
2. Firearms/Tactical Rifle	Monrovia P.D.	Technical	II*	9,600
3. Spanish for LE-Basic	Shasta Co. S.D.	Technical	N/A	-0-
4. Drug Abuse Recognition-Intro	Santa Barbara S.D.	Technical	IV	4,000
5. Firearms Instructor Update	San Francisco P.D.	Technical	IV	5,720
6. Firearms/Tactical Rifle	Woodland P.D.	Technical	II*	14,400
7. Requalification Basic Course	Yuba College	Technical	IV	3,684
8. Clan Lab Safety Recert	DOJ Training Center	Technical	IV	2,800
9. Internet Crime Inv.-Intro	San Jose P.D.	Technical	N/A	-0-
10. Force Option-Simulator	Santa Rosa P.D.	Technical	II*	120,000
11. Force Options Simulator, Inst.	San Jose P.D.	Technical	II*	512,000
12. Tactical Communication	CA Dept. of Motor	Technical	II*	16,000
13. Officer Update	San Diego Co. S.D.	Technical	IV	19,200

\*Back-fill approved courses

CERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
14. Use of Force Inv.	Inyo Co. S.D.	Technical	I*	\$ 32,676
15. Campus L.E.	Golden West College	Technical	IV	4,200
16. School Security Officer	Golden West College	Technical	IV	2,100
17. Management Update	Santa Clara Co. S.D.	Mgmt Trng.	IV	2,250
18. Driver Training Update	South Bay RTC	Technical	I*	11,520
19. Driver Training Instructor	San Jose P.D.	Technical	II*	7,200
20. Clan Lab Safety Makeup	DOJ Training Center	Technical	IV	2,016
21. Helicopter-STABO Cert.	DOJ Training Center	Technical	IV	1,976
22. Instructor Dev.-Basic Course	Rio Hondo College	Technical	IV	3,000
23. Instructor Dev.-Basic Course	Napa Valley College	Technical	IV	5,600
24. Skills & Knowledge Modular Training	Pasadena P.D.	Technical	IV	1,000
25. Canine Handler Update	Yuba College	Technical	II*	85,480
26. Driver Training-Extended	San Francisco P.D.	Technical	N/A	-0-
27. Driver Training-Simulator	Santa Rosa TC	Technical	II*	50,400
28. Crime Scene Investigation	National Crime Inv. & Training	Technical	II*	1,000
29. Bicycle Patrol Instructor	Sacramento Co. S.D.	Technical	IV	8,424
30. Policy & Procedure Dev.-L.E.	Sacramento Co. S.D.	Technical	IV	9,683
31. Campus L.E.	Napa Valley College	Technical	IV	11,200
32. Skills & Knowledge Modular Training	Porterville P.D.	Technical	IV	640
33. Level II Modular Training	State Center RTF	BC-Modular Format	N/A	-0-

\*Back-fill approved courses

CERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
34. Arrest & Firearms (P.C. 832	Fresno Co. S.D.	P.C. 832	N/A	\$ -0-
35. Management Seminar	San Francisco P.D.	Technical	N/A	-0-
36. School/Community Violence- Rapid Intervention	Fresno Co. S.D.	Technical	III	38,880
37. Level II Modular Training	Fresno Co. S.D.	BC-Modular Format	N/A	-0-
38. Reporting Writing, Intermediate	Fresno P.D.	Technical	IV	24,300
39. Force Option-Simulator	Los Angeles P.D.	Technical	II*	120,000
40. Dispatcher, Public Safety	Los Angeles P.D.	PS Dispatcher	IV	4,000
41. Network Communication	FBI, Los Angeles	Technical	IV	20,000
42. Traffic Collision Inv.	Santa Ana P.D.	Technical	IV	2,000
43. Campus L.E.	Pasadena City College	Technical	IV	3,800
44. Officer Update	Burbank P.D.	Technical	IV	50,000
45. Gang-Cal Gang Computer System	Los Angeles Co. S.D.	Technical	IV	88,560
46. Instructor Dev.	Fullerton College	Technical	IV	13,200
47. Advanced Officer	San Diego P.D.	AO	IV	36,000
48. Level III, Modular Trng. Part 2	Fresno Co. S.D.	BC-Modular Format	N/A	-0-
49. Firearms/Tactical Rifle	Anaheim P.D.	Technical	II*	2,000
50. Level III Modular Trng, Part 2	Imperial Valley Col.	BC-Modular Format	N/A	-0-
51. Child Passenger Safety Techn.	Garden Grove P.D.	Technical	N/A	-0-
52. Leadership Effectiveness	Garden Grove P.D.	Supv. Trng.	N/A	-0-

Back-fill approved courses

CERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
53. Tactical Rifle	Santa Monica P.D.	Technical	II*	\$ 120,000
54. Defensive Tactics Instr., Adv.	South Lake Tahoe PD	Technical	II*	30,000
55. Defensive Tactics Update	Ventura Co. S.D.	Technical	II*	5,000
56. Sex Offender Tracking/Reg Enf.	Los Angeles Co. S.D.	Technical	IV	5,940
57. Level III Modular Trng, Part 2	Grossmont College	BC-Modular Format	N/A	-0-
58. Level I Modular Training	Yuba College	BC-Modular Format	N/A	-0-
59. Dispatcher Role/Critical Incident	Santa Rosa Center	Technical	IV	5,040
60. Reserve Training Module D	South Bay RTC	BC-Reserve Format	N/A	-0-
61. Firearms/Submachine Gun, Instructor	Alameda Co. S.D.	Technical	IV	4,240
62. Firearms/Tactical Handgun Instructor	Alameda Co. S.D.	Technical	II*	4,240
63. Firearms/Tactical Rifle	Alameda Co. S.D.	Technical	II*	7,952
64. Level I Modular Training	Allan Hancock College	Technical	N/A	-0-
65. Driving Training-Simulator	Los Angeles P.D.	Technical	II*(Contract)	-0-
66. Photography, Basic LE	Riverside Co. S.D.	Technical	III	6,300
67. Campus LE	Victor Valley College	Technical	IV	5,292
68. Firearms/Tactical Rifle	Corona P.D.	Technical	II*	1,200
69. School Violence, Tactical Response	Rio Hondo College	Technical	IV	16,000
70. Radar Operator	College of the Siskiyou	Technical	N/A	-0-

\*Back-fill approved courses

- There were no additional IVD/CD ROM courses certified as of 10-1-00. To date, 225 IVD/CD ROM certified presenters have been certified and 1,031 IVD/CD ROM courses certified .

There were no additional Telecourses certified as of 10-1-00. To date, 451 Telecourse presenters have been certified.

DECERTIFIED

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
1. Skills & Knowledge Modular Trn.	San Diego Marshal	Technical	IV
2. Skills & Knowledge Modular Trn.	San Bernardino Marshal	Technical	IV
3. Reserve Training Module A, B	Fresno Co. S.D.	BC-Reserve Format	N/A
4. Reserve Training Module A, B	Long Beach P.D.	BC-Reserve Format	N/A
5. Reserve Training Module A, B, C	San Diego RPSTI	BC-Reserve Format	N/A
6. Reserve Training Module A, B,C	Oakland P.D.	BC-Reserve Format	N/A
7. Reserve Training Module A, B,C	Long Beach P.D.	BC-Reserve Format	N/A
8. Reserve Training Module B	Martinez Adult School	BC-Reserve Format	N/A
9. Reserve Training Module B	Los Angeles S.D.	BC-Reserve Format	N/A
10. Reserve Training Module B	Ray Simon CJTC	BC-Reserve Format	N/A
11. Reserve Training Module B	San Bernardino S.D.	BC-Reserve Format	N/A
12. Reserve Training Module B	San Francisco P.D.	BC-Reserve Format	N/A
13. Reserve Training Module B	South Bay RTC	BC-Reserve Format	N/A
14. Reserve Training Module B	Cabrillo College	BC-Reserve Format	N/A
15. Reserve Training Module B	Copper Mountain College	BC-Reserve Format	N/A
16. Reserve Training Module B	College of the Desert	BC-Reserve Format	N/A
17. Reserve Training Module B	Feather River College	BC-Reserve Format	N/A

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
18. Reserve Training Module B	State Center RTF	BC Reserve Format	N/A
19. Reserve Training Module B	Grossmont College	BC Reserve Format	N/A
20. Reserve Training Module B	Hartnell College	BC Reserve Format	N/A
21. Reserve Training Module B	Los Medanos College	BC Reserve Format	N/A
22. Reserve Training Module B	Merced College	BC Reserve Format	N/A
23. Reserve Training Module B	Monterey Peninsula College	BC Reserve Format	N/A
24. Reserve Training Module B	Mt. San Jacinto College	BC-Reserve Format	N/A
25. Reserve Training Module B	Mendocino College	BC-Reserve Format	N/A
26. Reserve Training Module B	Ohlone College	BC Reserve Format	N/A
27. Reserve Training Module B	Palo Verde College	BC Reserve Format	N/A
28. Reserve Training Module B	Rio Hondo RTC	BC Reserve Format	N/A
29. Reserve Training Module B	Riverside Comm. College	BC Reserve Format	N/A
30. Reserve Training Module B	San Joaquin Delta College	BC Reserve Format	N/A
31. Reserve Training Module B	Santa Barbara College	BC Reserve Format	N/A
32. Reserve Training Module B	Sierra College	BC-Reserve Format	N/A
33. Reserve Training Module B	Victor Valley College	BC-Reserve Format	N/A
34. Reserve Training Module B	West Hills College	BC Reserve Format	N/A
35. Reserve Training Module B	Eastern Sierra Reserve Acad.	BC-Reserve Format	N/A
36. Reserve Training Module C	Martinez Adult School	BC-Reserve Format	N/A
37. Reserve Training Module C	Los Angeles Co. S.D.	BC-Reserve Format	N/A
38. Reserve Training Module C	Ray Simon CJTC	BC-Reserve Format	N/A

\*Back-fill approved courses



DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
39. Reserve Training Module C	San Bernardino Co. S.D.	BC-Reserve Format	N/A
40. Reserve Training Module C	San Francisco Co. S.D.	BC-Reserve Format	N/A
41. Reserve Training Module C	Cabrillo College	BC-Reserve Format	N/A
42. Reserve Training Module C	College of the Desert	BC-Reserve Format	N/A
43. Reserve Training Module C	Feather River College	BC-Reserve Format	N/A
44. Reserve Training Module C	State Center RTF	BC-Reserve Format	N/A
45. Reserve Training Module C	Los Medanos College	BC-Reserve Format	N/A
46. Reserve Training Module C	Merced College	BC-Reserve Format	N/A
47. Reserve Training Module C	Monterey Peninsula College	BC-Reserve Format	N/A
48. Reserve Training Module C	Ohlone College	BC-Reserve Format	N/A
49. Reserve Training Module C	Riverside Community Col.	BC-Reserve Format	N/A
50. Reserve Training Module C	San Joaquin Delta College	BC-Reserve Format	N/A
51. Reserve Training Module C	Victor Valley College	BC-Reserve Format	N/A
52. Reserve Training Module C	West Hills College	BC-Reserve Format	N/A
53. Reserve Training Module C	Porterville LETC.	BC-Reserve Format	N/A
54. Sexual Assault Investigation	Los Angeles P.D.	Technical	II*
55. Defensive Tactics Instructor	CPOA	Technical	I*
56. Explosives Recog./Recon.-Trnrs	CA Dept. of Forestry	Technical	IV
57. Arrest & Firearms-Interactive	Porterville LETC	P.C. 832	IV
58. Arrest & Firearms	Barstow College	P.C. 832	IV
59. Skills & Knowledge Modular Trn	Rialto P.D.	Technical	IV
60. Canine Narcotics Detection Team	Ontario P.D.	Technical	N/A

Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
61. Clandestine Lab-Safety Cert	Colton P.D.	Technical	IV
62. Defensive Tactics Instr. Update	San Joaquin Co. S.D.	Technical	II*
63. Weapon Retention/Takeaway Instr.	San Joaquin Co. S.D.	Technical	IV
64. Patrol-Officer Update	San Joaquin Co. S.D.	Technical	IV
65. Firearms Instructor Update	San Joaquin Co. S.D.	Technical	IV
66. Aircrew Course	Riverside Co. S.D.	Technical	IV
67. Crime Scene Inv.- C.A.D.	Riverside Co. S.D.	Technical	IV
68. Career Ethics/Integrity	Riverside Co. S.D.	Technical	N/A
69. Baton Instructors	Riverside Co. S.D.	Technical	IV
70. Commander's Update	Riverside Co. S.D.	Technical	IV
71. Advanced Officer (FTC)	Riverside Co. S.D.	AO	IV
72. Traffic Collision-Skidmark Analysis	Riverside Com. Col.	Technical	IV
73. Traffic Collision Inv.	Riverside Com. Col.	Technical	IV
74. Firearms/Sub-Machine Gun	Los Angeles S.D.	Technical	IV
75. Tactical Entry/Prsnl Weapon Instr.	Los Angeles S.D.	Technical	III
76. Special Weapons & Tactics, Adv.	Los Angeles S.D.	Technical	III
77. Supv-Drug/Alcohol Awareness	Los Angeles S.D.	Technical	IV
78. Narc. Investigation, Adv.	Los Angeles S.D.	Technical	IV
79. Microcomputer Intro/L.E. Mgrs.	Los Angeles S.D.	Technical	III
80. Conflict Resolution	Merced Co. S.D.	Technical	III
81. Training Managers Update	Merced College	Technical	IV
82. Use of Force Update	Clovis P.D.	Technical	II*
83. Supervisory Update	Tracy P.D.	Supv. Trng.	IV
84. Advanced Officer	Tracy P.D.	AO	IV

\*Backfill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
85. Special Weapons & Tactics	San Joaquin Delta College	Technical	IV
86. Special Weapons & Tactics, Adv.	San Joaquin Delta College	Technical	IV
87. Arrest and Firearms (P.C. 832	San Joaquin Delta College	P.C. 832	IV
88. Community Service Officer	State Center RTF	Technical	IV
89. Canine Agitator	State Center RTF	Technical	II*
90. Management Update Seminar	Stanislaus Co. S.D.	Mgmt. Trng.	IV
91. Driver Training Update	Stanislaus Co. S.D.	Technical	II*
92. Radar Operator	Modesto P.D.	Technical	IV
93. Officer Safety/Field Tactics	Modesto P.D.	Technical	II*
94. Cultural Awareness	Modesto P.D.	Technical	IV
95. School Resource Officer	Modesto P.D.	Technical	IV
96. Line of Duty Deaths	Oakland P.D.	Technical	IV
97. Hostage Negotiations, Adv.	Oakland P.D.	Technical	IV
98. Skills & Knowledge Modular Trn	Oakland P.D.	Technical	IV
99. Gangs - G.R.E.A.T.	Oakland P.D.	Technical	IV
100. Gangs - G.R.E.A.T. Update	Oakland P.D.	Technical	IV
101. Dispatcher, Public Safety	Oakland P.d.	Technical	IV
102. Driver Training - Simulator	ABAG Plan Corp.	Technical	II*
103. Skills & Knowledge Modular Trn	Martinez Adult School	Technical	IV
104. Skills & Knowledge Modular Trn	Mountain View P.D.	Technical	IV
105. Police Services Technician	Oakland P.D.	Technical	IV
106. Firearms/Semi-Auto Pistol	San Diego Co. Marshal	Technical	IV
107. Haz. Materials-On Scene Mgt.	San Francisco P.D.	Technical	IV
108. Driving Under Influence Update	San Francisco P.D.	Technical	IV
109. Special Weapons & Tactics, Upd	UC, Berkeley	Technical	IV

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
110. Dispatcher, Customer Svc-Instr.	Los Medanos College	Technical	IV
111. Officer Update	San Francisco Co. S.D.	Technical	IV
112. Tactical Communication-Instr.	Santa Clara P.D.	Technical	IV
113. Tactical Communication	Santa Clara P.D.	Technical	IV
114. Arrest and Firearms (P.C. 832)	De Anza College	Technical	N/A
115. Defensive Tactics Instructor	Burlingame P.D.	Technical	II*
116. Skills & Knowledge Modular Trn	Burlingame P.D.	Technical	IV
117. ICS-Agency Personnel Only	East Bay Regional Parks PD	Technical	IV
118. Advanced Officer	East Bay Regional Parks PD	AO	IV
119. Special Weapons & Tactics, Cmdr.	Alameda Co. S.D.	Technical	IV
120. Dispatcher in Emergency Mgt.	Alameda Co. S.D.	Technical	IV
121. Canine Handler/Officer Safety	Alameda Co. S.D.	Technical	IV
122. Instructor Development	Alameda Co. S.D.	Technical	IV
123. Instructor Development	Bay Area Rapid Transit PD	Technical	IV
124. Advanced Officer	Bay Area Rapid Transit PD	AO	IV
125. Arrest & Firearms - Interactive	Ohlone College	P.C. 832	IV
126. Traffic Collision-Skidmark Analysis	Ohlone College	Technical	IV
127. Skills & Knowledge Modular Trn	Ohlone College	Technical	IV
128. Advanced Officer	Hayward P.D.	AO	IV
129. Personnel Skills - Supervisors	Hayward P.D.	Technical	IV
130. Cultural Awareness	Hayward P.D.	Technical	IV
131. Peer Support Coordinators	Hayward P.D.	Technical	IV
132. Supervisory Update	Hayward P.D.	Supv. Trng.	IV
133. SEMS/Incident Command System	Hayward P.D.	Technical	IV

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
134. Crime Scene Investigation	Hayward P.D.	Technical	IV
135. Supervisory Update	Richmond P.D.	Supv. Trng.	IV
136. Interview & Interrogation Techn	Richmond P.D.	Technical	II*
137. Cultural Awareness	Richmond P.D.	Technical	IV
138. Advanced Officer	Fremont P.D.	AO	IV
139. Officer Update	San Jose P.D.	Technical	IV
140. Requalification-BC-Extended	South Bay RTC	Technical	N/A
141. Defensive Tactics Instr/Personal Body Weapon	South Bay RTC	Technical	II*
142. Basic Academy Trans.-Orientation	South Bay RTC	BC-Transition	N/A
143. Basic Course-Transition Part 2	South Bay RTC	BC-Transition	N/A
144. Basic Academy Trans.-Test Prep.	South Bay RTC	BC-Transition	N/A
145. Interview & Interrogation	South Bay RTC	Technical	I*
146. Community Service Officer	South Bay RTC	Technical	IV
147. Environmental Crimes - Intro	South Bay RTC	Technical	IV
148. Haz Mat. Incident Commanders	South Bay RTC	Technical	IV
149. Crisis Intervention Update	South Bay RTC	Technical	IV
150. Crime Scene Investigation	Monterey Co. S.D.	Technical	IV
151. Supervisory Update	San Mateo College	Supv. Trng.	IV
152. Supervisory Update	San Mateo Co. S.D.	Supv. Trng.	IV
153. Court Security	San Mateo Co. S.D.	Technical	IV
154. Spanish for L.E.-Basic	Monterey Peninsula College	Technical	N/A
155. Arson Investigation, Adv.	Monterey Peninsula College	Technical	IV
156. Drug Abuse Recognition - Intro	Monterey Peninsula College	Technical	IV
157. Firearms/Semi-Auto Pistol	CA State Parks	Technical	N/A

\*Back-fill approved courses

DECERTIFIED (Continued)

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
158. Baton Instructors	CA State Parks	Technical	II*
159. Motorcycle, Off-Road	CA State Parks	Technical	N/A
160. Natural/Cultural Resource Prot.	CA State Parks	Technical	N/A
161. Dispatcher, Public Safety-Adv.	Marin Co. S.D.	Technical	IV

TOTAL CERTIFIED	<u>70</u>
TOTAL PROPOSITION 115 CERTIFIED	<u>0</u>
TOTAL TELECOURSES CERTIFIED	<u>0</u>
TOTAL IVD/CR-ROM COURSES CERTIFIED	<u>0</u>
TOTAL DECERTIFIED	<u>161</u>
TOTAL MODIFICATIONS	<u>170</u>

3,993 Skills & Knowledge Modules certified as of 10-1-00

1,031 IVD/CR-ROM courses as of 10-1-00

451 Telecourses as of 10-1-30-00

2,630 Other Courses certified as of 10-1-00

763 Certified Presenters

\*Back-fill approved courses

Cerpt1100.wpd  
10-16-00

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Financial Report - First Quarter 2000-2001		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Administrative Services Bureau	<b>Reviewed By</b> Frederick Williams	<b>Researched By</b> Staff
<b>Executive Director Approval</b> <i>[Signature]</i>	<b>Date of Approval</b> 10-17-00	<b>Date of Report</b> October 13, 2000
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

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

This report provides financial information relative to the local assistance budget through September 30, 2000. Revenue which has accrued to the Peace Officers' Training Fund is shown as are expenditures made from the 2000-2001 budget to California cities, counties and districts.

COMPARISON OF REVENUE BY MONTH - This report, shown as Attachment 1, identifies monthly revenues which have been transferred to the Peace Officers' Training Fund. Through September 30, 2000 we received \$13, 277,950. The total is \$249,050 less than originally anticipated, and is \$416,542 less than received for the same period last fiscal year.

NUMBER OF REIMBURSED TRAINEES BY CATEGORY - This report, identified as Attachment 2, compares the number of trainees reimbursed this fiscal year with the number reimbursed last year. The 9,126 trainees reimbursed through the first quarter represent a decrease of 4,404 (33%) compared to the 13,533 trainees reimbursed during the similar period last fiscal year. (See Attachment 2)

REIMBURSEMENT BY COURSE CATEGORY - These reports compare the reimbursement paid by course category this year with the amount reimbursed last fiscal year. Reimbursements for courses through the first quarter of \$4,040,265 represents a \$601,738 (13%) decrease compared to last fiscal year. (See Attachments 3 and 4).

SUMMARY

Revenue received for the first three months of the fiscal year is slightly less than anticipated. The number of trainees during the first quarter is significantly less than the number reimbursed for training during the same time frame last year. This is directly related to a similar decrease in training reimbursements. Both occurrences were impacted by July reimbursements being paid from last fiscal year's funds and therefore not being reflected against current year expenditures. This was done in order to fully expend the budget allocation from the prior year.

## COMPARISON OF REVENUE BY MONTH

FISCAL YEARS 1999-2000 AND 2000-2001

MONTH	1999-2000				2000-01							
	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF ***	OTHER	CUMULATIVE TOTAL	CUMULATIVE MONTHLY ESTIMATE	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF	OTHER * REVENUE	TOTAL	% OF EST	CUMULATIVE TOTAL	% OF EST
JULY	3,531,568	1,047,896	37,846	\$4,617,310	\$4,509,000	3,546,574	1,028,023	25,351	\$4,599,948	102.02%	\$4,599,948	102.02%
AUGUST	3,089,514	1,242,972	31,832	\$8,981,628	9,018,000	3,085,088	1,241,192	31,072	\$4,357,352	96.64%	8,957,300	99.33%
SEPTEMBER	3,450,636	1,232,194	30,034	\$13,694,492	13,527,000	3,070,728	1,235,414	14,508	\$4,320,650	95.82%	13,277,950	98.16%
OCTOBER	3,095,393	1,245,629	12,620	\$18,048,134	18,036,000				\$0	0.00%	13,277,950	73.62%
NOVEMBER	3,019,827	1,209,755	44,991	\$22,322,707	22,545,000				\$0	0.00%	13,277,950	58.90%
DECEMBER	2,971,741	1,195,590	14,965	\$26,505,003	27,554,000				\$0	0.00%	13,277,950	48.19%
JANUARY	2,880,985	1,159,077	780,009	\$31,325,074	32,063,000				\$0	0.00%	13,277,950	41.41%
FEBRUARY	2,687,821	1,081,363	31,505	\$35,125,763	36,572,000				\$0	0.00%	13,277,950	36.31%
MARCH	3,134,523	1,261,080	27,465	\$39,548,831	41,081,000				\$0	0.00%	13,277,950	32.32%
APRIL	2,971,458	1,195,476	18,067	\$43,733,832	45,590,000				\$0	0.00%	13,277,950	29.12%
MAY	3,350,816	1,347,759	29,160	\$48,461,567	50,099,000				\$0	0.00%	13,277,950	26.50%
JUNE	3,718,511	781,209	776,435	\$53,737,722	55,110,000				\$0	0.00%	13,277,950	24.09%
<b>TOTAL</b>	<b>\$37,902,793</b>	<b>\$14,000,000</b>	<b>\$1,834,929</b>	<b>\$53,737,722</b>	<b>\$55,110,000</b>	<b>\$9,702,390</b>	<b>\$3,504,629</b>	<b>\$70,931</b>	<b>\$13,277,950</b>	<b>24.09%</b>	<b>\$13,277,950</b>	<b>24.09%</b>

\* - Includes \$44,789 from coroner permit fees (per Ch 990/90)



COMMISSION ON POST

NUMBER OF REIMBURSED TRAINEES BY CATEGORY

SEPTEMBER

COURSE	1999-2000			2000-2001		
	Actual Total For Year	Actual July-September	% of Total	Projected Total For Year	Actual July-September	% of Projection
Basic Course	1,221	354	29%	1,500	124	8%
Dispatchers - Basic	346	59	17%	350	58	17%
Advanced Officer Course	1,758	410	23%	2,200	63	3%
Supervisory Course (Mandated)	613	119	19%	650	113	17%
Management Course (Mandated)	277	70	25%	315	87	28%
Executive Development Course	240	67	28%	350	85	24%
Supervisory Seminars & Courses	3,520	891	25%	4,500	606	13%
Management Seminars & Courses	1,886	224	12%	2,500	370	15%
Executive Seminars & Courses	528	41	8%	600	127	21%
Tech Skills & Knowledge Course	46,584	11,069	24%	46,500	7,360	16%
Field Management Training	17	11	65%	50	1	2%
Team Building Workshops	861	119	18%	650	93	14%
POST Special Seminars	671	99	15%	800	39	5%
Approved Courses	15	0	0%	35	0	0%
<b>TOTALS</b>	<b>58,337</b>	<b>13,533</b>	<b>23%</b>	<b>61,000</b>	<b>9,126</b>	<b>15%</b>

COMMISSION ON POST

REIMBURSEMENT BY COURSE CATEGORY

1999-2000

2000-2001

COURSE	Total For Year	Actual July-September	Actual September	Actual July-September
Basic Course	\$1,605,934	\$363,553	\$146,455	\$251,253
Dispatchers - Basic	272,930	35,962	23,872	55,877
Advanced Officer Course	153,001	54,145	0	2,492
Supervisory Course (Mandated)	372,694	74,325	24,826	88,076
Management Course (Mandated)	322,373	84,635	18,094	107,473
Executive Development Course	216,769	59,619	29,615	64,248
Supervisory Seminars & Courses	1,553,551	378,845	118,943	289,989
Management Seminars & Courses	696,072	67,981	93,733	184,838
Executive Seminars & Courses	209,490	17,593	17,391	47,250
Tech Skills & Knowledge Course	14,516,498	3,037,768	1,039,961	2,781,998
Field Management Training	7,758	4,877	0	222
Team Building Workshops	354,880	71,037	29,696	52,183
POST Special Seminars	248,963	37,307	5,751	13,122
Approved Courses	2,311	0	0	0
Training Aids Technology	859,350	354,356	15,482	101,244
<b>TOTALS</b>	<b>\$21,392,574</b>	<b>\$4,642,003</b>	<b>\$1,563,819</b>	<b>\$4,040,265</b>

COMMISSION ON POST

SUMMARY OF REIMBURSEMENT EXPENSE CATEGORIES

EXPENSE CATEGORIES	FY 1999-2000 Total	1999-2000 July-September	2000 September	2000-2001 July-September
Resident Subsistence	\$9,544,242	\$2,025,165	\$861,912	\$2,015,853
Commuter Meal Allowance	943,994	226,386	32,112	121,832
Travel	2,908,681	607,628	212,645	520,442
Tuition	4,005,488	896,029	301,442	694,680
Backfill Salary	3,130,819	532,439	140,226	586,214
Training Technology Assistance	859,350	354,356	15,482	101,244
<b>TOTALS</b>	<b>\$21,392,574</b>	<b>\$4,642,003</b>	<b>\$1,563,819</b>	<b>\$4,040,265</b>

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Financial Report - Second Quarter 2000-2001		<b>Meeting Date</b> January 25, 2001
<b>Bureau</b> Administrative Services Bureau	<b>Reviewed By</b> Frederick Williams	<b>Researched By</b> Staff
<b>Executive Director Approval</b>	<b>Date of Approval</b>	<b>Date of Report</b> January 16, 2001
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

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

This report provides financial information <sup>concerning</sup> relative to the local assistance budget through December 31, 2000. Revenue which has accrued to the Peace Officers' Training Fund is shown as are expenditures made from the 2000-2001 budget to California cities, counties and districts.

COMPARISON OF REVENUE BY MONTH - This report (**Attachment 1**) identifies monthly revenues which have <sup>(27.5 million)</sup> transferred to the Peace Officers' Training Fund. Through December 31, 2000, we received \$ 27,500,937. The total is \$53,063 less than originally anticipated, but it is \$995,934 more than received for the same period last fiscal year.

NUMBER OF REIMBURSED TRAINEES BY CATEGORY - This report (**Attachment 2**) compares the number of trainees reimbursed this fiscal year with the number reimbursed last year. The 27,807 trainees reimbursed through the second quarter represent an increase of 441 (1.6%) compared to the 27,366 trainees reimbursed during the same period last fiscal year.

REIMBURSEMENT BY COURSE CATEGORY - These reports (**Attachments 3 and 4**) <sup>these reports</sup> compare the reimbursement paid by course category this year with the amount reimbursed last fiscal year. Reimbursements for courses through the second quarter of \$9,648,545 represents a \$351,200 (3.5%) decrease compared to last fiscal year.

SUMMARY - Revenue received for the first six months of the fiscal year is just slightly less than anticipated. The number of trainees reimbursed through the second quarter is a little more than the number reimbursed during the same time frame last fiscal year. Reimbursements to local agencies are less than the amount reimbursed last fiscal year at this time, and this is primarily due to the decrease in the reimbursement for Training Aids Technology.

Revenue - Slightly less than anticipated (\$53,063)

Training - Trainee Count increase of 441 over last fiscal year

Reimbursement - Decrease of \$351,200 (3.5%) compared to last FY.

## COMPARISON OF REVENUE BY MONTH

FISCAL YEARS 1999-2000 AND 2000-2001

MONTH	1999-2000				2000-01							
	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF ***	OTHER	CUMULATIVE TOTAL	CUMULATIVE MONTHLY ESTIMATE	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF	OTHER * REVENUE	TOTAL	% OF EST	CUMULATIVE TOTAL	% OF EST
JULY	3,531,568	1,047,896	37,846	\$4,617,310	\$4,509,000	3,546,574	1,028,023	25,351	\$4,599,948	102.02%	\$4,599,948	102.02%
AUGUST	3,089,514	1,242,972	31,832	\$8,981,628	9,018,000	3,085,088	1,241,192	31,072	\$4,357,352	96.64%	8,957,300	99.33%
SEPTEMBER	3,450,636	1,232,194	30,034	\$13,694,492	13,527,000	3,070,728	1,235,414	14,508	\$4,320,650	95.82%	13,277,950	98.16%
OCTOBER	3,095,393	1,245,629	12,620	\$18,048,134	18,036,000	3,125,488	1,257,445	21,358	\$4,404,291	97.68%	17,682,241	98.04%
NOVEMBER	3,019,827	1,209,755	44,991	\$22,322,767	22,545,000	3,323,414	1,337,075	5,215	\$4,665,704	103.48%	22,347,945	99.13%
DECEMBER	2,971,741	1,195,590	14,965	\$26,505,003	27,554,000	2,879,720	1,072,412	1,200,860	\$5,152,992	102.87%	27,500,937	99.81%
JANUARY	2,880,985	1,159,077	780,009	\$31,325,074	32,063,000				\$0	0.00%	27,500,937	85.77%
FEBRUARY	2,687,821	1,081,363	31,505	\$35,125,763	36,572,000				\$0	0.00%	27,500,937	75.20%
MARCH	3,134,523	1,261,080	27,465	\$39,548,831	41,081,000				\$0	0.00%	27,500,937	66.94%
APRIL	2,971,458	1,195,476	18,067	\$43,733,832	45,590,000				\$0	0.00%	27,500,937	60.32%
MAY	3,350,816	1,347,759	29,160	\$48,461,567	50,099,000				\$0	0.00%	27,500,937	54.89%
JUNE	3,718,511	781,209	776,435	\$53,737,722	55,110,000				\$0	0.00%	27,500,937	49.90%
TOTAL	\$37,902,793	\$14,000,000	\$1,834,929	\$53,737,722	\$55,110,000	\$19,031,012	\$7,171,561	\$1,298,364	\$27,500,937	49.90%	\$27,500,937	49.90%

\* - Includes \$102,843 from coroner permit fees (per Ch 990/90)

COMMISSION ON POST

NUMBER OF REIMBURSED TRAINEES BY CATEGORY

DECEMBER

COURSE	1999-2000			2000-2001		
	Actual Total For Year	Actual July-December	% of Total	Projected Total For Year	Actual July-December	% of Projection
Basic Course	1,221	528	43%	1,500	696	46%
Dispatchers - Basic	346	163	47%	350	158	45%
Advanced Officer Course	1,758	1,118	64%	2,200	279	13%
Supervisory Course (Mandated)	613	282	46%	650	250	38%
Management Course (Mandated)	277	133	48%	315	110	35%
Executive Development Course	240	121	50%	350	149	43%
Supervisory Seminars & Courses	3,520	1,748	50%	4,500	1,839	41%
Management Seminars & Courses	1,886	535	28%	2,500	754	30%
Executive Seminars & Courses	528	226	43%	600	176	29%
Tech Skills & Knowledge Course	46,584	22,003	47%	46,500	22,942	49%
Field Management Training	17	12	71%	50	1	2%
Team Building Workshops	661	282	43%	650	250	38%
POST Special Seminars	671	209	31%	800	188	24%
Approved Courses	15	6	40%	35	15	43%
<b>TOTALS</b>	<b>58,337</b>	<b>27,366</b>	<b>47%</b>	<b>61,000</b>	<b>27,807</b>	<b>46%</b>

★

★ Off ice working skills + knowledge required for successful work -

COMMISSION ON POST

REIMBURSEMENT BY COURSE CATEGORY

1999-2000

2000-2001

COURSE	Total For Year	Actual July-December	Actual December	Actual July-December
Basic Course	\$1,605,934	\$730,108	\$304,876	\$1,019,511
Dispatchers - Basic	272,930	127,842	46,941	136,621
Advanced Officer Course	153,001	104,877	3,928	12,850
Supervisory Course (Mandated)	372,694	195,605	18,552	197,247
Management Course (Mandated)	322,373	164,525	15,628	128,191
Executive Development Course	216,769	108,381	51,305	133,422
Supervisory Seminars & Courses	1,553,551	750,406	299,720	793,659
Management Seminars & Courses	696,072	224,032	67,124	306,862
Executive Seminars & Courses	209,490	81,475	597	70,364
Tech Skills & Knowledge Course	14,516,498	6,678,802	1,346,280	6,445,283
Field Management Training	7,758	5,341	0	222
Team Building Workshops	354,880	156,658	47,072	141,527
POST Special Seminars	248,963	85,587	8,161	63,238
Approved Courses	2,311	440	221	1,305
Training Aids Technology	859,350	585,666	10,143	198,243
<b>TOTALS</b>	<b>\$21,392,574</b>	<b>\$9,999,745</b>	<b>\$2,220,548</b>	<b>\$9,648,545</b>

*Attachment #A*

*Should be* COMMISSION ON POST  
 SUMMARY OF REIMBURSEMENT ~~EXPENSE~~ CATEGORIES *By category of expense*

EXPENSE CATEGORIES	FY 1999-2000 Total	1999-2000 July-December	2000 December	2000-2001 July-December
Resident Subsistence <i>Decrease of \$160,000</i>	\$9,544,242	\$4,523,046	\$1,083,018	\$4,363,362
Commuter Meal Allowance <i>Slight Increase</i>	943,994	457,221	149,644	501,012
Travel <i>slight increase</i>	2,908,681	1,362,975	413,058	1,451,779
Tuition <i>decrease (265,000)</i>	4,005,488	1,832,885	334,655	1,567,531
Backfill Salary <i>increase (328,666)</i>	3,130,819	1,237,952	230,030	1,566,618
Training Technology Assistance <i>decrease</i>	859,350	585,666	10,143	198,243
<b>TOTALS</b> <i>\$387,423</i>	<b>\$21,392,574</b>	<b>\$9,999,745</b>	<b>\$2,220,548</b>	<b>\$9,648,545</b>

*Compared to last year. Balance of 169,000 - holding steady*  
*- slight decrease*  
*Slight increase*  
*- should increase of about \$265,000*  
*Increase of 328,666*  
*Decrease of 387,423*

*Summary*



**COMMISSION ON POST  
FISCAL YEAR 2000-01  
EXPENDITURE SUMMARY  
(AS OF 1-16-01)**

<b>BUDGET AUTHORIZATION:</b>		<b>\$60,817,000</b>
<b>EXPENDITURES:</b>		
ADMINISTRATION		\$12,035,000
TRAINING CONTRACTS/LA		\$21,901,751
Contracts Approved (See list)	19,781,751	
Letters of Agreement	1,900,000	
Conf Room Rental	220,000	
TRAINING REIMBURSEMENT (Trainees: 61,000)		\$23,819,772
Subsistence	10,343,669	
Commuter meals	1,396,098	
Travel	3,152,815	
Tuition	4,427,190	
Training Aids Technology	500,000	
Backfill	4,000,000	
<u>Contracts on January Agenda</u>		\$1,907,464
1. Management Fellow - Workbook Project (F)	\$130,000	
2. Supervisory Course Instructor Training Workshop (H)	\$107,886	
3. Develop Scenarios for the Basic Supervisory Course (I)	\$100,000	
4. Recruitment Videos and Handbook (L)	\$210,000	
5. Courses for Academy Physical Training Instructors (M)	\$30,000	
6. Mobile Force Option Simulator Training (N)	\$57,600	
7. Regional Skills Training Center - South Bay/West LA (Q)	\$558,339	
8. Management Fellow - Legislative Training Mandates (R)	\$130,000	
9. Design and Pilot of ICI Courses (T)	\$83,639	
10. Development of Driver Training CD-ROM Course (U)	\$500,000	
MUSEUM OF TOLERANCE		\$2,000,000
Contract	1,556,000	
Reimbursements	444,000	
<b>EXPENDITURES, TOTAL</b>		<b>\$61,663,987</b>
<b>BALANCE AVAILABLE</b>		<b><u><u>-\$846,987</u></u></b>

# CONTRACT SUMMARY\*

FY 2000-01

<u>PURPOSE</u>	<u>AMOUNT</u>	<u>Commission Meeting Date</u>
Management Course	\$ 579,628	Apr-00
Executive Training	747,566	Apr-00
Supervisory Ldrship Inst	946,507	Apr-00
DOJ Training Center	1,999,096	Apr-00
FTO Video-Based Scenarios	100,000	Apr-00
Case Law Updates	92,000	Apr-00
Telecourse Programs (KPBS)	1,118,800	Apr-00
Public Safety Dispatchers Telecourse Trng Program	154,800	Apr-00
Video Training Programs	162,828	Apr-00
Basic Course Prof Exam-CPS	105,594	Apr-00
Basic Narcotic, Motorcycle, and DT	3,070,468	Apr-00
Master Instructor Development Program	202,747	Apr-00
Multi-media Courseware Testing Lab	50,000	Jan-00
Labor/Management Partnership Training	76,288	Apr-00
Entry level reading/writing-CPS	50,984	Apr-00
Entry Level Dispatcher Selection Test Battery-CPS	177,449	Apr-00
Management Fellow for Regional Skills Centers	130,000	Apr-00
ICI Core Course (SFPD)	111,035	Apr-00
ICI Core & Homicide Course-Sac RCJTC	370,881	Apr-00
ICI Core Course - SDRTC	471,635	Apr-00
ICI - CSU, SJ	182,660	Apr-00
ICI - LAPD	111,564	Apr-00
ICI Homicide Crs-LASD	73,689	Apr-00
Basic Course Instructional Materials-OSP	170,225	Apr-00
Driving Simulator & Force Options Sim Trng	1,640,450	Apr-00
Administer PC 832 Exam - OSP	38,710	Apr-00
Administer Entry-Level Reading/Writing Exam - OSP	87,125	Apr-00
Crime Analysis Trng-CSUS	120,000	Apr-00
Student Workbooks - Specialized Investigators Basic Course	120,000	Jan-00
Basic Course Modular Format Testing Program - OSP	20,610	Apr-00
Management Fellow of Driving Simulator Program	130,000	Apr-00
Management Fellow for Recruitment Program	119,520	Oct-99
Management Fellow - Physical Fitness Minimum Qual	130,000	Aug-00
Psychological Assessment Consulting Services	114,000	Aug-00
Analysis and Design for Driver Training CD-ROM Course	70,000	Aug-00
Regional Skills Centers	5,651,892	Aug-00
Driving Simulator Scenarios	33,000	Aug-00
Miscellaneous Contracts (Annual Estimate)	250,000	N/A
	<u>\$ 19,781,751</u>	

\* - Excludes SB 350 (VAWA) programs

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## 8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

The Commission on Peace Officer Standards and Training (POST) is responsible for raising the competence level of law enforcement officers in California by establishing minimum selection and training standards, improving management practices and providing financial assistance to local agencies relating to the training of their law enforcement officers.

### SUMMARY OF PROGRAM

REQUIREMENTS		99-00	00-01	01-02	1999-00*	2000-01*	2001-02*
10	Standards .....	21.4	24.2	24.2	\$5,264	\$6,091	\$6,883
20	Training .....	42.9	42.7	44.5	22,737	29,384	26,538
30	Peace Officer Training .....	-	-	-	21,854	26,621	28,814
40.01	Administration .....	49.9	58.8	58.8	3,949	4,695	4,379
40.02	Distributed Administration .....	-	-	-	-3,949	-4,695	-4,379
98	State-Mandated Local Programs .....	-	-	-	25,642	11,706	6,781
<b>TOTALS, PROGRAMS</b> .....		<u>114.2</u>	<u>125.7</u>	<u>127.5</u>	<u>\$75,497</u>	<u>\$73,802</u>	<u>\$69,016</u>
0001	General Fund.....				25,642	11,726	6,781
0268	Peace Officers' Training Fund .....				47,739	60,817	60,976
0995	Reimbursements .....				2,116	1,259	1,259

For the list of standard (lettered) footnotes, see the end of the Governor's Budget.  
\* Dollars in thousands, except in Salary Range.

## 8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING—Continued

## 10 STANDARDS

## Program Objectives Statement

The standards program establishes job-related selection standards for peace officers and dispatchers. It also provides management consultation to local agencies. Activities include development of examinations and counseling local law enforcement agencies on ways to improve management practices.

Applied research is conducted in the areas of peace officer selection and training, operational procedures and program evaluation in order to meet statutory requirements and to provide management guidance to local law enforcement agencies. The program also provides local agencies with information and technical expertise in the development and implementation of new programs.

## Major Budget Adjustment Proposed for 2001-02

- The budget includes \$921,000 from the Peace Officers' Training Fund for the replacement of the POSTRAC Testing System.

## Authority

Penal Code Sections 13503, 13512, 13513, and 13551.

## 20 TRAINING

## Program Objectives Statement

POST's training program increases the effectiveness of law enforcement personnel by developing and certifying courses that meet identified training needs, by providing scheduling and quality control of such courses, and by assisting law enforcement agencies in providing necessary training and career development programs. POST assesses training on a continuing basis to assure that emerging needs are met. Courses are offered through local community colleges, four-year colleges, universities, police academies, private trainers and training centers. The curricula cover a wide variety of technical and special courses necessary to meet statutorily and Commission established training mandates, maintain effectiveness in police work and address the training needs of recruit, officer, advanced officer, supervisor, manager, executive-level, and other law enforcement agency personnel. Curricula content is updated regularly. The Commission uses proven advanced technologies such as satellite broadcast and computer/video interaction in the delivery of training. POST also presents advanced leadership training for law enforcement supervisors and executives through its Command College and the Supervisory Leadership Institute.

The Commission establishes the basic criteria that must be met by each course in order to obtain POST's certification. Assistance is given to applicable educators and police trainers in preparing and implementing courses and training plans. Evaluation mechanisms are employed to ensure that training instructors and coordinators are adhering to established course outlines and are meeting instruction standards. Failure to meet these standards may cause revocation of course certification.

Job-related selection and training standards for peace officers and dispatchers, established by the Standards Program, are enforced through inspections of local agencies receiving state aid to assure they are adhering to minimum state standards.

## Major Budget Adjustments Proposed for 2001-02

- The budget includes \$2,600,000 from the Peace Officers' Training Fund on a one-time basis to establish two additional Regional Skills Training Centers, to replace driving simulators at five sites, and to provide for dispatcher simulators.
- The budget includes \$2,150,000 from the Peace Officers' Training Fund on a one-time basis to develop six multimedia courses.
- The budget includes 0.9 personnel year and \$117,000 from the Peace Officers' Training Fund to oversee the Course Quality Assessment Program.
- The budget includes 0.9 personnel year and \$76,000 from the Peace Officers' Training Fund to provide staff for the Learning Technology Resource Center.

## Authority

Penal Code Sections 13503 and 13508.

## 30 PEACE OFFICER TRAINING

## Program Objectives Statement

The enforcement of laws and the protection of life and property without infringement on individual liberties are among modern government's most important responsibilities. Carefully selected, highly trained and properly motivated peace officers are important factors in meeting this responsibility. To encourage and assist local law enforcement agencies to meet and maintain minimum standards in the selection and training of law enforcement officers, financial assistance is provided to all 58 counties, approximately 346 cities, and numerous specialized districts and local agencies which have agreed to meet POST's standards. Financial assistance to participating jurisdictions is provided for instructional costs associated with selected training courses. Funding is also provided for the cost of student travel and per diem associated with training presentations. Funding is also provided for necessary overtime paid to enable line officers to receive in-service training in areas of critical need.

## Major Budget Adjustment Proposed for 2001-02

- The budget includes \$2,212,000 from the Peace Officers' Training Fund for local assistance peace officer training reimbursement expenditures.

## Authority

Penal Code Sections 13500 to 13523, Health and Safety Code 11489.

8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING—Continued

PROGRAM BUDGET DETAIL

PROGRAM REQUIREMENTS

10 STANDARDS

State Operations:	1999-00*	2000-01*	2001-02*
0268 Peace Officers' Training Fund.....	\$5,248	\$6,091	\$6,883
0995 Reimbursements.....	16	-	-
Totals, State Operations .....	\$5,264	\$6,091	\$6,883

PROGRAM REQUIREMENTS

20 TRAINING

State Operations:	1999-00*	2000-01*	2001-02*
0268 Peace Officers' Training Fund.....	\$20,637	\$28,125	\$25,279
0995 Reimbursements.....	2,100	1,259	1,259
Totals, State Operations .....	\$22,737	\$29,384	\$26,538

PROGRAM REQUIREMENTS

30 PEACE OFFICER TRAINING

State Operations:	1999-00*	2000-01*	2001-02*
0268 Peace Officers' Training Fund.....	\$92	\$95	\$96
Totals, State Operations .....	\$92	\$95	\$96
Local Assistance:			
0001 General Fund.....	-	20	-
0268 Peace Officers' Training Fund.....	21,762	26,506	28,718
0995 Reimbursements.....	-	-	-
Totals, Local Assistance .....	\$21,762	\$26,526	\$28,718

PROGRAM REQUIREMENTS

98 STATE-MANDATED LOCAL PROGRAMS

Budget Acts:	1999-00*	2000-01*	2001-02*
Chapter 246/95-Domestic Violence Arrest Policies and Standards .....	-	\$6,781	\$6,781
Totals, Budget Acts .....	-	\$6,781	\$6,781
Claims Bills:			
Chapter 574/99-Domestic Violence Arrest Policies and Standards .....	\$25,642	219	-
Chapter 177/00-Domestic Violence Arrest Policies and Standards .....	-	4,706	-
Totals, Claims Bills .....	\$25,642	\$4,925	-
Totals, Local Assistance .....	\$47,404	\$38,232	\$35,499

TOTAL EXPENDITURES

State Operations .....	\$28,093	\$35,570	\$33,517
Local Assistance.....	47,404	38,232	35,499
TOTALS, EXPENDITURES .....	\$75,497	\$73,802	\$69,016

SUMMARY BY OBJECT

1 STATE OPERATIONS

PERSONAL SERVICES	99-00	00-01	01-02	1999-00*	2000-01*	2001-02*
Authorized Positions (Equals Sch. 7A).....	114.2	132.3	132.3	\$6,499	\$7,820	\$7,952
Total Adjustments .....	-	-	2.0	-	6	210
Estimated Salary Savings .....	-	-6.6	-6.8	-	-392	-401
Net Totals, Salaries and Wages .....	114.2	125.7	127.5	\$6,499	\$7,434	\$7,761
Staff Benefits.....	-	-	-	1,085	810	835
Totals, Personal Services .....	114.2	125.7	127.5	\$7,584	\$8,244	\$8,596
OPERATING EXPENSES AND EQUIPMENT.....				\$5,164	\$5,050	\$5,504
SPECIAL ITEMS OF EXPENSE (Training Contracts).....				15,345	22,276	19,417
TOTALS, EXPENDITURES .....				\$28,093	\$35,570	\$33,517

\* Dollars in thousands, except in Salary Range.

8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING—Continued

RECONCILIATION WITH APPROPRIATIONS

1 STATE OPERATIONS

0268 Peace Officers' Training Fund \*

APPROPRIATIONS	1999-00*	2000-01*	2001-02*
001 Budget Act appropriation.....	\$10,802	\$12,045	\$12,841
011 Budget Act appropriation.....	9,120	20,720	17,861
012 Budget Act appropriation.....	1,556	1,556	1,556
Allocation for employee compensation .....	832	66	-
Adjustment per Section 3.60.....	-417	-76	-
Adjustment per Section 16.00.....	4	-	-
Transfer from Local Assistance per Item 8120-011-0268, Provision 2 .....	4,740	-	-
<b>Totals Available.....</b>	<b>\$26,637</b>	<b>\$34,311</b>	<b>\$32,258</b>
Unexpended balance, estimated savings .....	-660	-	-
<b>TOTALS, EXPENDITURES .....</b>	<b>\$25,977</b>	<b>\$34,311</b>	<b>\$32,258</b>
<b>0995 Reimbursements</b>			
Reimbursements .....	\$2,116	\$1,259	\$1,259
<b>TOTALS, EXPENDITURES, ALL FUNDS (State Operations).....</b>	<b>\$28,093</b>	<b>\$35,570</b>	<b>\$33,517</b>

SUMMARY BY OBJECT

2 LOCAL ASSISTANCE

	1999-00*	2000-01*	2001-02*
Grants and Subventions.....	\$47,404	\$38,232	\$35,499

RECONCILIATION WITH APPROPRIATIONS

2 LOCAL ASSISTANCE

0001 General Fund

APPROPRIATIONS	1999-00*	2000-01*	2001-02*
101 Budget Act appropriation.....	-	\$20	-
295 Budget Act appropriation (State Mandates) .....	-	6,781	\$6,781
Chapter 574, Statutes of 1999 (State Mandates).....	\$25,861	-	-
Chapter 177, Statutes of 2000 (State Mandates).....	-	4,706	-
Prior year balances available:			
Chapter 574, Statutes of 1999 (State Mandates) .....	-	219	-
<b>Totals Available .....</b>	<b>\$25,861</b>	<b>\$11,726</b>	<b>\$6,781</b>
Balance available in subsequent years .....	-219	-	-
<b>TOTALS, EXPENDITURES .....</b>	<b>\$25,642</b>	<b>\$11,726</b>	<b>\$6,781</b>
<b>0268 Peace Officers' Training Fund *</b>			
<b>APPROPRIATIONS</b>			
101 Budget Act appropriation.....	\$26,058	\$26,062	\$28,274
102 Budget Act appropriation.....	444	444	444
Transfer to State Operations per Item 8120-101-0268, Provision 1.....	-4,740	-	-
<b>TOTALS, EXPENDITURES .....</b>	<b>\$21,762</b>	<b>\$26,506</b>	<b>\$28,718</b>
<b>TOTALS, EXPENDITURES, ALL FUNDS (Local Assistance) .....</b>	<b>\$47,404</b>	<b>\$38,232</b>	<b>\$35,499</b>
<b>TOTALS, EXPENDITURES, ALL FUNDS (State Operations and Local Assistance) .....</b>	<b>\$75,497</b>	<b>\$73,802</b>	<b>\$69,016</b>

FUND CONDITION STATEMENT

0268 Peace Officers' Training Fund \*

	1999-00*	2000-01*	2001-02*
BEGINNING BALANCE.....	\$20,056	\$29,698	\$25,768
Prior year adjustments .....	3,448	-	-
<b>Balance, Adjusted.....</b>	<b>\$23,504</b>	<b>\$29,698</b>	<b>\$25,768</b>

\* Dollars in thousands, except in Salary Range.

8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING—Continued

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REVENUES AND TRANSFERS

Revenues:	1999-00*	2000-01*	2001-02*
125600 Other regulatory fees.....	\$178	\$175	\$175
130700 Penalties on traffic violations.....	37,903	41,602	43,541
142500 Miscellaneous services to the public.....	53	55	55
150300 Income from surplus money investments.....	1,748	1,000	1,500
161000 Escheat of unclaimed checks and warrants.....	53	55	55
<b>Totals, Revenues</b> .....	<b>\$39,935</b>	<b>\$42,887</b>	<b>\$45,326</b>
Transfers from Other Funds:			
F00178 Driver Training Penalty Assessment Fund per Section 24.10 .....	14,000	14,000	14,000
<b>Totals, Revenues and Transfers</b> .....	<b>\$53,935</b>	<b>\$56,887</b>	<b>\$59,326</b>
<b>Totals, Resources</b> .....	<b>\$77,439</b>	<b>\$86,585</b>	<b>\$85,094</b>

EXPENDITURES

Disbursements:	1999-00*	2000-01*	2001-02*
8120 Commission on Peace Officer Standards and Training:			
State Operations.....	25,977	34,311	32,258
Local Assistance .....	21,762	26,506	28,718
9670 Legislative Claims (State Operations).....	2	-	-
<b>Totals, Disbursements</b> .....	<b>\$47,741</b>	<b>\$60,817</b>	<b>\$60,976</b>
FUND BALANCE.....	\$29,698	\$25,768	\$24,118
Reserve for economic uncertainties .....	29,698	25,768	24,118

CHANGES IN AUTHORIZED POSITIONS

	99-00	00-01	01-02	1999-00*	2000-01*	2001-02*
Totals, Authorized Positions .....	114.2	132.3	132.3	\$6,499	\$7,820	\$7,952
Salary adjustments.....	-	-	-	-	6	69
<b>Totals, Adjusted Authorized Positions</b> .....	<b>114.2</b>	<b>132.3</b>	<b>132.3</b>	<b>\$6,499</b>	<b>\$7,826</b>	<b>\$8,021</b>
Proposed New Positions:				Salary Range		
Sr Law Enforcement Consultant.....	-	-	1.0	6,548-7,220	-	86
Instl Designer-Tech .....	-	-	1.0	4,136-5,027	-	55
<b>Totals, Proposed New Positions</b> .....	<b>-</b>	<b>-</b>	<b>2.0</b>	<b>-</b>	<b>-</b>	<b>\$141</b>
<b>Total Adjustments</b> .....	<b>-</b>	<b>-</b>	<b>2.0</b>	<b>-</b>	<b>\$6</b>	<b>\$210</b>
<b>TOTALS, SALARIES AND WAGES</b> .....	<b>114.2</b>	<b>132.3</b>	<b>134.3</b>	<b>\$6,499</b>	<b>\$7,826</b>	<b>\$8,162</b>

\* 59,326 - Revenue  
 # 25,768 - Reserve  
\$ 85,094







**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> NEW AGENCY - Glendale Community College District Police Department		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Administrative Services Bureau	<b>Reviewed By</b> Frederick Williams, Chief <i>[Signature]</i>	<b>Researched By</b> Bob Spurlock <i>[Signature]</i>
<b>Executive Director Approval</b> <i>[Signature: Kenneth J. O'Brien]</i>	<b>Date of Approval</b> 8-27-00	<b>Date of Report</b> August 10, 2000
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

ISSUE

The Glendale Community College District Police Department is seeking entry into the POST Regular (Reimbursable) Program on behalf of its peace officers.

BACKGROUND

The department's officers are appointed pursuant to Section 830.32(a) of the Penal Code. Suitable background and other provisions of the Government Code regarding selection standards have been met.

ANALYSIS

The police department currently employs five peace officers.

Fiscal impact for reimbursement of training will cost approximately \$2,500 per year.

RECOMMENDATION

The Commission be advised that the Glendale Community College District Police Department has been admitted into the POST Regular (Reimbursable) Program consistent with Commission Policy.



**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title <b>NEW AGENCY - Inglewood Unified School District Police Department</b>		Meeting Date November 2, 2000
Bureau Administrative Services Bureau	Reviewed By Frederick Williams, Chief <i>[Signature]</i>	Researched By Bob Spurlock <i>[Signature]</i>
Executive Director Approval <i>[Signature: Kenneth J. O'Brien]</i>	Date of Approval 10-4-00	Date of Report October 5, 2000
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

ISSUE

The Inglewood Unified School District Police Department is seeking entry into the POST Regular (Reimbursable) Program on behalf of its peace officers.

BACKGROUND

The department's officers are appointed pursuant to Section 830.32(b) of the Penal Code. Suitable background and other provisions of the Government Code regarding selection standards have been met.

ANALYSIS

The police department currently employs nine peace officers.

RECOMMENDATION

The Commission be advised that the Inglewood Unified School District Police Department be admitted into the POST Regular (Reimbursable) Program consistent with Commission Policy.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Orange County Marshal's Department -Withdrawal from POST Regular (Reimbursable) Program		Meeting Date November 2, 2000
Bureau Administrative Services Bureau	Reviewed By Frederick Williams Chief <i>F. Williams</i>	Researched By <i>Robert K. Spurlock</i> Bob Spurlock
Executive Director Approval <i> Kenneth J. O'Brien</i>	Date of Approval <i>9-20-00</i>	Date of Report September 15, 2000
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

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

ISSUE

The Orange County Marshal's Department has been merged with the Orange County Sheriff's Department as a result of a reorganization of county government. The effective date was July 1, 2000.

BACKGROUND

The Department is no longer eligible for POST membership. Documentation from Assistant Sheriff John Fuller, Orange County Sheriff's Department, has been received advising POST of that fact.

ANALYSIS

The department had 290 sworn officers.

This change will have no impact on the POST budget.

RECOMMENDATION

The Commission be advised that the Orange County Marshal's Department has been removed from the POST Regular (Reimbursable) Program.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Solano County Coroner's Office -Withdrawal from POST Regular (Reimbursable) Program		Meeting Date November 2, 2000
Bureau Administrative Services Bureau	Reviewed By Frederick Williams, Chief <i>[Signature]</i>	Researched By Bob Spurlock <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 9-20-00	Date of Report September 19, 2000
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

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

ISSUE

The Solano County Coroner's Office has been merged with the Solano County Sheriff's Department as a result of a reorganization of county government. The effective date was January 4, 1999.

BACKGROUND

The Department is no longer eligible for POST membership. Documentation from Richard Hulse, Solano County Sheriff's Department, has been received advising POST of that fact.

ANALYSIS

The department had five sworn officers.  
This change will have no impact on the POST budget.

RECOMMENDATION

The Commission be advised that the Solano County Coroner's Office has been removed from the POST Regular (Reimbursable) Program.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Elk Grove Unified School District Police Department - Withdrawal from POST Regular (Reimbursable) Program		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Administrative Services Bureau	<b>Reviewed By</b> Frederick Williams, Chief <i>[Signature]</i>	<b>Researched By</b> Bob Spurlock <i>[Signature]</i>
<b>Executive Director Approval</b> <i>[Signature: Kenneth J. O'Brien]</i>	<b>Date of Approval</b> 8-27-00	<b>Date of Report</b> August 10, 2000
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for 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

Remove the Elk Grove Unified School District Police Department from the POST Regular (Reimbursable) Program.

BACKGROUND

The Elk Grove Unified School District Police Department disbanded on July 17, 2000. Documentation from the Director of School Security and Safety has been received advising POST of the action.

ANALYSIS

The Department will convert to a Security and Safety Division under the California Department of Consumer's Affairs.

The change will have minimal impact on the POST budget.

RECOMMENDATION

The Commission be advised the Elk Grove Unified School District Police Department has been removed from the POST Regular (Reimbursable) Program.

NEW AGENCIES IN THE PUBLIC SAFETY DISPATCHER PROGRAM

November 1, 2000 - January 1, 2001

<u>Name</u>	<u>Ord/Res/Letter</u>	<u>Entry Date</u>
El Segundo Police Department	Ordinance No. 1327	11-1-00
CSU, Channel Islands Police Department	Resolution	12-11-00

There are currently 363 agencies participating in the program.

12-18-00





3. To conduct a linkage analysis to link KSs to core job tasks and determine when training should be delivered.
4. To determine validity and job-relatedness of the basic course training curriculum.

## **ANALYSIS**

Phase one, the Task Analysis, is completed. The final report for this phase contains core tasks performed, complaints and incidents handled, tools and equipment used, and information sources read by entry-level patrol officers. In addition, a comparative analysis of the tasks, complaints and incidents, tools and equipment, and information sources and legal references from 1979 to the current study is included as an appendix.

Phase two, the Knowledge and Skill Analysis is completed. Sets of knowledge and skill statements taken from the POST performance objective document, training specifications, and student workbooks; other states; and local California agencies were compiled. The Steering Committee for the Task Analysis, made up of patrol officers/deputies and supervisors, met to sort the knowledge, and skills required to successfully perform the job of entry-level patrol officer (as described by the task analysis) by job duty area. A preliminary list of knowledge and skills necessary to perform entry-level patrol officer tasks by essential job function and by job duty area was compiled.

Phase three, the Knowledge and Skill Linkage Analysis is completed. The results of the knowledge and skill analysis were linked back to patrol officer core tasks by groups of patrol officers and supervisors who had completed the job analysis survey. Workshops were held throughout the state and a final workshop, combining participants statewide, was held to confirm the linkage. In addition, the Job Task Analysis Steering Committee was convened for a final review of the product. During these workshops, a determination was made at what point the task should be learned to competency (e.g., pre-academy, academy or field training) and if refresher training is needed. Each knowledge and skill was given an importance rating describing how critical each is to competent task performance. A database has been created linking the Job Duty Areas, Essential Job Functions, Core Tasks, Knowledge and Skill Statements, each individual rating of importance, when learned, and if refresher training is needed to the learning objectives in the existing new student workbooks. A written report of the linkage analysis will be available in November 2000.

Phase four, the Discrepancy Analysis will be performed by the Basic Training Bureau as each Learning Domain in the student workbook project is updated. The complete database will provide a solid basis for defending the validity and job-relatedness of the regular basic course curriculum and will be a powerful tool to continually reassess regular basic course curriculum.

## **RECOMMENDATION**

This report is for information purposes and no Commission action is required at this time.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title <b>Receiving Information on Completion of Entry-Level Patrol Officer Job Analysis Project</b>		Meeting Date <b>November 2, 2000</b>
Bureau <b>Standards and Evaluation</b>	Reviewed By <b>Alan Deal</b> <i>Alan Deal</i>	Researched By <b>Paula Burnette</b>
Executive Director Approval <i>Thomas J. O'Brien</i>	Date of Approval <i>10-13-00</i>	Date of Report <b>October 11, 2000</b>
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for 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**

This report is provided to the Commission to describe the work that has been done to complete the Entry Level Patrol Officer Statewide Job Analysis Project.

**BACKGROUND**

In 1979, POST completed a statewide job analysis of the entry-level patrol officer position. Undertaken largely in response to changes in fair employment law, the 1979 job analysis enabled POST to establish selection standards which, in turn, provided local law enforcement with the tools necessary to make job-valid employment decisions. Additionally, the information allowed POST to assure that the training required in the basic course addressed the training needs of the entry-level patrol officer in California.

As noted in the 1979 job analysis, "The content of most jobs changes due to technological advances, changes in administrative policies, societal changes and other factors."<sup>1</sup> Obviously, the last 20 years have brought significant changes--in technology, in administrative and management philosophies, in the composition of the population calling for a new look at the role and duties of the patrol officer in California. Additionally, recent studies<sup>2</sup> have questioned the adequacy and applicability of academy training to the job required of new officers on the street.

To address these concerns, POST's Strategic Plan Objective A.11 calls for the completion of a job analysis on the entry-level patrol officer position. The project is designed to provide a basis for review and revision of the Basic Course training curriculum. It is necessary to ensure that all training in the revised course is essential to preparing the trainee to successfully perform as a peace officer (i.e., is job related).

Specifically, the goals of the project are:

1. To conduct an analysis of the entry-level patrol officer position to include the description of core tasks, incidents, and tools and equipment used.
2. To document the related knowledge and skills (KSs) needed to perform the entry-level patrol officer position.

<sup>1</sup> Kohls, Berner and Luke: California Entry-Level Law Enforcement Officer Job Analysis: Technical Report No. 1; California Commission on Peace Officer Standards and Training, 1979, p. 7.

<sup>2</sup> Marion, Nancy: "Police Academy Training: Are We Teaching Recruits What They Need to Know?" Policing: An International Journal of Police Strategies and Management; Vol.21, No. 1; 1998, pp. 54-79.

It is important for the reader of this report to understand at the outset that the orientation of this report is to not to elaborate upon all that was found to be sound and "on-track" with the MIDP, but to disclose areas that seem to warrant focused examination or corrective action. Indeed, the researchers prefaced their findings with the following statement:

"MIDP is a thoughtfully designed instructor development program that builds students' knowledge base as well as their skill sets. It fosters new sensibilities toward teaching and learning. Most participants—including non-graduates—believe MIDP has forever and fundamentally changed how they approach the design, development, and facilitation of training."

### ***Methodology:***

Data for evaluation was collected in a variety of ways. A survey was sent via e-mail and regular mail to all MIDP graduates, current candidates, and students who withdrew from the program. A total of 167 surveys were sent (five of which were returned as "undeliverable"), with 43 persons returning completed questionnaires. Face-to-face interviews were conducted with POST staff, including present and past program facilitators. Telephone interviews were conducted with supervisors or others familiar with program participants' growth and training experiences since enrolled in the MIDP. The evaluators observed and participated in two of the MIDP four-day workshops. The evaluators also reviewed numerous written materials, including students' final projects, students' final course evaluations, and course materials.

### ***Limitations:***

The "window" for data collection and direct observation of the program was narrow. However, this was necessitated by budgetary timelines and consideration of the fact that the next MIDP class was scheduled to begin during October, with a potential for effecting some suggested programmatic changes in a timely manner. This narrow viewing period did not permit the researchers an opportunity to observe and participate firsthand in the MIDP's crucial 10-day Core Course (which was conducted during October 1999).

The rate of response was 27 percent. Actually, this is an expected rate for a survey of this type, but it must be kept in mind that the survey-based findings represent a limited group of persons (though, there is no basis for presuming that additional responses would vary in content from those received).

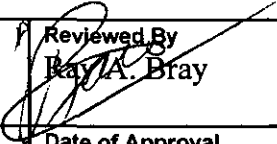
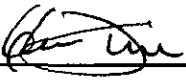
Researchers were unable to obtain written evaluative data for the courses that master instructors designed and presented at their agencies or for other presenters.

### ***Findings:***

Program Organization. There is a need for clarifying and documenting the course content. The MIDP course materials do not represent an exemplary model of instructional design as

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Report on the Master Instructor Development Prog. (MIDP) Evaluation		<b>Meeting Date</b> January 25, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b>  Kay A. Bray	<b>Researched By</b> Michael Hooper
<b>Executive Director Approval</b> 	<b>Date of Approval</b> 12.26.00	<b>Date of Report</b> December 6, 2000
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Commission accept a report on an external evaluation of the Master Instructor Development Program (MIDP)?

**BACKGROUND**

Operational since 1991, the MIDP is the "flagship" program for instructor development. In the context of the POST Strategic Plan objectives for enhanced instructor quality, the program is considered a linchpin. The MIDP has produced to date a total of 129 master instructors. Collectively, they comprise a cadre of elite instructors available to assist with training development, presentation, and evaluation throughout the state.

Notwithstanding the laudable goals of the MIDP and its many successes, aspects of the program have compelled evaluative inquiry. A recurring "red flag" has been the number of graduates per class. The MIDP has been designed to accommodate 18 students per class, with an expectation that the number of graduates would approximate the enrollment figures. In reality, the numbers of enrollees and graduates have fallen short. As an example, Classes 8 through 11 each graduated nine persons, and Class 12 graduated 10 individuals. Other factors that have concerned POST staff are unevenness in the quality of course final projects ("Total Training Packages") and uncertainty as to the degree of ongoing involvement in training activities by graduates.

At its April 2000 meeting, the POST Commission authorized an in-depth program evaluation to be conducted by recommended researchers. Funds for the evaluation were already encumbered, having been re-allocated through deferral of an MIDP class to the next fiscal year. The evaluation would concentrate on three areas: program design and process, program effectiveness, and program graduates' ongoing activities. The MIDP contracted presenter, Regional Training Center, would assist the evaluation team with data collection and analysis regarding master instructors' ongoing activities and also conduct a self-assessment of its recruitment, selection, and retention activities. The evaluation period extended from May through August 2000.

**ANALYSIS**

A summary of the evaluation report is outlined below. The review consists of three categories: methodology, limitations, and findings. An "Additional Information" section documents highlights of the Regional Training Center's self-assessment and survey of master instructors' ongoing activities.

***Additional Information:***

In its analysis of surveys to determine the extent of involvement of master instructors in course design and delivery, the Regional Training Center learned the following information.

- 53 percent have presented their "Total Training Package" between 1 and 5 times. Fifteen percent have presented it between 11 and 15 times.
- 28 percent have taught over 100 classes since graduating.
- 35 percent have designed 1 to 2 courses, and 33 percent have designed between 3 and 5 classes.

Master instructors collectively believed the best way to improve recruitment was to better inform departments of the value of master instructors to the organization. Relative to selection, master instructors favored their direct involvement in the selection process, possibly to the extent of observing a class taught by the applicant. When asked how to improve retention, master instructors favored taking appropriate measures to ensure candidates understand the work load involved in the program. They also encouraged better informing of departments on the value of the MIDP and encouraged better support from parent agencies.

The Regional Training Center identified recruitment and retention of candidates as the greatest program challenges. The following are its suggestions for positively impacting recruitment.

- Increase participation at law enforcement conferences such as those sponsored by CAPTO, PORAC, and CPOA.
- Presentations by master instructors and/or MIDP staff at each POST Training Managers Workshop.
- Annual presentations of the MIDP video and distribution of brochures by POST regional consultants, or the MIDP Manager, at chiefs' and sheriffs' meetings (as well as academy directors' meetings).
- Explore the possibility of credit for MIDP completion toward a certificate or degree program at a college or university.
- Evaluate alternatives for publicizing the availability of MIDP projects to the field. If the field gains awareness of the type and availability of projects the MIDP, there may be increased interest in sending a trainer to the program.

The following are recommendations for improving retention.

- Continue to link a master instructor with an applicant to provide a thorough and realistic

constituted because comprehensive lesson plans and other vital core materials appear not to be readily available. Also, the instructors appear to work without facilitator guides.

Technology. The technology dimension of the program is weak in that it is elementary and insufficiently comprehensive. This dimension is in need of upgrading that will enable class members to fashion state-of-the-art multi-media training programs.

Course Final Project ("Total Training Package"). While the essence of the final project is sound, the process is flawed. Also, the project may be too large. When a student has not mastered design fundamentals, deficiencies are exacerbated due to the volume of work involved. Development of a project on a smaller scale could result in a better understanding of Instructional Systems Design fundamentals.

Assessment and Feedback Protocols. Along with the technology domain, this area was viewed as weak. Forms used to evaluate student performance lack specificity regarding points to be rated. Also, criteria for assessment are not articulated. The structure/format for feedback does not appear to be formalized. The method for rechecking deficiencies for compliance and the protocol monitoring remediation were not readily discernible. The manner of conducting assessments of candidates during their class presentations is awkward. In the course of observing student presentations, review panelists' attention is routinely diverted from students' presentations due to the necessity to score presentational competency while simultaneously reviewing a two-inch thick binder containing the student's work product (either a "dimensions" binder or the final course project binder).

POST Support. There appear to be disconnects between POST and the MIDP candidates and graduates. One such area is "Total Training Package" topic selection. Better liaison between regional consultants and MIDP students would ensure that course projects are responsive to actual training needs. Such heightened awareness on the part of regional consultants could also facilitate the course certification process and the marketing for final projects. POST staff should also assume a proactive stance in relationship building among master instructors. There is no "alumni" association nor a regularly published (print or web) newsletter.

Post-Graduate Training Opportunities. Many master instructors expressed frustration over not being able to employ sufficiently their honed skills after graduation from the MIDP.

Recruitment/Selection. The marketing approach for the MIDP is not completely effective, as interest is low in comparison to other specialized programs offered through POST. Sponsoring agencies must be more involved in the selection process and should commit to maximum support of candidates both while being trained and after graduation. It was the evaluators' opinion that many agency supervisors did not fully understand the level of personal and professional commitment required of MIDP candidates, nor did they adequately appreciate the breadth of competency gained through the training.

picture of what the workload entails.

- Require that candidates meet throughout the program with their mentors to review progress, confirm understanding of content areas, and receive support for completing the program.
- After the program's Contract Workshop, send each candidate's agency the respective learning contract. Stress the need for department support and the benefits that will accrue from having a resident master instructor.
- Maintain and enforce the requirement for timely submission of monthly reports.
- Explore college credit for course work.

***Conclusion:***

Based upon the evaluation reports, the following short- and long-term actions have been deemed viable for implementation. The short-term actions are being implemented coincidental with the MIDP class in progress (Class 13), and long-term actions will be implemented coincidental with the next class, Class 14, which is anticipated to commence by fall 2001. Additional program enhancements will occur as identified through the formative evaluation process built into the MIDP.

Short-term actions:

- *Application process.* Revise the application forms to ensure approval and support by the candidate's department head, and stress the degree of resource commitment by all parties.
- *Evaluation forms.* Revise the performance evaluation forms to enhance user-friendliness for evaluators and to enhance reliability of assessment.
- *Recruitment.* Increase the emphasis on basic academies' sponsorship of Master Instructors.
- *Training Delivery Bureau Liaison.* Increase the communication between POST regional consultants and MIDP candidates to ensure maximum support for course projects that address identified POST training needs.

Long-term actions:

- *"Facilitator's guide."* Create a comprehensive guide for MIDP facilitators. The guide should also serve as an exemplar of the format expected of MIDP students in their Total Training Packages" (TTPs).
- *Technology.* The emphasis on technology will be increased in all MIDP workshops.



**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Law Enforcement Officers Killed and Assaulted in the Line of Duty (LEOKA)		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Basic Training Bureau	<b>Reviewed By</b> Bud Lewallen, Bureau Chief	<b>Researched By</b> Gene Rhodes
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> 10-10-00	<b>Date of Report</b> October 4, 2000
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for 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**

Five-year report for Law Enforcement Officers Killed and Assaulted in the Line of Duty (LEOKA).

**BACKGROUND**

POST staff working with a standing LEOKA committee of Subject Matter Experts has been gathering information and statistics for 20 years regarding training issues and deaths of California peace officers killed in the line of duty. The reports are published and distributed to the field every five years. The California Department of Justice collects data regarding assaults on peace officers and this information is merged into these reports. The reports are used by law enforcement trainers for the purposes of developing new training; modifying existing training; addressing equipment needs; and, by law enforcement managers and executives to effect policy changes. The LEOKA reports are also used by law enforcement in general as a means to keep them aware of the inherent dangers associated with the profession.

**ANALYSIS**

This LEOKA study covering the period from 1995 through 1999 is completed in draft form and will be published and distributed to the field in the next few weeks. Attached is copy of the Executive Summary. The summary provides a brief review of the report, changes in training as a result of past LEOKA reports, and a comparison of the findings of this report with past reports.

This report is provided for informational purposes.

were killed between 11 and 20 feet, and 12 officers were killed at greater distances of 21 to over 100 feet. Eight of the incidents were planned attacks.

### **Equipment and Weapon Information**

All 33 victim peace officers were murdered with firearms. Of the 32 murder suspects all but two were in possession of firearms when they came in contact with the victim peace officers. In two incidents the suspects acquired the victim peace officers' handguns and killed them. Twenty officers were killed with handguns; 11 officers were killed with rifles or assault rifles; and two officers were killed with shotguns. The use of rifles, assault rifles, and shotguns in this study represents a 10.5% increase over the last five-year study.

Four of the on-duty victim peace officers were not wearing body armor; two were shot in the back, one in the chest, and the other in the abdomen. The four officers received handgun wounds in locations where body armor may have prevented fatal wounds. Four other peace officers were wearing body armor that was penetrated by ammunition fired from high-powered rifles and/or assault weapons. There were no reported incidents of victim peace officer body armor being defeated by ammunition it was designed to stop.

The study confirms that body armor is the single most effective piece of passive safety equipment a peace officer can utilize.

Of the 33 victim peace officers, 31 were armed. One officer was armed with an M-16 rifle, and another was armed with an MP-5 sub-machine gun. The other officers were armed with handguns. Two off-duty victim peace officers were not armed at the time of the incident.

A third (10) of the officers were able to draw and fire their weapons in response to the assaults. Of those, one victim peace officer killed the suspect in the shoot-out.

Other peace officer personal protection gear did not appear to constitute a significant factor to peace officer deaths.

### **Comparative Data – Previous Reports**

Data on comparable California incidents has been collected for the periods from 1980 to the present. Data from the current study indicates changing trends from the previous study. In the previous study, no peace officers lost their lives because primary duty weapons were taken away. In this study two officers were killed with their own handguns. Another trend is an increase in the use of rifles, assault rifles, and shotguns. This study represents a 10.5% increase in the use of these weapons by suspects since the last five-year study. It is also interesting to note that in 55% of the cases in the latest study, the distance at which the victim peace officer was attacked was ten feet or less. In the prior study 68% of the officers were attacked at that distance.

## EXECUTIVE SUMMARY

This year, nearly 6,900 California peace officers will be assaulted in the line of duty. Of these, some will fall victim to murder. Tragically, it can be expected that the assaults and deaths will continue for as long as there is a need for law enforcement. This report examines assaults and the line-of-duty deaths of California law enforcement officers during the five-year period of January 1, 1995 to December 31, 1999. Particular attention is paid to the cases involving 66 peace officers whose deaths were a result of accidents and felonious assaults. The focus of gathering and analyzing data for officers lost to felonious assaults and accidents is to identify points of practical significance for peace officer safety training and to make recommendations for improvement.

### FELONIOUS DEATH INCIDENT INFORMATION

Approximately seven California peace officers per year are victims of on-duty murder. In this study, a number of variables including geographic location, time of year, day, and week, crime, and various other conditions are evaluated for the total of 33 peace officers killed in 32 felonious incidents during the five-year period from 1995 through 1999. These include:

Domestic Violence	7	Vehicle Pullovers	3
Building Entry	1	Off-duty Incidents	3
Pedestrian Contacts	2	Crimes In Progress	4
Arrest Situations	4	Invest. Susp. Person/Circ.	5
Ambush	4		
		TOTAL	33

As the overall numbers suggest, domestic dispute calls remain the most dangerous law enforcement contact.

Over two-thirds, 24 of the 33 victim peace officers, which includes three vehicle pullover murders, were attacked on approach, were set up and deliberately attacked, or were attacked when they were distracted momentarily. In 24 of the incidents, the primary reason for the attack was to facilitate escape. In eight cases the perpetrators premeditated and planned the assaults. Half, 15 attacks of the 29 on-duty officers, occurred within two minutes of the victim peace officer making contact with the murderer.

There appears to be no safety in numbers. Nearly two-thirds, 19 of the 29 on-duty victim peace officers, made contact with the suspect(s) while assistance (partners or backup peace officers) were present. However, communication may be more important than numbers. Communication issues, either internal or external, were a factor in 14 of the incidents involved in this study.

## **COMPARATIVE DATA-ASSAULTS AND MURDERS**

Contrasting this assault data with data for assaults resulting in victim officer death highlights several significant variables between lethal and non-lethal suspect encounters.

### **Incident Type**

As with deadly encounters, responses to disturbances (domestic violence is included in this category) remain the most dangerous of contacts. In all assault weapon categories – firearms, knives, other deadly weapons, and the use of the hands, fists, and feet – the numbers of assaults incidents involving disturbances far outpaced other crime categories. Other high frequency assault categories include victim officer investigation of suspicious persons and circumstances, and traffic stops and pursuits.

### **Equipment and Weapons**

Seventy-nine percent of non-lethal assaults involved the suspect's use of hands, fists, and feet. In contrast, all of the California lethal encounters resulted from use of firearms. Less than 5 percent of non-lethal assaults involved firearms. This figure has dropped by over 2% since the last study.

Outside of the primary high frequency categories (disturbance calls, traffic stops, and investigation of suspicious persons) in which all types of weapons were utilized, suspect weapon selection appears to relate to crime category. Suspects selected firearms for use in ambush situations significantly more frequently than any other weapon. In contrast, suspects utilized hands, fists, and feet significantly more often than any other weapon in custody situations involving either arrest or transportation of prisoners. Neither finding appears surprising. Firearms do not require personal contact, and ambushes rely on suspects being undetected. In custody situations officers may have already removed weapons or at least searched for them. Hands, fists, and feet may be the only suspect weapon available.

### **Training Implications**

In examining lethal encounters, the study found a need for an increased focus on situation assessment and approach. Poor tactics, overconfidence, complacency, and "rushing in" without a plan contributed to the majority of the felonious peace officer murder cases. The data from the non-lethal encounters does not contradict this. Incident prevention training that addresses potential officer deaths may also assist in prevention of non-lethal incidents.

A secondary training issue may involve officer training specifically in arrest and custody situations. The frequency and nature of potential assault in these situations may be underestimated.

The most recent study shows that four on-duty officers were killed while not wearing body armor compared to the last study where five victim peace officers were not wearing vests. The percentage of officers not wearing body armor has continued to decrease since 1980.

The number of preventable officer deaths dropped from 25 to 10.

### **Training Implications**

In the latest study two officers were killed with their own weapons while the prior study indicates that no officers were killed with their own weapons. This suggests that more attention to training in arrest control and weapon retention is needed.

The primary implications for training involve increased focus on situation assessment and approach. Poor tactics, overconfidence, complacency, and "rushing in" without a plan contributed to the majority of the felonious peace officer murder cases. Additional training, with emphasis on overcoming the contributory elements of these issues, should lower the number of peace officer murders.

### **Policy Implications**

Of the 32 incidents where 33 officers were murdered, nine agencies made changes in policy, procedures, training, or equipment. The other agencies reported that the facts gathered in the incidents tended to validate current policies and procedures.

### **ASSAULTS**

This study examines reported assaults on California peace officers. The number of assaults, 6,857 in 1999, precludes incident analysis at a level of detail provided in the on-duty death data; however, meaningful conclusions can be drawn. Most striking is a trend in the reduction of the overall assault rate. The number of reported peace officer assaults decreased 3.3% from 1995 through 1999. When considered as "per capita" numbers (incidents as they relate to growth in population), these reductions become even more significant.

The study highlights critical limitations in collection and analysis of California assault data. Some limitations involve the survey instrument and the wide variation in techniques and interpretations used when completing it. Other limitations result from the necessary mechanical tabulations of data that cause groupings that may or may not be significant. The most serious limitations relate to the participation population. Because the process is voluntary, it is estimated that only 70-80 percent of California law enforcement agencies participate. The data is complete to the extent agencies fulfill their individual reporting obligations. Regardless of the limitations, the large numbers do provide a solid basis for identifying trends in perpetrator assault activities and prescribing potential peace officer response.

## **Comparative Data – Accidents**

Overall, peace officer death rates due to accidents are higher than in the period 1990-94. Three factors appear to have played a part in the increase; unsafe officer vehicle speed, the lack of seatbelt restraint systems use, and drunk drivers.

Seatbelt and restraint system use was a factor in six of the 13 car traffic fatalities. This is a significant increase in officers not wearing seatbelts compared to the previous five-year study. In several of these cases it was indicated that had the victim peace officer been wearing a seatbelt, the death may have been preventable. The use of safety belts and vehicle restraint systems continues to be the single most important safety factor while traveling in patrol cars.

## **Training Implications**

Two peace officer deaths resulted from accidental shootings. One was the result of a SWAT team operation where a member's location and identity were issues. The second incident involved a non-uniformed peace officer where identification was a primary issue.

## **Policy Implications**

Changes in training, operational procedures, transport maintenance, and equipment are credited with reducing loss of peace officer life due to accidents. Even so, the relatively high number of accidents due to officer behavior, poor driving response, and unsafe speed indicate a need to continue evaluation of training and procedures. In addition, the mandatory wearing of seatbelt restraint systems while operating agency vehicles should be considered.

## **OFFICER SAFETY GUIDELINES**

In addition to the general recommendations noted above, this report provides a number of specific suggestions and recommendations. Chapter 2, Officer Safety Guidelines, serves as a "stand alone" document and as a published resource for several POST Telecourses including: (1) "Violence Against California Peace Officers," November 1994; and (2), the "Controlling Violent Subjects, Part I-III" series first airing in May 1996. The goal of the guidelines is to present general training and policy recommendations for California peace officers. Review of this chapter is recommended for law enforcement managers responsible for development of policy standards and training.

## **Policy Implications**

Policy implications relate primarily to the data collection process. For assault data to be meaningful, each law enforcement agency needs to participate. In addition, each agency needs to assure the accuracy of material submitted. In terms of the data validity, it was found that lack of participation was preferable to submission of incorrect or incomplete information.

## **ACCIDENTS**

Accidents comprise half of the on-duty California peace officer deaths. Unexpected and unintentional events, including vehicle and aircraft accidents, natural disasters, health-related conditions, or similar events caused by human error, mechanical failure, mistake, or misfortune resulted in the accidental deaths of 126 on-duty California peace officers during the years 1980 through 1999. During the 1995-99 report period, 33 peace officers were accidentally killed in the line of duty.

During this report period, 24 officers (73%) died as a result of traffic-related accidents. A helicopter accident claimed two officers; one officer was killed during a water rescue; two died after suffering heart attacks; one officer was sucked under a moving train; two officers were accidentally shot during separate incidents; and one officer died after his vehicle was struck by a loose truck tire.

### **Traffic Collisions**

Of deaths resulting from traffic collisions, seven can be attributed to officer unsafe speed. Other vehicles struck another seven victim peace officers while on foot. Drunk drivers were a factor in five of the traffic-related officer deaths. Other factors include erratic driving by citizens, officers not wearing seatbelt restraints, officer fatigue, and a road washout from beneath a patrol car.

Of the 24 traffic-related deaths, four (17%) were killed in traffic collisions while riding a patrol motorcycle. This number represents a 30% reduction over the previous five-year study.

### **Impact Speeds**

Research from the National Transportation and Safety Board indicates that the human body cannot withstand a speed change (relative to sudden impact/collision) in excess of 35 mph. Internal organs begin to tear apart when the human body is traveling at this speed. The human body has even less tolerance to side impacts as the internal organs are forced laterally. Survivable side-impact speeds are normally less than 28 mph.

## **Officer Demographics**

The victim officer profiles were male; generally either an officer or deputy; age range from 26 to 65 years; height, 5'6"-6'3"; weight, 145-263 lbs. Their law enforcement experience ranged from less than a year to 40 years (most had from one to 10 years), and they were primarily assigned to patrol or traffic.

The cause of death of all 33 officers was gunshot wounds. There were four incidents involving physical altercations. Physical conditioning, size, weight, and age may have been factors. There were no witnesses at the scene.

Demographics, per se, were not the critical factor in deaths. Instead overconfidence, carelessness or complacency, poor search techniques, disregarding danger signs, poor positioning, poor use of cover, relaxing too soon, "rushing-in" without a plan, and, carrying law enforcement credentials off-duty without a weapon contributed to the majority of the felonious peace officer murder cases.

## **Suspect Demographics**

The murder suspects were all male; age range from 17 to 48 years; height, 5'3"-6'1"; weight, 115-220 lbs. Nine of the 32 suspects were killed; one killed by a victim peace officer, five were killed by other officers, and three committed suicide.

Twenty-seven of the 32 suspects had criminal histories (12 were on parole and six had arrest warrants). The arrest records ranged from one to 22 arrests. Of the 32 suspects, 17 were known to have gang affiliation. Six of the 32 suspects had prior documented violent contact with law enforcement personnel. Nine of the 32 suspects were under the influence of drugs or alcohol at the time of the incidents.

## **Tactical Constructs**

Agencies reported that in ten of the cases, the victim peace officer deaths were preventable. In nearly two-thirds of the cases, the victim peace officers knew there was at least a potential hazard. In nine cases, the victim peace officers knew there was a high likelihood that a weapon was involved before making contact with the primary suspect. In seven of the cases the victim peace officer knew the suspect and in six of those cases, the officers knew the suspect had a potential for violence. Three of these officers had prior contact with the suspect.

Poor positioning was a primary factor in 18 victim peace officer deaths. In eight of the cases, cover was either available but not utilized or initially used and then abandoned. Two officers died after deviating from a pre-determined approach plan.

The distance between the suspect and victim peace officer at the time they were attacked varies. Eighteen officers (59%) were killed at a distance of ten or less feet, three officers



Additionally, use of the POST web site for MIDP activities will be expanded.

- Total Training Package. The TTP course length will be reduced from 24 hours to 8 hours to ensure mastery of instructional design skills. Also, an interactive process will be in place to ensure the highest quality of TTPs.

This report on the MIDP is submitted for informational purposes.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Review of Sherman Block Supervisory Institute Tuition		<b>Meeting Date</b> January 25, 2001
<b>Bureau</b> Center for Leadership Development	<b>Reviewed By</b> Ken Whitman <i>[Signature]</i>	<b>Researched By</b> Neil Zachary <i>[Signature]</i>
<b>Executive Director Approval</b> <i>[Signature: Ken O'Brien]</i>	<b>Date of Approval</b> 1-8-01	<b>Date of Report</b> December 13, 2000
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

ISSUE

This item is before the Commission for its annual review of the Sherman Block Supervisory Leadership Institute tuition.

BACKGROUND

At the January 1991 meeting, the Commission designated a tuition be charged all eligible non-reimbursable agencies desiring to send participants to the Sherman Block Supervisory Leadership Institute. Staff was instructed to annually review tuition and to report to the Commission each January with the recommended tuition for classes beginning the coming year. The current tuition approved by the Commission is \$1,752.

ANALYSIS

The recommended tuition based on anticipated direct Sherman Block Supervisory Leadership Institute cost per participant in 2001 is \$1,853. The cost breakdown is as follows:

Instruction/Services	\$ 1,166.
Supplies	182.
Instructor Travel/Per Diem	300.
Facility Rental/Equipment	<u>205.</u>
	\$ 1,853.

The tuition has increased by \$101 (7%) because of slight increases in each of the listed budget areas.

RECOMMENDATION

Approve tuition of \$1,853 for non-reimbursable agencies, to cover the direct costs for participation in the Sherman Block Supervisory Leadership Institute for classes beginning July 2001 through June 2002.

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title Annual Review of Command College Tuition for Non-Reimbursable Agencies		Meeting Date January 25, 2001
Bureau Center for Leadership Development	Reviewed By Ken Whitman <i>[Signature]</i>	Researched By Alicia Powers <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 1-8-01	Date of Report December 26, 2000
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for Detail) <input type="checkbox"/> No

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

**Issue**

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

**Background**

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

The current tuition approved by the Commission for participants in the Command College program is \$3,110.

The non-reimbursable agencies that have participated in the Command College and were charged a tuition over the years are the California Highway Patrol, the Department of Justice, Los Angeles Housing Police, Department of Motor Vehicles, Office of the Attorney General, and Department of Fish and Game.

**Analysis**

The current tuition was established in January 2000. A current review of faculty and facility costs indicates that there is not a significant difference in direct costs between this year and last.

The recommended tuition of \$3,110 for 2001 is based on the anticipated direct Command College costs per participant for the program and would be effective for participants entering the program after January 2001 and would be in effect for Classes 32 and following. The tuition is based on the following cost estimates:

	<u>Per Student</u>
Faculty	\$2,522
Facility Fees	338
Project review	250
Total:	\$3,110

**Recommendation**

Approve the Command College tuition at \$3,110 for eligible non-reimbursable agencies. The tuition would be effective for Command College Classes 32, 33, and 34, and Session 7 for Class 31, tentatively scheduled between May 2001 and March 2002.

## BACKGROUND (CONTD.)

At the July 20, 2000 meeting, the Commission initially considered this issue and moved to reset it for public hearing at the November 2, 2000 meeting.

## ANALYSIS

It is proposed that POST Regulation 1005(d)(2) and Procedure D-2 be amended to require all regular and specialized peace officers below the middle management position (i.e. officers and first level supervisors) assigned to patrol, traffic, and investigation who routinely effect the physical arrest of criminal suspects to complete a minimum of 12 hours in specified perishable skills training and 2 hours of communications (tactical and interpersonal) training every two year period as part of the 24 hour CPT requirement. (NOTE: Law enforcement agencies which do not fall within the above defined scope may, as an option, elect to voluntarily conduct 12 hours of perishable skills training and 2 hours of communications training as part of their 24 hour CPT requirements). The remaining 10 hours of CPT would remain non-specified, allowing agency flexibility in the selection and application of other training topics. Minimum hours proposed for each of the three perishable skills, and communications, are as follows:

- |   |         |
|---|---------|
| 1. Arrest and Control                             | 4 hours |
| 2. Driver Training/Awareness or Driving Simulator | 4 hours |
| 3. Tactical Firearms * or Force Options Simulator | 4 hours |
| 4. Communications (tactical and interpersonal)    | 2 hours |

\* Tactical Firearms training courses involve tactical situations, judgement and application. Basic marksmanship and routine qualification do not satisfy the requirement.

Communications, although not considered a gross psychomotor skill, is nevertheless a perishable, critical skill that is an inherent part of almost every task performed by peace officers. Communications has significant implications for officer/citizen safety as well as law enforcement's image. Citizen complaints often emanate from ineffective communications. It is proposed that Communications be satisfied alternately between "tactical" and "interpersonal." Tactical communications provides skills in gaining compliance with officer's directives.

It is no coincidence that these core skills, when not periodically refreshed, frequently correlate to incidence of personnel complaints, officer injury, officer death, civilian injury, civilian death and resultant liability to law enforcement agencies. Accordingly, the four core skills were identified as lynchpins of safe and effective law enforcement operations.

For perishable skills 2 and 3, it is recommended that law enforcement agencies consider the periodic utilization of driving or force options simulators to maximize exposure to driver and firearms training via hands on/manipulative as well as simulator training which focuses on judgement and decision-making. Evidence exists to show that deficit performance in these areas can be attributable to both diminished skill proficiency and inadequate judgement. Attachment C provides an outline of minimum content for these courses. Virtually all of these courses are

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Public Hearing: Perishable Skills Training Requirement		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> Ray A. Bray	<b>Researched By</b> Bob Stresak
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> <i>10-4-00</i>	<b>Date of Report</b> August 17, 2000
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Subject to the results of the public hearing, should the Commission amend Commission Regulation 1005 (d) (2) and Procedure D-2 to require completion of specified perishable skills as part of the Continuing Professional Training (CPT) requirement?

**BACKGROUND**

Currently, POST's CPT requirement provides that every officer, first-line supervisor, manager, executive, dispatcher and Level I/II reserve officer must complete 24 hours of POST-certified training every two years. While POST provides some guidance as to recommended training courses/topics in Commission Procedure D-2, law enforcement agencies have been given wide latitude in selecting courses or topics to satisfy this training requirement. Rationale for this approach has been that training needs vary over time, and from agency to agency.

At the same time, POST and the law enforcement training community has experienced a growing awareness in recent years that major psychomotor skills (sometimes referred in the literature as "gross or complex psychomotor skills") diminish rapidly over time unless periodically practiced/used or refreshed through retraining. For law enforcement, the major psychomotor skills include driving, use of firearms, and arrest/control. At its December 1999 meeting, the Commission's Long Range Planning Committee indicated its support for the concept of mandatory perishable skills training with the addition of "communications" to the list of skills.

At the January 1998 meeting, the Commission authorized the Executive Director to contract for the services of a Management Fellow for up to one year to study the feasibility of establishing a perishable skills training requirement. Under the coordination of this Management Fellow, testing of in-service officers at several law enforcement agencies verify what prior similar studies have concluded: there is a reduction in proficiency in these skills unless refreshed periodically. See Attachment A for a summary of these results. A group of subject matter experts and law enforcement representatives (Attachment B) have provided input and support the recommendations of this report. This research was conducted pursuant to POST's Strategic Plan Objective A.3.

**RECOMMENDATION**

It is recommended that subject to the results of a public hearing that the Commission amend Commission Regulation 1005 (d) (2) and Commission Procedure D-2 to require specified "Perishable Skills" and Communications as part of the Continuing Professional Training requirement and that these changes take effect January 1, 2002.

already POST-certified and available.

To ensure flexibility in the administration of this regulation change, local agencies may chose to exercise one or more of the following options to satisfy this training requirement: (1) complete a 14 hour training course within a two year period that includes all 4 topics, (2) complete this training as part of a larger course during a two year period, (3) complete this training as four separate certified courses over a two year period, (4) complete this training for a particular course by passing POST-approved testing \* and (5) complete a POST-developed multi-media training course currently being designed to satisfy some of these requirements.

\* The perishable skills training requirement may be met in lieu of training by successfully passing a POST approved course-presenter-developed test which measures the approved course objectives.

Consistent with POST Strategic Plan objective B.4, officers should be able to demonstrate their proficiency through POST-approved testing. While testing procedures for these perishable skills are not now generally available, it is believed they will become available in the future. For example, POST has been conducting extensive research and development in testing for Arrest and Control. Work is also commencing on testing for firearms proficiency.

Anticipated impact of this requirement on law enforcement agencies includes the following:

- A reduced incidence of driving accidents, use of excessive force incidents, officer injuries and deaths, and citizen complaints against officers.
- Minimal, if any, impact on the volume of training provided to in-service officers since most agencies far exceed POST's CPT minimums.
- Law enforcement agencies will have to pay close attention to the training courses selected to satisfy the CPT requirement.
- An insignificant financial impact upon agencies since all of this training must be POST certified and accordingly, reimbursable.

These impacts are only anticipated. If approved, staff will monitor actual agency impact caused by this proposed requirement. Additionally, POST will examine the feasibility of maximizing the eligibility for backfill reimbursement of this training.

Regulatory language to implement this proposed requirement is found in Attachment D. A public hearing is recommended for the July 2000 meeting in order to adopt these changes. It is recommended that this proposed requirement become effective July 1, 2001 which should allow sufficient opportunity for POST-certification of additional perishable skills courses to be made available.

## Summary of Results of POST Perishable Skills Testing

### Agencies volunteering

Five California law enforcement agencies participated in the survey: Alameda County Sheriff's Department, Los Angeles Police Department, Los Angeles Sheriffs Department, San Bernardino Sheriffs Department, San Francisco Police Department.

### Nature of testing

Testing of in-service officers from these agencies concerned Arrest and Control, Driver Training, and Firearms. The testing encompassed the conditions and requirements currently used for graduation from the regular basic course.

### Description of Results

<u>Perishable Skill</u>	<u>Number Tested</u>	<u>Failure Rates</u>
Arrest and Control	277 Officers	71.5% Overall
Driver Training	77 Officers	Collision Avoid. 39.3% Offset Lane: 40.7% Code 3: 47.2%
Firearms	247 Officers	67.4% Overall

### Limitations of Study

The survey targeted a goal sampling of 503 officers. Only 277 results were received. Representative samples of each agency were sought. However, the survey fell short in this goal and did not achieve a representative sampling of each agency. And lastly, this survey failed to identify "point of departure": that threshold time in which perishable skills began to deteriorate following academy graduation. However, results did verify there is an increasing deterioration of proficiency correlated with the lengths of time since officers have graduated from the academy.

### Results support results of previous studies

A 1976 San Jose Police Department project which sought "to identify the need and develop a system of recurrent instruction in police defensive tactics that will keep an officer's level of proficiency at an acceptable level" supports the findings of the above survey.



**Perishable Skills Ad Hoc Committee  
Roster  
February 2000**

Mark Puthuff, Sergeant  
Ray Simon Criminal Justice Training Center

Sharon Shaffer, Lieutenant  
Fresno Police Department

Neil Slawson  
San Bernardino County Sheriff's Department

Stan Sniff, Captain  
Riverside County Sheriff's Department

Larry Stimach  
Santa Rosa Training Center  
Santa Rosa Junior College

Frank Wills, Chief  
West Covina Police Department

**Perishable Skills Ad Hoc Committee  
Roster  
February 2000**

Dave Babineaux, Lieutenant  
San Jose Police Department

Ted Barnes, Chief  
Pinole Police Department

Rich Bond, Captain  
Alameda County Sheriff's Department

Michael Carona, Sheriff  
Orange County Sheriff's Department

Frank Cena, Sergeant  
Siskiyou County Sheriff's Department

Norm Cleaver, Director  
Santa Rosa Training Center

Dennis Cole, Captain  
San Diego Regional Public Safety  
Training Institute

Steve Craig  
PORAC

Greg Dossey, Director  
Allen Hancock College  
Law Enforcement Academy

Johnny Dredd, Captain  
Los Angeles County Sheriff's Department

Tim Finneran, Sergeant  
Orange County Sheriff's Department

Gretchen Fretter, Director  
Contra Costa Criminal Justice Training  
Center

Ron Gannon, Commander  
West Covina Police Department

Jeff Kermode, Lieutenant  
Irvine Police Department

Steve Keyser, Lieutenant  
Los Angeles Police Department

Craig Kilday, Lieutenant  
Riverside County Sheriff's Department

Greg Kyritsis, Captain  
San Bernardino County Sheriff's Department

Rob Lake, Lieutenant  
Sacramento Police Department

Daniel Lawson, Captain  
San Francisco Police Department

Leena Maddux, Lieutenant  
Sacramento County Sheriff's Department

Frank McKee, Officer  
San Francisco Police Department

Bob Norman, Chief  
Foster City Police Department

Willie Pannell, Commander  
Los Angeles Police Department

Captain Bruce Pfefferkorn  
San Diego Regional Public Safety  
Training Institute

**Content Outlines for Perishable Skill Course**

Each Perishable Skill category contains, at minimum, the following elements:

**Firearms**

Force Options Simulator

Judgement and Decision Making Evaluation  
Policy and Legal issues  
Moral Obligations  
Accuracy  
Availability of less lethal force options  
Tactical proficiency

Range

Proficiency/judgement  
Safety drills  
Simunitions  
Live fire tactics  
Weapons clearing  
Target Recognition

NOTE: Routine range requalification is not considered a part of this requirement

**Driving**

Driving Simulators

Judgement and Decision Making Evaluation  
Stress scenarios  
Pursuit/Code 3  
Normal Driving  
Policy and Legal Issues  
Moral and Legal Obligations

Driving Range (EVOC)

Behind the wheel training  
Pursuit/Code 3  
Backing/Parking  
Intersections  
Defensive Driving  
Response to crime incidents  
Intervention Techniques  
"Skid Pan" techniques

**Arrest and Control/Defensive Tactics**

Control techniques  
Verbal Skills  
Impact weapons  
Less lethal  
Lethal  
Chemical  
Restraint Devices

**Communications**

Tactical officer to officer  
Tactical officer to suspect(s)/citizen(s)  
Interpersonal, officers, citizens

**Commission on Peace Officer Standards and Training  
POST ADMINISTRATIVE MANUAL  
COMMISSION PROCEDURE D-2**

**CONTINUING PROFESSIONAL TRAINING**

**Purpose**

**2-1. Specification of Continuing Professional Training:** This Commission procedure implements that portion of the Minimum Standards for Training established in Section 1005.(d) of the Regulations for Continuing Professional Training.

**Objective**

**2-2. Continuing Professional Training Objectives:** Continuing Professional Training is designed to provide update and refresher training in cognitive areas and psychomotor skills. Flexibility is to be permitted in course content and manner of course offering in order to meet changing conditions and local needs.

**2-3. Perishable Skills:** All regular and specialized peace officers below middle management position (i.e., officers and first level supervisors) assigned to patrol, traffic, and investigation, who routinely effect the physical arrest of criminal suspects are required to complete a minimum of 14 hours of POST-certified training (Perishable Skills and Communications) as part of the CPT requirement. A minimum of 12 hours of this requirement in each two year period shall contain perishable skills training including a minimum of 4 hours of each of the three following courses which have been specifically designated by POST as satisfying this requirement:

1. Arrest and Control
2. Driver Training/Awareness or Driving Simulator
3. Tactical Firearms \* or Force Options Simulator

\* Tactical Firearms training courses involve tactical situations, judgement and application. Basic marksmanship and routine qualification do not satisfy the requirement.

**2-3.1 Communications:** All regular and specialized peace officers below middle management position (i.e., officers and first level supervisors) assigned to patrol, traffic, and investigation, and who routinely effect the physical arrest of criminal suspects are required to complete a minimum of 2 hours of this requirement in each two year period in tactical or interpersonal communications training.

**2-3.2 Exemptions:** An agency may be exempt from all or portions of this requirement if it attests in writing, and POST approves, that its peace officers do not carry firearms, or infrequently interact with or effect physical arrests of criminal suspects, or do not utilize marked emergency vehicles during the normal course of business.

**Proposed Regulation Changes**

**Commission on Peace Officer Standards and Training**

**Proposed Amendment of Commission Regulation 1005  
Continuing Professional Training**

**1005. Minimum Standards for Training.**

[1005.(a) through 1005.(c)(5) continued]

- (d) Continuing Professional Training (Required).
- (1) Every peace officer, Level I and Level II Reserve Officer as defined in Commission Procedure H-1-2(a) and HB1-2(b), Public Safety Dispatcher as defined in Commission Procedure 1001(w), and Public Safety Dispatch Supervisor, shall satisfactorily complete the Continuing Professional Training (CPT) requirement of 24 or more hours at least once every two years after meeting the basic training requirement. The CPT requirement is set forth in PAM, section D-2. The 24 hours shall contain training topics as specified in PAM Section D-2.
  - (2) The above requirement may be met by satisfactory completion of one or more certified Advanced Officer Courses, technical courses, and POST Special Seminars (those designed for training and not those designed to provide advice/input to POST), totaling 24 or more hours, or satisfactory completion of an alternative method of compliance as determined by the Commission. A further description of POST Special Seminars is set forth in PAM, section D-8. Requirements for Technical Courses are set forth in PAM, section D-6. All regular and specialized peace officers below the middle management position (i.e. officers and first level supervisors) assigned to patrol, traffic, and investigation who routinely effect the physical arrest of criminal suspects are required to complete a minimum of 14 hours of POST-certified training (Perishable Skills and Communications) as part of the CPT requirement or, successfully complete a testing procedure as delineated in Procedure D-2.
  - (3) Peace officer supervisors may satisfy the requirement by completing POST-certified Supervisory and Management Training Courses, in addition to the methods specified in (2) above.

## Recommended Content

**2-3.3 Testing in Lieu of Training:** The perishable skills training requirement may be met in lieu of training by successfully passing a POST approved course-presenter-developed test which measures the approved course objectives.

**2-3 4. Continuing Professional Training Content:** The Commission recommends the following topics be considered, but not required, as part of Continuing Professional Training for officers assigned to enforcement duties:

- New Laws
- Recent Court Decisions and/or Search and Seizure Refresher
- Officer Survival Techniques
- New Concepts, Procedures, Technology
- Discretionary Decision Making (Practical Field Problems)
- Civil Liability-Causing Subjects
- Ethics
- ~~\*Perishable Skills~~

~~\*Perishable skills are those skills used by an enforcement officer to obtain compliance by persuasion, or to compel compliance by the use of force. These skills tend to deteriorate if not reinforced through training and practice; Tactical Communications, Defensive Tactics, Chemical Agents, Impact Weapons, Firearms, Use of Force Judgement, and Driver's Training.~~

The training may include the Advanced Officer Course or other currently needed subject matter such as the topical areas of the Basic Course, Commission Procedure D-1. It is suggested elective subjects address current and local problems or needs.

For managers and executives, it is recommended that 2 hours of CPT within every 2 calendar years be devoted to instruction in updates on perishable skills training required in this procedure.

### Historical Note:

Procedure D-2 was adopted and incorporated by reference into Commission Regulation 1005 on April 15, 1982 and amended July 1, 2000.

August 20, 2000

**BULLETIN: 00-**

**SUBJECT: PUBLIC HEARING: PROPOSAL TO AMEND COMMISSION  
REGULATION 1005 (D)(2) AND COMMISSION PROCEDURE D -2**

A public hearing is being held to consider a proposal to amend Commission Regulation 1005 (d)(2) and Procedure D-2 to require that 14 hours of the 24 hours of Continuing Professional Training (CPT) consist of perishable skills training. Perishable skills are defined as: arrest and control procedures, driving, firearms, and communications (tactical and interpersonal).

Effective January 1, 2002, the Commission seeks to require perishable skills training, every 24 months, for all regular and specialized peace officers below middle management position (i.e., officers and first level supervisors) assigned to patrol, traffic, and investigation, who routinely effect the physical arrest of criminal suspects.

The public hearing will be held:

Date: November 2, 2000  
Time: 10:00 A.M.  
Place: Holiday Inn  
5321 Date Avenue  
Sacramento, CA 95841

Pursuant to the provisions of the Administrative Procedures Act, the Commission invites input on this proposal. Written comments relative to the proposed actions must be received at POST no later than 4:30 p.m. on October 23, 2000.

The attached Notice of Proposed Regulatory Action provides details concerning the proposed regulatory changes. Inquiries concerning the proposed action may be directed to Leah Cherry, Staff Services Analyst, 1601 Alhambra Boulevard, Sacramento CA. 95816-7083, by telephone at (916) 227-3891, or email [lcherry@post.ca.gov](mailto:lcherry@post.ca.gov).

KENNETH J. O'BRIEN  
Executive Director

Attachment

reported criminal acts, frequently and routinely involved effecting physical arrests of suspects who are believed to have committed these crimes. Consequently, it is at these points of law enforcement contact (patrol, traffic enforcement, follow-up investigation) with the public that the greatest potential for use of perishable skills exist.

Requiring that the above target group of peace officers attend frequent perishable skills retraining should have the following anticipated effect on law enforcement agencies:

- A reduced incidence of driving accidents, use of excessive force incidents, officer injuries and deaths, and citizen complaints against officers.
- Minimal, if any, impact on the volume of training provided to in-service officers since most agencies far exceed POST's CPT minimums.
- Law enforcement agencies will have to pay close attention to the training courses selected to satisfy the CPT requirement.
- An insignificant financial impact upon agencies since all of this training must be POST certified and accordingly, reimbursable.

**For these reasons, it is now proposed that Commission Regulation 1005 (d)(2) be amended to read:**

- (2) The above requirement may be met by satisfactory completion of one or more certified Advanced Officer Courses, technical courses, and POST Special Seminars (those designed for training and not those designed to provide advice/input to POST), totaling 24 or more hours, or satisfactory completion of an alternative method of compliance as determined by the Commission. A further description of POST Special Seminars is set forth in PAM, section D-8. Requirements for Technical Courses are set forth in PAM, section D-6. All regular and specialized peace officers below middle management position (i.e., officers and first level supervisors) assigned to patrol, traffic, and investigation, who routinely effect the physical arrest of criminal suspects are required to complete a minimum of 14 hours of POST-certified training (Perishable Skills and Communications) as part of the CPT requirement. A minimum of 12 hours of perishable skills training of the 24 hour CPT requirement is required as specified in PAM Section D-2.



Commission on Peace Officer Standards and Training

**REGULATORY ACTION: TO AMEND COMMISSION  
REGULATION SECTION 1005(d) (2) and  
COMMISSION PROCEDURE D-2  
CONTINUING PROFESSIONAL TRAINING**

**INITIAL STATEMENT OF REASONS**

**Background**

Currently, POST's CPT requirement provides that every officer, first-line supervisor, manager, executive, dispatcher and Level I/II reserve officer must complete 24 hours of POST-certified training every two years.

At the same time, POST and the law enforcement training community has experienced a growing awareness in recent years that major psychomotor skills (sometimes referred in the literature as "gross or complex psychomotor skills") diminish rapidly over time unless periodically practiced/used or refreshed through retraining. For law enforcement, the major psychomotor skills include driving, use of firearms, and arrest/control.

At the January 1998 meeting, the Commission authorized the Executive Director to contract for the services of a Management Fellow for up to one year to study the feasibility of establishing a perishable skills training requirement. Under the coordination of this Management Fellow, testing of in-service officers at several law enforcement agencies verify what prior similar studies have concluded: there is a reduction in proficiency in these skills unless refreshed periodically.

At its December 1999 meeting, the Commission's Long Range Planning Committee indicated its support for the concept of mandatory perishable skills training with the addition of "communications" to the list of skills.

**Justification for Amendments to Regulation 1005 (d)(2) and Procedure D-2**

While POST provides some guidance as to recommended training courses/topics in Commission Procedure D-2, law enforcement agencies have been given wide latitude in selecting courses or topics to satisfy this training requirement. Rationale for this approach has been that training needs vary over time, and from agency to agency

It is no coincidence that the four identified perishable skills, when not periodically refreshed, frequently correlate to incidence of personnel complaints, officer injury, officer death, civilian injury, civilian death and resultant liability to law enforcement agencies. Accordingly, the four core skills were identified as lynchpins of safe and effective law enforcement operations and an important focus of on-going responsible law enforcement management.

It is further recognized that the majority of law enforcement contacts with the public are conducted by officers assigned to routine, daily patrol responsibilities, traffic enforcement or by officers assigned to investigative functions which through follow-up investigation following

measures the approved course objectives.

### **Recommended Content**

**2-3 4. Continuing Professional Training Content:** The Commission recommends the following topics be considered, but not required, as part of Continuing Professional Training for officers assigned to enforcement duties:

New Laws  
Recent Court Decisions and/or Search and Seizure Refresher  
Officer Survival Techniques  
New Concepts, Procedures, Technology  
Discretionary Decision Making (Practical Field Problems)  
Civil Liability-Causing Subjects  
Ethics  
**\*Perishable Skills**

~~\*Perishable skills are those skills used by an enforcement officer to obtain compliance by persuasion, or to compel compliance by the use of force. These skills tend to deteriorate if not reinforced through training and practice; Tactical Communications, Defensive Tactics, Chemical Agents, Impact Weapons, Firearms, Use of Force Judgement, and Driver's Training:~~

The training may include the Advanced Officer Course or other currently needed subject matter such as the topical areas of the Basic Course, Commission Procedure D-1. It is suggested elective subjects address current and local problems or needs.

For managers and executives, it is recommended that 2 hours of CPT within every 2 calendar years be devoted to instruction in updates on perishable skills training required in this procedure.

**Historical Note:**

Procedure D-2 was adopted and incorporated by reference into Commission Regulation 1005 on April 15, 1982 and amended July 1, 2000.

It is also proposed that Commission Procedure D-2 be amended to include the following wording:

## CONTINUING PROFESSIONAL TRAINING

### Purpose

**2-1. Specification of Continuing Professional Training:** This Commission procedure implements that portion of the Minimum Standards for Training established in Section 1005.(d) of the Regulations for Continuing Professional Training.

### Objective

**2-2. Continuing Professional Training Objectives:** Continuing Professional Training is designed to provide update and refresher training in cognitive areas and psychomotor skills. Flexibility is to be permitted in course content and manner of course offering in order to meet changing conditions and local needs.

**2-3. Perishable Skills:** All regular and specialized peace officers below the middle management position (i.e. officers and first level supervisors) assigned to patrol, traffic, and investigation who routinely effect the physical arrest of criminal suspects are required to complete a minimum of 14 hours of POST-certified training (Perishable Skills and Communications) as part of the CPT requirement. A minimum of 12 hours of this requirement in each two year period shall contain perishable skills training including any three of the following courses designated by POST as satisfying this requirement:

1. Arrest and Control
2. Driver Training/Awareness or Driving Simulator
3. Tactical Firearms \* or Force Options Simulator

\* Tactical Firearms training courses involve tactical situations, judgement and application. Basic marksmanship and routine qualification do not satisfy the requirement.

**2-3.1 Communications:** All regular and specialized peace officers below middle management position (i.e., officers and first level supervisors) assigned to patrol, traffic, and investigation, and who routinely effect the physical arrest of criminal suspects are required to complete a minimum of 2 hours of this requirement in each two year period in tactical or interpersonal communications training.

**2-3.2 Exemptions:** An agency may be exempt from all or portions of this requirement if it attests in writing, and POST approves, that its peace officers do not carry firearms, or infrequently interact with or effect physical arrests of criminal suspects, or do not utilize marked emergency vehicles during the normal course of business.

**2-3.3 Testing in Lieu of Training:** The perishable skills training requirement may be met in lieu of training by successfully passing a POST approved course-presenter-developed test which

## **ADOPTION OF PROPOSED REGULATIONS**

Following the close of the November 2, 2000 public comment period, the Commission adopted the proposal substantially as described in this notice.

### **TEXT OF PROPOSAL**

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

### **ESTIMATE OF ECONOMIC IMPACT**

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

Nondiscretionary Costs/Savings to Local Agencies: None

Local Mandate: None

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

Declaration Relating to Impact on All California Businesses Including Small Businesses: The Commission on Peace Officer Standards and Training, in the development of the proposed regulation, has assessed the potential for adverse economic impact on businesses in California, including the ability of California businesses to compete with businesses in other states, and has found that the proposed amendment of Regulation 1005 will have no effect. This finding was based on the determination that the proposed amendment of Regulation 1005 in no way applies to businesses.

Costs Impact on Private Persons or Entities: None

Housing Costs: None

### **ASSESSMENT**

The adoption of the proposed amendments to this regulation will neither create nor eliminate jobs in the state of California, nor result in the elimination of existing businesses or created or expand businesses in the state of California.

### **CONSIDERATION OF ALTERNATIVES**

In order to take this action, the Commission must determine that no alternative considered by the

Commission on Peace Officer Standards and Training

**NOTICE OF PROPOSED REGULATORY ACTION: Amendment of Commission  
Regulation 1005 (d) (2) and Procedure D-2  
Continuing Professional Training (CPT)**

**INFORMATIVE DIGEST**

Currently, POST's CPT requirement provides that every officer, first-line supervisor, manager, executive, dispatcher and Level I/II reserve officer must complete 24 hours of POST-certified training every two years. While POST provides some guidance as to recommended training courses/topics in Commission Procedure D-2, law enforcement agencies have been given wide latitude in selecting courses or topics to satisfy this training requirement. Rationale for this approach has been that training needs vary over time, and from agency to agency.

At the same time, POST and the law enforcement training community has experienced a growing awareness in recent years that major psychomotor skills (sometimes referred in the literature as "gross or complex psychomotor skills") diminish rapidly over time unless periodically practiced/used or refreshed through retraining. For law enforcement, the major psychomotor skills include driving, use of firearms, and arrest/control.

At the January 1998 meeting, the Commission authorized the Executive Director to contract for the services of a Management Fellow for up to one year to study the feasibility of establishing a perishable skills training requirement. Under the coordination of this Management Fellow, testing of in-service officers at several law enforcement agencies verify what prior similar studies have concluded: there is a reduction in proficiency in these skills unless refreshed periodically.

At its December 1999 meeting, the Commission's Long Range Planning Committee indicated its support for the concept of mandatory perishable skills training with the addition of "communications" to the list of skills.

During the July 20, 2000 meeting, the Commission initially considered this matter and decided to reset it for public hearing at the November 2, 2000 Commission meeting.

It is no coincidence that these core skills, when not periodically refreshed, frequently correlate to incidence of personnel complaints, officer injury, officer death, civilian injury, civilian death and resultant liability to law enforcement agencies. Accordingly, the four core skills were identified as lynchpins of safe and effective law enforcement operations and an important focus of responsible law enforcement management.

It is further recognized that the majority of law enforcement contacts with the public are conducted by officers assigned to daily patrol responsibilities, traffic enforcement or by officers assigned to investigative functions which through follow-up investigation following reported criminal acts, frequently and routinely involved effecting physical arrests of suspects who are believed to have committed these crimes. Consequently, it is at these points of law enforcement contact (patrol, traffic enforcement, follow-up investigation) with the public that the greatest potential for use of perishable skills exist

changing conditions and local needs.

**2-3. Perishable Skills:** All regular and specialized peace officers below middle management position (i.e., officers and first level supervisors) assigned to patrol, traffic, and investigation, who routinely effect the physical arrest of criminal suspects are required to complete a minimum of 14 hours of POST-certified training (Perishable Skills and Communications) as part of the CPT requirement. A minimum of 12 hours of this requirement in each two year period shall contain perishable skills training including a minimum of 4 hours of each of the three following courses which have been specifically designated by POST as satisfying this requirement:

1. Arrest and Control
2. Driver Training/Awareness or Driving Simulator
3. Tactical Firearms \* or Force Options Simulator

\* Tactical Firearms training courses involve tactical situations, judgement and application. Basic marksmanship and routine qualification do not satisfy the requirement.

**2-3.1 Communications:** All regular and specialized peace officers below middle management position (i.e., officers and first level supervisors) assigned to patrol, traffic, and investigation, and who routinely effect the physical arrest of criminal suspects are required to complete a minimum of 2 hours of this requirement in each two year period in tactical or interpersonal communications training.

**2-3.2 Exemptions:** An agency may be exempt from all or portions of this requirement if it attests in writing, and POST approves, that its peace officers do not carry firearms, or infrequently interact with or effect physical arrests of criminal suspects, or do not utilize marked emergency vehicles during the normal course of business.

**2-3.3 Testing in Lieu of Training:** The perishable skills training requirement may be met in lieu of training by successfully passing a POST approved course-presenter-developed test which measures the approved course objectives.

### **Recommended Content**

**2-3 4. Continuing Professional Training Content:** The Commission recommends the following topics be considered, but not required, as part of Continuing Professional Training for officers assigned to enforcement duties:

- New Laws
- Recent Court Decisions and/or Search and Seizure Refresher
- Officer Survival Techniques
- New Concepts, Procedures, Technology
- Discretionary Decision Making (Practical Field Problems)
- Civil Liability-Causing Subjects
- Ethics

Commission would be more effective in carrying out the purpose for which the action is proposed or would be as effective and less burdensome to affected private persons than the proposed action.

## CONTACT PERSON

Inquiries concerning the proposed action and requests for written material pertaining to the proposed action should be directed to Leah Cherry, Staff Services Analyst, 1601 Alhambra Blvd., Sacramento, CA 95816-7083, by telephone at (916) 227-3891, or email: [lcherry@post.ca.gov](mailto:lcherry@post.ca.gov).

## AMENDMENT OF COMMISSION REGULATION 1005 (d) (2)

### CONTINUING PROFESSIONAL TRAINING

- (2) The above requirement may be met by satisfactory completion of one or more certified Advanced Officer Courses, technical courses, and POST Special Seminars (those designed for training and not those designed to provide advice/input to POST), totaling 24 or more hours, or satisfactory completion of an alternative method of compliance as determined by the Commission. A further description of POST Special Seminars is set forth in PAM, section D-8. Requirements for Technical Courses are set forth in PAM, section D-6. All regular and specialized peace officers below middle management position (i.e., officers and first level supervisors) assigned to patrol, traffic and investigation, who routinely effect the physical arrest of criminal suspects are required to complete a minimum of 14 hours of POST-certified training (Perishable Skills and Communications) as part of the CPT requirement. A minimum of 12 hours of perishable skills training of the 24 hour CPT requirement is required as specified in PAM Section D-2.

## AMENDMENT OF COMMISSION PROCEDURE D-2

### CONTINUING PROFESSIONAL TRAINING

#### Purpose

**2-1. Specification of Continuing Professional Training:** This Commission procedure implements that portion of the Minimum Standards for Training established in Section 1005.(d) of the Regulations for Continuing Professional Training.

#### Objective

**2-2. Continuing Professional Training Objectives:** Continuing Professional Training is designed to provide update and refresher training in cognitive areas and psychomotor skills. Flexibility is to be permitted in course content and manner of course offering in order to meet

**\*Perishable Skills**

~~\*Perishable skills are those skills used by an enforcement officer to obtain compliance by persuasion, or to compel compliance by the use of force. These skills tend to deteriorate if not reinforced through training and practice; Tactical Communications, Defensive Tactics, Chemical Agents, Impact Weapons, Firearms, Use of Force Judgement, and Driver's Training.~~

The training may include the Advanced Officer Course or other currently needed subject matter such as the topical areas of the Basic Course, Commission Procedure D-1. It is suggested elective subjects address current and local problems or needs.

For managers and executives, it is recommended that 2 hours of CPT within every 2 calendar years be devoted to instruction in updates on perishable skills training required in this procedure.



Dispatchers and Dispatch Supervisors are required to satisfy the 24-hour Continuing Professional Training (CPT) requirement. Approximately 6,900 dispatchers and dispatch supervisors are affected by this new requirement.

The Commission, at the October 1999 meeting, expressed preliminary support for the addition of public safety dispatchers and dispatch supervisors and appropriate training courses to the backfill reimbursement program. This action recognized the critical role of dispatchers in providing community service and ensuring the safety of officers in the field. Dispatchers are included in the annual, statewide training needs assessment and staff have developed plans to expand the scope of training courses that are specifically directed at the dispatch function and role.

Commission Regulation 1015(e), enacted in 1999, does not authorize backfill reimbursement for the dispatcher and dispatch supervisor positions. The regulation must now be amended to provide the authority for this reimbursement. Staff proposes to amend Regulation 1015(e), as shown in Attachment A to this report. It is proposed the change be effective 7-1-2001 subject to approval by the Office of Administrative Law.

### **RECOMMENDATION**

It is recommended that, subject to the results of the public hearing, the Commission amend Regulation 1015 to authorize backfill reimbursement for public safety dispatchers and dispatch supervisors.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title Back-fill Reimbursement for Public Safety Dispatchers and Dispatch Supervisors		Meeting Date November 2, 2000
Bureau Training Delivery Bureau	Reviewed By Dick Reed	Researched By Lupe de la Garza
Executive Director Approval <i>Frank J. O'Brien</i>	Date of Approval 10-17-00	Date of Report October 13, 2000
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Commission, subject to the public hearing process, approve an amendment to Regulation 1015 to authorize backfill reimbursement for Public Safety Dispatcher and Dispatch Supervisor training?

**BACKGROUND**

Backfill or replacement reimbursement provides 100% of the overtime cost of training and the travel time associated with training that is incurred by agencies whenever peace officers attend selected, approved training programs. The reimbursement is intended to: (a) increase participation in selected training that is focused on critical skills, officer safety, and high liability topics; and (2) permit an agency to maintain the staffing necessary for officer and community safety and services while officers are in training.

The Backfill Reimbursement program began in May 1998. During FY 1998/99, approximately \$764,500 was reimbursed. Approximately \$3 Million was reimbursed in FY 1999/00.

Commission Regulation 1015(e) authorizes backfill reimbursement but limits eligibility for reimbursement to peace officers.

**ANALYSIS**

Dispatchers are integral to law enforcement field operations. Dispatchers and dispatch supervisors are responsible to assess calls for service, assign field officers, and provide information that is critical to officer and public safety. Training for dispatchers in operational subject areas is recognized by law enforcement administrators as an increasingly critical need. However, staffing considerations limit the ability of an agency to release dispatchers to attend training. In addition, the number and variety of in-service training programs for dispatchers is limited.

Records for FY 1997/98 indicate that approximately 2,344 dispatchers attended approximately 2,497 hours of reimbursable training (1.6 hours/dispatcher). In addition, effective July 1, 2000, Public Safety

**Regulation 1015**

(e) Backfill (replacement)/Days off Reimbursement

- (1) The Commission will reimburse any eligible agency, Section 13523 Penal Code, for the agency's expense of paying salary at the overtime rate: (1) to a peace officer ~~employee~~, who replaces another peace officer ~~employee~~ for his/her attendance of at selected POST-certified training, or (2) to a peace officer who is assigned to training on his/her days off, or (3) to a public safety dispatcher, or dispatch supervisor who replaces another public safety dispatcher, or dispatch supervisor for his/her attendance at selected POST-certified training, or (4) to a public safety dispatcher, or dispatch supervisor who is assigned to training on his/her days off.
  
- (2) Reimbursement claims may be made only for attendance at POST-certified training courses identified by the Commission. Training courses that qualify for reimbursement are restricted to: (a) courses developed and presented with Federal funds allocated by Federal law, STOP violence against women, ~~and~~ (b) courses designed to address high-priority, in-service training needs of entry-level peace officers, and (c) courses designed to address high-priority, in-service training needs of public safety dispatchers, and dispatch supervisors. As such courses are certified, there will be a notation of eligibility for reimbursement.

This bill exempts former Level I and Level II reserve peace officers from the current minimum training requirements only. Selection requirements (e.g., background, medical, psychological) must still be met prior to the new appointment with an agency.

This bill does not apply to individuals who met a previously approved Level I or Level II training standard but never served as a Level I or Level II reserve peace officer.

A copy of Senate Bill 1955 and the proposed amendments to Regulation 1007 and Procedure H-3 are included as Attachments A, B, and C respectively.

If the Commission agrees with the amendments, it is proposed that the Notice of Proposed Regulatory Action process be used. If no one requests a public hearing, the amendments would become effective 30 days after approval by the Office of Administrative Law.

#### **RECOMMENDATION**

It is recommended that the Commission, subject to the Notice of Proposed Regulatory Action, approve the amendments to Regulation 1007 and Commission Procedure H-3 as described.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Report on Proposal to Amend Regulation 1007 Reserve Officer Minimum Standards and Procedure H-3 Reserve Officer Training Requirements		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Basic Training Bureau	<b>Reviewed By</b> <i>Bud Lewallen</i>	<b>Researched By</b> Frank Decker/Kelly York
<b>Executive Director Approval</b> <i>Samuel J. O'Brien</i>	<b>Date of Approval</b> 10-10-00	<b>Date of Report</b> September 15, 2000
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Commission approve, subject to the Notice of Proposed Regulatory Action process, a proposal to amend Regulation 1007 and Commission Procedure H-3 to allow former Level I and Level II reserve peace officers, who have previously satisfied training requirements pursuant to Penal Code Section 832.6, to remain qualified as to POST requirements if the reserve peace officer accepts a new appointment at the same or lower level within three years of the last date of service?

**BACKGROUND**

On September 1, 2000, Governor Davis signed Senate Bill 1955 which will become effective January 1, 2001. This bill amends Penal Code Section 832.6 by providing a provision for a reserve officer who has previously satisfied training requirements pursuant to this section, and has served as a Level I or Level II reserve officer within the three-year period prior to the date of a new appointment to remain qualified as to POST training requirements if that officer accepts a new appointment at the same or lower level.

**ANALYSIS**

Senate Bill 1955 is a follow-up to Senate Bill 359 which became effective July 13, 1999. Senate Bill 359 amended Penal Code Section 832.6 by providing a lateral transfer provision for current Level I and Level II reserve peace officers. This bill allowed Level I and Level II reserve peace officers to transfer to another law enforcement agency, at the same level, without having to meet any new training requirements that may have been established since their original appointment. The transfer had to be accomplished without a break in service between agencies. If there was any break in service, the individual was required to meet current training standards.

Senate Bill 1955 is intended to address the break in service issue by allowing former Level I and Level II reserves to accept a new appointment at the same or lower level if the break in service is less than three-years. If the break in service is three-years or longer, the individual will be responsible for meeting the current minimum training requirements as required by Regulation 1007(b).

(2) A level II reserve officer assigned to the prevention and detection of crime and the general enforcement of the laws of this state while under the immediate supervision of a peace officer who has completed the basic training course for deputy sheriffs and police officers prescribed by the Commission on Peace Officer Standards and Training, and the level II reserve officer has completed the course required by Section 832 and any other training prescribed by the commission.

Level II reserve officers appointed pursuant to this paragraph may be assigned, without immediate supervision, to those limited duties that are authorized for level III reserve officers pursuant to paragraph (3). Reserve officers appointed pursuant to this paragraph shall satisfy the continuing professional training requirement prescribed by the commission.

(3) Level III reserve officers may be deployed and are authorized only to carry out limited support duties not requiring general law enforcement powers in their routine performance. Those limited duties shall include traffic control, security at parades and sporting events, report taking, evidence transportation, parking enforcement, and other duties that are not likely to result in physical arrests. Level III reserve officers while assigned these duties shall be supervised in the accessible vicinity by a level I reserve officer or a full-time, regular peace officer employed by a law enforcement agency authorized to have reserve officers. Level III reserve officers may transport prisoners without immediate supervision. Those persons shall have completed the training required under Section 832 and any other training prescribed by the commission for those persons.

(4) A person assigned to the prevention and detection of a particular crime or crimes or to the detection or apprehension of a particular individual or individuals while working under the supervision of a California peace officer in a county adjacent to the state border who possesses a basic certificate issued by the Commission on Peace Officer Standards and Training, and the person is a law enforcement officer who is regularly employed by a local or state law enforcement agency in an adjoining state and has completed the basic training required for peace officers in his or her state.

**(5) For purposes of this section, a reserve officer who has previously satisfied the training requirements pursuant to this section, and has served as a level I or II reserve officer within the three-year period prior to the date of a new appointment shall be deemed to remain qualified as to the Commission on Peace Officer Standards and Training requirements if that reserve officer accepts a new appointment at the same or lower level with another law enforcement agency. If the reserve officer has more than a**

BILL NUMBER: SB 1955 CHAPTERED  
BILL TEXT

CHAPTER 287

FILED WITH SECRETARY OF STATE SEPTEMBER 1, 2000

APPROVED BY GOVERNOR AUGUST 31, 2000

PASSED THE SENATE AUGUST 18, 2000

PASSED THE ASSEMBLY AUGUST 10, 2000

AMENDED IN ASSEMBLY JUNE 19, 2000

AMENDED IN ASSEMBLY JUNE 2, 2000

AMENDED IN SENATE APRIL 24, 2000

AMENDED IN SENATE MARCH 27, 2000

INTRODUCED BY Committee on Public Safety (Senators Vasconcellos  
(Chair), Burton, Johnston, McPherson, Polanco, and Rainey)

FEBRUARY 24, 2000

An act to amend Section 1560 of the Evidence Code, to amend Sections 190.9, 209, 266c, 273.5, 289.6, 290, 347, 600, 667.71, 832.6, 976.5, 9991, 1170.11, 1170.17, 1174.4, 1240.1, 2933.5, 3046, 11160, 11165.1, 12020, 12022.53, and 12280 of the Penal Code, and to amend Sections 21221.5 and 23612 of the Vehicle Code, and to amend Sections 727.4 and 15610.63 of, and to amend and renumber Section 727.2 of, the Welfare and Institutions Code, relating to public safety.

SEC. 11. Section 832.6 of the Penal Code is amended to read:

832.6. (a) Every person deputized or appointed, as described in subdivision (a) of Section 830.6, shall have the powers of a peace officer only when the person is any of the following:

(1) A level I reserve officer deputized or appointed pursuant to paragraph (1) or (2) of subdivision (a) or subdivision (b) of Section 830.6 and assigned to the prevention and detection of crime and the general enforcement of the laws of this state, whether or not working alone, and the person has completed the basic training course for deputy sheriffs and police officers prescribed by the Commission on Peace Officer Standards and Training. For level I reserve officers appointed prior to January 1, 1997, the basic training requirement shall be the course that was prescribed at the time of their appointment. Reserve officers appointed pursuant to this paragraph shall satisfy the continuing professional training requirement prescribed by the commission.

**three-year break in service, he or she shall satisfy current training requirements.**

This training shall fully satisfy any other training requirements required by law, including those specified in Section 832.

In no case shall a peace officer of an adjoining state provide services within a California jurisdiction during any period in which the regular law enforcement agency of the jurisdiction is involved in a labor dispute.

(b) Notwithstanding subdivision (a), a person who is issued a level I reserve officer certificate before January 1, 1981, shall have the full powers and duties of a peace officer as provided by Section 830.1 if so designated by local ordinance or, if the local agency is not authorized to act by ordinance, by resolution, either individually or by class, if the appointing authority determines the person is qualified to perform general law enforcement duties by reason of the person's training and experience. Persons who were qualified to be issued the level I reserve officer certificate before January 1, 1981, and who state in writing under penalty of perjury that they applied for but were not issued the certificate before January 1, 1981, may be issued the certificate before July 1, 1984. For purposes of this section, certificates so issued shall be deemed to have the full force and effect of any level I reserve officer certificate issued prior to January 1, 1981.

(c) In carrying out this section, the commission:

- (1) May use proficiency testing to satisfy reserve training standards.
- (2) Shall provide for convenient training to remote areas in the state.
- (3) Shall establish a professional certificate for reserve officers as defined in paragraph (1) of subdivision (a) and may establish a professional certificate for reserve officers as defined in paragraphs (2) and (3) of subdivision (a).
- (4) Shall facilitate the voluntary transition of reserve officers to regular officers with no unnecessary redundancy between the training required for level I and level II reserve officers.
- (5) Shall develop a supplemental course for existing level I reserve officers desiring to satisfy the basic training course for deputy sheriffs and police officers.

(d) In carrying out paragraphs (1) and (3) of subdivision (c), the commission may establish and levy appropriate fees, provided the fees do not exceed the cost for administering the respective services. These fees shall be deposited in the Peace Officers' Training Fund established by Section 13520.

(e) The commission shall include an amount in its annual budget request to carry out this section.



2. The Regular Basic Course or its equivalent and 400 hours of a POST-approved Field Training Program.

(E) Continuing Professional Training. Every Level I reserve peace officer shall also satisfy the Continuing Professional Training requirement set forth in Regulation 1005(d).

(2) Level II Reserve Peace Officers:

(A) Every Level II reserve peace officer [defined in PAM, section H-1-2(b)], appointed between 7-1-99 and 12-31-99, before being assigned to duties which include the exercise of peace officer powers, shall satisfactorily complete the POST-certified two-part Reserve Level III Module and the Level II Module (PAM, section D-1-3):

Every Level II reserve peace officer [defined in PAM, section H-1-2(b)], appointed between 1-1-00 and 6-30-00, before being assigned to duties which include the exercise of peace officer powers, shall satisfactorily complete either Modules A and B (PAM, section H-5) or the POST-certified two-part Reserve Level III Module and the Level II Module (PAM, section D-1-3):

Minimum Training Requirement. Every Level II reserve peace officer [defined in PAM, section H-1-2(b)], appointed on or after 7-1-00, before being assigned to duties which include the exercise of peace officer powers, shall satisfactorily complete the POST-certified two-part Reserve Level III Module and the Level II Module (PAM, section D-1-3).

(B) Exemption to Minimum Training Requirement. The two-part Level III Module and the Level II Module will not be required for a Level II reserve peace officer if:

1. The Level II reserve peace officer has previously satisfied the training requirements specified for Level I or II reserve peace officers in Commission Procedure H-3-2 or H-3-3(a) - (c); and
2. the new appointment is within three years of the date of last service as a Level I or II reserve peace officer.

(C) Continuing Professional Training. Every Level II reserve peace officer shall also satisfy the Continuing Professional Training requirement set forth in Regulation 1005(d).

(3) Level III Reserve Peace Officers

(A) Minimum Training Requirement. Every Level III reserve peace officer [defined in PAM, section H-1-2(c)], appointed on or after 7-1-99, before being assigned to duties which include the exercise of peace officer powers, shall satisfactorily complete the POST-certified two-part Reserve Level III Module (PAM, section D-1-3).

(B) Exemption to Minimum Training Requirement. The two-part Level III Module will not be required for a Level III reserve peace officer if:

Commission on Peace Officer Standards and Training

POST ADMINISTRATIVE MANUAL

1007. Reserve Officer Minimum Standards and Waiver of Training Requirements for Modules B and/or C.

(a) continued

(b) Every reserve peace officer shall be trained in conformance with the following requirements:

(1) Level I Reserve Peace Officers:

(A) Minimum Training Requirement. Every Level I reserve peace officer [defined in PAM, section H-1-2(a)], before being assigned to duties which include the exercise of peace officer powers, shall satisfactorily complete the training requirements of the Regular Basic Course or its equivalents (PAM, section D-1-3).

(B) Exemption to Minimum Training Requirement. The Regular Basic Course, or its equivalents, will not be required for a Level I reserve peace officer if:

1. The Level I reserve peace officer has previously satisfied the training requirements specified for Level I reserve peace officers in Commission Procedure H-3-2 or H-3-3(a) - (c); and
2. is appointed to a non-designated Level I reserve peace officer position; and
3. the new appointment is within three years of the date of last service as a Level I reserve peace officer.

(C) Field Training Requirement. All Level I reserve officers, ~~appointed on or after 7-1-99;~~ upon completing the Regular Basic Course or its equivalents, training requirement shall complete a POST-approved Field Training Program (PAM, section D-13) prior to working alone in a general law enforcement assignment. The Field Training Program, which shall be delivered over a minimum of 10 weeks (400 hours), shall be based upon structured learning content as recommended in the *POST Field Training Program Guide* or upon a locally developed field training guide which includes the minimum POST-specified topics which are listed in the *POST Field Training Program Guide*.

(D) Exemption to Field Training Requirement. A Level I reserve peace officer is exempt from the Field Training Program requirement if the Level I reserve peace officer is reappointed to a Level I position with less than a three year break in service [see (B) above] and has successfully completed:

1. Modules A, B and C and 200 hours of structured field training; or

1. The Level III reserve peace officer has previously satisfied the training requirements specified for Level I or II reserve peace officers in Commission Procedure H-3-2 or H-3-3(a) - (c); and
  2. the new appointment is within three years of the date of last service as a Level I or II reserve peace officer.
- (c) To be eligible for the award of the Reserve Officer Certificate, a reserve peace officer, shall be currently appointed or deputized as a reserve peace officer as described in Penal Code 830.6(a), meet the selection requirements for Level I reserve peace officer assignment as described in paragraph (a), and have completed the training and general law enforcement experience as described in paragraph (b)(1), PAM, sections H-3-2 or H-3-3(a) or (c) and in PAM, section H-4.
- (d) The Commission may waive completion of a ~~POST-certified training program required by paragraph (b) for an individual who has completed training equivalent to the requirements of Module B and/or C~~ Modules B and/or C for an individual who has completed equivalent training. This waiver shall be determined by an evaluation and examination process as specified in PAM, section D-12, Waiver of Training for Reserve Officer Modules B and/or C.

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Historical Note:

PAM Section H-3 adopted effective July 15, 1982, and amended January 16, 1987, June 15, 1990, July 1, 1992, February 22, 1996, September 12, 1998, July 1, 1999, January 1, 2000, March 10, 2000, ~~and~~ March 24, 2000, and \* \_\_\_\_\_ is herein incorporated by reference.

<u>1-1-96 thru 1-2-97</u>	<u>Module A - 64 hours</u> <u>Module B - 90 hours</u> <u>Module C - 68 hours</u> <u>Module D - 442 hours</u> <u>Field Training - 200 hours</u>
<u>1-1-96 thru 6-30-99</u>	Module A - 64 hours Module B - 90 hours Module C - 68 hours Module D - 442 hours
<u>7-1-99 thru present</u>	Level III Module - 162 hours PC 832 - 64 hours** Level III - 98 hours Level II Module - 224 hours Level I Module - 344 hours Field Training - 400 hours
<del>Regular Basic Course</del> * - 664 hours	

#### MINIMUM TRAINING REQUIREMENTS

Level	Course(s)
Level III Reserve appointed prior to 7-1-99	Module A
Level III Reserve appointed on or after 7-1-99	Level III Module
Level II Reserve appointed prior to 7-1-99	Modules A and B
Level II Reserve appointed between 7-1-99 and 12-31-99	The Level III and Level II Modules
Level II Reserve appointed between 1-1-00 and 6-30-00	Modules A and B or the Level III and Level II Modules
Level II Reserve appointed on or after 7-1-00	The Level III and Level II Modules
Non-designated Level I Reserve appointed on or before 1-1-97	Modules A, B, and C plus field training
Designated and non-designated Level I Reserve appointed between 1-2-97 and 6-30-99	Regular Basic Course** <u>  </u>
Designated and non-designated Level I Reserve appointed on or after 7-1-99	Regular Basic Course** <u>  </u> plus field training
Designated Level I Reserve	Regular Basic Course** <u>  </u>

\*\* Module A and PC 832 are the same course.

\*\*   or equivalent (Reg. 1008 & Procedure D-1)

## POST ADMINISTRATIVE PROCEDURES MANUAL

## COMMISSION PROCEDURE H-3

## RESERVE OFFICER TRAINING

## Purpose

3-1. This Commission procedure sets forth the minimum training standards for reserve officers, explains exemptions and the application of previous training as a method of meeting standards.

## Training Standard

~~3-2. — Previous Minimum Training Standard: Minimum training relates to the training requirements for the level of assignment and duties being performed by reserve peace officers. The level of assignments are defined in Penal Code section 832.6. The minimum training standards for Reserve Levels I, II and III are outlined in Regulation 1007.~~

~~(c) — Equivalent training may be established through the Basic Course Waiver Evaluation and Examination Process described in PAM section D-11.~~

3-32. Reserve Officer Minimum Hour Requirements Training Standards: Reserve Officers training, as are required by Regulation 1007(b), shall be to completed minimum training prior to assignment of peace officer duties. Past and current minimum training standards are as follows:

## MINIMUM HOUR REQUIREMENTS

<u>7-15-82 thru 6-30-86</u>	<u>Module A - 40 hours</u> <u>Module B - 40 hours</u> <u>Module C - 120 hours</u> <u>Field Training - 200 hours</u>
<u>7-1-86 thru 6-30-88</u>	<u>Module A - 56 hours</u> <u>Module B - 40 hours</u> <u>Module C - 120 hours</u> <u>Field Training - 200 hours</u>
<u>7-1-88 thru 6-30-92</u>	<u>Module A - 56 hours</u> <u>Module B - 90 hours</u> <u>Module C - 68 hours</u> <u>Field Training - 200 hours</u>
<u>7-1-92 thru 12-30-95</u>	<u>Module A - 64 hours</u> <u>Module B - 90 hours</u> <u>Module C - 68 hours</u> <u>Field Training - 200 hours</u>



**3-43. Exemption to Minimum Training:** The Commission has established the following exemptions to the reserve peace officer training requirements:

(a) Any reserve peace officers appointed prior to January 1, 1979, may be exempted by the appointing authority from Level I or Level II training requirements. (See Penal Code section 832.6, Stats. 1977 C. 987)

**3-5.(1)** Transfer of Exemption: Any reserve peace officer appointed prior to January 1, 1979, and exempted by the appointing authority from the minimum training standards for Level I or Level II reserve peace officers, cannot after that date be appointed to either of these levels by another law enforcement department, unless the reserve peace officer has been awarded the POST Reserve Officer Certificate or has met the training requirements for the appropriate level of reserve peace officer assignment on or before the date of the person's appointment as a reserve peace officer by the subsequent appointing law enforcement agency.

**3-6.(2)** Changing Exemption Designation: Each reserve officer appointed prior to January 1, 1979, and exempted from training requirements should be designated to a specific reserve officer level by the appointing authority. This level designation may be changed by the appointing authority irrespective of the January 1, 1979 operative date of Penal Code Section 832.6. Level I reserve officers exempted from training requirements (whom the appointing authority may wish to be designated to have full powers of a peace officer as provided by Penal Code section 830.1, effective January 1, 1981) must have been issued the POST Reserve Officer Certificate prior to that date.

(b) To be eligible to exercise full powers and duties of a peace officer as provided by Penal Code section 830.1 [Reference Penal Code section 832.6(b)], any reserve peace officer appointed prior to January 1, 1981, who has not satisfactorily met the Commission's training requirements of the Regular Basic Course (PAM, section D-1-3) and has been determined by the appointing authority to be qualified to perform general law enforcement duties by reason of the person's training and experience, must have been issued the Reserve Officer Certificate prior to January 1, 1981.

(ac) Between January 1, 1981 and January 1, 1984, the minimum 200 hours of non-designated Level I Reserve Peace Officer Training may also be fulfilled by satisfactory completion of any POST-certified reserve training course(s) of 200 or more hours and 200 hours of structured field training, provided the reserve peace officer's department head attests that all requirements of Modules A, B and C have been met. (During this period, completion of less than 200 hours of POST-certified Reserve Peace Officer Training, that includes Modules A and B, shall in addition require completion of a POST-certified Module C Course to meet the minimum training standards for non-designated Level I reserves.)

(b.d) ~~Any reserve peace officer who has previously satisfied specified training requirements and has been serving as a Level I or Level II reserve officer in one law enforcement agency, shall be deemed to remain qualified as to POST minimum reserve training requirements if the reserve officer accepts a new appointment at the same level in another law enforcement agency, without a break in service, on or after July 13, 1999~~ A reserve peace officer who has previously satisfied the training requirements specified in H-3-2 above, and has served as a Level I or II reserve peace officer shall be deemed to remain qualified as to POST minimum reserve training requirements if the reserve peace officer accepts a new appointment at the same or lower level within three years of the date of last service as a Level I or II reserve peace officer [see Regulation 1007(b)]. A Level I or II reserve peace officer who has more than a three-year break in service shall satisfy current training requirements. [Penal Code section 832.6(a)(5)]

While the workbooks are foundationally correct and educationally strong, staff and the field have identified errors, which need to be corrected. These errors have caused some students to question all the information contained in the workbooks. Additionally, the workbooks have been in use for one to three years, depending on the learning domain, and during this period experienced instructors have identified potential improvements to the educational presentation system. One of the improvements which has been identified by the field and staff is the inclusion of leadership, ethics, and community oriented policing throughout the entire basic course curriculum.

The Basic Training Bureau (BTB) has conducted extensive research and evaluation while successfully managing pilot workbook update meetings using part-time (annuitant) personnel to develop the proposed system. The result of this research identified requirements, suggestions and recommendations to implement a successful system. There are multiple phases or steps to effectively and adequately update the student workbook system, which includes: acquiring data and comments from the field; research; preparing draft updated workbooks; facilitating workbook update meetings with subject matter experts; editing recommended changes; publicizing process; developing educational support materials; instructor updating, development and training; and, the timely release of workbooks to the field.

The results of BTB's pilot project research revealed that the workload involved in this process is beyond the current staff's ability to manage. Additional staff resources are required for this purpose. Personnel Budget Change Proposals (BCP) have been submitted for inclusion in the Governor's fiscal year 2001/2002 budget to assist with this additional workload.

In order to meet the immediate need and to ensure that these revisions are timely for the field, it is important that the services of a Special Consultant (Management Fellow) be obtained to assist and work with existing staff. POST has used the services of Special Consultants in the past for a variety of different projects. The use of a Special Consultant in this case is appropriate and consistent with past practice.

### **RECOMMENDATION**

It is recommended that the Commission authorize the Executive Director to enter into an Interagency Agreement with a governmental agency for the services of a Special Consultant (Management Fellow) to assist with revising and updating Basic Course Student Workbooks for a period not to exceed one year and at a cost not to exceed \$130,000 for salary and benefits.



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title		Meeting Date
Contract Request for Management Fellow (Workbook Updates)		November 2, 2000
Bureau	Reviewed By	Researched By
Basic Training Bureau	Bud Lewallen, Bureau Chief	Mickey Bennett
Executive Director Approval	Date of Approval	Date of Report
<i>Kenneth J. O'Brien</i>	10-5-00	October 3, 2000
Purpose		Financial Impact:
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Executive Director be authorized to contract for the services of a Special Consultant (Management Fellow) to assist with revising and updating Basic Course Student Workbooks?

**BACKGROUND**

In 1997 the Commission authorized the development of an instructional system to support the Regular Basic Course (RBC). The Basic Course Student Workbook Instructional System includes student workbooks, instructor guides, and instructional videos and is now being utilized by all 39 Academies, and many of the presenters of alternative delivery formats of the RBC (modular, extended, etc.). In addition, four workbooks for the Specialized Investigator Basic Course (SIBC) are currently being developed and will be completed by June, 2001. POST has invested over \$2 million to create the original workbooks, thus far. The costs included a fellowship position, travel and per diem expenses for academy subject matter experts, meeting facilities rental, and two instructional design contractors. The contractors utilized instructional designers, editors, graphic artists, and clerical staff to create the finished drafts. POST staff coordinated the SME meetings, reviewed draft documents, and approved the publishing of the workbooks.

The workbooks are published and distributed by the Office of State Publishing (OSP) with a very high quality but low cost. The student workbooks currently cost \$3.80 each, and the instructor workbooks cost \$7.50 each. All workbooks are shipped within five days of ordering.

There are 41 LD's in the RBC, which are supported by student workbooks and instructor guides. Once the four SIBC workbooks are completed there will be 45 workbooks in the instructional system. All workbooks must be periodically revised and updated to insure accuracy and continued service to our clients.

**ANALYSIS**

Each workbook has been evaluated by staff to determine the frequency of updating. Many of the workbooks are impacted by legislative changes, while others require revision due to changes in policing practices. Some workbooks require annual updating, while others need updating only every two or three years. In order to maintain the quality and accuracy of the instructional system, staff has determined that a minimum of 28 workbooks need to be updated annually.

## ANALYSIS

Costs for purchasing workbooks are incurred by individual students or by academies, depending upon local policy. The cost of the student workbook system can be separated into production and distribution expenses. Past practice has been for POST to bear all of the development costs; the students to bear the workbook production costs (i.e. paper, ink, printing, etc.); and for OSP to bear the management and distribution costs (order taking, processing, packaging, document control, etc.).

Previously, the Commission directed POST to provide workbooks to students and academies at the lowest possible cost. To insure that OSP is producing the Student Workbooks and Instructor Guides at the lowest possible price, staff conducted surveys of other printing processes and vendors. Staff contacted both for-profit and not-for-profit vendors, evaluated both self-service and contract supervised printing, and the potential cost of returning to a system where agencies print their own workbooks. The survey focused on printing costs and did not include binding, shipping or postage. The results ranged from a low of \$7.20 to a high of \$14.41 for a single Student Workbook; confirming that OSP is the most effective producer and distributor of the Student Workbook Instructional System.

While OSP's printing cost is the lowest, the total cost of workbooks to the field can be reduced if POST applies the trust fund account to OSP's deficit incurred due to the management and distribution costs.

This proposal for POST to apply the trust account to OSP's deficit would reduce the workbook purchase price to all those who purchase them, including academies and individual students. There is no practical way for POST to differentiate between affiliated and non-affiliated students.

If the Commission approves, the current POST printing trust account of \$137,349 will be returned to OSP, to be applied to OSP's deficit. This adjustment would reduce each Student Workbook by twenty cents. The sale price of the workbook would be set for the next two fiscal years at \$5.00 per Student Workbook and \$8.00 per Instructor Guide. Additionally, it is understood that the twenty-five cent per workbook and instructor guide trust account would be terminated.

## RECOMMENDATION

It is recommended that the Commission authorize the Executive Director to amend the existing Interagency Agreement with the Office of State Publishing, to include: 1) applying the current POST printing account of \$137,349 to OSP's deficit; and, 2) authorize OSP to sell Student Workbooks and Instructor Guides at \$5.00 and \$8.00, respectively.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract Request with Office of State Publishing for Basic Course Workbooks		Meeting Date January 25, 2001
Bureau Basic Training Bureau	Reviewed By <i>Bud Lewallen</i> Bud Lewallen	Researched By Mickey Bennett
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 1-10-01	Date of Report January 4, 2001
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 for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Executive Director be authorized to contract with the Office of State Publishing (OSP) for costs associated with the production and processing of Student Workbooks and Instructor Guides in support of the Basic Course Student Workbook Instructional System?

**BACKGROUND**

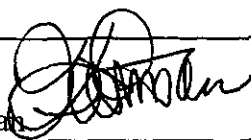
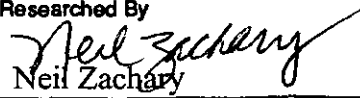

Originally the student workbooks were distributed to the field as electronic computer files and the field was allowed to duplicate the documents. This distribution system resulted in poor quality documents and in 1998 it was replaced by an agreement with OSP. The Commission authorized a three-year agreement with OSP to print, sell and distribute the workbooks on behalf of POST. OSP was to recover all of its costs through workbook sales. The original prices, established in 1998, are still in effect. Since 1998 OSP has absorbed developmental and operational costs. If the current prices of \$3.80 for Student Workbooks and \$7.50 for Instructor Guides remain in effect, OSP forecasts a loss in excess of \$285,000 during this fiscal year. Without a price increase, OSP would incur even higher losses in the future.

The original prices of the Student Workbooks and the Instructor Guides included a twenty-five cent per book contingency fee. (In the case of the workbook sale price of \$3.80, twenty-five cents went into the contingency fund and \$3.55 went to OSP.) The fees have been accumulated by OSP in a trust account which is estimated to be \$137,349 by June 30, 2001. This account has two primary goals: 1) to refund the \$30,000 deposited by POST to establish OSP's operating fund; and 2) to discount some of POST's printing costs. The OSP agreement language states, "... those (funds) will be applied as a discount to a POST printing account. Funds available in the POST printing account will be applied towards the cost of other printing orders as directed by POST." To date no funds have been returned to POST or directed towards any printing order. These funds could be applied to the cost of the Student Workbook Instructional System.

The agreement also authorized an annual sale price adjustment. At OSP's request discussions have occurred to establish a new sale price for a two-year period beginning July 1, 2001. Based on an anticipated annual sale of 325,000 workbooks, the sale price recommended by OSP is \$5.20 per Student Workbook and \$8.00 per Instructor Guide. The recommended sale price reflects OSP's increased costs for paper, ink, employee salaries and the results of increased energy costs. Staff has reviewed OSP accounting documents and determined that OSP is providing the workbooks at the lowest possible cost. The sale price is designed to recover costs only; no contingency fees or "profit margins" are included in the sale price. Staff's analysis below identifies a means to additionally reduce the sale price of the workbooks by a modest amount.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title Request for Contracts to Present Supervisory Course Instructor Training Workshops		Meeting Date January 25, 2001
Bureau Center for Leadership Development	Reviewed By Ken Whitman 	Researched By Neil Zachary 
Executive Director Approval 	Date of Approval 1-10-01	Date of Report November 28, 2000
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

ISSUE

Should the Commission authorize the Executive Director to enter into contracts to present six Supervisory Course Instructor Training (SCIT) Workshops in FY 2000/01 for an amount not to exceed \$107,886?

BACKGROUND

The Commission authorized the redesign of the new Supervisory Course. The redesigned course was pilot tested five times and received outstanding ratings from students, independent evaluators and instructors. The course was designed with extensive use of experience-based learning techniques, videotaped scenarios, case studies, and hands-on exercises of supervisory activities. Instructors must become knowledgeable in the use of scenarios and case studies, and must have outstanding facilitation skills. Instructors must also have a working knowledge of Situational Leadership and the DISC Personality Profile that are key parts of the new curriculum. A series of workshops will be required to train instructors to facilitate the new course.

ANALYSIS

Staff recommends that all instructors and coordinators who will present the new Supervisory Course attend a SCIT Workshop to increase their skills and familiarize them with the new course. It is estimated that approximately 120 instructors will be needed statewide to teach in the course. The Commission will receive a report and request to approve the new course at its April 19, 2001 meeting, and the new Supervisory Course will be implemented statewide over a period of 12-18 months. Initially, six 48-hour SCIT Workshops will be required in this Fiscal Year in preparation for presentations tentatively planned to start after July 2001. It is estimated that each instructor workshop will cost \$17,981. Funding for six presentations is estimated not to exceed \$107,886 for FY 2000/01.

RECOMMENDATIONS

It is recommended that the Commission authorize the Executive Director to enter into contracts with certified presenters to offer six presentations of the SCIT Workshop at a cost not to exceed \$107,886.

## RECOMMENDATIONS

It is recommended that the Commission authorize the Executive Director to enter into contract with KPBS-TV at San Diego State University to produce a second videotape package containing a series of new scenarios for the Basic Supervisory Course at a cost not to exceed \$100,000.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Request for a Contract to Develop Scenarios for the Basic Supervisory Course		<b>Meeting Date</b> January 25, 2001
<b>Bureau</b> Center for Leadership Development	<b>Reviewed By</b> Ken Whitman <i>[Signature]</i>	<b>Researched By</b> Neil Zachary <i>[Signature]</i>
<b>Executive Director Approval</b> <i>[Signature: Kenneth J. O'Brien]</i>	<b>Date of Approval</b> 1-9-01	<b>Date of Report</b> December 13, 2000
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

ISSUE

Should the Commission authorize the Executive Director to enter into contract with KPBS-TV at San Diego State University to produce videotaped scenarios for the Basic Supervisory Course for an amount not to exceed \$100,000?

BACKGROUND

The Commission authorized the redesign of the Basic Supervisory Course to provide more realism by using experience-based learning techniques, realistic case studies, and video taped scenarios. A curriculum design committee produced a videotape of several scenarios that was used in the pilot presentations of the course. The scenarios were designed to introduce the students to a fictitious group of subordinates and to allow the students to identify and discuss strategies to handle a variety of incidents that require a supervisory response. KPBS-TV at San Diego State University produced the videotape resource material.

The Commission authorized five pilot presentations of the new course to determine its effectiveness. Student evaluations of the pilots were very supportive of the curriculum content and use of the videotaped scenarios. The videotaped scenarios are an excellent instructional resource. The facilitators in each course have used the scenarios effectively in their presentations. Additional videotaped scenarios dealing with higher level and complex decision-making are needed to enhance the instructional effectiveness of the course and the interactive learning environment for the students.

ANALYSIS

A report and recommendation to approve the new Basic Supervisory Course curriculum will be before the Commission at its April 19, 2001 meeting. This agenda item is a request to produce a second videotape of new scenarios to support the statewide presentations of the new course. The video will include a series of vignettes that highlight supervisory problems and critical issues the new supervisors face while performing their duties. These video scenarios will deal with critical incident management, ethical decision-making, accountability, responsibility, and other subjects. During the course, students will meet in small groups to strategize solutions to the video-based scenario problems.

Reimbursement to an agency for the training costs for the Management Course is an issue that is separate from whether an individual officer that may attend the course. Consistent with Commission policy and regulation for the Management Course, the costs associated with training for an association member would not be reimbursed until the member completed the Supervisory Course.

POST training has always focused principally on direct support of the operational and management functions of law enforcement agencies. Training for POA executives has been addressed only through such programs as the Labor/Management Forum.

A typical attendee of the Management Course is an individual with past supervisory training and experience. The course builds on those experiences. Persons attending the course without the benefit of the past experience or training may be at a disadvantage.

POA board members or executives could be authorized to attend the Management Course if the Commission adopted a regulatory language change. Paragraph (5) of Attachment A outlines the regulatory language change that would be required. Attachment B describes the current length and content of the Management Course.

#### **RECOMMENDATION**

If the Commission concurs, it could schedule a public hearing to consider regulation changes as proposed.





training requirements of the Supervisory Course. Every regular officer who is duly elected or appointed to the Board of Directors of a local Peace Officer Association or Deputy Sheriff Association and is on 100% release from their organization may attend the Management Course without prior approval of their department head.

- (6) Requirements for the Management Course are set forth in the POST Administrative Manual, section D-4.

## POST ADMINISTRATIVE MANUAL

## REGULATIONS

## CALIFORNIA CODE OF REGULATIONS

The Regulations of the Commission on Peace Officer Standards and Training are established and adopted in compliance with and by authority of Penal Code Sections 13500 et seq.

The Regulations are codified in Title 11, Division 2 of the California Code of Regulations, originally effective October 23, 1960.

1005 (c) Management Course (Required).

- (1) Every peace officer promoted, appointed or transferred to a middle management position shall satisfactorily complete a certified Management Course prior to promotion or within 12 months after the initial promotion, appointment or transfer to such position.
- (2) Every regular officer who is appointed to a middle management or higher position shall attend a certified Management Course and the jurisdiction may be reimbursed provided the officer has satisfactorily completed the training requirements of the Supervisory Course.
- (3) Every regular officer who will be appointed within 12 months to a middle management or higher position may attend a certified Management Course if authorized by the department head, and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has satisfactorily completed the training requirements of the Supervisory Course.
- (4) Every regular officer who is assigned to a first-level supervisory position may attend a certified Management Course if authorized by the department head, and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has satisfactorily completed the training requirements of the Supervisory Course.
- (5) Requirements for the Management Course are set forth in the POST Administrative Manual, section D-4. Every regular officer who is duly elected or appointed to the Board of Directors or Executive Board of a local Peace Officer Association or Deputy Sheriff Association may attend a certified Management Course if authorized by the department head, and the officer's jurisdiction may be reimbursed following satisfactory completion of such training provided that the officer has satisfactorily completed the

POST ADMINISTRATIVE MANUAL  
**COMMISSION PROCEDURE D-4**  
**MANAGEMENT COURSE**

**Purpose**

**4-1. Specifications for Management Courses:** This Commission procedure implements that portion of the Minimum Standards for Training established in Section 1005 (c) of the Regulations for Management Training.

**Content**

**4-2. Management Course:** The Management Course is a minimum of 104 hours and consists of the learning goals adopted in the revision completed in October 1981. In order to meet local needs, flexibility in curriculum may be authorized with prior POST approval. The POST Management Course Learning Goals are organized under the following broad topic areas:

- Management Roles and Responsibility
- Personnel Management Skills
- Leadership Styles and Decision Making
- Organization and Manager Development
- Legal Responsibilities


**Historical Note:**

Procedure D-4 was adopted and incorporated by reference into Commission Regulation 1005 on April 15, 1982 and amended November 2, 2000.

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## **RECOMMENDATION**

If the Commission concurs, the appropriate action would be a MOTION to amend Regulation 1019, as proposed, using the Notice of Proposed Regulatory Action. The proposed changes will become effective 30 days after approval by the Office of Administrative Law.



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**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Amend Commission Regulation 1019 (feasibility studies for peace officer positions)		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Management Counseling Services Bureau	<b>Reviewed By</b>	<b>Researched By</b> Jack E. Garner, Chief Management Counseling Services
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> 10-4-00	<b>Date of Report</b> September 28, 2000
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for 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 the Commission, subject to the results of the Notice of Proposed Regulatory Action, amend Commission Regulation 1019 relating to feasibility studies for peace officer positions.

**BACKGROUND**

Penal Code Sections 13540-42 became effective January 1, 1990 and required that all persons seeking peace officer designation through legislation shall first request a feasibility study by POST. Commission Regulation 1019 set forth the requirements for the studies and became effective in August 1990.

Assembly Bill 1494 was passed as an urgency measure and amends Penal Code sections 13540-42 to expand the study requirement to include persons who are currently designated as peace officers under Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2, and desire a change in peace officer designation or status. Assembly Bill 1494 took effect July 7, 2000.

Assembly Bill 1494 also added Section 13543 to the Penal Code which requires POST to conduct a peace officer feasibility study for a change in peace officer designation of the Los Angeles Unified School District Police Department's school police from Section 830.32 to Section 830.1.

**ANALYSIS**

An emergency file was submitted to and approved by the State Office of Administrative Law to implement the provisions of AB 1494 effective September 11, 2000. Emergency regulations are valid for a period of 120 days unless action is taken to initiate the complete regulatory rulemaking process. The effective period of the emergency regulation ends on January 10, 2001.

Commission Regulation 1019 provides for the feasibility study and recommendations to be made on requests for *new* peace officer status, but does not address studies for *changes* in peace officer designation. The proposed changes to Regulation 1019 will expand the feasibility study requirement to include requests for changes in peace officer status or designation in accordance with Penal Code Section 13540(b) and bring the regulation into compliance with Penal Code Section 13542 with regard to requirements for a favorable recommendation and time limits for completion of the study.

The proposed changes to Regulation 1019 are included as Attachment 1.

- (d) Studies shall be conducted in accordance with P. C. section 13541.
  - (1) During the conduct of studies, written comments will be solicited from the employing jurisdiction's chief administrator and from the concerned department head.
  - (2) Conduct of studies shall include on-site visitations to verify duties and responsibilities.
- (e) Favorable recommendations for peace officer status or a change in designation or status shall be made in accordance with Penal Code section 13542.
- (f) The time limits for completion and issuance of the study report and recommendations shall be in accordance with Penal Code section 13542.
- (g) Procedures for appeal of findings.
  - (1) If there is disagreement with the study recommendations, the person, persons or entity requesting the feasibility study, or the employing jurisdiction, may appeal in writing to the collective members of the Commission.
  - (2) Requests for appeals will be acknowledged in writing.
  - (3) Initial appeals will be heard within four months, after the date the request for appeal is received by the Commission, and a decision shall be rendered within six months of receipt of the appeal.

**Commission on Peace Officer Standards and Training  
Proposed Regulation - 1019**

**1019. Feasibility Studies for Peace Officer Status Requests**

(a) Request for Feasibility Study

- (1) Any person or persons desiring peace officer status under chapter 4.5 (commencing with Section 830) of Title 3 of Part 4 of the Penal Code who, on January 1, 1990, were not entitled to be designated as peace officers under chapter 4.5, shall request in writing that the Commission undertake a feasibility study regarding designating that person or persons as peace officers.
- (2) Any person or persons who are designated as peace officers under Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2, who desire a change in their peace officer designation or status shall request in writing that the Commission undertake a feasibility study to assess the need for the change.
- (3) The written request shall include a statement that the person, persons or entity requesting the study agrees to pay the actual cost for conducting the study and to provide POST with necessary information to conduct the study.
- ~~(3)~~(4) The department head of the jurisdiction employing the person or persons requesting the feasibility study shall acknowledge the request in writing.

(b) Determining actual study costs

- (1) A fee will be charged to conduct all studies. The fee will be based upon actual direct costs for completing the study, and indirect costs determined in accordance with sections 8752 and 8752.1 of the State Administrative Manual.

(c) Payment of fees

- (1) Fees shall be paid upon completion of the feasibility study and before the report and recommendations are released to the person, persons or entity who requested the study.

## Commission on Peace Officer Standards and Training

### NOTICE OF PROPOSED REGULATORY ACTION: Amendment of Commission Regulation 1019 - Feasibility Studies for Peace Officer Positions

Notice is hereby given that the Commission on Peace Officer Standards and Training (POST), pursuant to the authority vested by Sections 13503 of the Penal Code (powers of the Commission on POST) and Section 13506 (authority for Commission on POST to adopt regulations), and in order to interpret, implement, and make specific Sections 13540-13543 of the Penal Code (feasibility studies for peace officer positions), proposes to adopt, amend, or repeal regulations in Chapter 2 of Title 11 of the California Code of Regulations.

#### INFORMATIVE DIGEST

Prior to the passage of Assembly Bill 1494, Penal Code sections 13540, 13541, and 13542 required the Commission on Peace Officer Standards and Training (POST) to conduct a feasibility study and make recommendations to the Legislature when a request was received from an individual or agency to receive peace officer status or designation. Assembly Bill 1494 was passed as an urgency measure and amends Penal Code sections 13540-42 to expand the study requirement to include persons who are currently designated as peace officers under Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2, and desire a change in peace officer designation or status.

Commission Regulation 1019 provides for the feasibility study and recommendations to be made on requests for *new* peace officer status under chapter 4.5, commencing with Section 830 of Title 3, Part 2, and does not address studies for *changes* in peace officer designation. The proposed changes to Regulation 1019 will expand the feasibility study requirement to requests for changes in peace officer status or designation in accordance with Penal Code Section 13540(b), and bring the regulation into compliance with Penal Code Section 13542 with regard to requirements for a favorable recommendation and time limits for completion of the study.

#### PUBLIC COMMENT

The Commission hereby requests written comments on the proposed action. All written comments must be received by POST no later than 4:30 p.m. on \_\_\_\_\_.  
Written comments should be directed to Kenneth J. O'Brien, Executive Director, Commission on Peace Officer Standards and Training, 1601 Alhambra Boulevard, Sacramento, CA 95816-7083.

#### ADOPTION OF PROPOSED REGULATIONS

Following the close of the public comment period, the Commission may adopt the proposal substantially as described in this notice or may modify the proposal if such modifications remain sufficiently related to the text as described in the Informative Digest. If the Commission makes



BULLETIN: 00-

SUBJECT: PROPOSED REGULATORY ACTION: Amendment of Regulation 1019 -  
Feasibility Studies for Peace Officer Positions

**Amendment of Commission Regulation 1019**

Prior to the passage of Assembly Bill 1494, Penal Code sections 13540, 13541, and 13542 required POST to conduct a feasibility study and make recommendations to the Legislature when a request was received from an individual or agency for new peace officer status or designation. Assembly Bill 1494 was passed as an urgency measure and amended Penal Code sections 13540-42 to expand the study requirement to include persons who are currently designated as peace officers under Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2, and who desire a change in peace officer designation or status.

The proposed changes to Regulation 1019 will expand the feasibility study requirement to requests for changes in peace officer status or designation in accordance with Penal Code Section 13540(b), and bring the regulation into compliance with Penal Code Section 13542 with regard to requirements for a favorable recommendation and time limits for completion of the study.

Pursuant to the provisions of the Administrative Procedures Act, the Commission invites input on this proposal. Written comments relative to the proposed action must be received at POST no later than 4:30 p.m. on \_\_\_\_\_. The proposed amendment will become effective 30 days after approval by the Office of Administrative Law.

No public hearing is scheduled. Pursuant to Government Code Section 11346.8, any interested person or duly authorized representative may request in writing, no later than \_\_\_\_\_, that a public hearing be held.

The attached Notice of Proposed Regulatory Action provides details concerning the proposed regulatory changes. Inquiries concerning the proposed action may be directed to Leah Cherry, Associate Governmental Program Analyst, 1601 Alhambra Boulevard, Sacramento, CA 95816-7083, or by telephone at (916) 227-3891.

KENNETH J. O'BRIEN  
Executive Director

Attachment

## **ALTERNATIVES CONSIDERED**

No alternative considered by this agency would be more effective in carrying out the purpose for which the regulation is proposed or would be as effective and less burdensome to affected private persons than the proposed amendments.

## **ASSESSMENT**

The adoption of the proposed amendments to this regulation will neither create nor eliminate jobs in the state of California, nor result in the elimination of existing businesses or create or expand businesses in the state of California.

## **CONTACT PERSON**

Inquiries concerning the proposed action and requests for written material (regulation text and statement of reasons) pertaining to the proposed action should be directed to Leah Cherry, Staff Associate Governmental Program Analyst, 1601 Alhambra Blvd., Sacramento, CA 95816-7083, or by telephone at (916) 227-3891.

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

### **TEXT OF PROPOSAL**

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

### **LOCAL MANDATE DETERMINATION**

This regulatory action does not impose a mandate on local agencies or school districts.

### **DECLARATION RELATING TO IMPACT ON ALL CALIFORNIA BUSINESSES INCLUDING SMALL BUSINESSES**

The Commission on Peace Officer Standards and Training, in the development of the proposed regulation, has assessed the potential for adverse economic impact on businesses in California, including the ability of California businesses to compete with businesses in other states, and has found that the proposed amendments to Regulation 1019 will have no effect. This finding was based on the determination that the proposed amendments to Regulation 1019 in no way apply to businesses.

### **ESTIMATE OF ECONOMIC IMPACT**

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

Nondiscretionary Costs/Savings to Local Agencies: None

Local Mandate: None

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

Cost impact on Private Persons or Entities: None

Housing Costs: None

**Amendment of Commission Regulation 1019(a) and (e)  
Feasibility Studies for Peace Officer Status/Designation Requests**

**Initial Statement of Reasons**

On July 7, 2000, Assembly Bill 1494 became effective which amended Penal Code sections 13540-42 requiring the Commission to adopt regulations for undertaking feasibility studies regarding changes in peace officer designation or status.

Previously, peace officer feasibility studies were only required for persons desiring new peace officer status.

To implement the provisions of Penal Code sections 13540, 13541, and 13542, it is proposed that Commission Regulation 1019 be amended to specify that a peace officer feasibility study shall be requested by any person(s) who are designated as peace officers under Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2.

Existing provisions of Regulations 1019 which apply to requests for feasibility studies for new peace officer designation are also proposed to apply to requests for feasibility studies for changes in peace officer designation or status.

### **Videotape #1 -**

Target audience: Potential law enforcement candidates

- Video clips, public service announcements, etc.
- Positive and professional image/marketing strategies
- 10 - 12 PSA Spots" which could be used on a revolving basis

### **Videotape #2**

Target Audience: Agency Recruiters/Unit Supervisors

- Present the "Best Practices"
- Nuts and bolts - How to's
- How, Who, What, Where, When
- Handbook to be used as an adjunct

Target Audience: Law Enforcement Executives

- Shared with all agency command/executives/decision makers
- Address budgetary issues, long-term planning
- Retention, relationship issues
- Partnerships needed between all City/County Government
- Executive Summary to be used as an adjunct

Video "Marketing" Elements

- Presented to community, service organizations, youth, business
- Potential candidates initially attracted to seek additional information
- "Seed planters"
- Advertising materials such as pens, cards, posters, cups, etc.
- Possible grant opportunities with the approach to attract youths
- Cadet, explorer, magnet programs

### **Handbook - "Best Practices Manual"**

Potential Chapters:   Marketing Strategies  
                              Specific Needs (minorities, women, Generation X & Y, etc.)  
                              Consolidated Testing  
                              Application and Candidate Selection  
                              Preparing the Candidate  
                              Retention Issues  
                              Successful Programs

At the time the management fellow position was approved, allocation was for salary and benefits only. However, development of these products will require the approval of additional funding. (Delivery of both videotapes is anticipated via satellite to keep costs down.) Cost estimates for the development of the two videos is \$151,000 and \$59,000 for the handbook, totalling \$210,000.

A decade ago, when law enforcement agencies were faced with a similar recruiting challenge, the Commission also authorized a management fellow to initiate a pilot regional testing program, research high school magnet programs, and explore statewide image building/recruitment. At the time, several alternatives were presented to the Commission in support of statewide law enforcement recruitment efforts, ranging in price from \$385,000 to \$3.5 million. Based upon these estimated costs and because further action would represent a significant commitment to a fundamentally new role for POST, the Commission declined to further fund POST efforts in this area.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title Request for Contracts for Recruitment Videos and Handbook		Meeting Date November 2, 2000
Bureau Standards and Evaluation	Reviewed By Alan Deal <i>Alan Deal</i>	Researched By Lori Lee
Executive Director Approval <i>Joseph J. Whelan</i>	Date of Approval 10-13-00	Date of Report Oct. 11, 2000
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for Details)  <input type="checkbox"/> : No

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

ISSUE

Should the Commission authorize the Executive Director to contract for the development of two videos and a handbook in support of the Recruitment Project?

BACKGROUND

As a state agency that strives to be responsive to the interests of local law enforcement agencies, POST has been called upon, now and in the past, to examine issues of current concern to those agencies. One of the most pressing problems California departments are currently facing is the recruitment of new peace officers. Difficulties of a severe nature are being experienced throughout the state as law enforcement agencies seek to find qualified law enforcement applicants.

In response to this situation, the Commission authorized expenditure of funds for a special consultant (management fellow) to study recruitment issues, and specifically to: (1) assess what further ways law enforcement's image can be improved through working with the California Law Enforcement Image Coalition, (2) identify successful recruitment programs/strategies being used by law enforcement or other professions, (3) identify recommended future role(s) for POST in assisting law enforcement with recruitment, (4) identify strategies for speeding up and streamlining the applicant selection/testing process, and (5) identify any training/orientation of existing officers ie., recruiters' course, that might be useful in recruitment efforts.

On June 26, 2000, Sergeant Lori Lee from Vallejo Police Department was appointed as a POST management fellow for this one-year assignment. Since July, under her enthusiastic oversight, much progress has been made on the POST Recruitment Project. Literature has been reviewed (to obtain a baseline of knowledge); agencies have been visited (to identify some current practices); liaison has been established with the Image Coalition; and a POST Recruitment Committee has been formed to establish objectives and priorities.

With this amount of groundwork in place, some of the tangible products envisioned from the project are taking form. Specifically conceptualized are: (1) a videotape designed for the potential law enforcement candidate, (2) a videotape targeted to agency recruiters and law enforcement executives, and (3) a handbook for recruiters and executives that outlines "best practices."

ANALYSIS

Development of the two proposed videotapes and the workbook is consistent with the goals originally approved by the Commission when the management fellow was first authorized.

Content of these products is conceptualized as follows:

Unfortunately, the problems with law enforcement recruitment have resurfaced today, and local agencies are once again looking to POST for assistance.

RECOMMENDATION

Authorize the Executive Director to augment the existing Telecourse contract with KPBS for the development of two recruitment videotapes, the services of an instructional designer to assist in the development of a recruitment handbook at a cost, not to exceed \$210,000.

POST has two strategic plan objectives that would benefit from providing instructors with this training, "A.3 Research and develop needed minimum qualifications for all entrants into the basic academy," and "B.8 Expand instructor development opportunities." In addition, a number of agencies have been experiencing an increased number of student and instructor injuries during physical workouts and training. The review and revision of the POST program provides an opportunity to assist agencies in updating and modifying their physical training programs while assisting POST in the review of the physical training program and the development of a pre-academy standard. Offering this training to the field at this time has both a benefit for POST and for the field.

#### RECOMMENDATION

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to contract with the Cooper Institute for Aerobic Research to present the Police Physical Fitness Specialist Course and the Advance Physical Fitness Specialist Course to assist in the implementation of Strategic Plan Objectives A.3, and B.8, at a cost not to exceed \$30,000.



**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title Request for Approval to Contract to Provide Two Special Courses of Training to Academy Physical Training Instructors.		Meeting Date November 2, 2000
Bureau Standards and Evaluation	Reviewed By Alan Deal <i>Alan Deal</i>	Researched By Paula Burnette
Executive Director Approval <i>Joseph J. DeBruin</i>	Date of Approval 10-13-00	Date of Report Oct. 11, 2000
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for Details) <input type="checkbox"/> No

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

ISSUE

Should the Commission on Peace Officer Standards and Training Provide Police Physical Fitness Specialist Training and Advanced Police Physical Fitness Training to Academy Physical Training Instructors?

BACKGROUND

POST is required to establish job-related entry-level physical ability standards for California peace officers by Section 13510(b) of the Penal Code. These standards were established in 1985 and have been revised twice, once in 1990 and once in 1996. POST's strategic plan requires increased standardization in the assessment of skills required for graduation from the regular basic academy and development of a physical fitness standard prior to entry into the Basic Academy. Physical fitness is fundamentally required for peace officers to perform critical job tasks and essential job functions required of their position. POST is currently developing skill and exercise tests for the Basic Academy and is in the process of determining a minimum physical fitness standard for entrance into the Basic Academy.

Also, a review of the current POST physical fitness instructor program is in process to ensure that it is up to date and reflects current thinking in the field. As a trial, POST assisted in providing the Police Physical Fitness Specialist Course in cooperation with the California Highway Patrol in July 1999. That course was very well received and resulted in agency changes of existing physical training programs, the development of some in-service physical fitness programs, and considerable input into the revision of POST's Physical Training Instructor Course.

ANALYSIS

The Cooper Institute for Aerobic Research (CIAR) has assumed the national leadership role in the areas of fitness and physical performance for public safety officers. Their blend of research, training and consultation experiences has enabled the Cooper Institute to analyze the demands of public safety officers and offer relevant training which is directly applicable to the development of a POST pre-academy physical fitness standard, review of the existing POST program, and individual agency programs.

The CIAR is the only known physical fitness-training provider that specifically trains law enforcement physical fitness instructors in preventive medicine research, safety programming, legal issues, and developing norms and standards. This request for two courses is based on the physical fitness curriculum targeted to law enforcement and experience in standards development. No other fitness-training provider offers this type of course with an adjudicatory perspective (i.e., they present this course with a legal point of view in mind, which is, can we defend the use of this test in court, can we defend the use of these normed charts in court).

The contract agreement would occur with Self Defense Firearms Training of Huntington Beach, California. POST will assign the contractor to specific, remote areas of the state. Fixed site presenters of this training will not be negatively impacted by this proposal.

RECOMMENDATION

Authorize the Executive Director to enter into a contract with Self Defense Firearms Training to train a maximum of 400 students for FY 00/01 in Force Option Simulator Training at a cost of \$144.00 per student. The total amount of the contract not to exceed \$57,600 for the period starting February 1, 2001 and ending June 30, 2001.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title Request for Contract Approvals - Force Option Simulator Training		Meeting Date January 25, 2001
Bureau Training Delivery Bureau	Reviewed By Dick Reed <i>[Signature]</i>	Researched By Gary C. Sorg <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 1-9-01	Date of Report January 25, 2001
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

ISSUES

Should the Commission authorize the Executive Director to contract with a private presenter to provide Mobile Force Option Training to provide training to California law enforcement.

BACKGROUND

The Commission has recognized the importance of judgement and decision-making training in use of force situations for California law enforcement. In response to this critical training need, the Commission has established regional skill training centers, including force option simulators, in various parts of the state. At the October 1999 meeting, the Commission approved the conversion of Driving Simulator and Force Option Simulator training from tuition-based to direct contracts with presenters in order to make this training more convenient for agencies to use.

At the March 2000 meeting, the Commission approved contracts with those presenters who were prepared to provide simulator training at various locations throughout the state for the 2000/2001 fiscal year. However, provisions were not made to provide Force Option Simulator Training to remote areas of the state. This proposal would allow the Executive Director to enter into a contract with a presenter of Force Option Simulator Training for the remainder of fiscal year 2000/2001 who can bring this mobile training to remote areas of the state.

ANALYSIS

Currently, Self Defense Firearms Training of Huntington Beach, California is the only POST-certified mobile presenter of the training willing and able to provide the training. The contractor is a private company that has considerable experience in this medium and has successfully passed the same POST certification review as the fixed sites to confirm instructor competency.

The amount proposed for a contract represents the same amount that would be allocated through terms of certification for tuition under Plan III and does not increase the fiscal impact to the Peace Officer Training Fund. These actions make training programs more accessible to law enforcement and ensure that critical training is delivered without undo travel or financial impact.

In addition, the proposed regulations would require certain key basic academy staff (Academy Director, Academy Coordinator, and Recruit Training Officer) appointed on or after July 1, 2002, to complete a specified training course within one year of assignment. It is believed that the one-year grace period is necessary to accommodate operational necessities at most academies.

The proposed regulation changes are Attachment A.

This codification of existing "unofficial" instructional requirements is a preliminary step in furtherance of ensuring the highest quality of instruction in POST-certified training. The regulations have been drafted with the certification plan's expressed values in mind (e.g., adaptable, affordable, and collaborative). The proposed effective date of the regulations is July 1, 2002. Training costs will be shared among POST, presenters, and instructors. Both the broad-based Instructor Standards Advisory Council and the Basic Course Consortium have supported the spirit of the regulations.

In support of these proposed instructor training requirements, data from other states' requirements suggest that California lags behind in setting instructor standards. For example, according to the 2000 edition of the *IADLEST Sourcebook* (published by the International Association of Directors of Law Enforcement Standards and Training), 88 percent of the states certify their law enforcement trainers. In fact, Florida, Texas, and New York report 13,000, 12,201, and 12,000 certified instructors, respectively.

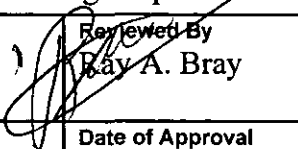

It is recommended that a public notice of intent to enact these requirements be released. If no one requests a public hearing, the regulations would go into effect following approval by the Office of Administrative Law.

### **RECOMMENDATION**

Subject to results of a Notice of Proposed Regulatory Action, approve the proposed regulations establishing training requirements for instructors who teach specialized subjects in POST-certified courses, as well as for certain key basic academy staff.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Specialized Instructor/Basic Academy Training Requirements		<b>Meeting Date</b> January 25, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b>  Ray A. Bray	<b>Researched By</b> Mike Hooper
<b>Executive Director Approval</b> 	<b>Date of Approval</b> 12.26.00	<b>Date of Report</b> October 6, 2000
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Commission approve, subject to the Notice of Proposed Regulatory Action, proposed POST Administrative Manual Regulations 1070, 1071, and 1082, and accompanying minor revisions to Regulations 1001, 1052, 1053, and 1055, delineating prerequisite training for instructors of specified specialized training courses, and basic academy staff?

**BACKGROUND**

POST has maintained an expectation that persons who instruct in certain specialized training courses should attend a POST-certified instructor development course (or an equivalent one) on the related subject area. By and large, this expectation has been realized, but to date there have been no means for ensuring consistency. When the POST Plan for Instructor Training Requirements and Certification was devised, one of the plan's initial action steps ("Step 3") addressed "making mandatory the existing prerequisites for instructor training" in order to ensure consistency and a written standard. The certification plan was approved by the POST Commission at its April 2000 meeting.

**ANALYSIS**

The proposed regulations would require, as of July 1, 2002, primary instructors of enumerated specialized training courses to have completed a designated POST-certified instructor development course prior to instructing specialized training. Instructors other than primary instructors would be required to complete the training if they were appointed as an instructor on or after July 1, 2002. The pertinent instructor development courses already exist and have been presented for many years. Most training presenters have required their instructors to complete these courses. Provisions are incorporated into the regulations for training presenters to conduct equivalency evaluations for instructors who have completed equivalent instructor training.

Proposed content requirements for the instructor training courses specify various minimum topics without the usual minimum hourly requirements. This is proposed because these topics also represent minimum required competencies expected of course graduates. Competency-based training courses generally do not specify hours of training. In addition, flexibility is provided to training presenters in conducting equivalency evaluations by not being constrained by minimum hours.

(b) Equivalency Process. The training standard specified in (a) above may be satisfied through an equivalency evaluation performed by the presenter. An individual requesting an evaluation of non-POST-certified training to meet the minimum training standard shall submit to the presenter an expanded course outline for each course to be considered in the evaluation. Additionally, each course outline must indicate the name of the course, dates of training, and the name of the training presenter. Presenters will base their evaluations on a comparison of the submitted expanded course outline(s) against the content specified in Regulation 1082 for the required course. Documentation for approved equivalencies shall be retained by the presenter.

(c) Proof of Completed Training Standard. Presenters of the POST-certified courses specified in (a) above are required to maintain documentation which demonstrates satisfaction of the minimum training standard by their instructors who teach any of the certified courses listed in subsection (a). Documentation shall be a copy of the certificate of course completion issued by the training presenter of the required training standard in (a) above, or a POST training record (as maintained in the POST data base) for the instructor, or the expanded course outline(s) used in conducting an equivalency per (b) above. Documentation must be made available for POST inspection upon request.

**ORIGINAL**

## POST ADMINISTRATIVE MANUAL

## REGULATIONS

1070. Minimum Training Standards for Instructors of POST-Certified Specialized Training Courses.

(a) Minimum training standards. Effective July 1, 2002, primary instructors of any POST-certified specialized training course listed below shall complete the specified training standard, or its equivalent, prior to leading instruction in the POST-certified course. Instructors other than primary instructors must complete the appropriate training standard, or its equivalent, if they are appointed on or after July 1, 2002, or if they instruct at a new training institution on or after July 1, 2002. "Primary instructor" is defined in Regulation 1001, and the equivalency process is defined in Regulation 1070(b).

The courses listed below under "Training Standard" may also require completion of prerequisites which are stated in the POST Catalog of Certified Courses.

CERTIFIED COURSETRAINING STANDARD (Content for the following courses is in Regulation 1082).Arrest and Control TechniquesArrest and Control Instructor or Defensive Tactics InstructorBaton/Impact WeaponsBaton/Impact Weapons Instructor or Defensive Tactics InstructorChemical AgentsChemical Agents InstructorDefensive Tactics UpdateDefensive Tactics Instructor or Arrest and Control Instructor and Baton/Impact Weapons InstructorDiversionary DevicesDiversionary Devices InstructorDriver Awareness UpdateDriver Awareness InstructorDriver Training UpdateDriver Training InstructorDriver Training-SimulatorDriver Training Simulation InstructorFirearms (As a stand-alone or as part of a course)Firearms InstructorFirst Aid/CPRFirst Aid/CPR InstructorForce Options SimulatorForce Options Simulator InstructorHazardous Materials-First ResponderHazardous Materials Train-the-TrainerInstitute for Criminal InvestigationInstitute for Criminal Investigation InstructorLess Lethal WeaponsLess Lethal Force InstructorMotorcycle TrainingMotorcycle Training InstructorPhysical Training (Basic Course)Physical Training InstructorSupervisory LeadershipSupervisory Leadership Institute InstructorInstitute

**1082. Minimum Content Requirements for POST-Certified Instructor and Academy Staff Courses.**

(a) Minimum course content. The POST-certified courses listed in this regulation, which is responsive to Regulations 1070 and 1071, shall meet the minimum content requirements as stated below. Presenters are expected to assess student proficiency in each topic area. The assessment (written/oral examination) must be consistent with learning objectives. Requirements for certification and presentation of these courses are specified in Regulations 1052 - 1056.

\* All instructor and academy staff courses shall include content on legal issues, performance evaluation techniques, and safety protocols.

(1) Academy Director/Coordinator Workshop:

- (A). Academy Management Guidelines
- (B). Basic Training Support System
- (C). Budgeting
- (D). Ethics and Professionalism
- (E). Instructional Planning
- (F). Instructional Quality
- (G). Instructional Resources
- (H). Learning Domain Instructional System
- (I). Testing Regulations and Management

\* (See above)

(2) Arrest and Control Instructor:

- (A). Body Physics and Dynamics
- (B). Control Techniques
- (C). Handcuffing
- (D). Injury Prevention
- (E). Prisoner Restraint
- (F). Searches
- (G). Use of Force
- (H). Weaponless Defense
- (I). Weapon Retention/ Takeaway

\* (See above)

(3) Baton/Impact Weapons Instructor:

- (A). Blocking Techniques
- (B). Drawing Techniques
- (C). Patterns of Movement
- (D). Stances
- (E). Strike Zones
- (F). Striking Techniques
- (G). Use of Force

\* (See above)

(4) Chemical Agents Instructor:

- (A). Decontamination
- (B). Delivery Methods
- (C). Disposal of Aerosol Devices
- (D). First Aid Protocols
- (E). Gas Mask Application
- (F). Maintenance of Aerosol Devices

\* (See above)

(5) Defensive Tactics Instructor:

The content for this course is a composite of the "Arrest and Control Instructor" and "Baton/Impact Weapons Instructor" courses.



**1071. Minimum Training Standards for Basic Academy Directors, Coordinators, and Recruit Training Officers.**

(a) The minimum training standards for Academy Directors, Academy Coordinators, and Academy Recruit Training Officers apply only to those individuals appointed to those positions on or after July 1, 2002. The specified minimum standard shall be completed within one year from the date of appointment to any of the staff positions mentioned above.

STAFF POSITION

TRAINING STANDARD (Content for the following courses is in Regulation 1082)

Academy Director

Academy Director/Coordinator Workshop\*

Academy Coordinator

Academy Director/Coordinator Workshop

Academy Recruit Training Officer

Recruit Training Officer Workshop

\*Attendance at the Academy Director/Coordinator Workshop is not required if the director has attended as a coordinator within three years prior to appointment as director.

(b) Proof of Completed Training Standard: Academy directors shall maintain documentation which demonstrates satisfaction of the minimum training standard as required for the staff positions indicated in (a) above. Documentation shall be a certificate of course completion issued by the training presenter of the required training standard in (a) above or a POST training record (as maintained in the POST data base) for the instructor. Documentation must be made available for POST inspection upon request.

(13) Hazardous Materials Instructor (Train-the-Trainer):

- (A). Haz Mat Containment
- (B). Haz Mat Identification and Assessment
- (C). Incident Management
- (D). Notification Protocols
- (E). Placarding/Labeling
- (F). Responder Awareness Actions
- (G). Simulated Incidents

\* (See above)

(14) Institute for Criminal Investigation (ICI) Instructor:

- (A). Workshop on adult experience-based learning
- (B). Workshop for instructional competency verification
- (C). Student teaching in a classroom environment under the observation of a Master Instructor

\* (See above)

(15) Less Lethal Force Instructor:

- (A). Apprehension Techniques
- (B). Level of Effectiveness
- (C). Medical Treatment Protocol
- (D). Precautions
- (E). Projectile Specifications
- (F). Psychological Effects
- (G). Reporting Procedures

\* (See above)

(16) Motorcycle Training Instructor:

- (A). Apexing
- (B). Braking Demonstrations
- (C). Cone Patterns
- (D). Defensive Riding
- (E). Enforcement Stops
- (F). Incline Work

- (G). Motorcycle Maintenance
- (H). Pullouts
- (I). Street Riding Techniques

\* (See above)

(17) Physical Training Instructor:

- (A). Anatomy/Physiology
- (B). Biomechanics
- (C). Calisthenics
- (D). Circuit Training
- (E). Conditioning Principles
- (F). Exercise Prescription
- (G). Injury Prevention and Assessment
- (H). Motivation
- (I). Nutrition

\* (See above)

(18) Recruit Training Officer Workshop:

- (A). Basic Training Delivery System
- (B). Counseling Techniques
- (C). Ethics and Professionalism
- (D). Functions of the Recruit Training Officer
- (E). POST Administration/Organization
- (F). Special Training Issues

\* (See above)

(19) Supervisory Leadership Institute (SLI) Instructor:

- (A). Workshop on experience-based learning and facilitation skills
- (B). Competency verification/evaluation session

\* (See above)

(6) Diversionsary Devices Instructor:

- (A). Device Deployment and Ignition
- (B). Overpressure
- (C). Types of Devices
- (D). Types of Diversions

\* (See above)

(7) Driver Awareness Instructor

- (A). Course Management
- (B). Defensive Driving
- (C). Pre-Shift Inspection
- (D). Reverse Driving Practical Application
- (E). Vehicle Control Techniques
- (F). Vehicle Dynamics

\* (See above)

(8) Driver Training Instructor:

- (A). Defensive Driving
- (B). Pursuit Guidelines
- (C). Risk Assessment
- (D). Vehicle Control Techniques

\* (See above)

(9) Driver Training Simulation Instructor:

- (A). Code 3 and Pursuit Decision Making
- (B). Driving/Coordination/Communication Tactics
- (C). Scenario Design
- (D). Simulator Calibration/Troubleshooting
- (E). Simulator Orientation
- (F). Vehicle Control Techniques
- (G). Vehicle Dynamics
- (H). Work Station Operation

\* (See above)

(10) Firearms Instructor:

- (A). Coaching
- (B). Firearms Maintenance
- (C). Fundamentals of Shooting
- (D). Range Preparation
- (E). Tactical Considerations
- (F). Target Analysis
- (G). Use of Force Guidelines

\* (See above)

(11) First Aid/CPR Instructor:

- (A). Abdominal/Chest Injuries
- (B). Bleeding
- (C). Burns
- (D). Cardiovascular System
- (E). Communicable Diseases
- (F). CPR Techniques
- (G). Dressings/Bandages
- (H). Environmental Emergencies
- (I). Fractures
- (J). Obstetric/Pediatric Emergencies
- (K). Patient Assessments
- (L). Respiratory System
- (M). Shock
- (N). Wounds

\* (See above)

(12) Force Options Simulator Instructor:

- (A). Force Options
- (B). Scenarios Application
- (C). Simulator Weapons Familiarization
- (D). Tactics

\* (See above)

1052. Requirements for Course Certification

(a) Each request for course certification shall be evaluated in accordance with the following factors:

- (1) Course content and hours
- (2) Qualification of instructors, and coordinators, and/or academy staff (Reference Regulations 1070 and 1071 for minimum training standards)
- (3) Physical facilities appropriate for the training
- (4) Cost of course
- (5) Potential clientele and volume of trainees
- (6) Need and justification for course
- (7) Methods of course presentation
- (8) Availability of staff to administer the course
- (9) Course evaluation processes
- (10) Instructor/trainee ratios
- (11) Provisions for student safety

(b) through (b)(2)(A)(4) continued \*\*\*\*\*

- (5) Each academy shall comply with the minimum training standards for directors, coordinators and recruit training officers as prescribed in Regulation 1071.

(c) Only those courses for which there is an identifiable and unmet need shall be certified.

(d) Courses for which POST has established curriculum requirements must comply with those requirements. (See Regulation(s) 1081, 1082 and any training specifications referenced in Commission Procedure D-1 which have been incorporated into regulation by reference.)

(e) through (h)(4) continued\*\*\*\*\*

**1001. Definitions.**

(a) through (z)\*\*\*\*\*.

(aa) "Primary instructor" is an individual responsible for the coordination and instruction for a particular course. The responsibility includes oversight of topic content, logistics, and other instructors.

(bb) through (mm) continued\*\*\*\*\*.

**CONFIDENTIAL**

**1055. Requirements for Course Presentation.**

(a) through (k) continued \*\*\*\*.

(l) Certificate of Completion: Any presenter of a POST-certified instructor development course listed in Regulation 1070 or presenters of the Academy Director/Coordinator Workshop or Recruit Training Officer Workshop shall issue certificates to students who successfully complete the training. The certificate of completion must include title of course, dates of course, hours completed, and the POST course control number.

**DRAFT**

**1053. Course Certification Request and Review Process.**

(a) Course Certification Request. Any person or organization desiring to have a course certified shall contact a POST training consultant to ensure that the proposed course meets the required criteria and shall prepare and submit a complete course certification request package to POST. Submission of the following forms and related materials shall constitute a complete package:

- (1) Course Certification Request (POST 2-103 rev. 7/92)
- (2) Instructor Resume(s) which shall include the following elements: 1) Course title, 2) Course Subjects Assigned to Instruct, 3) Relevant Experience/Training, 4) Prior Instructor Training/Experience, 5) Education/Teaching Credential, and 6) Presenter/Coordinator Approval Signature. Documentation shall be submitted for those instructors or academy staff required to meet a minimum training standard as specified in Regulations 1070 or 1071, respectively.

(3) through (b)(3) continued \*\*\*\*\*

**DRAFT**

It was further noted these entities routinely operate independent of each other. Airport security operations can best be summed up by stating "security is everyone's responsibility and no one's overall responsibility". The exception of course is a major unusual occurrence. Bombings, hostage situations/air carrier takeovers, skyjackings, earthquake, fire or prominent national events hosted at a local site (Olympics, conventions, etc) naturally galvanize routinely fragmented law enforcement efforts. It is during these events that a defined chain of command and a lead investigative agency quickly surface.

Research also revealed airport security to be a hybrid of state criminal law, federal civil law, airport operational guidelines, local jurisdiction policy, corporate policy, as well as security needs unique to the physical plant setting. (For example, San Francisco International Airport poses unique security concerns as a major portion of it's perimeter is bordered by open seas).

This tapestry of security entities and legal guidelines poses unique challenges to peace officers either assigned to airport security on a full-time basis, temporarily assigned or loaned to airport operations, responding to calls for service at an airport facility, or responding to calls initiated beyond the perimeters of an airport but related to airport security operations (stolen aircraft, stolen aircraft parts, stolen cargo recovery, air crashes).

Research of these multi-faceted issues produced a broad cross section of law enforcement entities from which to draw subject matter experts (Attachment B). These subject matter experts were convened to review the current airport security curriculum, determine its relevancy to today's security issues, and add or delete curriculum components.

The committee recommended that *Airfield Operations* and its expanded topics, and *Multi-Agency Task Forces* and its expanded topics be added to the curriculum. It was the consensus of this committee that these additions would add improved currency and relevancy to the existing curriculum. Expanded topics under *Airfield Operations* include: security systems, corporate policies and procedures, physical security, new technologies, security compliance program, risk management (report writing, interagency requirements), aviation security contingency planning (SEMS, disaster planning, incident management, passenger incidents, air rage, hijacking management, ALERT response). Expanded topics under *Multi-Agency Task Forces* include: career criminal investigations, dignitary protection, and fraudulent ticket and credit card investigations. Other expanded topics deemed relevant and necessary were: Updated flying-armed regulations, weapon transportation, prisoner transportation, cultural awareness, and interpersonal communication.

A significant recommendation is the addition of Airport Risk Management which is an extremely relevant issue impacting today's airport security operations. This topic was added under *Airfield Operations*.

832.1 PC currently mandates a 20 hour curriculum. Both presenting agencies currently offer a 30+ hour curriculum on airport security, then complement this training with an additional 12-24 hours of internal policy and local jurisdictional issues. Presently, the current training curriculum provides over 40 hours of airport security indoctrination to newly assigned officers. (At the time of this report the FAA course, addressing federal regulations only, is 40 hours. Not all officers are required to attend this course)



**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> 832.1 P.C Airport Security Personnel Curriculum Update		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> Ray A. Bray	<b>Researched By</b> Robert Stresak
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> 10-4-00	<b>Date of Report</b> September 26, 2000
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Commission approve updated curriculum to the 832.1 P.C *Aviation Security Personnel; Training Course* curriculum?

**BACKGROUND**

Effective July 6, 1973 the California legislature enacted Penal Code section 832.1 which mandates POST approved "Airport Security" training. The statute reads as follows:

"Any airport security officer, airport policeman, or airport special officer, regularly employed..... shall have completed a course of training relative to airport security approved by the Commission on Peace Officers Standards and Training..... Any airport officer .....shall have completed the course of instruction within 90 days after such employment. Any officer who has not satisfactorily completed such course within such prescribed time shall not continue to have the powers of a peace officer until they have satisfactorily completed such course."

On September 13, 1973 the Commission approved Commission Regulation 1081 (a) (2), creating a 20 hour POST certified course entitled "Aviation Security". (Attachment A)

Currently there are three presenters for this course: San Francisco Police Department, Airport Bureau, Los Angeles World Airport Police, and San Jose Police Department.

This curriculum has not been updated since 1983.

**ANALYSIS**

The original legislation was enacted as a response to a period when numerous hijackings of *domestic* flights were occurring. Since that time, domestic hijackings have declined, aircraft technology significantly changed, and airport security issues have grown exponentially in complexity. Attendance of this course for the past three fiscal years has been extremely light, approximately 300 officers per year.

The curriculum update was initiated by conducting on-site interviews at San Francisco International Airport, and Los Angeles World Airport. Airport security personnel, as well as members of various law enforcement agencies were interviewed regarding their role in aviation security. Those interviews revealed that local, federal, private and corporate entities all play a role in ensuring secure airport operations.

After reviewing the proposed revised curriculum with instructors and other subject matter experts it is recommended that the mandated curriculum be increased from 20 to 40 hours.

RECOMMENDATION

It is proposed that POST Regulation 1081(a) (2) be amended as shown on Attachment A, subject to the results of a public review process. If no one requests a public hearing, these changes will go into effect upon approval of the Office of Administrative Law.

**Proposed Changes to Regulation 1081 (a)(2)**

**Aviation Security ~~20~~ 40 Hours**  
**(Penal Code Section 832.1)**  
**(Certified Course)**

- (A). Introduction and Background
- (B). Criminal Threat to the Aviation Industry
- (C). Federal Organization, Regulations, and Jurisdiction
- (D). Legal Aspects
- (E). Psychological Aspects
- ~~(F). Passenger Screening~~
- (F). Aviation Explosives
- ~~(H). Aviation Security Questions and Issues Examination and Critique~~
- (G). Multi-Agency Task Forces
- (H). Airfield Operations
- (I). Aviation Security Questions and Issues Examination and Critique

**Aviation Security Workshop  
Subject Matter Experts**

**American Airlines**  
Margaret Jeter  
Senior Security Representative

**American West Airlines**  
William P. Brumme

**Burbank Airport Police**  
Officer Chris Matthews

**Drug Enforcement Administration**  
United States Department of Justice  
Special Agent Jim Delaney

**Federal Aviation Administration**  
Don Cotton  
FAA Federal Security Manager

**Federal Bureau of Investigation**  
Special Agent David Beall

**Los Angeles Police Department**  
**Airport Detail**  
Sergeant F. Long  
Sergeant N. Sinibaldi

**Los Angeles World Airports**  
Risk Management Liability  
Madeline Ramirez

**LAX Airport Police**  
Captain John Bangs  
Lt. LaPonda Fitchpatrick

**Orange County Sheriff's Department**  
Deputy Ron Harvey

**Sacramento Sheriff's Airport Detail**  
Captain Christine Hess  
Sergeant Sharon Cadigon

**San Francisco Police Airport Bureau**  
Lt. Gary O'Donnell  
c/o Captain Frank O'Malley

**Southwest Airlines**  
John Chaussee  
Director of Ground Operations Security

Don Armstrong  
Director of Corporate Security

**US INS**  
Sam Mooney

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Contract Request for a Regional Skills Training Center in the South Bay/West L.A. County area.		<b>Meeting Date</b> January 25, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> Ray A. Bray	<b>Researched By</b> Forrest Billington
<b>Executive Director Approval</b> <i>[Signature]</i>	<b>Date of Approval</b> 1-8-01	<b>Date of Report</b>
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for detail) <input type="checkbox"/> No

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

**ISSUE:**

Should the Commission approve a contract with the South Bay Regional Public Communication Authority to establish a Regional Skills Training Center in the South Bay/West L.A. County area?

**BACKGROUND:**

At the July 2000 Commission meeting, POST staff had proposed two options for adding a Regional Skills Training Center to serve the South Bay/Western region of L.A. County. A Mobile Regional Skills Center, operated by the LASD, was one option, the second was to locate a fixed site in the area. The Commission directed POST staff to identify options for a Regional Skills Training Center in the South Bay/West LA County.

There have been three formal requests to host a RSTC in the South Bay area: LASD (original mobile unit proposal), Culver City Police Department, and the South Bay Regional Public Communication Authority, a JPA (The SBRPCA is comprised of 22 law enforcement agencies in the South Bay.) Staff has met with all parties and discussed the issues as proposed.

**ANALYSIS:**

After a review of the three proposals, it appears that the majority of law enforcement agencies involved overwhelmingly support the SBRPCA proposal. LASD already has a RSTC that is split between Laser Village and EVOC. LASD indicates that it is still willing to contract for a mobile system, but has no facilities available for a fixed site, and Culver City indicates it will go ahead with their proposed training center regardless of this decision.

The SBRPCA proposal represents the majority of the officers in the area, and the site is located centrally for most of those officers. The South Bay Regional Public Communication Authority (SBRPCA), a JPA, will be the contractor, representing the local agencies. The attorney for the SBRPCA has researched the by laws of the JPA and determined that contracting for the Regional Skills Training Center falls within those guidelines.

Staff inspected the SBRPCA proposed site and found it to be very satisfactory. It is located in a large office complex, on a floor that is vacant. The owner of the building, TRW, a credit union, will modify the training area to suit. The site will be ready within 60 days of the contract approval. There is plenty of free parking, adequate hotels and eating facilities nearby. This agreement is part of the credit union's commitment to community involvement. An alternate site will be available in a new building owned by the JPA, which is due completion within a year.

The budget for this site, \$558,339.00 will include \$400,000.00 for driving simulators, \$100,000.00 for a force options simulator and \$103,339.00 will purchase a skid car and skid platform, LCD projectors, notebook computers, training dummies, gym mats and other training items to facilitate Perishable Skills Training.

**RECOMMENDATION:**

Upon approval of the Commission, accept the report, and add The South Bay Regional Public Communications Authority as a Regional Skills Training Center, and fund it in the amount not to exceed \$558,339.00.

Proposed Changes to Regulation 1081 (a)(2)

Aviation Security ~~20~~ 40 Hours  
(Penal Code Section 832.1)  
(Certified Course)

- (A). Introduction and Background
- (B). Criminal Threat to the Aviation Industry
- (C). Federal Organization, Regulations, and Jurisdiction
- (D). Legal Aspects
- (E). Psychological Aspects
- ~~(F). Passenger Screening~~
- (F). Aviation Explosives
- ~~(H). Aviation Security Questions and Issues Examination and Critique~~
- (G). Multi-Agency Task Forces
- (H). Airfield Operations
- (I). Aviation Security Questions and Issues Examination and Critique

**Aviation Security Workshop  
Subject Matter Experts**

**American Airlines**  
Margaret Jeter  
Senior Security Representative

**San Francisco Police Airport Bureau**  
Lt. Gary O'Donnell  
c/o Captain Frank O'Malley

**American West Airlines**  
William P. Brumme

**Southwest Airlines**  
John Chaussee  
Director of Ground Operations Security

**Burbank Airport Police**  
Officer Chris Matthews

Don Armstrong  
Director of Corporate Security

**Drug Enforcement Administration**  
United States Department of Justice  
Special Agent Jim Delaney

**US INS**  
Sam Mooney

**Federal Aviation Administration**  
Don Cotton  
FAA Federal Security Manager

**Federal Bureau of Investigation**  
Special Agent David Beall

**Los Angeles Police Department**  
**Airport Detail**  
Sergeant F. Long  
Sergeant N. Sinibaldi

**Los Angeles World Airports**  
Risk Management Liability  
Madeline Ramirez

**LAX Airport Police**  
Captain John Bangs  
Lt. LaPonda Fitchpatrick

**Orange County Sheriff's Department**  
Deputy Ron Harvey

**Sacramento Sheriff's Airport Detail**  
Captain Christine Hess  
Sergeant Sharon Cadigon



- Analysis to determine the specific training requirement of each bill
- Identification and assembly of subject matter experts
- Development of mandated curriculum
- Creation of curriculum documents
- Reports and review by the Commission
- Modification of Commission regulations

Staffing for the implementation of these bills will require one full-time consultant for one year. Existing staff resources are insufficient to address these legislative mandates in a timely fashion as required by law.

#### RECOMMENDATION

Authorize the Executive Director to contract with a local law enforcement agency for a special consultant (Management Fellow) to conduct research and develop on recommended curriculum related to recently passed legislative training mandates for a period of one year and at a cost not to exceed \$130,000 for salary and benefits.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Proposed Contract for Management Fellow (Legislative Training Mandates)		<b>Meeting Date</b> November 2, 2000
<b>Bureau</b> Training Program Services	<b>Reviewed By</b> Ray A. Bray	<b>Researched By</b> Ray A. Bray
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> 10-10-00	<b>Date of Report</b> August 21, 2000
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Commission approve a one-year contract with a law enforcement agency for the services of a Management Fellow in an amount not to exceed \$130,000 to conduct research and develop on recommended curriculum requirements for recently passed legislative training mandates?

**BACKGROUND**

Four bills passed this year that will substantially impact the POST workload for developing of law enforcement training in the coming year include:

- Assembly Bill 1819 requires the Commission to "expand and recast specified subjects in elder/dependent adult abuse training."
- Assembly Bill 1718 requires POST to "establish and keep updated a continuing education classroom training course relating to law enforcement intervention with the developmentally disabled and mentally ill persons" by June 30, 2001.
- Senate Bill 1102 requires the Commission to develop curriculum related to racial profiling not later than January 1, 2002. Work on this project will be extensive and will include collaborative work with a committee appointed by the Governor and the legislature.
- Senate Bill 1539 requires POST to implement by January 1, 2002 a course of instruction for peace officers related to stalking.

**ANALYSIS**

Although POST has been involved in developing and updating curriculum dealing with the subject matter covered by these bills, these new laws require the establishment of new training standards. Each new law will require:


Programs and services to be contracted with San Diego Regional Training Center are itemized as follows:

- 1) One-year extension of the Assistant Grant Coordinator to serve as the Grant Coordinator - total cost \$89,700 (\$78,000 salary and \$11,700 which is 15% indirect cost)
- 2) Conduct five (5) additional presentations of the 8-hour Domestic Violence for First Responder course - \$3,588.00 @ course - total cost \$17,940.
- 3) Conduct two (2) additional presentation of the 24-hour Domestic Violence for Field Training Officers course - \$13,700 @ course - total cost \$27,400
- 4) Conduct six (6) additional presentations of the 8-hour Domestic Violence for Public Safety Dispatcher course - \$3,588 @ course - total cost \$21,528
- 5) Conduct six (6) additional presentations of the 40-hour Domestic Violence for the Criminal Investigator course - \$19,678.80 @ course - total cost \$118,072.80
- 6) Conduct two (2) additional presentations of the 8-hour Domestic Violence Response Team Training - \$4,188 @ course - total cost \$8,376
- 7) Conduct two (2) additional presentations of the 16-hour Developing the Expert Witness in Domestic Violence course - \$7,588.00 @ course - total cost \$15,176
- 8) Conduct three (3) additional presentations of the 24-hour Domestic Violence for Hostage Negotiators course - \$12,918 @ course - total cost \$38,754
- 9) Conduct three (3) additional presentations of the 8-hour Officer Involved Domestic Violence course - \$3,588 @ course - total cost \$10,764
- 10) Conduct eight (8) additional presentations of the 16-hour Sexual Assault for Campus Police - \$6,408 @ course - total cost \$51,264
- 11) Conduct eight (8) additional presentations of the 8-hour Sexual Assault for First Responders course - \$3,588 @ course - total cost \$28,704.
- 12) Conduct five (5) additional presentations of the 8-hour Sexual Assault for Public Safety Dispatchers - \$3,588 @ course - total cost \$17,940
- 13) Conduct two (2) additional presentations of the 8-hour Sexual Assault Response Team Training - \$4,188 @ course - total \$8,376

Total Contract with SDRTC - \$453,995

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Request for VAWA Grant Continuation		<b>Meeting Date</b> January 25, 2001
<b>Bureau</b> Training Program Services	<b>Reviewed By</b>	<b>Researched By</b> Jan Bullard
<b>Executive Director Approval</b> 	<b>Date of Approval</b> 12-27-00	<b>Date of Report</b> August 25, 2000
<b>Purpose</b> <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Executive Director accept fifth year funding for the existing Violence Against Women Act (VAWA) grant to provide domestic violence and related training? Additionally, should the Executive Director be authorized to contract with San Diego Regional Training Center (SDRTC) for presentation of training courses and to extend the grant coordinator position?

**BACKGROUND**

On August 1, 1997, the Commission was the recipient of a VAWA Law Enforcement Training Grant in the amount of \$2,929,112. Over the past three years, the Commission has approved additional augmentations to the grant bringing the current total to \$7,038,179. This amount includes \$1,759,545 for the in-kind match POST contributes through staff and subject matter expert hours. The funds were dedicated to several projects, including the design and presentation of different courses in VAWA-related topics. The grant also designates funds for a full-time special consultant to serve as grant coordinator.

On July 12, 2000, the Office of Criminal Justice Planning (OCJP) VAWA Task Force approved additional funding for 2000-01 in the amount of \$522,000 to maintain the current level of course presentations for one year. The proposed fifth year funding requires \$173,000 for the in-kind match POST will contribute, through staff and subject matter expert hours, bringing the total 2000-01 project cost to \$695,000.

In the past, contracts with San Diego Regional Training Center were approved to facilitate the course presentations and to provide a special consultant to serve as Assistant Grant Coordinator.

**ANALYSIS**

The \$522,000 available is proposed to be expended as follows:

- 1) POST retains \$37,705 to pay instructors per diem and travel - total cost \$37,705
- 2) POST retains \$30,300 to pay staff per diem and travel - total cost \$30,300

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## RECOMMENDATION

Authorize the Executive Director to accept the additional VAWA SB-350 funding for 2000-01 as described, and authorize the Executive Director to contract with San Diego Regional Training Center for course presentations and extend the special consultant position to serve as VAWA Grant Project Coordinator. The amount of the contract for facilitation of the courses and the consultant position not to exceed \$453,995.

This course requires extensive use of computers and the Internet by both instructors and students. This contract will also fund an instructor workshop to coordinate the support of the curriculum by this technology.

#### RECOMMENDATION

That the Commission authorize the Executive Director to enter into a contract with San Jose State University for design update and one pilot of the ICI Identity Theft Foundation Specialty in an amount not to exceed \$23,106 for the last five months of fiscal year 2000-2001.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title Contract with San Jose State University to Pilot ICI Identity Theft Course		Meeting Date January 25, 2001
Bureau Training Program Services	Reviewed By <i>[Signature]</i> Ray Bray	Researched By Dave Spisak
Executive Director Approval <i>[Signature]</i> Tom O'Brien	Date of Approval 1-8-01	Date of Report January 3, 2001
<input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for detail) <input type="checkbox"/> No

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

ISSUE

Should the Commission authorize the Executive Director to enter into a contract with San Jose State University for design update and one pilot of the ICI Identity Theft Foundation Specialty in an amount not to exceed \$23,106 for the last five months of fiscal year 2000-2001?

BACKGROUND

During the past year the ICI Fraud/Forgery Foundation Specialty course was reviewed and updated. Subject matter experts who assisted that effort included an officer enrolled in the POST Master Instructor Development Program. He selected for his research the topic of identity theft, a sub-set of the fraud/forgery area. His research coupled with the input of the subject matter experts made clear that this emerging criminal activity would require a foundation speciality course for that topic alone. More than 500,000 people nationwide will become identity theft victims in the year 2000 - an increase of more than 450,000 annual cases over the last 5 years. Identity theft is growing because it is simple for criminals to master. It is a crime that extends for years of a victim's life, with devastating effects.

ANALYSIS

ICI Identity Theft Course

Identity theft as a criminal activity has been a problem for many years. Its history includes fraudulent activities involving checking accounts and later credit cards. These crimes have exploded in the past 3-years, enhanced by the technology of computers, high-resolution copy machines and especially the Internet. Estimates are that the numbers of victims of identity theft have increased by a factor of 10 between 1997 and 1999. As an example of the concern being expressed nationally, the federal government has opened a toll-free hotline dedicated to reporting this crime.

CD-ROM course on driver training for the AAA Foundation that POST staff has reviewed and given high marks. The creation of the driver training course will follow the standard instructional systems development (ISD) process: analysis, design, development, implementation, and evaluation. One outcome of the analysis phase will be a high-level design which will determine what is most important to be taught via multimedia and the best way to organize the material. For example, one option may be to have a series of short courses rather than one single longer course. After the basic design approach is selected, the vendor will develop one or more prototypes that will demonstrate critical aspects of the design. The recommendation is that the Commission authorize up to \$500,000 for the entire project with the expectation that the actual amount may be less depending upon the actual design specifications developed following the analysis phase of the project.


Throughout the project, the contractor and POST will work together to perform on-going evaluations with subject-matter specialists and officers for whom the training is intended in order to ensure that the training will meet the needs for which it is being developed.

### RECOMMENDATION

Authorize the Executive Director to enter into a contract with CompUSA and Global Learning Systems to design and develop a CD-ROM driver training course for California law enforcement. The total amount of the contract will not exceed \$500,000.



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Contract Request for Development of Driver Training CD-ROM Course		Meeting Date January 25, 2000
Bureau Training Program Services	Reviewed By Ray Bray	Researched By Dennis Aronson
Executive Director Approval 	Date of Approval 12-22-00	Date of Report December 20, 2000
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

ISSUE

Should the Commission enter into an agreement with CompUSA and its business partner, Global Learning Systems (GLS), to develop a CD-ROM course on law enforcement driver training?

BACKGROUND

A million dollars for developing multimedia training in the perishable skills area was included in the budget change proposal for F/Y 2000-2001 and approved by the Commission at its meeting in October 1999. Developing a CD-ROM on driver training was a major project envisioned for the use of these funds.

At its July 2000 meeting, the Commission authorized the Executive Director to enter into an interagency agreement with San Diego State University and KPBS to perform an analysis of driver training needs that could be met by using multimedia technology. Subsequently, staff determined that a more feasible approach would be to contract with CompUSA and its partner, Global Learning Systems, to perform the analysis and subsequent development.

As explained in the agenda report for the July 2000 meeting, the CD-ROM course will replace the interactive videodisc (IVD) course on driver training, which was distributed to the field in 1993. Much of the IVD course is outdated, and the technology has progressed so greatly that it would not be practical to convert the existing course from IVD to CD-ROM format.

ANALYSIS

CompUSA has an agreement with the state as a California Multiple Awards Service (CMAS) vendor. This means that the California Department of General Services has pre-qualified CompUSA so that state agencies can go directly to this vendor for services.

CompUSA's business partner, Electronic Learning Facilitators, Inc. (ELF), which has merged with Global Learning Systems, has performed well for POST previously. ELF developed the CD-ROM for instructor development, *Learners First: Facilitation Skills for Learner-Centered Instruction*. Presently they are working on the sexual assault course for POST. In addition, ELF developed a

standing of the staff by joining the POST program, satisfying the associated selection and training requirements, and obtaining certificates.

The POST Basic Certificate is required by law to enable specified peace officers, primarily a deputy sheriff or police officer designated in Penal Code Section 830.1, to exercise peace officer powers and authority. In simplest terms, the Basic Certificate is issued to an officer in a position for which the Basic Course is the required. If the officer leaves a law enforcement position for which the Basic Course is required for more than 3 years, a re-training requirement arises if the individual desires to return to a position for which the Basic Course is required.

The investigators employed by the Inspector General apparently are concerned that the re-training requirement will apply because the POST Basic Course is not the required training for that position. They apparently believe that participation in the POST program will allow their law enforcement training to remain current.

In mid-September, staff was informed by the Department of Personnel Administration (DPA) that POST will be asked by Director Morganstern to conduct an "informal" peace officer feasibility study for positions in the Office of the Inspector General that are classified as auditors. The Inspector General apparently intends to designate these positions also as peace officers and DPA will ask POST for assistance in determining whether the position and job tasks require peace officer powers and authority. As of mid-October, staff has not received the request for the review that is described above.

In August 2000, staff met with YACA Secretary Presley, Deputy Secretary Jensen, CDC Director Terhune, and C-POST Executive Director Brooks to discuss this issue. The position of C-POST is that they have the responsibility, by law, to establish the training and certification programs for the IG. None of the other corrections administrators at the meeting expressed a specific position concerning the IG joining the POST program.

The Commission has not previously considered the inclusion of State correctional agencies or personnel in the POST program.

## ANALYSIS

It is well accepted that the Commission's primary duty and responsibility is to local law enforcement. The composition of the Commission (Section 13500, PC) does not include representatives of State law agencies. Further, state agencies are precluded from reimbursement for training costs. In addition, the State correctional agencies, with regard to selection and training, operate independently of both state and local law enforcement agencies as a result of the specific mission they perform. The Commission on Correctional Peace Officer Standards and

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title Request from the Inspector General to Join the POST Program		Meeting Date November 2, 2000
Bureau Executive Office	Reviewed By Ken O'Brien	Researched By Mike DiMiceli
Executive Director Approval <i>Ken O'Brien</i>	Date of Approval 10-16-00	Date of Report Sept. 19, 2000
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

**ISSUE**

Should the Commission accept the "Office of the Inspector General" in the POST Specialized Investigator program?

**BACKGROUND**

In June 2000, Steve White, Inspector General, submitted a request to staff to accept the Office of the Inspector General in the POST Specialized Program. The letter from the Inspector General is Attachment A.

Penal Code Section 6125 creates the "independent office of the Inspector General, which shall not be a subdivision of any other governmental entity." The Inspector General is appointed by the Governor and is subject to Senate confirmation.

Penal Code Section 830.2 designates officers employed by various state agencies as peace officers. With the exception of the Inspector General (and some CDC personnel), all of the agencies in this section participate in the POST program and receive Regular or Specialized certificates. Penal Code Section 830.2 (j) defines the Inspector General, Chief Deputy Inspector General, Senior Deputy Inspector General, and other employees designated by the Inspector General as peace officers. The Inspector General is responsible to conduct investigations of the Department of Corrections, Youth Authority, Board of Prison Terms, Youthful Offender Parole Board, and the Board of Corrections, and to conduct audits of investigatory practices and other audits.

Many of the personnel employed by the Inspector General apparently come from local law enforcement agencies. Every officer that was employed by a local agency that is defined in Section 830.1, PC, (deputy sheriff, city police) is required to possess a POST Basic Certificate. The basic training and Basic Certificate requirements do not apply to positions employed by the Inspector General, however. As a result, it appears that former PC 830.1 officers who are now employed by the Inspector General may be "concerned" about the status of their Basic Certificates. In addition, it appears the Inspector General desires to enhance the professional

This issue was presented to the Long Range Planning Committee in October 2000. The Committee directed staff to explore the feasibility of a "reciprocal arrangement" with C-POST that would maintain the training of the IG investigators. Staff has reviewed pertinent regulations and procedures, and discussed the issue with the C-POST Executive Director.

C-POST does not have training standards or courses in place that are specific to the position of investigator at the IG or CDC-IA. The implementation of such standards is not expected for at least 2 years. Because the status of the training is predicated on employment in a position for which the Basic Course is required, Commission regulations and procedures make no provision, at this time, for reciprocal agreements that will substitute for the required employment.

As a result of this research, it appears that a "reciprocal" agreement with C-POST is not feasible as an approach to keep current the law enforcement training of some of the IG investigators.

### CONCLUSIONS

Following a review of applicable law, POST regulations, the request from the Inspector General, and related issues, staff concludes:

- A. The participation of the Office of the Inspector General in the POST program will not materially affect the performance of the investigators or defer the impact of the re-training requirement because the investigators are not required by law or regulation to complete the Basic Course as a condition of performing their duties. A reciprocal agreement with C-POST will not alter this situation as it affects the IG or CDC-IA investigators;
- B. C-POST and YACA are responsible, by law, to provide standards and training for the Inspector General and CDC;
- C. Assuming responsibility for standards and training for the Inspector General may create conflicts with C-POST requirements and;
- D. Participation in the POST program would impose upon the Inspector General requirements and standards that are appropriate for local law enforcement agencies and personnel but may not be appropriate for the duties and job tasks of correctional personnel.

Training (C-POST) was created solely to standardize and provide uniformity in the selection and training for State correctional agencies and personnel.

Penal Code Section 6126.1 defines the training standard for the personnel employed by the Inspector General.

- (a) "In consultation with the Commission on Correctional Peace Officer Standards and Training and the Inspector General, the Youth and Adult Correctional Agency shall establish a certification program for investigators under the jurisdiction of the Inspector General, the Youth and Adult Correctional Agency, the Department of the Youth Authority, the Department of Corrections, the Board of Corrections, the Youthful Offender Parole Board, and the Board of Prison Terms. The investigators' training course shall be consistent with the standard courses utilized by other major investigative officers, such as county sheriff and city police departments and the California Highway Patrol." (emphasis added)
- (b) "Beginning January 1, 1999, all internal affairs investigators conducting investigations for the office of the Inspector General, the Youth and Adult Correctional Agency, the Department of the Youth Authority, the Department of Corrections, the board of Corrections, the Youthful Offender Parole Board, and the Board of Prison Terms shall complete the investigation training and be certified within six months of employment."

Because Section 6126.1 was enacted in 1998, it appears the legislature clearly intended to create a correctional certification and training program for the IG that is separate from the law enforcement POST program. It also appears the Legislature intended to recognize C-POST as the training entity for correctional personnel.

Participation in the POST program will require the IG to satisfy a number of selection and training standards that are not required in the correctional setting. This may create a situation wherein the IG must comply with two sets of standards, promulgated for different purposes and monitored by different agencies. In addition, POST standards and the enforcement of those standards may be viewed as conflicting with the authority and influence of both C-POST and YACA in a critical management area.

Staff assumes the request from the IG is based on the perception that existing POST standards and programs are appropriate because their investigative workload is not unique to the correctional environment. C-POST, however, indicates the correctional environment is significantly different from the local law enforcement environment. For that reason, C-POST states, training courses for correctional investigators must contain significant information concerning laws and procedures that is unique to that environment.

## **OPTIONS**

The Commission has two options to respond to the request from the Inspector General:

1. Decline to accept the Inspector General into the POST program;
2. Accept the Inspector General into the POST program and cooperate with C-POST and YACA develop a program that is appropriate for the work environment;

## **RECOMMENDATION**

This report is provided for the Commission's consideration and decision in response to the request from the Inspector General to join the POST Specialized Program.

Attachment B provides a draft of the proposed POST Strategic Plan which contains the recommendations of staff and the external review committee. The proposed plan contains three goals and 32 objectives. Of the 32 objectives, 21 will be continued and 11 are proposed additions. Thirty-eight objectives, as shown on Attachment C, are recommended for deletion, most of which have been completed. New objectives include:

- A.5 Inspections of Agencies for Compliance
- A.6 Integration of Field Training and Basic Academy
- B.8 Instructor Development
- B.10 Reinforcing Professional Values
- B.12 Internet-Based Testing System
- C.7 Develop and Value Staff
- C.8 Training Compliance
- C.9 Promote College Education
- C.10 Evaluate POST Certificates
- C.12 Pre-Academy Training and Education Programs
- C.13 Field Training Programs for Specialty Assignments

This updated Strategic Plan also contains Performance Measures which are indicators of various project components as well as success in achieving implementation. The state Department of Finance requires that all state agencies include such measures in strategic plans.

It is the belief of POST staff and the law enforcement community providing input that this updated strategic plan accurately reflects the needs and expectations of law enforcement. Furthermore, it is considered challenging and manageable which are considered important attributes of a good strategic plan.

#### RECOMMENDATION

It is recommended that the Commission approve the updated POST Strategic Plan.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

Agenda Item Title Update of the POST Strategic Plan		Meeting Date January 25, 2001
Bureau Executive Office	Reviewed By Ken O'Brien	Researched By Hal Snow
Executive Director Approval <i>Ken O'Brien</i>	Date of Approval 1-9-01	Date of Report November 1, 2001
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

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

ISSUE

Should the Commission approve the updated POST Strategic Plan?

BACKGROUND

The Commission initially approved the POST Strategic Plan in 1997 after over a year of development. That plan contained, for the first time, seven broad goals and 61 specific objectives. It also included POST's Vision, Mission, and Values statements. Over the last three plus years, many of the objectives have been implemented and regular quarterly progress reports have been made to the Commission. Each year the Commission has approved minor updates to the plan that mainly reflected implemented/deleted objectives.

With the knowledge that law enforcement's needs and expectations may have changed in the last few years, the Commission directed, at the April 2000 meeting, that a major review of the plan occur and that staff solicit input from the law enforcement and training communities.

Following recommended processes for developing and updating strategic plans, POST staff input was received resulting in recommended changes. These recommended changes involved reducing the plan's broad goals from seven to three (which correspond to POST's overall mission -- to provide selection standards, training standards, and services. Other changes related to reducing the number of objectives (mostly because the objectives have been implemented or completed) and the addition of some objectives.

Subsequently, a large, diversified external review committee met for two days in September to consider the draft plan and provide input. Attachment A provides a list of those who participated in the workshop. The group overwhelmingly supported the proposed plan with some modifications.

I:\WPDOCS\Hal Strategic Plan Agenda.wpd



Representing: CPOA

Chief Rick Alves  
Healdsburg Police Department  
Representing: CPOA

Captain Jim Davis  
El Cajon Police Department  
Representing: CPOA

Commander Dick Purnell  
Ventura County Sheriff's Department  
Representing: CPOA

Chief Bob Blankenship  
Redding Police Department  
Representing: POST Advisory Committee

Sergeant Alex Bernard  
Ontario Airport Police Dept.  
Representing: POST Advisory Committee

Norman Cleaver, Director  
Santa Rosa Training Center  
Representing: POST Advisory Committee

Lieutenant Marty L. Harris  
L.A. School Police Department  
Representing: POST Advisory Committee

Sergeant Michael Reid  
Fresno Police Department  
Representing: POST Advisory Committee

Leisha Lekawa, Investigator  
Reiverside County D.A.'s Office  
Representing: POST Advisory Committee

Sheriff Charles Byrd  
Siskiyou County Sheriff's Department  
Representing: POST Advisory Committee

Philip del Campo, Ph.D.  
Representing: POST Advisory Committee

Chief Kevin Mince  
California Highway Patrol  
Representing: POST Advisory Committee

Earle Robitaille  
Representing: POST Advisory Committee

Woody Williams  
Representing: POST Advisory Committee

Chief Marvin Engquist  
Cerritos Community College Police Dept.  
Representing: POST Advisory Committee

Sergeant Al Waters  
San Francisco Sheriff's Department  
Representing: POST Advisory Committee

Lieutenant Michael Scott  
Daly City Police Department  
Representing: POST Advisory Committee

Chief Louis Trovato  
Nevada City Police Department  
Representing: CPCA

Officer Jim Hardy  
San Francisco County Sheriff's Department  
Representing: COPS

Officer Patrick Boyd  
San Jose Police Department  
Representing: COPS

Officer Kevin Otto  
Los Angeles School Police Department  
Representing: COPS

Russ Turner  
Crime & Violence Prevention Center  
California Attorney General's Office  
Representing: POST Video Producer's  
Committee

Chief Wesley Bowling

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

POST STRATEGIC PLAN REVIEW WORKSHOP

List of Participants

Lieutenant Myron Kelso  
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Representing: CAPTO

Officer Terry Allen  
Cal Poly Pomona Police Department  
Representing: CAPTO

Deputy Myrtle Williams  
Los Angeles County Sheriff's Department  
Representing: ALADS

Chief Deputy Chuck Jernigan  
Imperial County Sheriff's Department  
Representing: POST Field Training Counsel

Chief John Kunkel  
Exeter Police Department  
Representing: CPCA

Chief Ron Lowenberg  
Huntington Beach Police Department  
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Doug Sherman, President  
California Reserve Peace Officer's Assoc.

Jim Lombardi, Chief Executive Officer  
California Reserve Peace Officer's Assoc.

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Roy Burns, President  
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Fresno County Sheriff's Department  
Representing: CAPTO

Sergeant Bernard Silva  
San Luis Obispo Police Department  
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Chief Richard Le Garra  
Baldwin Park Police Department  
Representing: ICI Advisory Council

Officer Bob Baker  
Los Angeles Police Department  
Representing: CCLEA

Officer Cliff Ruff  
Los Angeles Police Department  
Representing: CCLEA

Officer Kevin Mc Clure  
Los Angeles Police Department  
Representing: LAPPL

Officer Jack Cota  
Los Angeles Police Department  
Representing: LAPPL

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Foster City Police Department  
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Commander Vic Thies  
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Napa College Police Department  
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Chief Michael D'Amico  
El Camino College Police Department  
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Chief Taylor Moorehead  
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Chief Carlos Bolanos

Redwood City Police Department  
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Detective Frank Daley  
Hayward Police Department  
Representing: PORAC

Lieutenant Mike Bishop  
San Diego County District Attorney  
Representing: PORAC

Officer Carolyn Jefferies  
El Segundo Police Department  
Representing: PORAC

Bob Jarvis  
PORAC  
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Officer Burkey Worel  
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Detective Nic LaBella  
Beaumont Police Department

President Roy Burns  
Los Angeles County Sheriff's Department  
Representing: ALADS

Michael F. Prizmich, Sheriff-Coroner  
Sonoma County Sheriff's Department  
Representing: CSSA

Chief Ken Arnold

- Evaluate impact/need for social sciences as recommended prerequisites
- Develop voluntary guidelines to assist law enforcement agencies in valuing education

**A.2 - Review hours and frequency requirements for the continuing professional training (CPT) requirement by January 2001. (formerly objective A.3)**

Performance Measures:

- Obtain law enforcement input
- Report to the Commission identifying study results and recommendations

**A.3 - Research and develop needed minimum qualifications for all entrants into the basic academy by January 2003. (formerly objective A.5)**

Performance Measures:

Component I - Pre-Reading and Writing Assessment June 2001

- Develop and pilot test Web-based information that describes reading and writing requirements of the entry-level patrol officer
- Develop sample test items for use by potential academy applicants and provide evaluation information to assist them in assessing their readiness for training
- Develop and provide information to agencies and academies describing the use and availability of resources to assess students who are preparing for the reading requirements of basic training
- Consider legal and other barriers

Component II - Physical Abilities (Conditioning) Assessment by March 2002

- Obtain a management fellow for a one-year assignment to evaluate physical ability assessment protocols for standards/guidelines
- Complete evaluation and make recommendation for physical ability standard/guidelines and assessment protocol
- Consider legal and other barriers

Component III - California Driver's License by January 2003

- Complete research and obtain field input on issue
- Secure Commission review and approval

## **PROPOSED REVISIONS TO POST'S STRATEGIC PLAN GOALS AND OBJECTIVES**

(Including revised goals, objectives and performance measures)

### **GOAL A: ENHANCE SELECTION AND TRAINING STANDARDS**

**A.1 - Establish the following entry-level selection standards and improve upon existing standards as appropriate by July 2003. (formerly objective A.8)**

Performance Measures:

Component I - Cognitive Ability and Personality Test (Entry-Level Selection Battery) by July 2003

- Personality assessment measures of integrity will be correlated to peace officer historical criterion

Component II - Update the publication *Psychological Screening Manual* by April 2003

- Complete the detailed methodology and release of the RFP
- Develop psychological screening traits and definitions
- Develop applicant test norms
- Complete Manual

Component III - Entry-Level, Oral Interview Guidelines by January 2002

- Identify an advisory group
- Complete draft of preliminary study plan
- Complete study

Component IV - Analysis of Entry-Level Educational Requirements by July 2003

- Develop and implement a study on the impact of education and job performance in the academy and in field training
- Publish summaries of surveys completed by POST
- Assess the impact that educational requirements have on agencies that have such requirements, as part of the recruitment project (Strategic Plan C.2)

Control/Baton) by July 2002

- Complete pilot study of diagnostic mid-term and final examinations
- Seek Commission approval to implement tests

Component II - Develop mid-term and final exercise tests for LD #35 (Firearms/Chemical Agents) by April 2004

- Develop pilot exercise tests
- Begin pilot study
- Complete pilot study of exercise tests
- Seek Commission approval to implement tests

Component III - Develop mid-term and final exercise tests for LD#19 (Vehicle Operations) by October 2006

- Develop pilot exercise tests
- Begin pilot study
- Complete pilot study of exercise tests
- Seek Commission approval to implement tests

**A.5 - Establish and implement a comprehensive plan for inspecting participating law enforcement agencies for compliance with POST's standards by January 2002. (new objective)**

Performance Measures:

- Establish specialized compliance unit
- Determine status of compliance inspections
- Develop compliance audit cycle
- Develop Compliance Manual
- Evaluate staffing needs

**A.6 - Develop and implement a comprehensive plan for appropriate integration of basic academy and field training by January 2003. (new objective)**

Performance Measures:

- Evaluate basic course curriculum
- Evaluate making workbook accessible to field training officers
- Evaluate the selection and training of field training officers
- Devote time/effort/resources to developing field training officers

- Secure legislative change if necessary
- Consider legal and other barriers

Component IV - Medical Clearance Assessment by March 2001

- Develop a plan for including the *Medical Screening Manual* on the POST Website
- Install and test provisional draft of *Medical Screening Manual* on the Website
- Finalize installation
- Consider legal and other barriers

Component V - Enhanced Criminal History Check by January 2003

- Complete research and obtain field input on issue
- Secure Commission review and approval
- Secure legislative change if necessary
- Consider legal and other barriers

Component VI - Graduation From High School or GED by January 2003

- Complete research and obtain field input on issue
- Secure Commission review and approval
- Secure legislative change if necessary
- Consider legal and other barriers

**A.4 - Increase, improve, and standardize POST cognitive and skills testing required for graduation from basic training by October 2006. (formerly objective A.9)**

Performance Measures:

Cognitive Testing by January 2002

- Produce a new set of mid-term and final items for administration
- Complete initial alignment of 26 cognitively tested domains
- Update the passing scores on at least four learning domains
- Begin new proficiency test trial administrations
- Update and release revised LD tests at the same time as the release of the associated updated workbooks

Skills Testing

Component I - Develop mid-term and final exercise tests in LD #33 (Arrest and



- Evaluate new training technologies
- Consider college courses satisfying CPT
- Develop one Internet/Intranet-delivered course as a pilot
- Develop the capability of using the Internet to access reference material required in CD-ROM multimedia courses

**B.4 - Establish standardized course development guidelines by January 2003.** (formerly objective B.6)

Performance Measures:

- Publish guidelines available to course developers
- Develop at least one classroom-delivered course following the guidelines
- Audit (grading) of courses developed per guidelines
- Survey course presenters and agencies regarding satisfaction with the standardized guidelines

**B.5 - Simplify the course certification process by January 2002.** (formerly objective B.12)

Performance Measures:

- Receive course certification requests through electronic data interchange

**B.6 - Establish instructor training and certification requirements by January 2003.** (formerly objective B.13)

Performance Measures:

- Increase number of basic academies participating in the Voluntary Basic Course Instructor Certification Program (VBCICP)
- Increase number of instructors receiving VBCICP certificates
- Proceed along sequential steps of the Commission-approved Plan for Instructor Certification
- Establish training mandate for all instructors teaching POST-certified courses
- Evaluate legal and other barriers

**B.7 - Maximize the availability of all reserve training courses by January 2003.** (formerly objective B.16)

Performance Measures:

- Obtain input from law enforcement agency representatives

## **GOAL B: MAXIMIZE TRAINING DELIVERY**

**B.1 - Complete an analysis of the critical duties and requisite competencies of field supervisor and field manager positions in law enforcement by January 2003. (formerly objective A.2)**

### Performance Measures:

- Complete literature-based, draft job duty/task statements and related knowledge, ability and skills statements
- Complete interviews with field supervisors and field managers for creation of job duty/task statements and related knowledge, ability and skill statements
- Complete the *Organizational Survey of Agency Executives* and *Transfer of Training Climate* surveys
- Complete development of the *Preparedness for Training* assessment instrument, training course criterion rating scales, and training course evaluation instruments
- Analyze leadership and other training needs

**B.2 - Re-engineer the training needs assessment process for both short- and long-term planning purposes to identify continuing and emerging course needs and consider agency specific training plans by January 2001. (formerly objective B.1)**

### Performance Measures:

- Have agency-specific plans brought to training needs assessment workshops
- Establish electronic transfer of data to POST prior to TNA
- Establish a consistent format for reporting
- Establish a statewide plan

**B. 3- Develop, evaluate, and implement alternative approaches to satisfying training requirements by January 2002. (formerly objective B.4)**

### Performance Measures:

- Complete implementation of tri-state training alliance with Oregon, Nevada, and Arizona
- Complete implementation of out-of-state training courses for credit toward POST's continuing professional training requirement

**B.11 - Expand the number of POST Regional Skills Training Centers by January 2003.**  
(formerly objective B.7)

Performance Measures:

- Obtain supplemental funding
- Increase number from 23 to 25

**B.12 - Develop and implement a new, Internet-based testing system in each basic law enforcement academy in support of cognitive testing by November 2002.** (new objective)

Performance Measures:

- Develop and maintain support for the concept
- Complete a Budget Change Proposal to obtain funding for POSTRAC replacement
- Complete a Feasibility Study Report
- Establish the project team required for planning and implementation
- Assess the specific needs of each academy site to determine system requirements
- Complete pilot equipment installation and evaluation
- Complete equipment installations
- Procure software for the Testing Management System (TMAS)

**GOAL C: ENHANCE POST'S SERVICES**

**C.1 - Establish a voluntary law enforcement agency accreditation program by January 2003.** (formerly objective A.1)

Performance Measures:

- Complete a survey of the field regarding accreditation
- Complete review and update of accreditation standards
- Initiate pilot test of accreditation program
- Evaluate staffing needs

**C.2 - Develop programs that will enhance peace officer recruitment by January 2003.**  
(formerly objective C.7)

Performance Measures:

- Hire a management fellow to work on the Recruitment Project
- Publication of *Guidelines to Enhance the Selection and Hiring Process*

- Develop a support system for modular format presenters who are not academy administrators
- Examine the feasibility of expanding distance learning and other technologies for portions of the modular format
- Increase the number of reserve module and CPT presentations
- Modularize extended format academies where practical
- Consider possible legislation requiring employers to release reserve officers to satisfy CPT training

**B.8 - Expand instructor development opportunities by January 2002. (new objective)**

Performance Measures:

- Increase the number of participants in special, POST-sponsored seminars such as "Symposium 2000"
- Increase the number of MIDP graduates
- Increase the number of graduates from all POST-certified instructor development courses
- Increase the number of POST-certified instructor development courses located strategically throughout California

**B.9 - Establish and implement a comprehensive plan for assessing the quality of POST-certified courses by January 2003. (formerly objective F.8)**

Performance Measures:

- Develop procedural directives for conducting course assessments
- Pilot test the concept of using part-time Law Enforcement Consultants
- Report to the Commission on pilot program and recommend approval of a plan
- Evaluate staffing needs

**B.10 - Develop and implement strategies for reinforcing law enforcement's professional values including ethical conduct, integrity, image, interpersonal and communications skills, and bystandership by January 2003. (new objective)**

Performance Measures:

- Utilize new technologies for basic and in-service training
- Develop basic course curriculum on this subject
- Consider requiring this training be addressed in all POST Courses

**C.6 - Establish electronic data interchange with POST's clients by July 2004. (formerly objective F.7)**

Performance Measures:

- Notice of Appointment and Termination
- Automated Course Certification
- Course Announcement
- Course Roster
- Electronic Reimbursement
- Certificate Issuance

**C.7 - Implement a internal plan that describes POST's ongoing efforts to develop and value its staff to ensure the highest quality of services by January 2003. (new objective)**

Performance Measures:

- Involve a wide cross section of staff in developing the plan
- Incorporate the plan's directions into POST's Annual Training Plan
- Publicize employee training schedule
- Establish a periodic updating process for the plan

**C.8 - Develop comprehensive training compliance reports that would be available on-line to agencies in the POST program by January 2002. (new objective)**

Performance Measures:

- Identify project manager
- Develop project plan
- Report to the Commission identifying recommended actions
- Secure computer programming staff
- Provide on-line reports to the field

**C.9 - Promote college education for law enforcement applicants and incumbents by January 2003. (new objective)**

Performance Measures:

- Publish information about the benefits of college education for law enforcement
- Provide training on benefits in appropriate POST courses

- Produce a report of model programs that identifies successful recruitment strategies and process-related practices
- Presentation of a Law Enforcement Recruitment Symposium
- Use POST's Website as recruitment vehicle

**C.3 - Establish electronic POST Library and Clearinghouse Information Services by January 2003. (formerly objective E.1)**

Performance Measures:

- Establish electronic card catalog available to POST staff via the Internet
- Contract with a commercial vendor to provide staff with access to electronic data bases via the Internet
- Distribute electronic "Table of Contents" for journals and magazines to POST staff
- Establish electronic delivery of journals articles to POST staff and clientele
- Evaluate staffing needs
- Maintain Users Committee

**C.4 - Develop a system to provide early warning information on critical, emerging issues by January 2003. (formerly objective E.5)**

Performance Measures:

- Develop and implement "current awareness" program for staff and clientele

**C.5 - Review all existing POST regulations by January 2001. (formerly objective F.6)**

Performance Measures:

- Review and propose regulation changes as necessary
- Submit proposed changes to Commission and Office of Administrative Law
- Adopt changes
- Establish ongoing review cycle

- Evaluate the feasibility of requiring applicants to attend a non-credit course which describes the selection and training requirements of the academy and the field training program
- Assess additional areas of training and education that might best be satisfied prior to entering the academy

**C.13 - Study the feasibility of establishing voluntary field training type programs for other specialty assignments, i.e., detective by January 2003. (New objective)**

Performance Measures:

- Identify assignments within law enforcement that could be enhanced through a certified field or assignment training program
- Determine the feasibility of developing a voluntary field or assignment training program for selected positions
- Develop field or assignment training course(s) for persons most appropriate to serve as trainers
- Pilot test a field or assignment training program and assess its impact and value to the field

Recommended Retained Objectives

**C.14 - Publicize available POST services by January 2002. (formerly objective F.2)**

Performance Measures:

- Continue to promote POST's Website
- Participate in law enforcement association conferences
- Update and distribute revised POST brochures
- Develop an E-mail notification service to all agencies on significant changes to POST services
- Continue to have diversified means for communicating with agencies

- Encourage college units be offered for completing POST's field training program
- Promote community college Administration of Justice programs
- Promote distance college education programs
- Spotlight law enforcement agencies that have successful and exemplary college education incentive programs and requirements
- Support the reinstatement of federally funded financial support for in-service officers attending college
- Assess POST courses that are acceptable toward college courses
- Consider seeking state funding for law enforcement attendance at education courses

**C.10 - Evaluate requirements for POST Intermediate and higher certificates by January 2003. (new objective)**

Performance Measures:

- Assemble subject matter experts to develop plan
- Examine the feasibility of increasing educational requirements
- Study feasibility of POST issuing a 4<sup>th</sup> professional certificate (master)
- Report to the Commission identifying study results and recommendations
- Conduct public hearing

**C.11 - Improve internal business processes for better efficiency of day-to-day tasks by January 2002. (formerly objective F.7)**

Performance Measures:

- Develop a central address system that allows for customization of mailing lists
- Purchase equipment that will allow POST to scan specific documents and retrieve information through computer technology
- Make PAM available via the Internet

**New Objectives**

**C.12 - Evaluate the role POST should play in establishing and supporting pre-academy training and education programs by January 2002. (New objective)**

Performance Measures:

- Evaluate the feasibility of requiring applicants to complete a qualifying first aid and CPR course prior to beginning the academy



- B.10- Develop competency-based training courses using appropriate delivery and evaluation systems.

Reason for deletion: Ongoing, not achievable (**This has been accomplished for POST's multimedia course and the proposed perishable skills training. To go beyond these courses at this time is a major resource issue.**)

- B.14- Study the feasibility and need for expansion of the distance learning systems to include greater instructional programming and use by law enforcement for operation purposes.

Reason for deletion: Completed (**POST has expanded its satellite broadcasts to three per month. This matches its available resources. Furthermore, research has revealed that law enforcement could not practically use POST's satellite broadcasting network for operational purposes.**)

- ~~B.17- Maximize the availability of Level I reserve training.~~

~~Reason for deletion: Completed~~

- B.18- Study the feasibility of certifying training courses located outside of California.

Reason for deletion: Completed (**Regulations have been adopted by POST to certify courses presented along California's bordering states. Also, POST now recognizes certain out-of-state-presented courses for CPT satisfaction.**)

- C.1- Identify prospective partners and analyze their needs and expectations.

Reason for deletion: completed, part of POST's Values (**interfacing with our partners has been institutionalized.**)

- C.2- build coalitions for an ongoing legislative liaison program.

Reason for deletion: Completed, part of POST's Values (**Interfacing with our partners has been institutionalized.**)

- C.3- Broaden opportunities for direct interaction between POST and its partners, including law enforcement agencies, colleges, universities, and other training presenters.

Reason for deletion: Completed, ongoing (**POST does this as a matter of routine operating practice. Also, as written, this objective is not measurable.**)

Proposed Deleted Objectives

- A.7- Study the feasibility of increasing and improving testing in POST-certified courses.

Reason for deletion: Not feasible, ~~ongoing as written~~ **completed in part. (Testing has and is being improved for all basic training course. This is a monumental undertaking. Extending this to all POST courses is not feasible with limited staff resources.)**

- A.11- Complete an updated job analysis of the entry-level peace officer position.

Reason for deletion: **Completed (Report is being submitted to the Commission and is available after November 2).**

- A.12- Develop a skills training and/or testing requirement for line-level officers as part of POST's continuing professional training requirements.

Reason for deletion: **Completed (the Commission will consider this issue in a public hearing at its November 2 meeting).**

- B.2- Develop a systematic career path approach to training design and delivery.

Reason for deletion: **Completed (POST's ICI and Supervisory/Management Training programs have a building block approach in their designs. POST is also reviewing its certified computer crimes program to do the same.)**

- ~~B.7- Establish POST Skills Training/Testing Centers.~~

~~Reason for deletion: Completed~~

- B.8- Conduct research and development on new training technologies that have potential for improving the quality and cost-effectiveness of training.

Reason for deletion: **Ongoing, (not measurable) (POST does this as a matter of routine business. Therefore, it is institutionalized. Furthermore, the revised B.3 calls for some specific related activities.)**

D.4- Link short- and long-term fiscal planning and reporting to Strategic Plan implementation.

Reason for deletion: Ongoing, procedural (**This is a routine standard operating procedure.**)

D.5- Develop alternative cost-recovery strategies and implement when appropriate.

Reason for deletion: Ongoing (**POST has developed agreements to recover some of its costs and continues to seek further opportunities.**)

D.6- Periodically evaluate issues for improving training reimbursement.

Reason for deletion: Ongoing (**POST, as a matter of routine, continuously examines its reimbursement processes.**)

E.2- Expand referrals for research, networking, information exchange, and law enforcement technical assistance.

Reason for deletion: Completed, ongoing (**Not measurable as written.**)

E.3- Serve as a single point of contact, accessible 24 hours a day, for linkages with multiple databases.

Reason for deletion: Completed, ongoing (**This has been accomplished, in part, through POST's Website.**)

E.4- Identify and record model programs and procedures from the filed for inclusion in the Clearinghouse.

Reason for deletion: Completed, ongoing (**The Command-college-required projects are now available on POST's Website. Also, POST is identifying appropriate programs for placement on the Website; i.e., recruitment programs, COP programs, and image building programs.**)

E.6- Establish a User committee to advise the Clearinghouse and evaluate its performance.

Reason for deletion: completed, ongoing (**A standing committee has been established.**)

- C.4- Establish cooperative efforts with other criminal justice and related public safety components.

Reason for deletion: Completed, ongoing, part of POST's Values (**This has, to a large extent, has already been accomplished. POST has cooperative agreements for technology exchange, sharing royalties, developing products presenting training, etc.)**)

- C.5- Seek out long-term training and technology partnerships with public safety agencies and private industry.

Reason for deletion: Completed, ongoing part of POST's Values/Objectives. (**This has, to a large extent, already been accomplished. POST has cooperative agreements for technology exchange, sharing royalties, developing products presenting training, etc.)**)

- C.6- Increase participation with the California Law Enforcement Image Coalition.

Reason for deletion: Completed, ongoing (**POST continues to provide logistic support, video production, staffing, and planning resources.**)

- C.8- Maximize opportunities for providing better interaction between law enforcement and crime victims.

Reason for deletion: Completed, ongoing (**POST has developed a video training tape for crime victims. POST routinely involves crime victims in training design and presentation, when appropriate.**)

- D.1- Support partners as they advocate for adequate POST resources to meet their service expectations.

Reason for deletion: Completed, ongoing (**this has been accomplished. POST routinely involves its partners and clients in resource acquisition.**)

- D.2- Set priorities, in concert with law enforcement, for all POST programs and services relative to resource allocation, especially those in direct support of Strategic Plan implementation

Reason for deletion: Ongoing (**This is a routine standard operating procedure.**)

F.8- Assess, regularly, the quality of POST-certified courses.

Reason for deletion: Completed, ongoing (**POST has established a separate unit for this activity using part-time staff.**)

G.1- Improve staff training, particularly related to policies and procedures and other areas of critical need.

Reason for deletion: Completed, ongoing (**POST has a full-time training manager and is functioning well. Also, this is partially addressed in Objective C.7.**)

G.3- Provide opportunities for continuing staff input on implementation of the POST Strategic Plan.

Reason for deletion: Completed, ongoing (**This is done as a matter of routine.**)

G.4- Provide for staff development by cross training in multiple assignments.

Reason for deletion: completed, ongoing (**This has been institutionalized.**)

G.5- Adopt mechanisms to improve internal communications with all staff.

Reason for deletion: Completed, ongoing (**This has been accomplished through routine staff meetings at the organizational and bureau level as well as through e-mail.**)

G.6- Develop an employee skills and knowledge inventory.

Reason for deletion: Completed, internal procedure (**Document has been available and has been placed on the Website.**)

G.7- Establish multi-unit, self-directed work groups or teams.

Reason for deletion: Completed, ongoing (**This is a matter of routine operating procedure.**)

E.7- Implement a program to optimize the field's use of the clearinghouse, as well as the level and quality of contributions from the field.

Reason for deletion: Ongoing (**POST has promulgated public information about its Clearinghouse.**)

E.8- Automate the functions and services of the Clearinghouse.

Reason for deletion: Completed (**POST is using its Website.**)

F.1- Assess regularly how POST's clientele perceives its services.

Reason for deletion: Ongoing (**this is done as a matter of routine operating procedure. Furthermore, this objective, as written, is not measurable.**)

~~F.2- Publicize available POST services.~~

~~Reason for deletion: Completed, ongoing.~~

F.3- Broaden the diversity of persons and organizations providing advice to POST on its activities and projects.

Reason for deletion: Ongoing (**Auditing of POST's activities and programs is an ongoing activities.**)

F.4- Conduct periodic audits of POST's functions and activities, particularly with those identified in this plan.

Reason for deletion: Ongoing (**Auditing of POST's activities and programs is an ongoing activity.**)

F.5- Review proposed new projects and programs consistent with this plan.

Reason for deletion: Completed, ongoing (**This is done routinely. The Strategic Plan objectives are given priority.**)

F.7- Upgrade POST's internal information and management business practices.

Reason for deletion: Completed, ongoing (**Not measurable as written, but this is a routine, ongoing activity.**)

The report described the proposed requirement and presented five options to satisfy the perishable skills training requirement. The report included "frequently asked questions" that were prepared to clarify the requirement. If adopted, the new CPT requirement will become effective on January 1, 2002.

Following discussion, the committee accepted the report (MOTION-Holden, Second-Cobb, carried unanimously) and recommends Commission approval.

Report on a Regional Skills Center for West Los Angeles County

At the July 2000 Commission meeting, staff was directed to determine the need for a Regional Skills Center and to recommend a location to serve the South Bay/West L.A. County area. The report described the number of officers in the area that will be served and the proposals to host a training facility. Staff will meet on October 12, 2000, with the South Bay Chiefs' Association to discuss the issue.

A report and recommendation will be presented to the Commission at a future meeting.

Following discussion, the Committee accepted this information report.

Report of the Inspector General to Join the POST Program

In June 2000, Steve White, Inspector General, submitted a request to staff to accept the Office of the Inspector General in the POST Specialized Program.

The request will be presented to the Commission at the November 2, 2000, meeting.

The report describes the functions of the Inspector General, the role of POST in dealing with correctional agencies and personnel, and the results of conversations with corrections officials and C-POST staff. The report presented two options for the Commission to respond to the request: a) decline the request; or b) accept the Inspector General and work with C-POST to develop appropriate training.

During the Committee's discussion, staff was directed to explore the feasibility of a reciprocal arrangement with C-POST that will satisfy that program and also satisfy POST training requirements. The results of that research will be included in the report to the Commission in November 2000.

The Committee accepted this information report.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



October 5, 2000

TO: POST Commissioners

FROM: Ted Hunt, Chairman  
Long Range Planning Committee

Gray Davis  
Governor

SUBJECT: REPORT OF THE LONG RANGE PLANNING COMMITTEE

Bill Lockyer  
Attorney General

The Committee met at the DoubleTree Hotel at the Ontario Airport, on October 3, 2000, at 10:00 a.m. Present were Commissioners Hunt, Cobb, Fox, and Holden. Commissioner Baca was absent. Gary Winuk, OCJP, attended as a visitor. POST staff present included Ken O'Brien, Alan Deal, Mike DiMiceli, Glen Fine, and Hal Snow.

The Committee received reports from staff on the following issues:

## Progress Report on POST Recruitment Project

Bureau Chief Alan Deal presented the report to the Committee using PowerPoint multimedia. The report included the issues for further research concerning recruitment that were identified by the ad hoc committee, at its meeting in September 2000.

Following discussion, the Committee accepted the informational report.

## Report on the Proposed Amendment to the Continuing Professional Training Requirement

The report summarized the history of the current review of the continuing professional training (CPT) requirement, including the feasibility of establishing a perishable skills training requirement. At the July 2000 meeting, the Commission directed staff to consider various options to provide flexibility for meeting this requirement and set a public hearing for November 2, 2000.





Report on the Process for Canceling a POST Basic Certificate

At the August meeting, the Commission, at the suggestion of Commissioner Baca, directed staff to identify a process for the cancellation of the POST Basic Certificate that provides for a hearing concerning the proposed cancellation.

This information report described the hearing process that currently exists in Commission Regulation 1011 and Procedure F-2. This procedure has been in place since 1988 and applies to every case wherein the cancellation of a certificate is proposed. The hearing process provides the opportunity for the certificate holder to present information that may mitigate the proposed cancellation of a certificate.

Following discussion, the Committee accepted this informational report.

Status Report on Officer of Emergency Medical Services Access Vision Committee Proposal that Impact Law Enforcement

The Vision Access Committee of the Emergency Medical Services Authority planned to propose legislation that would: a) require all wireless 911 calls to be routed to local public safety access points (PSAPs) by the CHP; and b) require all PSAPs to provide emergency medical dispatch for the jurisdiction.

The committee has not previously included law enforcement representatives. In June 2000, law enforcement representatives joined the committee. The committee did not reach consensus on the issues at the September meeting and work continues on a proposed "*Standard Practice for Emergency Medical Dispatch*" document. Several proposals are included in the document that may impact POST training if they are incorporated in legislation. The document and a 911 position paper are scheduled to be presented by the committee to the EMS Authority on November 30, 2000.

Staff will continue to monitor the situation and report to the Committee as appropriate.

Following a brief discussion, the Committee accepted this informational report.

The Committee selected December 13, 2000, in Sacramento, for the next meeting.

ADJOURNMENT 12:05 P.M.

### Status Report on a New Labor/Management Training Course

At the June 22, 2000, meeting, the Committee directed staff to study the feasibility of developing a new course within the Labor Management Forum that will provide information to officers of peace officer associations concerning management roles, responsibilities, and processes. Staff has reviewed several existing courses but none appear to satisfy the objectives of the proposed course. The feasibility of developing a new course or modifying the labor law course after its pilot presentation will continue to be examined.

Staff will report progress on this issue at each meeting of the Committee.

Following discussion, the Committee accepted the report.

### Progress Report on the Update of the Strategic Plan

Staff began work to update the Strategic Plan in January 2000. Preliminary revisions to the plan, including 3 goals and 34 objectives, were described. The proposed revisions include the suggestions and comments from representatives of more than 60 agencies and training presenters that reviewed the plan in a meeting in September 2000. The revised plan will be presented to the Commission at the January 2001 meeting, following additional review and comment from the field.

Following discussion, the Committee accepted the report.

### Report on the Master Instructor Development Program Evaluation

The Commission, at the April 2000 meeting, authorized an in-depth evaluation of the Master Instructor Development Program (MIDP). A team of California State University educational technology experts completed the evaluation.

The evaluation was complimentary of the MIDP goals and capabilities to build learner-centered skills. The report also identifies several areas for improvement including student assessment/feedback protocols, marketing, instructional system design fundamentals, and post-graduate training opportunities.

The informational report will be presented to the Commission at the November 2, 2000, meeting.

Following discussion, the Committee accepted the report.

### Report on Public Safety Emergency Medical Dispatch Training Issues

This informational report described the work of a committee of the State Emergency Medical Services Authority concerning proposed legislation to mandate emergency medical dispatch to all public safety access points (911 PSAP). POST staff will continue to monitor the work of the committee and will keep the Long Range Planning Committee apprised of the progress.

Following discussion, the Committee accepted the report.

### Report on the South Bay (L.A. County) Regional Skills Center

Staff has previously reported on the interest in and funding for a regional skills center to serve the South Bay area of Los Angeles County. Staff has reviewed proposals to operate the center from the Los Angeles County Sheriff's Department (mobile equipment), Culver City PD, and Hawthorne/Torrance PD. After reviewing the proposals and facilities, staff recommend approval of the Hawthorne/Torrance PD proposal. The approval is contingent upon receipt of a complete written proposal from Hawthorne PD.

Following discussion, the Committee unanimously approved the staff report and recommendation for presentation at the January 25, 2001, Commission meeting.

### Report on Proposed Changes to the Basic Course Waiver Process

The staff report described the proposed changes to Commission regulation 1008 and Procedure D-11, concerning the Basic Course Waiver Process that will simplify the waiver process. The changes will affect both the evaluation of prior training and a revision of the Requalification Course. Proposed changes to the regulation will be presented to the Commission at the January 25, 2001, meeting.

Following discussion, the Committee accepted the informational report.

### Report on Peace Officer Association Officers Attending the Management Course

The Commission has previously directed staff to study the feasibility of officers and directors of a peace officer association attending the POST Management Course. The staff report described the changes to Commission Regulation 1005(c) necessary to specifically permit the elected or appointed officers and directors of an association to attend the course. The report proposed to present the matter, including a request to set a public hearing, to the Commission at the January 25, 2001, meeting.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



December 13, 2000

TO: POST Commissioners

FROM: Ted Hunt, Chairman  
Long Range Planning Committee

SUBJECT: REPORT OF THE LONG RANGE PLANNING COMMITTEE

Gray Davis  
Governor

Bill Lockyer  
Attorney General

The Committee met at the DoubleTree Hotel at the Ontario Airport, on December 13, 2000, at 10:00 a.m. Present were Commissioners Hunt, and Holden. Commissioners Baca, Cobb, and Fox were absent. Commissioner Flannagan attended as a visitor. POST staff present included Mike DiMiceli, Glen Fine, and Hal Snow.

The Committee received reports from staff on the following issues:

Report on the Field Survey of the POST Television Network (CPTN) Service

The staff reported on the results of the statewide survey concerning the monthly television broadcasts. Approximately 45 % (254) of the 561 agencies surveyed responded. Generally, agencies are satisfied with and complimentary of the monthly television broadcasts that include Case Law Today, Video Review, and a Telecourse. The survey produced several recommendations for improving the programs that will be developed by staff.

In addition, staff reported that the Video Review program, in which training videos are produced by a variety of agencies are collected and broadcast on the CPTN, is becoming more difficult to maintain. Staff recommended replacing the Video Review with a different program, beginning in July 2001, with a program that is more directed to roll call training. Staff will report the progress in developing an alternative program to the Committee.

Following discussion, the Committee accepted the report.

During the discussion, the Committee directed staff to study an additional modification permitting an official of an association, who is on 100% release time to the association, to attend the course without obtaining the prior approval of the department executive.

Following the discussion, the Committee unanimously approved the staff report and recommendation for presentation at the January 25, 2001, Commission meeting.

#### Report on the Expenditure of POST Training Funds by Rank

In view of past concerns about how POST's training resources are focused, the staff report described the distribution of training funds for FY 1999/2000. The report includes information that 80.7% of the reimbursement (\$16.7 M) went to personnel at the rank of sergeant or below; 6.7% of the funds (\$1.3 M) went to managers and above; and 12.6% (\$2.6 M) went to dispatchers and other non-peace officer trainees. In addition, training contracts expended approximately \$1 M for management and executive training, and approximately \$8 M for training for the ranks of sergeant and below.

Following discussion, the Committee accepted the information report.

#### Update on the BCP/Budget Process

This informational report described Budget Change Proposals (BCPs) that were initially submitted to the Department of Finance as required for preparation of the FY 2001/02 State budget. The report also described the final list of BCPs that was submitted following the imposition by the Governor's Office of a 1% cap on requests for additional personnel. Although final approval of the BCPs has not been received, staff believes the proposal will be approved and included in the Governor's Budget that is proposed by FY 2001/02.

Following discussion, the Committee accepted the staff report.

The Committee selected March 15, 2001, at POST, in Sacramento, for the next meeting.

ADJOURNMENT 12:15 P.M.

L. Need for Advisory Committee Members to Keep Their Associations  
Associations Informed

Staff

N. Old and New Business

O. Next Meeting

Wednesday, April 18, 2001  
San Jose

P. Adjournment

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*

## POST ADVISORY COMMITTEE

Wednesday, January 24, 2001  
Piccadilly Inn Hotels  
5115 E. McKinley Avenue  
Fresno, CA 93726  
(209) 224-3363



Gray Davis  
Governor

Bill Lockyer  
Attorney General  
9:00 A.M.

### AGENDA

- |  |         |
|--|---------|
| A. Call to Order and Welcome   | Chair   |
| B. Moment of Silence Honoring Peace Officers Killed in the Line of Duty    | Chair   |
| C. Roll Call and Special Introductions                                     |         |
| D. Audience Introductions  |         |
| E. Election of Officers<br>(Changing of the Guard)                         | Chair   |
| F. Announcements   | Chair   |
| G. Approval of Minutes of July 19, 2000 Meeting of POST Advisory Committee | Chair   |
| H. Approval of Governor's Award Recipient Recommendations                  | Staff   |
| I. Review of Commission Meeting Agenda and Advisory Committee Comments     | Staff   |
| J. Advisory Committee Member Reports                                       | Members |
| K. Commission Liaison Committee Remarks                                    | Members |

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Members Absent:

Blankenship, Bob - California Police Chiefs' Association (CPCA)  
Cleaver, Norman - California Academy Directors' Association (CADA)  
Harris, Marty - California Specialized Law Enforcement  
Hunt, Derald - California Justice Educators' Association (CAAJE)  
Reid, Michael - California Association of Police Training Officers

Commission Members Present:

Hunt, Ted, Chairman  
TerBorch, Rick

**INTRODUCTIONS**

Leisha Lekawa welcomed and introduced Commissioners Ted Hunt and Rick TerBorch.

**ANNOUNCEMENTS**

Al Waters provided the group with the details for the evening social function.

Hal Snow told members that POST is developing a video describing the organization, including information about the Advisory Committee and the Commission. To that end, he noted that Ron Crook of the Training Program Services Bureau would be videotaping portions of the Advisory Committee meeting.

**APPROVAL OF THE MINUTES OF THE APRIL 26, 2000, POST ADVISORY COMMITTEE MEETING**

**MOTION** - Del Campo, second - Bernard, carried unanimously to approve the minutes of the April 26, 2000, meeting.

**REPORT ON THE GOVERNOR'S AWARD**

Hal Snow referred committee members to the revised and updated *Governor's Award for Excellence in Peace Officer Training* brochure and noted that minor modifications have been made based upon Advisory Committee input. A sample of a well written nomination is available on the POST Web site for interested individuals.

**REPORT ON THE CALIFORNIA LAW ENFORCEMENT IMAGE COALITION**

Leisha Lekawa, the Advisory Committee representative to the California Law Enforcement Image Coalition, asked Tom Hood to report.



## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*



POST Advisory Committee Meeting  
Wednesday, July 19, 2000  
Holiday Inn - San Francisco Airport  
275 South Airport Boulevard  
South San Francisco, CA 94080  
(650) 873-3550

### CALL TO ORDER

Gray Davis  
Governor

Bill Lockyer  
Attorney General

The meeting was called to order at 9:00 a.m. by Vice-Chairman Leisha Lekawa. Leisha welcomed members and thanked Captain Al Waters for planning the social event for Advisory Committee Members and Commissioners for the upcoming evening.

### MOMENT OF SILENCE HONORING PEACE OFFICERS KILLED IN THE LINE OF DUTY

The Advisory Committee held a moment of silence in honor of the following officers who have lost their lives while serving the public since the last Committee meeting:

- Daryle Black, Officer - Long Beach Police Department
- Steve Parsons, Deputy - Orange County Sheriff's Department

### ROLL CALL AND SPECIAL INTRODUCTIONS

#### Members Present:

Bernard, Alex - Peace Officers' Research Association of California (PORAC)  
Byrd, Charles - California State Sheriffs' Association (CSSA)  
Del Campo, Ph.D., Phil - Public Member  
Griffith, Raymond H. - California Organization of Police and Sheriffs (COPS)  
Lekawa, Leisha - Women Peace Officers' Association of California (WPOA)  
Mince, Kevin - California Highway Patrol  
Robitaille, Earl - Public Member  
Ruelas, Leo - California Community Colleges  
Waters, Al - California Coalition of Law Enforcement Associations (CCLEA)  
Williams, Woody - California Peace Officers' Association (CPOA)



job. This information provides a basis for POST staff to ensure that appropriate training and testing are incorporated into the Regular Basic Course.

## **DEMONSTRATION OF LATEST POST-DEVELOPED TECHNOLOGY APPLICATIONS**

Hal Snow introduced Graham Breck, Senior Instructional Systems Engineer, of the Learning Technology Resources Unit - the Training Program Services Bureau. Graham demonstrated the first two Interactive Video Disk courses to be converted to CD-ROM -- *Drug Identification and the Law* and *Drug Influence and User Identification*. Both courses are part of a four-course drug and alcohol recognition series. Graham reported that the courses, when taken together, meet the requirements of an 11550 H&S course.

## **REVIEW OF COMMISSION MEETING AGENDA AND ADVISORY COMMITTEE COMMENTS**

Hal Snow reviewed the Commission agenda with the Advisory Committee. Hal referred to the Consent Calendar - Item B.6 pertaining to "Approval of Resolutions" and noted that outgoing Advisory Committee member, Derald Hunt, would be recognized for his service as the longest serving Advisory Committee member.

Next, Hal referred to the Public Hearing - Tab C - "Incorporating Perishable Skills Requirement Into the Continuing Professional Training Requirement" which proposes the following:

". . . that POST Regulation 1005 (d) (2) and Procedure D-2 be amended to require all peace officers and first line supervisors assigned to uniformed patrol and/or traffic assignments, and all detectives employed in a full time capacity by a sheriff or municipal law enforcement agency, who routinely effect the physical arrest of criminal suspects, to complete a minimum of 14 hours of the required 24 hours of CPT in specified perishable skills training every two year period as part of the CPT requirement."

**MOTION** - Bernard, second Griffith, carried unanimously to recommend that the mandated CPT training include uniformed officers and investigators participating in the POST Program.

**MOTION** - Williams, second Bernard, carried unanimously to report to the Commission that the Advisory Committee supports the original and modified proposals as noted.

## **ADVISORY COMMITTEE MEMBER REPORTS**

### Women Peace Officers' Association (WPOA)

Leisha Lekawa informed the group that WPOA had just held training in Vacaville. Most members from WPOA and CPOA attended the successful conference in Redondo Beach.

Tom Hood, Bureau Chief/Legislative Liaison of POST staff, gave the following update of activities relating to the California Law Enforcement Image Coalition.

- On Wednesday, July 26, Tom will meet with two other members at the Anaheim Police Department to develop the Image Coalition Web site -- the domain name has already been secured -- calpoliceimage.org.
- On Thursday, July 27, the Image Coalition will hold its next meeting in Ontario, and members will review their written draft articles that focus on various image concerns and issues. After edit and review, articles will be submitted to local and international trade journals for publication.
- The Image Coalition is looking at various funding mechanisms, including obtaining membership fees from the Coalition founding organizations and, possibly, police agencies and labor groups.

#### **REPORT ON THE INSTRUCTOR SYMPOSIUM 2000**

Hal Snow reported on the successful Symposium 2000 co-hosted by POST, the Chancellor's Office, and the Santa Rosa Regional Training Center. The Symposium was held on May 8-10 in San Diego. The event showcased the latest in instructional technology and methodology; many instructors were Master Instructor Development Program graduates. Over 177 individuals participated, and overall ratings of the Symposium were described as "excellent."

Hal further reported that Norm Cleaver, of the Santa Rosa Regional Training Center, is being recognized for his leadership, in this event, and will be presented with a Resolution from POST.

#### **REPORT ON BASIC COURSE TESTING**

Hal Snow introduced Alan Deal, Bureau Chief of the Standards and Evaluation Bureau, who provided handouts and gave a report on the Basic Course Testing process. Alan noted the following:

- The Standards and Evaluations Bureau is developing a study, based on a model that meets the rigorous standards of the American Psychological Association, to the establishment of new learning domain pass points on the paper-and-pencil POSTRAC tests that are used in the Regular Basic Course.
- Subject matter experts, and a Consortium-selected Review Panel, assist POST in all issues relating to testing by reviewing the exams to ensure that they meet the requirements of the Basic Course.
- The elements of the recently completed patrol officer job analysis have been incorporated into the process in order to tie curriculum and testing to the tasks of the

## California Peace Officers' Association (CPOA)

Woody Williams reported the following:

- CPOA will host the second annual COPS West Trade Show on September 20-21, 2000, in Ontario. Over 250 participants will exhibit law enforcement equipment, and numerous training seminars will be offered.
- The 2001 COPS West Trade Show will be held September 12-13 at the Ontario Convention Center.
- The Annual CPOA Conference will be held the fourth week in May in Coronado at the Marriott; the theme will be "Kids and Cops."
- The CPOA scheduled Legislative Update training for the upcoming year – November 22 through December 14 – will be held in the following locations: Redding, Sacramento, San Jose, Petaluma, Walnut Creek, Modesto, Visalia, San Luis Obispo, Simi Valley, Ventura, Escondido, Anaheim, Beaumont, and Pasadena.
- The CPOA Annual Training Calendar includes an extensive program to be given by varying presenters, at different times and locations. Included are: Canine Liability, Use of Force, Officer-Involved Shootings, Employee Discipline, How to Avoid Liability, Legal Update Review Regarding Discovery, Police Discipline, Police Pursuits, Public Records Act, Role of the Police Chief, Managing Civil Disobedience, Women in Policing, Canine Program Management, Pitchess Review, Workers' Comp Fraud, and Volunteer Coordinators. Some courses are reimbursed by POST under various plans, while others are not reimbursed by POST.

## Commissioners' Remarks (Ted Hunt and Rick TerBorch)

Commissioners Hunt and TerBorch expressed their appreciation to members of the Advisory Committee.

## **OLD AND NEW BUSINESS**

Hal Snow informed the group that there will be an election of Advisory Committee officers for calendar year 2001 at the November meeting.

Leisha Lekawa announced that there would be an annual joint luncheon for Advisory Committee members and commissioners after the Commission meeting on Thursday.

Ken O'Brien announced the new Advisory Liaison Committee as follows: Joe Flannagan, Chair; Commissioner Fox, Commissioner Knutson, and Commissioner Kolender.

### California Community Colleges

Leo Ruelas reported that the federal government basic grant, to California under the Carl D. Perkins Vocational and Technical Act, is for \$112,551,456. Approximately \$10,000,000 is appropriated for State leadership which supports special projects with a specific focus on professional and curriculum development and the formation of linkages and partnerships. The recent Instructor Development Symposium 2000 was the result of a partnership between POST, the Santa Rosa Training Center, and the State Chancellor's Office. This project was an outstanding example of the benefits of joint ventures. Leo recommended that POST and the community colleges take advantage of the available funding and consider developing additional activities such as the Symposium.

### Peace Officers' Research Association of California (PORAC)

Alex Bernard noted the following:

- The PORAC Board of Directors will be meeting July 28-29 in San Diego. In conjunction with that meeting, the PORAC Training Committee will be meeting and planning training for 2001 for members and other interested individuals.
- The PORAC Annual Conference will be held November 16-19 at the Disneyland Hotel in Anaheim with a number of workshops planned, including:
  - How to Obtain the PERS 3% at 50 Retirement Formula for Your Members;
  - Hate Crimes, specifically, The Making of a Skinhead;
  - Financial Management;
  - Grievance Resolution; and
  - Legal Defense Fund Management.

### California Coalition of Law Enforcement Associations (CCLEA)

Al Waters welcomed everyone to the San Francisco Bay Area and provided details for the evening social event.

Al also noted that CCLEA would be holding its quarterly meeting on Friday, July 21 at the same hotel as the Advisory Committee meeting.

### California Organization of Police and Sheriffs (COPS)

Ray Griffith personally thanked POST staff, Advisory Committee members, and Commissioners for their help and for the opportunity to help shape California law enforcement. Ray noted that serving as an Advisory Committee member has been the high point of his law enforcement career.

**FUTURE COMMITTEE MEETINGS**

Next Advisory Committee Meeting  
November 2, 2000 - 9 a.m.  
Holiday Inn Northeast - Sacramento

**Adjournment:** 11:27 a.m.

Respectfully Submitted,

*Karen Hightower*

Karen Hightower  
Secretary

D. **Fiscal Impact - Backfill Reimbursement for Public Safety Dispatchers**

The Commission agenda includes a public hearing to consider backfill reimbursement for Public Safety Dispatchers and Supervisors. Assuming approval by the Commission, decisions will have to be made as to categories of dispatcher training courses which will be eligible for such reimbursement.

It is proposed that a process be employed similar to the process used for determining backfill eligible courses for peace officers. This would entail a staff review of all current courses and a meeting with Public Safety Dispatcher representatives; and recommendations to the Commission through the Finance Committee.

Recommendations could be brought to the Finance Committee at its April 2001 meeting. Tentatively, it is believed those recommendations should be based upon course categories addressing subject matter directly impacting officer and public safety.

A refined fiscal impact can be made following approval of eligible courses.

This matter is brought to the Committee for discussion and concurrence.

E. **Increased Funding for Driving Simulators**

DORAN Corp. has developed an advanced version of its driver training simulator. The simulator has enhanced features but will cost more than the current version. The report under this tab proposed an increase of \$55,000.00 in the amount authorized by the Commission for purchase of driving simulators.

F. **Information Report on State Auditor's Recommendations Regarding Overhead Payments in Contracts**

The State Auditor recently concluded an audit of contracts between State University Foundations and State agencies. The report notes that POST could have saved money by now allowing administrative overhead payment on direct costs that were for simple purchase by the foundation of supplies and materials.

Copies of pertinent correspondence and excerpts from the audit report are enclosed.

This matter is presented for information and discussion.

G. **Review of New Expenditure Items on the Regular Commission Agenda**

Routinely, the Committee reviews matters on the regular agenda that have fiscal impact and make recommendations to the full Commission.

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

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## FINANCE COMMITTEE MEETING

January 24, 2001 – 2:00 P.M.

Piccadilly Inn, Airport Hotel

5115 E. McKinley Ave.

Fresno, CA 93726

(209) 224-3363

## AGENDA

Gray Davis  
Governor

Bill Lockyer  
Attorney General

### COMMITTEE MEMBERS

Lee Baca

Marc Cobb

Joe Flannagan

#### A. CALL TO ORDER

#### B. POST's Current Year Budget, Revenue and Status

The Committee will review budgeted and actual revenues as well as training volumes for both the First Quarter and the Second Quarter, 2000/01.

A report showing expenditure projections will be provided at the meeting.

#### C. Review Status of Proposed FY 2001/02 Budget

By the time the Committee meets, the Governor will have presented the proposed budget to the legislature. P.O.S.T. budget status will be provided at the meeting.

It is noted that the Governor's Office directed the Department of Finance to only consider BCP's with Personnel Years (PYs) to the extent the requested PYs would not increase the requesting agency's total PYs by more than 1%. In cases where the 1% results in an added fraction, the PY can be rounded up to the next number. POST was therefore able to apply for only two positions in conjunction with BCP's.

Enclosures under this tab show BCPs approved by the Commission last summer and reduced BCP volume accepted by the Department of Finance.



- *Commission Agenda, Item F* Request for Management Fellow (Workbook Updates)
- *Commission Agenda Item G* Contract Request with Office of State Publishing For Basic Course Workbooks
- *Commission Agenda Item H* Contract Request to Present Supervisory Course Instructor Training Workshops
- *Commission Agenda Item I* Contract Request to Develop Scenarios for Basic Supervisory Course
- *Commission Agenda Item L* Request for Approval of Contract to Produce Recruitment Videos and Manual
- *Commission Agenda Item M* Contract Request to Provide Training for Academy Physical Training Instructors
- *Commission Agenda Item N* Contracts for Presenting Mobile Option Simulator Training for FY 00/01
- *Commission Agenda Item Q* Regional Skills Training Center in the South Bay, West Los Angeles Area
- *Commission Agenda Item R* Contract Request for POST Management Fellow (Legislative Training Mandates)
- *Commission Agenda Item S* Contract Request for VAWA Grant Continuation
- *Commission Agenda Item T* Request for Approval to Contract for the Design and Pilot of ICI Identity Theft
- *Commission Agenda Item U* Contract Request for Development of Driver Training CD-ROM Course

H. **Authorization to Negotiate Contracts for FY 2001/02**

Enclosed is a complete list of annually recurring contracts. Authorization is requested to negotiate continuation of the contracts in FY 2001/02. Final contract proposals will be presented for Commission action at the April 2001 meeting.

State of California

Department of Justice

## MEMORANDUM

Date: January 25, 2001

To: POST Commissioners

From:

Chairman, Finance Committee  
Commission on Peace Officer Standards and TrainingSubject: ACTIONS TAKEN AT THE FINANCE COMMITTEE MEETING - JANUARY  
24, 2001

The Committee met yesterday, January 24, 2001, at 2:00 p.m., at the Piccadilly Inn Hotel, in Fresno. Present were Commissioner Marc Cobb, Commissioner Joe Flannagan, Executive Director Ken O'Brien, Glen Fine, Hal Snow, Mike DiMiceli, Frederick Williams, Tom Liddicoat and Anita Martin

In addition to items already addressed on the agenda, the Committee discussed the following:

**Financial Report**

- A. The Committee reviewed the quarterly report. The report indicates that revenue received for the first six months of the fiscal year is slightly less than anticipated. The number of trainees reimbursed through the second quarter is a little more (441) than the number reimbursed during the same period time last fiscal year. Reimbursements to local agencies are less than the amount reimbursed last fiscal year at this time; this is primarily due to the decrease in the reimbursement for Training Aids Technology.
- B. The Committee reviewed projected expenditures for the balance of this fiscal year. Projections are generally within the budget authorization.
- C. **Review Status of Proposed FY 2001/02 Budget**

Staff reported that the Governor's proposed budget has been presented to the legislature. POST budget status is favorable, with no anticipated problems. It was noted that the Governor's Office directed the Department of Finance to only consider Budget Change Proposals (BCPs) with Personnel Years (PYs) to the extent the requested PYs would not increase the requesting agency's total PYs by more than 1%. In cases where the 1% results in an added fraction, the PY can be rounded up to the next number. POST was therefore able to apply for only two positions in conjunction with BCPs.

D. **Information Report on State Auditor's Recommendations Regarding Overhead Payments in Contracts**

Staff reported that the State Auditor recently concluded an audit of contracts between State University Foundations and State Agencies. The report notes that POST could have saved money by not allowing administrative overhead payment on direct costs that were for simple purchase by the foundation of supplies and materials (identified possible savings, \$29,000). POST is not currently staffed at a level to permit immediate shift of all materials purchasing to POST. Therefore, staff will, in the future, negotiate contracts that exclude calculation of overhead on those amounts covering books, training materials, and equipment.

E. **Authorization to Negotiate Contracts For FY 2001/02**

The Committee reviewed annually recurring contracts and recommends that staff negotiate new contracts for FY 2001/02.

F. **Authorization to Negotiate Contracts For FY 2001/02**

The Committee reviewed annually recurring contracts and recommends that staff negotiate new contracts for FY 2001/02.

G. **ADJOURNMENT**

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**COMMISSION AGENDA ITEM REPORT**

<b>Agenda Item Title</b> Financial Report - Second Quarter 2000-2001		<b>Meeting Date</b> January 25, 2001
<b>Bureau</b> Administrative Services Bureau	<b>Reviewed By</b> <i>Frederick Williams</i> Frederick Williams	<b>Researched By</b> Staff
<b>Executive Director Approval</b> <i>Kenneth J. O'Brien</i>	<b>Date of Approval</b> <i>1-18-01</i>	<b>Date of Report</b> January 16, 2001
<b>Purpose</b> <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<b>Financial Impact:</b> <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

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

This report provides financial information relative to the local assistance budget through December 31, 2000. Revenue which has accrued to the Peace Officers' Training Fund is shown as are expenditures made from the 2000-2001 budget to California cities, counties and districts.

COMPARISON OF REVENUE BY MONTH - This report (**Attachment 1**) identifies monthly revenues which have been transferred to the Peace Officers' Training Fund. Through December 31, 2000, we received \$ 27,500,937. The total is \$53,063 less than originally anticipated, but it is \$995,934 more than received for the same period last fiscal year.

NUMBER OF REIMBURSED TRAINEES BY CATEGORY - This report (**Attachment 2**) compares the number of trainees reimbursed this fiscal year with the number reimbursed last year. The 27,807 trainees reimbursed through the second quarter represent an increase of 441 (1.6%) compared to the 27,366 trainees reimbursed during the same period last fiscal year.

REIMBURSEMENT BY COURSE CATEGORY - These reports (**Attachments 3 and 4**) compare the reimbursement paid by course category this year with the amount reimbursed last fiscal year. Reimbursements for courses through the second quarter of \$9,648,545 represents a \$351,200 (3.5%) decrease compared to last fiscal year.

SUMMARY - Revenue received for the first six months of the fiscal year is just slightly less than anticipated. The number of trainees reimbursed through the second quarter is a little more than the number reimbursed during the same time frame last fiscal year. Reimbursements to local agencies are less than the amount reimbursed last fiscal year at this time, and this is primarily due to the decrease in the reimbursement for Training Aids Technology.

File: REVENUE

**COMPARISON OF REVENUE BY MONTH**

FISCAL YEARS 1999-2000 AND 2000-2001

MONTH	1999-2000				2000-01							
	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF ***	OTHER	CUMULATIVE TOTAL	CUMULATIVE MONTHLY ESTIMATE	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF	OTHER * REVENUE	TOTAL	% OF EST	CUMULATIVE TOTAL	% OF EST
JULY	3,531,568	1,047,896	37,846	\$4,617,310	\$4,509,000	3,546,574	1,028,023	25,351	\$4,599,948	102.02%	\$4,599,948	102.02%
AUGUST	3,089,514	1,242,972	31,832	\$8,981,628	9,018,000	3,085,088	1,241,192	31,072	\$4,357,352	96.64%	8,957,300	99.33%
SEPTEMBER	3,450,636	1,232,194	30,034	\$13,694,492	13,527,000	3,070,728	1,235,414	14,508	\$4,320,650	95.82%	13,277,950	98.16%
OCTOBER	3,095,393	1,245,629	12,620	\$18,048,134	18,036,000	3,125,488	1,257,445	21,358	\$4,404,291	97.68%	17,682,241	98.04%
NOVEMBER	3,019,827	1,209,755	44,991	\$22,322,707	22,545,000	3,323,414	1,337,075	5,215	\$4,665,704	103.48%	22,347,945	99.13%
DECEMBER	2,971,741	1,195,590	14,965	\$26,505,003	27,554,000	2,879,720	1,072,412	1,200,860	\$5,152,992	102.87%	27,500,937	99.81%
JANUARY	2,880,985	1,159,077	780,009	\$31,325,074	32,063,000				\$0	0.00%	27,500,937	85.77%
FEBRUARY	2,687,821	1,081,363	31,505	\$35,125,763	36,572,000				\$0	0.00%	27,500,937	75.20%
MARCH	3,134,523	1,261,080	27,465	\$39,548,831	41,081,000				\$0	0.00%	27,500,937	66.94%
APRIL	2,971,458	1,195,476	18,067	\$43,733,832	45,590,000				\$0	0.00%	27,500,937	60.32%
MAY	3,350,816	1,347,759	29,160	\$48,461,567	50,099,000				\$0	0.00%	27,500,937	54.89%
JUNE	3,718,511	781,209	776,435	\$53,737,722	55,110,000				\$0	0.00%	27,500,937	49.90%
<b>TOTAL</b>	<b>\$37,902,793</b>	<b>\$14,000,000</b>	<b>\$1,834,929</b>	<b>\$53,737,722</b>	<b>\$55,110,000</b>	<b>\$19,031,012</b>	<b>\$7,171,561</b>	<b>\$1,298,364</b>	<b>\$27,500,937</b>	<b>49.90%</b>	<b>\$27,500,937</b>	<b>49.90%</b>

\* - Includes \$102,843 from coroner permit fees (per Ch 990/90)

COMMISSION ON POST  
NUMBER OF REIMBURSED TRAINEES BY CATEGORY  
DECEMBER

COURSE	1999-2000			2000-2001		
	Actual Total For Year	Actual July-December	% of Total	Projected Total For Year	Actual July-December	% of Projection
Basic Course	1,221	528	43%	1,500	696	46%
Dispatchers - Basic	346	163	47%	350	158	45%
Advanced Officer Course	1,758	1,118	64%	2,200	279	13%
Supervisory Course (Mandated)	613	282	46%	650	250	38%
Management Course (Mandated)	277	133	48%	315	110	35%
Executive Development Course	240	121	50%	350	149	43%
Supervisory Seminars & Courses	3,520	1,748	50%	4,500	1,839	41%
Management Seminars & Courses	1,886	535	28%	2,500	754	30%
Executive Seminars & Courses	528	226	43%	600	176	29%
Tech Skills & Knowledge Course	46,584	22,003	47%	46,500	22,942	49%
Field Management Training	17	12	71%	50	1	2%
Team Building Workshops	661	282	43%	650	250	38%
POST Special Seminars	671	209	31%	800	188	24%
Approved Courses	15	6	40%	35	15	43%
<b>TOTALS</b>	<b>58,337</b>	<b>27,366</b>	<b>47%</b>	<b>61,000</b>	<b>27,807</b>	<b>46%</b>

COMMISSION ON POST

REIMBURSEMENT BY COURSE CATEGORY

COURSE	1999-2000		2000-2001	
	Total For Year	Actual July-December	Actual December	Actual July-December
Basic Course	\$1,605,934	\$730,108	\$304,876	\$1,019,511
Dispatchers - Basic	272,930	127,842	46,941	136,621
Advanced Officer Course	153,001	104,877	3,928	12,850
Supervisory Course (Mandated)	372,694	195,605	18,552	197,247
Management Course (Mandated)	322,373	164,525	15,628	128,191
Executive Development Course	216,769	108,381	51,305	133,422
Supervisory Seminars & Courses	1,553,551	750,406	299,720	793,659
Management Seminars & Courses	696,072	224,032	67,124	306,862
Executive Seminars & Courses	209,490	81,475	597	70,364
Tech Skills & Knowledge Course	14,516,498	6,678,802	1,346,280	6,445,283
Field Management Training	7,758	5,341	0	222
Team Building Workshops	354,880	156,658	47,072	141,527
POST Special Seminars	248,963	85,587	8,161	63,238
Approved Courses	2,311	440	221	1,305
Training Aids Technology	859,350	585,666	10,143	198,243
<b>TOTALS</b>	<b>\$21,392,574</b>	<b>\$9,999,745</b>	<b>\$2,220,548</b>	<b>\$9,648,545</b>

COMMISSION ON POST

SUMMARY OF REIMBURSEMENT EXPENSE CATEGORIES

EXPENSE CATEGORIES	FY 1999-2000 Total	1999-2000 July-December	2000 December	2000-2001 July-December
Resident Subsistence	\$9,544,242	\$4,523,046	\$1,083,018	\$4,363,362
Commuter Meal Allowance	943,994	457,221	149,644	501,012
Travel	2,908,681	1,362,975	413,058	1,451,779
Tuition	4,005,488	1,832,885	334,655	1,567,531
Backfill Salary	3,130,819	1,237,952	230,030	1,566,618
Training Technology Assistance	859,350	585,666	10,143	198,243
<b>TOTALS</b>	<b>\$21,392,574</b>	<b>\$9,999,745</b>	<b>\$2,220,548</b>	<b>\$9,648,545</b>



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**8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

The Commission on Peace Officer Standards and Training (POST) is responsible for raising the competence level of law enforcement officers in California by establishing minimum selection and training standards, improving management practices and providing financial assistance to local agencies relating to the training of their law enforcement officers.

<b>SUMMARY OF PROGRAM REQUIREMENTS</b>		<b>99-00</b>	<b>00-01</b>	<b>01-02</b>	<b>1999-00*</b>	<b>2000-01*</b>	<b>2001-02*</b>
10	Standards .....	21.4	24.2	24.2	\$5,264	\$6,091	\$6,883
20	Training .....	42.9	42.7	44.5	22,737	29,384	26,538
30	Peace Officer Training .....	-	-	-	21,854	26,621	28,814
40.01	Administration .....	49.9	58.8	58.8	3,949	4,695	4,379
40.02	Distributed Administration .....	-	-	-	-3,949	-4,695	-4,379
98	State-Mandated Local Programs .....	-	-	-	25,642	11,706	6,781
<b>TOTALS, PROGRAMS.....</b>		<b>114.2</b>	<b>125.7</b>	<b>127.5</b>	<b>\$75,497</b>	<b>\$73,802</b>	<b>\$69,016</b>
0001	General Fund.....				25,642	11,726	6,781
0268	Peace Officers' Training Fund .....				47,739	60,817	60,976
0995	Reimbursements .....				2,116	1,259	1,259

For the list of standard (lettered) footnotes, see the end of the Governor's Budget.  
\* Dollars in thousands, except in Salary Range.

## 8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING—Continued

## 10 STANDARDS

## Program Objectives Statement

The standards program establishes job-related selection standards for peace officers and dispatchers. It also provides management consultation to local agencies. Activities include development of examinations and counseling local law enforcement agencies on ways to improve management practices.

Applied research is conducted in the areas of peace officer selection and training, operational procedures and program evaluation in order to meet statutory requirements and to provide management guidance to local law enforcement agencies. The program also provides local agencies with information and technical expertise in the development and implementation of new programs.

## Major Budget Adjustment Proposed for 2001-02

- The budget includes \$921,000 from the Peace Officers' Training Fund for the replacement of the POSTRAC Testing System.

## Authority

Penal Code Sections 13503, 13512, 13513, and 13551.

## 20 TRAINING

## Program Objectives Statement

POST's training program increases the effectiveness of law enforcement personnel by developing and certifying courses that meet identified training needs, by providing scheduling and quality control of such courses, and by assisting law enforcement agencies in providing necessary training and career development programs. POST assesses training on a continuing basis to assure that emerging needs are met. Courses are offered through local community colleges, four-year colleges, universities, police academies, private trainers and training centers. The curricula cover a wide variety of technical and special courses necessary to meet statutorily and Commission established training mandates, maintain effectiveness in police work and address the training needs of recruit, officer, advanced officer, supervisor, manager, executive-level, and other law enforcement agency personnel. Curricula content is updated regularly. The Commission uses proven advanced technologies such as satellite broadcast and computer/video interaction in the delivery of training. POST also presents advanced leadership training for law enforcement supervisors and executives through its Command College and the Supervisory Leadership Institute.

The Commission establishes the basic criteria that must be met by each course in order to obtain POST's certification. Assistance is given to applicable educators and police trainers in preparing and implementing courses and training plans. Evaluation mechanisms are employed to ensure that training instructors and coordinators are adhering to established course outlines and are meeting instruction standards. Failure to meet these standards may cause revocation of course certification.

Job-related selection and training standards for peace officers and dispatchers, established by the Standards Program, are enforced through inspections of local agencies receiving state aid to assure they are adhering to minimum state standards.

## Major Budget Adjustments Proposed for 2001-02

- The budget includes \$2,600,000 from the Peace Officers' Training Fund on a one-time basis to establish two additional Regional Skills Training Centers, to replace driving simulators at five sites, and to provide for dispatcher simulators.
- The budget includes \$2,150,000 from the Peace Officers' Training Fund on a one-time basis to develop six multimedia courses.
- The budget includes 0.9 personnel year and \$117,000 from the Peace Officers' Training Fund to oversee the Course Quality Assessment Program.
- The budget includes 0.9 personnel year and \$76,000 from the Peace Officers' Training Fund to provide staff for the Learning Technology Resource Center.

## Authority

Penal Code Sections 13503 and 13508.

## 30 PEACE OFFICER TRAINING

## Program Objectives Statement

The enforcement of laws and the protection of life and property without infringement on individual liberties are among modern government's most important responsibilities. Carefully selected, highly trained and properly motivated peace officers are important factors in meeting this responsibility. To encourage and assist local law enforcement agencies to meet and maintain minimum standards in the selection and training of law enforcement officers, financial assistance is provided to all 58 counties, approximately 346 cities, and numerous specialized districts and local agencies which have agreed to meet POST's standards. Financial assistance to participating jurisdictions is provided for instructional costs associated with selected training courses. Funding is also provided for the cost of student travel and per diem associated with training presentations. Funding is also provided for necessary overtime paid to enable line officers to receive in-service training in areas of critical need.

## Major Budget Adjustment Proposed for 2001-02

- The budget includes \$2,212,000 from the Peace Officers' Training Fund for local assistance peace officer training reimbursement expenditures.

## Authority

Penal Code Sections 13500 to 13523, Health and Safety Code 11489.

8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING—Continued

PROGRAM BUDGET DETAIL

PROGRAM REQUIREMENTS

10 STANDARDS

State Operations:	1999-00*	2000-01*	2001-02*
0268 Peace Officers' Training Fund.....	\$5,248	\$6,091	\$6,883
0995 Reimbursements.....	16	-	-
<b>Totals, State Operations .....</b>	<b>\$5,264</b>	<b>\$6,091</b>	<b>\$6,883</b>

PROGRAM REQUIREMENTS

20 TRAINING

State Operations:	1999-00*	2000-01*	2001-02*
0268 Peace Officers' Training Fund.....	\$20,637	\$28,125	\$25,279
0995 Reimbursements.....	2,100	1,259	1,259
<b>Totals, State Operations .....</b>	<b>\$22,737</b>	<b>\$29,384</b>	<b>\$26,538</b>

PROGRAM REQUIREMENTS

30 PEACE OFFICER TRAINING

State Operations:	1999-00*	2000-01*	2001-02*
0268 Peace Officers' Training Fund.....	\$92	\$95	\$96
<b>Totals, State Operations .....</b>	<b>\$92</b>	<b>\$95</b>	<b>\$96</b>
<b>Local Assistance:</b>			
0001 General Fund.....	-	20	-
0268 Peace Officers' Training Fund.....	21,762	26,506	28,718
0995 Reimbursements.....	-	-	-
<b>Totals, Local Assistance .....</b>	<b>\$21,762</b>	<b>\$26,526</b>	<b>\$28,718</b>

PROGRAM REQUIREMENTS

98 STATE-MANDATED LOCAL PROGRAMS

<b>Budget Acts:</b>			
Chapter 246/95-Domestic Violence Arrest Policies and Standards .....	-	\$6,781	\$6,781
<b>Totals, Budget Acts .....</b>	<b>-</b>	<b>\$6,781</b>	<b>\$6,781</b>
<b>Claims Bills:</b>			
Chapter 574/99-Domestic Violence Arrest Policies and Standards .....	\$25,642	219	-
Chapter 177/00-Domestic Violence Arrest Policies and Standards .....	-	4,706	-
<b>Totals, Claims Bills .....</b>	<b>\$25,642</b>	<b>\$4,925</b>	<b>-</b>
<b>Totals, Local Assistance .....</b>	<b>\$47,404</b>	<b>\$38,232</b>	<b>\$35,499</b>

TOTAL EXPENDITURES

State Operations .....	\$28,093	\$35,570	\$33,517
Local Assistance.....	47,404	38,232	35,499
<b>TOTALS, EXPENDITURES .....</b>	<b>\$75,497</b>	<b>\$73,802</b>	<b>\$69,016</b>

SUMMARY BY OBJECT

1 STATE OPERATIONS

	99-00	00-01	01-02	1999-00*	2000-01*	2001-02*
<b>PERSONAL SERVICES</b>						
Authorized Positions (Equals Sch. 7A).....	114.2	132.3	132.3	\$6,499	\$7,820	\$7,952
Total Adjustments.....	-	-	2.0	-	6	210
Estimated Salary Savings .....	-	-6.6	-6.8	-	-392	-401
<b>Net Totals, Salaries and Wages .....</b>	<b>114.2</b>	<b>125.7</b>	<b>127.5</b>	<b>\$6,499</b>	<b>\$7,434</b>	<b>\$7,761</b>
Staff Benefits.....	-	-	-	1,085	810	835
<b>Totals, Personal Services .....</b>	<b>114.2</b>	<b>125.7</b>	<b>127.5</b>	<b>\$7,584</b>	<b>\$8,244</b>	<b>\$8,596</b>
<b>OPERATING EXPENSES AND EQUIPMENT.....</b>				<b>\$5,164</b>	<b>\$5,050</b>	<b>\$5,504</b>
<b>SPECIAL ITEMS OF EXPENSE (Training Contracts).....</b>				<b>15,345</b>	<b>22,276</b>	<b>19,417</b>
<b>TOTALS, EXPENDITURES .....</b>				<b>\$28,093</b>	<b>\$35,570</b>	<b>\$33,517</b>

\* Dollars in thousands, except in Salary Range.

## 8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING—Continued

## RECONCILIATION WITH APPROPRIATIONS

## 1 STATE OPERATIONS

## 0268 Peace Officers' Training Fund \*

	1999-00*	2000-01*	2001-02*
<b>APPROPRIATIONS</b>			
001 Budget Act appropriation.....	\$10,802	\$12,045	\$12,841
011 Budget Act appropriation.....	9,120	20,720	17,861
012 Budget Act appropriation.....	1,556	1,556	1,556
Allocation for employee compensation.....	832	66	-
Adjustment per Section 3.60.....	-417	-76	-
Adjustment per Section 16.00.....	4	-	-
Transfer from Local Assistance per Item 8120-011-0268, Provision 2.....	4,740	-	-
<b>Totals Available.....</b>	<b>\$26,637</b>	<b>\$34,311</b>	<b>\$32,258</b>
Unexpended balance, estimated savings.....	-660	-	-
<b>TOTALS, EXPENDITURES.....</b>	<b>\$25,977</b>	<b>\$34,311</b>	<b>\$32,258</b>
<b>0995 Reimbursements</b>			
Reimbursements.....	\$2,116	\$1,259	\$1,259
<b>TOTALS, EXPENDITURES, ALL FUNDS (State Operations).....</b>	<b>\$28,093</b>	<b>\$35,570</b>	<b>\$33,517</b>

## SUMMARY BY OBJECT

## 2 LOCAL ASSISTANCE

	1999-00*	2000-01*	2001-02*
Grants and Subventions.....	\$47,404	\$38,232	\$35,499

## RECONCILIATION WITH APPROPRIATIONS

## 2 LOCAL ASSISTANCE

## 0001 General Fund

	1999-00*	2000-01*	2001-02*
<b>APPROPRIATIONS</b>			
101 Budget Act appropriation.....	-	\$20	-
295 Budget Act appropriation (State Mandates).....	-	6,781	\$6,781
Chapter 574, Statutes of 1999 (State Mandates).....	\$25,861	-	-
Chapter 177, Statutes of 2000 (State Mandates).....	-	4,706	-
Prior year balances available:			
Chapter 574, Statutes of 1999 (State Mandates).....	-	219	-
<b>Totals Available.....</b>	<b>\$25,861</b>	<b>\$11,726</b>	<b>\$6,781</b>
Balance available in subsequent years.....	-219	-	-
<b>TOTALS, EXPENDITURES.....</b>	<b>\$25,642</b>	<b>\$11,726</b>	<b>\$6,781</b>
<b>0268 Peace Officers' Training Fund *</b>			
<b>APPROPRIATIONS</b>			
101 Budget Act appropriation.....	\$26,058	\$26,062	\$28,274
102 Budget Act appropriation.....	444	444	444
Transfer to State Operations per Item 8120-101-0268, Provision 1.....	-4,740	-	-
<b>TOTALS, EXPENDITURES.....</b>	<b>\$21,762</b>	<b>\$26,506</b>	<b>\$28,718</b>
<b>TOTALS, EXPENDITURES, ALL FUNDS (Local Assistance).....</b>	<b>\$47,404</b>	<b>\$38,232</b>	<b>\$35,499</b>
<b>TOTALS, EXPENDITURES, ALL FUNDS (State Operations and Local Assistance).....</b>	<b>\$75,497</b>	<b>\$73,802</b>	<b>\$69,016</b>

## FUND CONDITION STATEMENT

## 0268 Peace Officers' Training Fund \*

	1999-00*	2000-01*	2001-02*
<b>BEGINNING BALANCE.....</b>	<b>\$20,056</b>	<b>\$29,698</b>	<b>\$25,768</b>
Prior year adjustments.....	3,448	-	-
<b>Balance, Adjusted.....</b>	<b>\$23,504</b>	<b>\$29,698</b>	<b>\$25,768</b>

\* Dollars in thousands, except in Salary Range.

8120 COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING—Continued

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4	REVENUES AND TRANSFERS					
5	Revenues:			1999-00*	2000-01*	2001-02*
6	125600 Other regulatory fees.....			\$178	\$175	\$175
7	130700 Penalties on traffic violations.....			37,903	41,602	43,541
8	142500 Miscellaneous services to the public.....			53	55	55
9	150300 Income from surplus money investments.....			1,748	1,000	1,500
10	161000 Escheat of unclaimed checks and warrants.....			53	55	55
11	Totals, Revenues.....			\$39,935	\$42,887	\$45,326
12	Transfers from Other Funds:					
13	F00178 Driver Training Penalty Assessment Fund per Section 24.10.....			14,000	14,000	14,000
14	Totals, Revenues and Transfers.....			\$53,935	\$56,887	\$59,326
15	Totals, Resources.....			\$77,439	\$86,585	\$85,094
16						
17						
18						
19	EXPENDITURES					
20	Disbursements:					
21	8120 Commission on Peace Officer Standards and Training:					
22	State Operations.....			25,977	34,311	32,258
23	Local Assistance.....			21,762	26,506	28,718
24	9670 Legislative Claims (State Operations).....			2	-	-
25	Totals, Disbursements.....			\$47,741	\$60,817	\$60,976
26						
27						
28	FUND BALANCE.....			\$29,698	\$25,768	\$24,118
29	Reserve for economic uncertainties.....			29,698	25,768	24,118
30						
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36	<b>CHANGES IN</b>					
37	<b>AUTHORIZED POSITIONS</b>					
38	Totals, Authorized Positions.....	114.2	132.3	132.3	\$6,499	\$7,820
39	Salary adjustments.....	-	-	-	-	6
40	Totals, Adjusted Authorized Positions.....	114.2	132.3	132.3	\$6,499	\$7,826
41	Proposed New Positions:				Salary Range	
42	Sr Law Enforcement Consultant.....	-	-	1.0	6,548-7,220	-
43	Instl Designer-Tech.....	-	-	1.0	4,136-5,027	-
44	Totals, Proposed New Positions.....	-	-	2.0	-	-
45	Total Adjustments.....	-	-	2.0	-	\$6
46	TOTALS, SALARIES AND WAGES.....	114.2	132.3	134.3	\$6,499	\$7,826
47						\$8,162
48						
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36	<b>CHANGES IN</b>					
37	<b>AUTHORIZED POSITIONS</b>					
38	Totals, Authorized Positions.....	114.2	132.3	132.3	\$6,499	\$7,820
39	Salary adjustments.....	-	-	-	-	6
40	Totals, Adjusted Authorized Positions.....	114.2	132.3	132.3	\$6,499	\$7,826
41	Proposed New Positions:				Salary Range	
42	Sr Law Enforcement Consultant.....	-	-	1.0	6,548-7,220	-
43	Instl Designer-Tech.....	-	-	1.0	4,136-5,027	-
44	Totals, Proposed New Positions.....	-	-	2.0	-	-
45	Total Adjustments.....	-	-	2.0	-	\$6
46	TOTALS, SALARIES AND WAGES.....	114.2	132.3	134.3	\$6,499	\$7,826
47						\$8,162

**COMMISSION ON POST  
FISCAL YEAR 2000-01  
EXPENDITURE SUMMARY  
(AS OF 1-16-01)**

<b>BUDGET AUTHORIZATION:</b>	<b>\$60,817,000</b>
 <b>EXPENDITURES:</b>	
<b>ADMINISTRATION</b>	<b>\$12,035,000</b>
<b>TRAINING CONTRACTS/LA</b>	<b>\$21,901,751</b>
Contracts Approved (See list)	19,781,751
Letters of Agreement	1,900,000
Conf Room Rental	220,000
<b>TRAINING REIMBURSEMENT (Trainees: 61,000)</b>	<b>\$23,819,772</b>
Subsistence	10,343,669
Commuter meals	1,396,098
Travel	3,152,815
Tuition	4,427,190
Training Aids Technology	500,000
Backfill	4,000,000
<u>Contracts on January Agenda</u>	<b>\$1,907,464</b>
1. Management Fellow - Workbook Project (F)	\$130,000
2. Supervisory Course Instructor Training Workshop (H)	\$107,886
3. Develop Scenarios for the Basic Supervisory Course (I)	\$100,000
4. Recruitment Videos and Handbook (L)	\$210,000
5. Courses for Academy Physical Training Instructors (M)	\$30,000
6. Mobile Force Option Simulator Training (N)	\$57,600
7. Regional Skills Training Center - South Bay/West LA (Q)	\$558,339
8. Management Fellow - Legislative Training Mandates (R)	\$130,000
9. Design and Pilot of ICI Courses (T)	\$83,639
10. Development of Driver Training CD-ROM Course (U)	\$500,000
<b>MUSEUM OF TOLERANCE</b>	<b>\$2,000,000</b>
Contract	1,556,000
Reimbursements	444,000
 <b>EXPENDITURES, TOTAL</b>	 <b><u>\$61,663,987</u></b>
 <b>BALANCE AVAILABLE</b>	 <b><u><u>-\$846,987</u></u></b>

**CONTRACT SUMMARY\***  
**FY 2000-01**

<u>PURPOSE</u>	<u>AMOUNT</u>	<u>Commission Meeting Date</u>
Management Course	\$ 579,628	Apr-00
Executive Training	747,566	Apr-00
Supervisory Ldrship Inst	946,507	Apr-00
DOJ Training Center	1,999,096	Apr-00
FTO Video-Based Scenarios	100,000	Apr-00
Case Law Updates	92,000	Apr-00
Telecourse Programs (KPBS)	1,118,800	Apr-00
Public Safety Dispatchers Telecourse Trng Program	154,800	Apr-00
Video Training Programs	162,828	Apr-00
Basic Course Prof Exam-CPS	105,594	Apr-00
Basic Narcotic, Motorcycle, and DT	3,070,468	Apr-00
Master Instructor Development Program	202,747	Apr-00
Multi-media Courseware Testing Lab	50,000	Jan-00
Labor/Management Partnership Training	76,288	Apr-00
Entry level reading/writing-CPS	50,984	Apr-00
Entry Level Dispatcher Selection Test Battery-CPS	177,449	Apr-00
Management Fellow for Regional Skills Centers	130,000	Apr-00
ICI Core Course (SFPD)	111,035	Apr-00
ICI Core & Homicide Course-Sac RCJTC	370,881	Apr-00
ICI Core Course - SDRTC	471,635	Apr-00
ICI - CSU, SJ	182,660	Apr-00
ICI - LAPD	111,564	Apr-00
ICI Homicide Crs-LASD	73,689	Apr-00
Basic Course Instructional Materials-OSP	170,225	Apr-00
Driving Simulator & Force Options Sim Trng	1,640,450	Apr-00
Administer PC 832 Exam - OSP	38,710	Apr-00
Administer Entry-Level Reading/Writing Exam - OSP	87,125	Apr-00
Crime Analysis Trng-CSUS	120,000	Apr-00
Student Workbooks - Specialized Investigators Basic Course	120,000	Jan-00
Basic Course Modular Format Testing Program - OSP	20,610	Apr-00
Management Fellow of Driving Simulator Program	130,000	Apr-00
Management Fellow for Recruitment Program	119,520	Oct-99
Management Fellow - Physical Fitness Minimum Qual	130,000	Aug-00
Psychological Assessment Consulting Services	114,000	Aug-00
Analysis and Design for Driver Training CD-ROM Course	70,000	Aug-00
Regional Skills Centers	5,651,892	Aug-00
Driving Simulator Scenarios	33,000	Aug-00
Miscellaneous Contracts (Annual Estimate)	250,000	N/A
	<u>\$ 19,781,751</u>	

\* - Excludes SB 350 (VAWA) programs

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**FY 2001-02 BCP SUMMARY LISTING**

<b><u>BCP PRIORITY # AND TITLE</u></b>	<b><u>PYs</u></b>	<b><u>SUPPORT</u></b>	<b><u>TRAINING CONTRACTS</u></b>	<b><u>LOCAL ASSIST</u></b>
1. Budget Augmentation				2,212,000
2. Multimedia Courseware Dev	0		2,150,000	
3. Regional Skills Centers	0		2,500,000	
4. Replacement of POSTRAC	1	778,000		
5. Accreditation Program	2	215,000		
6. Sr LEC-Course Quality Assess	1	117,000		
7. Office Technician for TPS	1	44,000		
8. Office Technician - BTB	1	44,000		
9. LEC - BTB	1	110,000		
10. Instructional Designer	1	76,000		
11. CSB Office Support	1	44,000		
12. ISB Office Tech	1	44,000		
13. ISB Graphic Designer	1	65,000		
14. Temporary Help Augmentation	1	50,000		
15. Dispatcher Training Simulators	0		100,000	
Totals	12.0	\$1,587,000	4,750,000	2,212,000



**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

**FY 2001-02 BCP SUMMARY LISTING**

(As of 11-3-2000)

<u>BCP PRIORITY # AND TITLE</u>	<u>PYs</u>	<u>SUPPORT</u>	<u>TRAINING CONTRACTS</u>	<u>LOCAL ASSIST</u>
1. Budget Augmentation				2,212,000
2. Multimedia Courseware Dev	0		2,150,000	
3. Regional Skills Centers	0		2,600,000	
4. Replacement of POSTRAC	0	921,000		
6. Sr LEC-Course Quality Assess	1	117,000		
10. Instructional Designer	1	76,000		
Totals	2.0	\$1,114	4,750,000	2,212,000

This new simulator, the DORON 450LE, is retail priced at \$494,000.00, with an introductory offer to POST sites at \$416,160.00, through March 2001. This price includes delivery, set-up and training but not sales tax. It is proposed that POST increase contract funding for each of these eight centers from \$400,000.00 to \$455,000.00 to include tax for the purchase of this system. This would amount to a \$55,000.00 increase per site for a total increase to POST of \$440,000.00.

If all eight sites were to purchase this system, the total additional cost would be \$440,000.00. It is recommended that the contracts be increased by \$55,000.00 for each of the sites.

After contacts with those prospective sites it appears that only four may consider purchasing the higher priced system. Two of the four have indicated that they will definitely purchase the higher priced system. If all four purchase the higher priced system, the total cost will be \$220,000.00.

The following recommendations to the Commission are proposed:

1. Retain the existing \$400,000.00 cap on driving simulators that meet existing specifications, but authorize a \$455, 000.00 cap for purchase of driving simulators that meet new specifications that include the described LCD panels.
2. Authorize the Executive Director to increase existing contracts by \$55,000.00 each for those contractors wishing to purchase simulators meeting the new specifications.

State of California

Department of Justice

MEMORANDUM

Date: January 4, 2001

To: FINANCE COMMITTEE

From: KENNETH J. OBRIEN  
EXECUTIVE DIRECTOR  
Commission of Peace Officer Standards and Training

Subject: INCREASE FUNDING FOR REGIONAL SKILLS TRAINING CENTERS

The Commission at its July 2000 meeting authorized funding the development of three new Regional Skills Training Centers: Ventura SD, Kern SD and San Francisco PD, and the upgrading of three driver training simulators: Los Angeles PD, Los Medanos College (Contra Costa) and Sacramento PD. An additional Regional Skills Training Center (South Bay Regional Training Center) was funded in May 2000. This funding allotted \$400,000.00 for the purchase of driving simulators for each site. One additional site, West LA County RSTC, is proposed for the Commission's consideration at the January 2001 meeting. As many as eight of these approved sites are in various stages of purchasing driver training simulators.

POST staff has developed a list of minimum specifications for the driving simulators, and three vendors have been certified as approved vendors for the RSTC and meet or exceed those specifications. POST staff has developed a second set of specifications, which adds the use of LCD panels in place of TV monitors for the visual displays of the simulators. The use of LCD panels greatly enhances the training quality and effectiveness of the driving simulators. The LCD panels cost considerably more than TV monitors, and substantially increase the overall cost of the simulators.

One of the three authorized vendors, Doron, has recently released a new model driving simulator which meets the new specifications. Staff and driver training simulator experts regard this new system as substantially improved over the existing system in terms of its improved graphics and realism. The training quality and effectiveness are substantially improved. Additionally, reports on incidents of trainee Simulator Adaptation Syndrome (SAS) or motion sickness from these newer simulators have all but been eliminated. A number of Subject Matter Experts, instructors and managers from the listed sites have evaluated this new simulator and concur with its efficiency. Letters attesting to the expected advantages of the new system are on file.

**Departments could have saved at least \$102,000 by purchasing goods and services directly from vendors rather than having the CSU make the purchases.**

design and print educational brochures. The foundation designed the brochures but used a subcontractor to print them. If the DHS had contracted directly with the printer, it could have saved \$71,000.

In another example, the Department of Parks and Recreation (DPR) contracted with the CSUS Foundation to design and produce public relations and marketing documents. For the printing of two newsletters and other booklets and brochures, the DPR contracted directly with printing companies, thus saving \$8,700 in fees. However, it had the foundation subcontract the printing of other items under this contract, such as reply cards, posters, and banners. If the DPR had contracted directly with private companies for these items, it could have saved an additional \$1,900 in fees.

The remaining contracts we identified with unnecessary fees were between CSU foundations and the Commission on Peace Officer Standards and Training (commission) for leadership and management training courses. When we reviewed all of the foundations' contracts with the commission, we identified two additional contracts with similar scopes of work. The commission paid \$29,000 more than necessary in administrative fees for these five agreements because the commission had the CSU foundations purchase training materials for about 1,100 students, including books, course completion certificates, notebooks, office supplies, videotapes, and printed handouts. In addition to being reimbursed for the actual costs of these purchases, the foundations also received over \$29,000 in administrative fees simply for acting as purchasing agents for the commission. By using one of its own staff to arrange for these purchases, the commission could have saved these funds. We calculated that the \$29,000 in administrative fees paid by the commission would pay the salary and benefits of a purchasing agent for over five months, which far exceeds the amount of effort needed to purchase the training materials in these agreements. Alternatively, the commission could have negotiated an administrative rate that excluded the cost of these training materials in the calculation of administrative fees. In our review of other contracts, we noted multiple instances in which items like subcontractor costs were excluded from the calculation of administrative fees.



# CALIFORNIA STATE AUDITOR

ELAINE M. HOWLE  
STATE AUDITOR

STEVEN M. HENDRICK  
CHIEF DEPUTY STATE AUDITOR

Commission on Peace Officer Standards and Training

100-Com-2000

NOV 21 2000

November 21, 2000

2000-001.4

Ted Hunt, Chair  
Commission on Peace Officer Standards and Training  
1601 Alhambra Boulevard  
Sacramento, California 95816

Dear Mr. Hunt:

Enclosed is our report entitled *State of California: Unnecessary Administrative Fees Increase the State's Cost of Contracting With California State Universities*.

Please respond to us within 60 days, 6 months, and 1 year on your efforts to implement those recommendations that are within your statutory authority. Your responses should include (1) a timetable for implementing our recommendations and (2) the name of the person or persons who will be responsible for implementation. Also, please include the rules, memoranda, and other relevant materials that document either your implementation of the recommendations or the steps you have taken to rectify those problems discussed in our report.

The information you provide us will be used to determine the need for a follow-up review by the state auditor or, in some cases, the need for a committee hearing. When appropriate, we will provide this information to the relevant fiscal committees and subcommittees at the beginning of the budget cycle to facilitate legislative oversight of audited agencies. To assure that those committees and subcommittees receive current information, the timing of the 60-day, 6-month, and 1-year responses may be modified slightly on a case-by-case basis.

Sincerely,

ELAINE M. HOWLE  
State Auditor

Enclosure

BUREAU OF STATE AUDITS

555 Capitol Mall, Suite 300, Sacramento, California 95814 Telephone: (916) 445-0255 Fax: (916) 327-0019

In summary, if departments had not contracted through the board, they could have saved about \$1.5 million in administrative fees over the terms of the existing multiyear agreements. In addition, for the 36 agreements with rates in excess of 15 percent that were negotiated directly with CSU foundations, departments could have saved \$1.4 million if they had negotiated the average rate of 15 percent instead. Finally, departments could have saved at least \$102,000 by procuring goods and services directly from vendors rather than having the foundations make the purchases. Since contracts between state departments and CSU entities are exempt by state law from competitive bidding, it is essential that state contract managers carefully scrutinize all costs to avoid paying unnecessary fees or other costs and ensure the State is receiving the best value for its money.

### **RECOMMENDATIONS**

To ensure they are receiving the best value when contracting with the CSU system, state departments should limit administrative fees by these actions:

- Avoid contracts using fiscal intermediaries, such as the board, that add little value.
- Negotiate rates for administrative fees based on a fuller understanding of the actual costs comprising the rate.
- Contract directly with third parties for goods and services when it is more cost-effective, or avoid payment of the administrative fees tacked on to the cost of goods and services state departments could procure at reduced costs on their own.

12.	Tools for Tolerance Simon Wiesenthal Center	\$1,556,000
13.	Crime Analysis Training California State University Sacramento	\$120,000
14.	Basic Course Proficiency Exam Cooperative Personnel Services	\$105,594
15.	Basic Course Modular Format Testing Program Office of State Publishing	\$20,610
16.	Entry-Level Reading and Writing Test Battery Office of State Publishing	\$87,125
17.	PC 832 Written Examination Cooperative Personnel Services	\$38,710
18.	Entry-Level Dispatcher Selection Test Battery. Cooperative Personnel Services	\$177,449
19.	Reading and Writing Test Item Development Cooperative Personnel Services	\$50,984
20.	Legislative Update Workbook Fresno Police Department	\$48,000
	Sub-total, Training Contracts	<u>\$12,641,069</u>

## PROPOSED CONTRACTS FOR FY 2001/02

### A. Training Contracts

<u>Subject/Contractor</u>	<u>FY 2000-01 Amount</u>
1. Management Course California State University Long Beach California State University Humboldt California State University San Jose San Diego Regional Training Center	\$558,028
2. Executive Training San Diego Regional Training Center	\$746,466
3. Supervisory Leadership Institute California State University Long Beach	\$946,507
4. Various Law Enforcement Training Courses Department of Justice	\$1,999,096
5. Satellite Video Broadcasts California State University San Diego	\$162,828
6. Case Law Update Video Production Alameda County District Attorney Golden West College	\$92,000
7. Telecourse Programs California State University San Diego	\$1,272,800
8. Master Instructor Program San Diego Regional Training Center	\$202,747
9. ICI Core, Homicide, and Sexual Assault Courses Sacramento Regional Criminal Justice Trng Cntr California State University San Jose Los Angeles Police Department San Diego Regional Training Center San Francisco Police Department Los Angeles Sheriff's Department	\$1,309,369
10. Basic Narcotics, Motorcycle, and Driver Training. Various presenters	\$3,070,468
11. Labor/Management Partnerships Course San Diego Regional Training Center	\$76,288



**B. Administration Contracts**

	<u>Subject/Contractor</u>	<u>FY 2000-01 Amount</u>
1.	Auditing Services State Controller's Office	\$85,000
2.	Computer Services Teale Data Center	\$65,000
3.	CALSTARS Contract Health and Welfare Data Center	\$30,000
4.	Copier Maintenance Contract Danka Office Imaging	\$16,000
5.	Library Subscription Services EBSCO Subscription Services	\$14,081
6.	Travel Agency Services Davisville Travel	\$94,500
	Sub-total, Administration Contracts	<u>\$ 304,581</u>
	<b>Grand Total, All Contracts</b>	<u><b>\$12,945,650</b></u>

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

*The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.*

**LEGISLATIVE REVIEW COMMITTEE**

Thursday, January 25, 2001  
Piccadilly Inn Hotels  
5115 E. McKinley Avenue  
Fresno, CA 93726  
(209) 224-3363



**MEMBERS**

Gray Davis  
Governor

Bill Lockyer  
Attorney General

Monty Holden, Chairman  
Lee Baca  
Marc Cobb  
Joe Flannagan  
James Fox  
Ted Hunt  
Bill Lockyer

**AGENDA**

**9:00 A.M.**

**Attachment**

**A. Status of Active Legislation of Interest to POST A**

Please see attached.

**B. Status of Informational Legislation of Interest to POST B**

Please see attached.

**C. Proposed Legislation C**

Staff is proposing to amend Penal Code Section 832.6 (c) (5) to eliminate Reserve Officer training module D. Reserve Officer training module D was originally designed as a bridge course to allow Reserve Officer's who had completed modules A, B, & C to meet the training requirements of the Regular Basic Course. Pursuant to Senate Bill 1874 (1994), the Regular Basic Course - Modular Format was developed to provide Reserve Officers with training modules that are aligned with the Regular Basic Course. Thus, there is no further need for module D training. The attached analysis addresses this proposal in more detail.

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 2059 (Vincent)	<b>Peace Officers: Welfare Fraud Investigators:</b> This bill would provide that all welfare fraud investigators or inspectors appointed as peace officers on or after January 1, 2001, shall attend and complete a specialized basic investigators course approved by the Commission on Peace Officer Standards and Training within one year of being hired. <i>Commission Position: Neutral</i>	Chapter No. 633
AB 2449 (Wildman)	<b>Law Enforcement: Peace Officer Training:</b> This bill would clarify POST Basic Certificate revocation policies. <i>Commission Position: Neutral</i>	Dead
SB 66 (Murray)	<b>Crime Prevention: Peace Officer Training:</b> This bill calls for POST to develop training on racial profiling topics and would require California peace officers to receive racial profile awareness training. <i>Commission Position: Support</i> <b>Note: This bill has been rewritten and is now SB 1102.</b>	Dead
SB 1102	<b>Crime Prevention: Peace Officer Training:</b> This bill calls for POST to develop training on racial profiling topics and would require California peace officers to receive <b>update training on racial profile awareness training every five years.</b> <i>Commission Position: No position taken</i>	Chapter No. 684
SB 1389 (Murray)	<b>Commissioner of the California Highway Patrol:</b> This bill would require that each member of the California Highway Patrol report to the Commissioner of the Patrol in the manner prescribed by the Commissioner, as to the number of motor vehicle drivers stopped by law enforcement, whether or not a citation or warning was issued, for each stop, certain specified information and other information. Also, the bill would impose the same reporting requirements on each city and county law enforcement agency at specified dates. <i>Commission Position: Oppose, unless amended</i>	Dead
SB 1539 (Lewis)	<b>Peace Officer Training: Stalking:</b> This bill would require the Commission on Peace Officer Standards and Training to implement, by January 1, 2003, a course or courses of instruction for the training of peace officers in the handling of, and responding to, stalking complaints. <i>Commission Position: Neutral</i>	Chapter No. 564

# COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

## 2000 Status of Active Legislation of Interest to POST

(Revised October 11, 2000)

(Note: Text in bold indicates new bills added to list or different bill status since last revision)

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 1494 (Wildman)	<b>Peace Officers: Los Angeles Unified School District:</b> This bill would require the Commission to complete a feasibility study on a proposed change in designation for the Los Angeles Unified School District Police Department from Penal Code Section 830.32 to Section 830.1. This bill would also expand the scope of peace officer feasibility studies conducted by POST. <i>Commission Position: Support</i>	Chapter No. 96
AB 1718 (Hertzberg)	<b>Peace Officers: Advanced Training: Mental Illness:</b> This bill would require POST to develop a classroom training program addressing the handling of developmentally disabled and mentally ill persons. Additionally, this bill requires POST to report to the Legislature, by October 1, 2003, the number of agencies participating in this course. <i>Commission Position: Support</i>	Chapter No. 200
AB 1762 (Villaraigosa)	<b>Peace Officer Training: Mentally Ill Persons:</b> This bill directs the Office of Criminal Justice Planning to establish a Crisis Intervention Team pilot project for the training of law enforcement officers and public safety dispatchers concerning the nature of mental illness and appropriate methods of handling the mentally ill in order to accomplish specified policy goals. Provides that these projects shall be established in Los Angeles County and a county located within the Central Valley of California. <i>Commission Position: Watch</i>	Dead
AB 1819 (Shelley)	<b>Elder Abuse:</b> This bill would add specified subjects to existing law which addresses elder abuse training. Subjects include physical and psychological abuse of elders and the role of local adult protective services and public guardian offices. <i>Commission Position: Support</i>	Chapter No. 559
AB 1928 (Vincent)	<b>Peace Officers: Court Services Investigators:</b> This bill would require the Commission on Peace Officer Standards and Training to conduct a feasibility study for Los Angeles County Court Service Investigators. It also addresses instances where individuals have acquired prior comparable peace officer training that POST would adopt regulations providing for alternative means for satisfying the training required by law. <i>Commission Position: Support</i>	Chapter No. 354

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
SB 1831 (Hughes)	<p><b>School Safety:</b> This bill would establish the School Safety Academy Pilot Project, to be administered by the Department of Justice, whereby school safety academies, as defined, would receive funding from the Department of Justice to develop and implement integrated, comprehensive school safety training for those responsible for school safety.</p> <p><i>Commission Position: Neutral</i></p> <p><b>Note: This bill has been rewritten and no longer involves law enforcement.</b></p>	Vetoed
SB 1833 (Schiff)	<p><b>Law Enforcement Technology:</b> This bill states findings and declarations of the legislature, concerning the need for coordination with regard to the acquisition, testing, and use of high technology law enforcement tools. It also states the intent of the legislature to provide a centralized resource for local law enforcement agencies for the research, testing, maintenance, and upgrade of current and emerging technologies with law enforcement applications.</p> <p><i>Commission Position: Support</i></p>	Dead
SB 1945 (Ortiz)	<p><b>Crimes:</b> This bill would require POST to develop and make available a short video for first responders to calls at medical facilities. This bill would add support for reproductive choice or abortion rights and anti-abortion crimes, as defined, to the list of victim characteristics required to be reported.</p> <p><i>Commission Position: Oppose</i></p>	Dead
SB 1955 (Committee on Public Safety)	<p><b>Public Safety:</b> This bill would require a reserve officer to satisfy current training requirements if there has been more than a three-year break in service.</p> <p><i>Commission Position: Neutral</i></p>	Chapter No. 287
SB 2004 (Speier)	<p><b>Safety Track System:</b> This bill would require POST to develop training in the use of safety track systems.</p> <p><i>Commission Position: Neutral</i></p>	Dead

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 2005 (Runner)	<b>Crime Prevention: Community Policing:</b> This bill would appropriate funds from the General Fund to the Office of Criminal Justice Planning for the Los Angeles, Sacramento, San Diego Regional Community Policing Institutes for purposes of sustaining community policing programs during the 2000-2001 fiscal year.	Dead
SB 1569 (Hayden)	<b>Hate Crimes:</b> This bill would expand the definition of a hate crime to include those persons who are victimized based upon their association with other people because of that person's race, color, religion, ancestry, national origin, disability, gender, or sexual orientation, or because he or she perceives that the other person has one or more of those characteristics.	Dead
SB 1605 (Poochigian)	<b>Supplemental Local Law Enforcement Funding:</b> This bill would appropriate an annual sum from the General Fund to the Controller to fund the supplemental local law enforcement funding provisions, as specified, and would extend the operation of those provisions indefinitely.	Dead
SB 1742 (Hughes)	<b>Adult Abuse:</b> This bill would authorize any police officer, members of a county financial abuse team, or public guardian of any county with certain adult protection agencies to report incidences of financial abuse perpetrated against mentally impaired elder persons.	Chapter No. 813
SB 1762 (Alpert)	<b>Deputy Sheriffs: San Diego County:</b> This bill would provide that a deputy sheriff of San Diego County who is assigned to perform duties relating to specified custodial assignments is a peace officer whose authority extends to any place in the state only while engaged in the performance of the duties of his or her employment and for the purpose of carrying out the primary function of employment relating to his or her custodial assignments, or when directed to perform other law enforcement duties.	Chapter No. 61
SCA 10 (Perata)	<b>Public Safety Services:</b> This measure would seek to amend the California Constitution to provide for the Citizens Public Safety and Security Act of 2000. Specifically, this measure would prohibit a local government from entering into any agreement with any person to perform an essential public safety service.	Dead

## COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

### 2000 Status of Informational Legislation of Interest to POST

(Note: Text in bold indicates new bills added to list or different bill status since last revision)

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 557 (Nakano)	<b>Forensic Identification: Felony Conviction:</b> This bill would require that any person convicted of first-degree burglary be required to submit blood and saliva samples, a right thumb print, and full palm print impressions for law enforcement identification and analysis and inclusion in the DNA and Forensic Identification database program administered by the Department of Justice.	Dead
AB 767 (Pacheco)	<b>Crime Prevention: Protection of Public Officials:</b> This bill would provide that any person convicted of the commission or attempted commission of crimes against public officials performing official duties shall receive a five-year enhancement in addition and consecutive to the penalty prescribed.	Dead
AB 1053 (Thomson)	<b>Traumatic Brain Injury Services Funding:</b> This bill limits the application of the specified sums limitation to the 1996-97 fiscal year and would appropriate the moneys no longer subject to the limitation for purposes of the traumatic brain injury program.	Chapter No. 248
AB 1809 (Runner)	<b>Hate Crimes:</b> This bill would create a statewide hate crimes registry within the Department of Justice functionally similar to that required of sex offenders and would impose a registration requirement on every person who is convicted of a serious or violent felony where the victim suffers mental or physical injury, or a property crime committed against a religious organization where more than \$5,000 in damage was committed.	Dead
AB 1993 (Romero)	<b>Peace Officers: False Evidence:</b> This bill would make it a misdemeanor or a felony for a peace officer to willfully place physical evidence on a person or in a place under the possession and control of a person, with the specific intent to cause that person to be charged with a crime. Imposes a state-mandated local program.	Chapter No. 620
AB 2003 (Shelley)	<b>Arrests:</b> This bill would authorize a peace officer to arrest a suspect without a warrant when the officer has probable cause to believe that the suspect committed an assault or battery against another person with whom the suspect has a specified personal or domestic relationship under specified circumstances. Adds a dating relationship to the list of specified personal relationships justifying an arrest without a warrant.	Chapter No. 47

all three modules meets the requirements of the Regular Basic Course. The new format was approved by the Commission in January 1999 and replaced the Module A, B, C, and D Format on July 1, 1999.

In the Module A, B, C, and D format, the first three modules were reserve training and Module D was part of the Regular Basic Course. This is the reason that a supplemental course was needed to meet basic course requirements. The Regular Basic Course - Modular Format was designed as an alternate method of delivering the Regular Basic Course. For this reason, all three modules in this format are components of the basic course. As an individual completes each module he or she receives incremental credit toward the Regular Basic Course.

Staff is proposing that the statutory mandate that required the development of Module D be eliminated because there is no longer a need for a supplemental course due to the development of the Regular Basic Course - Modular Format. This could be accomplished by the introduction of legislation to amend the Penal Code by removing section 832.6(c)(5) (See attached)

Because the Module A, B, C, and D format has been replaced as the entry level training standard for reserves, the following steps have already been taken.

- Beginning July 1, 1999 there was a one-year overlap period during which Modules A, B, and C were certified for presentation to meet the needs of students who started in that format and wanted to complete these modules in order to meet the prerequisites for Module D.
- The term "Module A" is another name for the PC 832 Course. The use of this title to refer to the PC 832 Course has been eliminated.
- Effective July 1, 2000 all Module B and C courses were decertified.

Module D must be presented by an academy (one of the institutions authorized to present the Regular Basic Course). Eleven academies have been certified to present Module D. Currently only two academies are presenting the course. The other nine academies have completed their Module D presentations and have no plans for future presentations. In fact, four of the nine have voluntarily decertified the course. The two academies who are currently presenting the course have announced plans to discontinue the course in 2001. The last scheduled starting date for a Module D presentation is January 30, 2001 at Rio Hondo Regional Training Center in Los Angeles County.

The current plan is to leave Module D as a certified course until December 31, 2001 to allow individuals who have already completed Modules A, B, and C to meet basic



State of California

Department of Justice

## MEMORANDUM

To : Legislative Review Committee

Date: October 11, 2000

Tom Hood  
Bureau Chief

From : Commission on Peace Officer Standards &amp; Training

Subject: PROPOSAL TO ELIMINATE THE STATUTORY REQUIREMENT FOR  
MODULE D

Senate Bill 1874, which was signed by Governor Wilson in 1994, amended section 832.6 of the Penal Code and made several changes in the reserve program. One of these changes specified that all Level I reserve peace officers appointed on or after January 2, 1997 must complete the same entry level training as full-time regular officers. The legislation also required the Commission to develop a supplemental course for existing Level I reserve officers desiring to satisfy the basic training course for deputy sheriff's and police officers (Regular Basic Course).

Level I reserves appointed on or before January 1, 1997 were required to complete Reserve Training Modules A, B, and C and 200 hours of structured field training. The minimum hourly requirement for these modules was 222 hours. The Regular Basic Course has a minimum hourly requirement of 664 hours. The supplemental course required by Senate Bill 1874 had to be a minimum 442 hours to make up the difference between these two training formats. Commission staff, working with a committee of subject matter experts, developed Module D in January 1995 to meet the requirement for a supplemental course. Module D was approved by the Commission and certified for presentation in January 1996. Modules A, B, and C are prerequisites for Module D. Completion of Modules A, B, C, and D meets the requirements of the Regular Basic Course.

Subsequent legislative action further impacted the areas of assignment, supervision, and training for Level II and III reserves. Because of these changes, the Module A, B, and C format no longer met the entry level training needs of newly appointed Level II and III reserve officers. In January 1998, a project was initiated to develop a new entry level training system for all three levels of reserve officers. Staff, working in conjunction with two committees of subject matter experts, designed the Regular Basic Course - Modular Format as the new entry level training system for reserves. This format consists of three modules, one for each level of reserve officer. Completion of

course requirements in that format. However, from a practical point of view, none of the academies will be presenting the course in the future because of a shrinking student base.

If the Committee concurs with this proposal, it is recommended that Commission support be sought to sponsor a bill that addresses this issue.

Prepared by Senior Consultant Frank Decker



W.P.O.A.

7355 Dayton Ave.

Hesperia, CA

92345

September 3, 2000

Commission on Peace Officers

SEP 13 2000

Kenneth J. O'Brien  
1601 Alhambra Blvd.  
Sacramento, CA 95816-7083

Dear Exec. Director O'Brien,

We at the Women Peace Officer's Association of Ca. wish to once again make our nomination for our Post Advisory Comm. to be Ms. Leisha Lekawa.

Thank you for your continued support in our on-going seminars and law enforcement training.

Sincerely,

*Leslie A. Brewer*

Leslie A. Brewer  
Exec. Dir. WPOA

# Memorandum

Date: October 18, 2000

Commissioner's Office

October 18, 2000

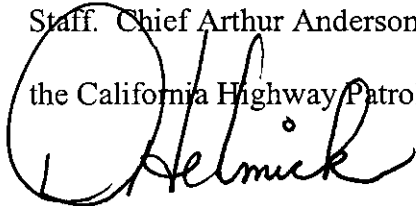
To: Commission on Peace Officer Standards and Training

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**  
Office of the Commissioner

File No.: 1.8078.A9458.post

Subject: **PEACE OFFICER STANDARDS AND TRAINING (POST) ADVISORY  
COMMITTEE**

On November 1, 2000, Chief Kevin Mince will be leaving the position as Commander of Personnel and Training Division and will be assigned to the Office of Assistant Commissioner, Staff. Chief Arthur Anderson will be replacing Chief Mince, and I request that he now serve as the California Highway Patrol representative to the POST Advisory Committee.



D. O. HELMICK  
Commissioner