

STATE OF CALIFORNIA
COMMISSION ON
PEACE OFFICER STANDARDS AND TRAINING
FINANCE COMMITTEE MEETING



TIME: 10:00 a.m.

DATE: Wednesday, October 22, 2014

PLACE: Commission on Peace Officer Standards
and Training
Pacific Palms Resort
One Industry Hills Parkway
City of Industry, California



REPORTER'S TRANSCRIPT OF PROCEEDINGS



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A P P E A R A N C E S

POST COMMISSION FINANCE COMMITTEE MEMBERS PRESENT

SYLVIA MOIR
(*Finance Committee Chair*)
Chief
El Cerrito Police Department

PETER KURYLOWICZ, JR.
Deputy Sheriff
Riverside County Sheriff's Department

LAREN LEICHLITER
Sheriff
San Bernardino County Sheriff's Department

JIM McDONNELL
Chief
Long Beach Police Department



POST STAFF PRESENT

(*participating staff*)

ROBERT STRESAK
Executive Director
Executive Office

JANICE BULLARD
Assistant Executive Director
(*Standards and Development Division*)
Executive Office

STEPHANIE SCOFIELD
Assistant Executive Director
(*Administrative Services Division*)
Executive Office

WILLIAM "TOBY" DARDEN
POST Commission Counsel
Department of Justice
Office of the Attorney General

A P P E A R A N C E S

POST STAFF PRESENT

(participating staff)

continued

MARIE BOUVIA
Executive Assistant
Executive Office

RON CROOK
Multimedia Specialist
Learning Technology Resources Bureau

DARLA ENGLER
Bureau Chief
Administrative Services Bureau

CONNIE PAOLI
Administrative Assistant to the Director
Executive Office



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Wednesday, October 22, 2014, 10:02 a.m.

City of Industry, California

--oOo--

COMMITTEE CHAIR MOIR: Good morning.

MS. PAOLI: Good morning.

COMMITTEE CHAIR MOIR: Thank you, Connie.

COMMISSIONER KURYLOWICZ: I said it, but my mike's not working.

COMMITTEE CHAIR MOIR: Good morning, Pete. We'll make sure your mike is working.

I would like to welcome you to the beautiful City of Industry, and call this meeting to order.

Connie, will you be doing the roll call?

MS. PAOLI: Moir?

COMMITTEE CHAIR MOIR: Here.

MS. PAOLI: Lowenberg?

(No response)

MS. PAOLI: McDonnell?

(No response)

MS. PAOLI: Doyle?

(No response)

MS. PAOLI: Kurylowicz?

COMMISSIONER KURYLOWICZ: Here.

MS. PAOLI: Leichliter?

COMMISSIONER LEICHLITER: Here.

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1 COMMITTEE CHAIR MOIR: Before we get into the
2 approval of the June 26th minutes, I would like to thank
3 POST staff for their continued professionalism in not
4 only providing extraordinary data for us to review, but
5 comprehensive and accurate data.

6 And then the staff that sets up these meetings, it
7 does not go unnoticed how seamless it is, and how you set
8 these meetings up in a way that can give us permission to
9 focus on what we need to focus on.

10 So thank you very, very much.

11 The first order of business is approval of the
12 June 26th, 2014, Finance Committee meeting minutes.

13 Any discussion, or can we move to a motion to
14 approve?

15 COMMISSIONER KURYLOWICZ: I make the motion to
16 approve. Kurylowicz.

17 COMMISSIONER LEICHLITER: I guess I'll second it.
18 Leichliter.

19 COMMITTEE CHAIR MOIR: Fantastic. Thank you,
20 gentlemen.

21 The second item of business is introducing Stephanie
22 Scofield for a report on revenue for fiscal year 2013 and
23 2014.

24 MS. SCOFIELD: Thank you, Madam Chair.

25 Good morning.

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1 COMMITTEE CHAIR MOIR: Good morning.

2 MS. SCOFIELD: At the October meeting, we report out
3 on our financial performance for the previous fiscal
4 year. So what we're going to be talking about is how we
5 performed for fiscal year 2013-14, to give you an overall
6 picture.

7 Item 2, we discuss our revenues, and we have
8 four pages. And we'll go through each page. And if you
9 have any questions, please just let me know.

10 Our first page indicates the State Penalty
11 Assessment Fund. And we have the comparison from fiscal
12 year 2012-13 through fiscal year 2013-14. And as you can
13 see, the gold bars are trending down for the entire year,
14 which is in line with the projections for the Department
15 of Finance.

16 At the bottom of the page, we have -- you can see
17 the comparison of revenue from the State Penalty
18 Assessment Fund from 2012-13 to 2013-14. We are down
19 overall 5 percent, from \$31 million to \$29.5 million,
20 between the two fiscal years. And this is from the State
21 Penalty Assessment Fund.

22 Moving to page 2 of 4, this is our Driver Training
23 Penalty Assessment Fund. And, again, you can see the
24 comparison between the fiscal years 2012-13 and for
25 2013-14.

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1 What was unique this year for 2013-14 was the fact
2 that we began to see revenue accruals beginning in
3 December, when the pattern used to -- has been that we
4 do not see the revenue until the end, the last quarter of
5 the fiscal year. So we began to see some revenue from
6 the Driver Training Penalty Assessment Fund in December.
7 And we hit the \$14 million, the same as 2012-13.

8 Any questions so far on the State Penalty Assessment
9 Fund or the Driver Training Penalty Assessment Fund?

10 *(No response)*

11 MS. SCOFIELD: Page 3 of 4. This is our other
12 sources of revenue. And this combines our coroner's
13 fees, or any fees we charge for basic course waivers,
14 any escheats on unclaimed checks. And the unique thing
15 here is in May, we saw a spike up to \$390,000. And there
16 is an asterisk at the bottom that shows that this was the
17 interest that we received on the payment of the
18 \$4 million loan.

19 In 2008, we loaned the General Fund \$5 million; and
20 in fiscal year 2013-14, we received the payment of
21 \$4 million. And in this current fiscal year, 2014-15,
22 we'll get the additional million. So the spike you see
23 there in May was the interest accrual on that.

24 So at the bottom of the page, you can see the
25 comparison from 2012-13 to 2013-14. And we did spike

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1 47 percent. But that is unique for us because we won't
2 see that interest again on that \$4 million because that
3 was a one-time interest.

4 So we average approximately \$400,000 to \$450,000
5 between our other sources of revenue.

6 Moving to page 4 of 4. This gives you a
7 comprehensive picture. On the left-hand side is the
8 monthly totals of the combination of all three of the
9 sources of revenue we just discussed. The right-hand
10 side shows the cumulative totals as we move down through
11 the months for fiscal year 2013-14.

12 At the bottom of the page, the totals on both sides
13 for the monthly as well as the cumulative are the same.
14 But you can definitely see the decrease from 2012-13 to
15 2013-14. We were down 2.51 percent on our overall
16 revenue between the three sources that we just described.

17 So we were trending down, which is in line with the
18 Department of Finance projections.

19 May I answer any questions on our revenues for
20 '13-14?

21 *(No response)*

22 MS. SCOFIELD: Moving on to Item 3. This is our
23 report on expenditures for the fiscal year 2013-14. And
24 at the top of the page, you can see the budget
25 authorization that we had for 2013-14 was \$59.6 million.

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1 And I'd like to make a correction here. At the top,
2 it says, "Projected expenditures," and these are actual
3 expenditures for 2013-14.

4 We have four main areas of our budget that are in
5 the Budget Act.

6 Our administration is our staff salary and benefits,
7 as well as all of our operating expenditures. And as
8 you can see, we expended 99 percent of our total
9 allocated budget in that area.

10 Our training contracts area includes all of our
11 training contracts, our letters of agreements, as well as
12 our conference-room rentals. We're hoping to see the
13 conference-room rentals expenditures going down in the
14 next several fiscal years due to our training space in
15 our new building.

16 Our total contracts were at \$18 million. And as you
17 can see, we expended \$20.0 million of the \$20.7 million
18 that we were allocated.

19 Our training reimbursements are divided into our
20 main areas of reimbursements for the local agencies.
21 I'm going to get into a little bit more detail in that in
22 Item 4. We were allocated 20 million, and we actually
23 expended \$15 million. And we're going to get into our
24 Expenditure Reduction Plan here in just one moment.

25 And the final area is our Museum of Tolerance,

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1 where we are allocated each year \$2 million for contract
2 training in our Museum of Tolerance, down here in
3 Los Angeles, as well as our reimbursements. And we spent
4 \$1.8 of the \$2 million this fiscal year.

5 *(Commissioner McDonnell entered the room.)*

6 MS. SCOFIELD: So let's talk about our Expenditure
7 Reduction Plan that began in January.

8 Our Expenditure Reduction Plan began in January of
9 this year, so we're six months into our Expenditure
10 Reduction Plan.

11 And for the first six months, from January to June,
12 we reported an estimated cost savings to the Department
13 of Finance of \$4.9 million between our savings on
14 reimbursements, as well as our contract costs. We
15 reported 4.9; and we actually attained a \$5.9 million
16 savings. So we were \$1 million over in our projected
17 cost savings to the Department of Finance.

18 Can we get a microphone for Commissioner McDonnell?

19 COMMISSIONER McDONNELL: Thank you. I'll just move
20 over there.

21 That's perfect.

22 MS. SCOFIELD: Thank you.

23 So we ended fiscal year 2013-14 with a balance of
24 \$6.0 million. And that's actually 10 percent of our
25 allocated budget going into our reserves. So we are

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1 in good shape coming out of 2013-14.

2 So our Expenditure Reduction Plan, our cost savings
3 that began in January is working. We're seeing some
4 success come out of it as we continue into '14-15,
5 because that plan goes to the end of this current fiscal
6 year.

7 May I answer any questions on our actual
8 expenditures for fiscal year 2013-14?

9 COMMITTEE CHAIR MOIR: I actually have one.

10 MS. SCOFIELD: Yes.

11 COMMITTEE CHAIR MOIR: Have you recognized from the
12 field any ramifications of the Expenditure Reduction
13 Plan?

14 MS. SCOFIELD: I think there's some -- the fact that
15 the field isn't receiving reimbursements for Plan IV's
16 and backfill has a significant impact to the field. But
17 in my conversations with representatives from the field,
18 they do understand the fact that we're all in this
19 together, and our revenues are declining from the Penalty
20 Assessment Fund. So I think we're at a point where the
21 field understands.

22 Could it be better? Yes. But we will know more
23 after the end of this current fiscal year for our
24 expenditures.

25 COMMITTEE CHAIR MOIR: Excellent. Thank you.

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1 EXECUTIVE DIRECTOR STRESAK: Madam Chair, I'd like
2 to reinforce that, that throughout the last year, there's
3 been an empathetic undercurrent of concern regarding
4 Plan IV reimbursements.

5 Recently, the California Peace Officers' Association
6 expressed its concern, once again. And the good news is
7 that every organization has come forward, and has been
8 willing to take a look at this collectively. And there
9 has been a few suggestions on the table to support us.
10 So that is appreciated, and that concern is still alive
11 and well.

12 COMMITTEE CHAIR MOIR: Thank you.

13 MS. SCOFIELD: With no questions on Item 3, we can
14 move to Item 4.

15 And this is going to provide you with more details
16 on our trainees and our reimbursements.

17 So for fiscal year 2013-14, we expended
18 \$15.1 million on our reimbursements. And our projected
19 trainees for this fiscal -- for the previous fiscal year
20 was 37,500; and we actually had 37,144. So we were at
21 99 percent of our actual projected number of trainees for
22 this fiscal year.

23 But as you can see in all categories, resident
24 subsistence, which is our lodging and meals; commuter
25 subsistence, which is our commuter lunches; resident

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1 travel; commuter travel; and our tuition, are all
2 trending down. And I attribute this to our cost savings
3 reduction plan for the previous fiscal year, for six
4 months.

5 We do see a spike in backfill. That increased from
6 2.8 to 3.3. Backfill was suspended as of January. But
7 we also need to keep in mind that we continue to get
8 reimbursements for the previous two fiscal years. And we
9 did see a spike in the reimbursement requests from the
10 previous two fiscal years. So that caused us to pay out
11 in the fiscal year -- so in the fiscal year 2013-14. So
12 we have suspended the backfill since January. And we're
13 not going to probably see that savings until further into
14 this fiscal year.

15 So overall, we reported, with our suspension
16 reduction plan, we had reported to the Department of
17 Finance a projected \$3.2 million savings for
18 reimbursements. And we actually saved \$5.1 million.
19 So we were ahead of our projections in that area as well.

20 May I answer any questions on the summary of
21 trainees and reimbursements?

22 *(No response)*

23 MS. SCOFIELD: We'll move on to Item 5.

24 This is our report on contracts. Each October, we
25 provide you with the status of all contracts entered into

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1 for the previous fiscal year. So in 2013-14, we entered
2 into 118 contracts. This is broken down per division.
3 And the way we set this up for you is on the left-hand
4 side, you'll see the actual name of the entity that we
5 entered into the contract with, and just a very brief
6 description of the scope of work of the contract.

7 You approve the recurring contracts at the
8 February meeting; and then at each October meeting,
9 we report out to you on the actual expenditures.

10 So the left-hand column there, on the right-hand
11 side, is the authorized contract amount. And the
12 right -- far right-hand column shows the expenditure
13 to date as of the end of the fiscal year, June 30th,
14 2014.

15 So I'm going to go through these per division.

16 If you have any questions on any of the specific
17 contracts, please let me know.

18 So our administrative contracts is really our
19 support side of the house. As we go through it, you'll
20 see it's copier maintenance and various subscriptions
21 we have.

22 The Executive Office, between our authorized
23 contract and our expenditures, we've expended 4 percent
24 of those authorized contracts.

25 And as we go through this, you'll see some zeroes.

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1 That doesn't mean we're not using the contract. What
2 that means is, we just haven't received any invoices yet.

3 So the Field Services Division, which is the Basic
4 Training Bureau and our Standards, Evaluation and
5 Research Bureau, their authorized contract amount totaled
6 \$91,000; and they've expended \$36,000. So they've
7 expended approximately 40 percent of their total
8 authorized contract amount.

9 The Standards and Development Division, at the end
10 of the page there, has expended \$386,000 of the
11 authorized \$401,000. So they're at 96 percent of their
12 authorized contract amount.

13 Moving to page 2 of 6. This continues with the
14 Administrative Services Division, which are contracts
15 under the Administrative Services Bureau, as well as
16 our Computer Services Bureau. They've expended
17 84 percent of the total authorized contracts amount;
18 the total authorized amount contract being \$426,000. And
19 expenditures to date is \$359,000.

20 So at the bottom of the page, you'll see the overall
21 administrative contracts total for all bureaus
22 is \$1.0 million; and expenditures as of June 30th is
23 \$786,000. So that is 77 percent of the total authorized
24 contract amount.

25 This concludes our administrative contracts.

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1 May I answer any questions on administrative
2 contracts?

3 *(No response)*

4 MS. SCOFIELD: Moving to 3, at page 3 of 6.

5 This begins our training contracts. This is really
6 where training delivery comes to the field and all of
7 our course delivery, to include basic entry-level
8 training courses, as well as our in-service training
9 courses. Again, this is broken down per division.

10 So the Administrative Services Division, our
11 e-workbook contracts, that is our work that we're doing
12 in converting the paperwork books into an e-book format.
13 As you can see, we've done a lot of work on it; we just
14 haven't received any invoices to date.

15 Our Field Services Division for our training
16 contracts, we have the Basic Training, Standards,
17 Evaluation and Research, and our Training Delivery and
18 Compliance Bureau. And you can see in our Training
19 Delivery and Compliance Bureau, this is all of our EVOC
20 contracts, motorcycle training, Department of Justice
21 trainings.

22 This continues -- the Training Delivery and
23 Compliance contracts continues on to page 4 of 6.

24 And the total of the Field Services Division, the
25 authorized contract amount is \$3.6 million. And this

1 area has expended \$1.3 million. So they've expended
2 37 percent of the total authorized contract amount.

3 The Standards and Development Division, that
4 includes our Learning Technology Resources Bureau and
5 our Management Counseling and Leadership Development
6 Bureau, which is all of our SLI training, Command
7 College, management, and supervisory training. Those
8 contracts continue on to page 5 of 6 for management
9 counseling and leadership development.

10 Our Training Program Services Bureau. This is
11 our bureau that houses the most training contracts.
12 For '13-14, they had 45 total contracts. And page 5
13 of 6, for Training Program Services, these are all of our
14 driving and force-option simulator driving contracts.
15 And that continues on to page 5 of 6 -- excuse me,
16 6 of 6.

17 And about three-quarters of the way down on the
18 page, you'll see the training contracts total for all
19 the divisions, is \$20.3 million. And we've expended
20 \$11.8 million of that, as of June 30th.

21 And then we have our Museum of Tolerance training.
22 And we've expended almost the full amount for the
23 authorized contract amount.

24 So the bottom of page 6 shows the total training
25 contracts that we've entered into is \$21.9 million.

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1 And to date, as of June 30th, we've expended 13.4.
2 So we've expended 61 percent of our total authorized
3 contracts amount.

4 May I answer any questions on our training contracts
5 for 2013-14?

6 *(No response)*

7 MS. SCOFIELD: I just want to take a brief moment
8 to commend our staff for our contracts.

9 As you can imagine, the execution and maintenance
10 of 118 contracts is extensive. And I want to thank our
11 contract unit as well as our program managers, because
12 they monitor that on a daily basis.

13 Moving on to Item 6. This is our budget for our
14 current 2014-15 fiscal year. This was reported to you
15 at the last meeting. The change that we have here for
16 you is on the very first line, our revenue projections,
17 the beginning balance.

18 Our initial projections for our reserve going into
19 2014-15 was \$11.1 million. And with our cost savings
20 reduction plan, we've actually hit \$17.1 million. So
21 that's 28 percent of our total revenue, which was a
22 35 percent increase from our original projections. So
23 that is very good news for the Commission.

24 And our Governor's budget allocation has stayed
25 the same. We're at \$53.6 million for this fiscal year.

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1 And we do have the note at the bottom of the page. We
2 have the \$3.2 million that we received from the General
3 Fund, in which we had discussions last time, and the
4 Commission voted to bring back the mental health training
5 reimbursements.

6 May I answer any questions for the budget for
7 2014-15?

8 COMMISSIONER LEICHLITER: No. Thank you.

9 MS. SCOFIELD: Moving on to Item 7.

10 This is our report on a request to augment our
11 contract for our Strategic Plan. And at the request
12 of our chair, Commissioner Moir, Assistant Executive
13 Director Jan Bullard will report out to you on this item.

14 MS. BULLARD: Good morning, Madam Chair, Members of
15 the Committee.

16 At the February 2013 meeting, the Commission
17 approved the Executive Director to enter into a contract
18 with a qualified vendor for the purposes of updating our
19 Strategic Plan.

20 CSU Sacramento Center for Collaborative Policy, or
21 CCP, was selected; and a design team was developed,
22 comprised of CCP and POST staff, for the purposes of
23 driving this process.

24 When the team began to work on identifying the
25 desired outcomes, it became very evident, very quickly,

1 that this was not like any other process we have ever
2 been involved in, that has a tendency to just develop
3 a list of projects.

4 This process has the ability and potential to
5 identify trends and issues that is going to allow us to
6 look internally at our structure, and also the overall
7 well-being and health of our organization.

8 The original contract amount was \$100,990. And
9 what that was going to allow CCP to do was to complete
10 30 interviews. And that's combined for internal and
11 external.

12 With the opportunity to expand what we can gain from
13 this process, the design team felt that it was imperative
14 that each POST employee be interviewed, either one-on-one
15 or in a group, as well as our external stakeholders. And
16 as our external stakeholder interviews were primarily our
17 Advisory and our Commission members, we also felt that
18 it was very important to develop and distribute online
19 a survey that would allow us a broader outreach
20 to our constituents, which we sent off to chiefs and
21 sheriffs from small, medium, and large, urban, rural
22 agencies, training managers, records supervisors, and
23 public-safety dispatchers.

24 So the cost of the expanded scope of work, which
25 was the increase in our number of interviews, and the

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1 development, distribution, and analysis of our survey,
2 was \$42,000, which is the amount that we are requesting
3 on this item.

4 This process is fluid, but it is also very
5 intuitive. And I think that it is providing us with
6 some valuable information that will strengthen us as
7 an organization, and help us enhance our service to
8 the field.

9 We have a breakdown of that \$42,000, which is
10 Attachment A to your item. And it is up on the screen
11 right now.

12 May I answer any questions regarding this item?

13 EXECUTIVE DIRECTOR STRESAK: Jan, thank you so much
14 for that report.

15 I just want to emphasize again, too, that how
16 thorough the examination of our organization has been,
17 and how much it has provided an opportunity for us to
18 look at our health and to look at our future, and to
19 allow us to look at those issues that, in turn, will
20 result in us becoming a stronger, more effective, more
21 efficient, and more of a cohesive organization in the
22 future, in terms of succession planning and our service
23 to the field.

24 So I remain very supportive of this effort. And
25 as Jan so appropriately described it as fluid. And I

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1 think it's been -- in terms of fluid in a situational
2 review, we've been able to flex as they develop
3 information. And I think, overall, I would encourage you
4 to continue to support this effort.

5 COMMITTEE CHAIR MOIR: Thank you.

6 I will say a big thank you to Jan for describing
7 that.

8 And it takes not only vision, but courage to take
9 a deep look at ourselves and our organizations in order
10 to move forward. So thank you very much for this.

11 MS. BULLARD: Thank you.

12 COMMITTEE CHAIR MOIR: Any other questions?

13 *(No response)*

14 COMMITTEE CHAIR MOIR: On this item, I'm going to
15 request a roll-call vote for approval.

16 Ms. Paoli, would you process the vote?

17 MS. PAOLI: Moir?

18 COMMITTEE CHAIR MOIR: Aye.

19 MS. PAOLI: Lowenberg?

20 *(No response)*

21 MS. PAOLI: McDonnell?

22 COMMISSIONER MCDONNELL: Aye.

23 MS. PAOLI: Doyle?

24 *(No response)*

25 MS. PAOLI: Kurylowicz?

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1 COMMISSIONER KURYLOWICZ: Aye.

2 MS. PAOLI: Leichliter?

3 COMMISSIONER LEICHLITER: Aye.

4 COMMITTEE CHAIR MOIR: A small but robust committee.
5 Thank you.

6 That concludes what is on our agenda, but for any
7 call for old business.

8 Any old business to review?

9 *(No response)*

10 COMMITTEE CHAIR MOIR: Moving on.

11 Any new business for this committee to consider?

12 *(No response)*

13 COMMITTEE CHAIR MOIR: Hearing none. But we do have
14 a comment from the Executive Director.

15 EXECUTIVE DIRECTOR STRESAK: Thank you, Madam Chair.

16 Madam Chair and Commissioners, I just, once again,
17 would like to reemphasize my appreciation to Stephanie,
18 Darla, Jeff, Donna, and the rest of POST staff in being
19 very cohesive and very committed to our effort to restore
20 our fiscal strength.

21 As this report indicates, is that we continue to
22 struggle with declining revenues; but we square that
23 against our own internal efforts to balance that decline
24 in revenues.

25 And while we are balancing dollars, we still face

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1 the challenge of balancing service to the field and
2 reimbursements in the form of Plan IV and other courses.

3 So I remain thankful for the support we've received
4 from the field. I remain thankful for their patience in
5 this effort. But most of all, I just remain appreciative
6 for the efforts that this staff has made to serve you,
7 and the professionalism of the State of California.

8 Thank you.

9 COMMITTEE CHAIR MOIR: I will echo that.

10 And the absence of questions from this committee
11 only reflects the accuracy and detail that we are
12 provided by the POST staff. They've done an
13 extraordinary job. So thank you.

14 That concludes the Finance Committee meeting.
15 Thank you very much.

16 *(The Finance Committee meeting concluded*
17 *at 10:29 a.m.)*

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REPORTER'S CERTIFICATE

I hereby certify:

That the foregoing proceedings were duly reported by me at the time and place herein specified; and

That the proceedings were reported by me, a duly certified shorthand reporter and a disinterested person, and was thereafter transcribed into typewriting.

In witness whereof, I have hereunto set my hand on November 12th, 2014

Daniel P. Feldhaus
California CSR #6949
Registered Diplomat Reporter
Certified Realtime Reporter