



## Administrative Progress Report (APR) August 2009

**To: POST Commissioners and Advisory Committee Members**

**From: POST STAFF**

The Administrative Progress Report (APR) is a monthly status report that informs POST Commissioners and the California law enforcement community of recent progress on POST projects and instructional programs under development, and other information of importance to our mission to continually enhance the professionalism of California law enforcement.

### **SHERMAN BLOCK SUPERVISORY LEADERSHIP INSTITUTE ATTAINS 20-YEAR MILESTONE**

This summer marked the 20<sup>th</sup> year of graduation of classes from the Sherman Block Supervisory Leadership Institute (SLI). Class Number 1 graduated on July 12, 1989, and Classes 257 and 258 graduated in August 2009. The number of SLI graduates now totals 5,822!

The SLI is designed to stimulate personal growth, leadership, and ethical decision-making among California law enforcement front-line supervisors. Students must have completed two years of full-time supervisory experience and have served in that capacity while attending the SLI. The SLI curriculum takes students through an analysis of management and leadership and how each discipline complements the other. The course, which consists of eight, 24-hour sessions held approximately every four weeks, progresses from self-evaluation, to interpersonal evaluation, to organizational relationships.

Questions about the SLI may be directed to Senior Consultant Charles Evans, Center for Leadership Development Bureau, at (916) 227-2824 or [Charles.Evans@post.ca.gov](mailto:Charles.Evans@post.ca.gov).

### **POST BEGINS PLANNING FOR 2010 SYMPOSIA**

Planning is underway for the 2010 Detective Symposium and the 2010 Instructor Symposium. The contractors have assembled working committees to begin outlining the meetings and assigned tasks. The 2010 Detective Symposium will be held April 27–29, 2010, at the Westin Hotel in San Diego. The 2010 Instructor Symposium will be held June 8–11, 2010, at the Marriott Mission Valley, San Diego.

Questions about each upcoming symposium may be directed to Bureau Chief Ed Pecinovsky, Training Program Services Bureau, at (916) 227-2820 or [Ed.Pecinovsky@post.ca.gov](mailto:Ed.Pecinovsky@post.ca.gov).

## **QUARTERLY INSTITUTE OF CRIMINAL INVESTIGATION PRESENTER MEETING**

The Robert Presley Institute of Criminal Investigation (ICI) Presenter Update Meeting was held on August 18, 2009, in Burbank. This meeting was conducted by ICI Program Manager, Senior Consultant Anne Brewer, and Bureau Chief Ed Pecinovsky, Training Program Services Bureau.

The meeting consisted of the following ICI course presenters: the Department of Justice (DOJ), the Fresno State Center Regional Training Facility, the Los Angeles Police Department, the Los Angeles County Sheriff's Department, the Sacramento State College of Continuing Education, the San Diego Regional Training Center, the San Francisco Police Department, and San Jose State University.

Highlights of the meeting included group discussions and feedback for course budget reduction suggestions, possible benefits and usability of Course Administrator's End of Course Report, and an overview of the 2010 Detective and Instructor training symposiums. A "Victims of Violence" Telecourse DVD was provided to each presenter and will be provided to all students attending the ICI Core Course.

The standardization of the length of the ICI Core Course curricula was discussed. This course is currently 80 hours; however, some topics vary slightly in nature and time among the various presenters. The goal of all ICI Core Course presenters is to determine the necessary curriculum to present this course on a more consistent basis.

Questions about the ICI Program may be directed to Program Manager, Senior Consultant Anne Brewer, Training Program Services Bureau, at (916) 227-4895 or [Anne.Brewer@post.ca.gov](mailto:Anne.Brewer@post.ca.gov).

## **POST CONDUCTS INTERNAL RECORDS RETENTION TRAINING**

Staff from the Information Services Bureau in conjunction with Ramona Gutierrez, Records Management Consultant, with the State Records Center, provided a two-hour training class on POST Internal Records Retention Program. The class was attended by 27 POST staff including bureau chiefs, analysts, and bureau secretaries. The class covered State Administrative Manual (SAM) guidelines on records retention and POST's role in the records retention process.

Attendees were encouraged to bring their respective bureau retention schedules to review and compare to samples provided by the instructors. The relationship between the retention schedules and preparation of records transfer lists were discussed. Attendees viewed a video on the hazards of improper records storage. Staff is encouraged to contact the Information Services Bureau for assistance and questions on their records retention needs.

Questions about POST Internal Records Retention Program may be directed to Associate Analyst Connie Paoli, Information Services Bureau, at (916) 227-4854 or [Connie.Paoli@post.ca.gov](mailto:Connie.Paoli@post.ca.gov).

## **ANNUAL RESERVE PEACE OFFICERS CONFERENCE**

The California Reserve Peace Officers' Association held its annual training conference in San Diego on August 27-29, 2009. Approximately 475 reserve officers and coordinators from throughout the state were in attendance. The training consisted of 19 different classes covering a variety of subjects. Officers attending the conference could receive up to 24 hours of training to meet the Continuing Professional Training requirement. As part of the conference, Bureau Chief Frank Decker, Senior Consultant Jan Bullard and Senior Consultant Robert Ziglar presented an eight-hour update on the Reserve Peace Officer Program to approximately 85 attendees. The subjects included: 1) reserve levels, 2) peace officer selection, 3) entry-level and in-service training requirements, 4) requalification, 5) course presentation, and 6) compliance reviews.

Questions about the Reserve Coordinator Update may be directed to Senior Consultant Robert Ziglar, Basic Training Bureau, at (916) 227-3454 or [Robert.Ziglar@post.ca.gov](mailto:Robert.Ziglar@post.ca.gov).

## **PROGRESS CONTINUES ON THE PUBLIC SAFETY DISPATCHER BASIC COURSE UPDATE PROJECT**

Staff from the Basic Training and Standards and Evaluation Services bureaus met in August with subject matter resources to continue the update of the Public Safety Dispatcher (PSD) Basic Course curriculum. The third project meeting included updating the PSD Basic Course training specifications and developing expanded course outlines for the learning domains. The group will meet again in September to finalize the learning activities associated with the 14 learning domains.

Questions about the dispatcher research project may be directed to Senior Consultant Lou Madeira, Standards and Evaluation Services Bureau, at (916) 227-4871 or [Lou.Madeira@post.ca.gov](mailto:Lou.Madeira@post.ca.gov); or Senior Consultant Don Shingara, Basic Training Bureau, at (916) 227-3935 or [Don.Shingara@post.ca.gov](mailto:Don.Shingara@post.ca.gov); or to Senior Personnel Selection Consultant Bill Groome, Standards and Evaluation Services Bureau, at (916) 227-3255 or [Bill.Groome@post.ca.gov](mailto:Bill.Groome@post.ca.gov).

## **STATEWIDE CORONER JOB ANALYSIS CONTINUES**

The project to identify critical components of the California coroner profession continues. The purpose of the project is to establish a basis for training and selection of California coroners. In August, POST staff visited the Orange County Coroner's Office, the Placer County Sheriff's Office, and the El Dorado County Coroner's Office. During these visits, POST staff shadowed and interviewed deputy coroners and forensic pathologists as they completed death investigations and daily duties. The information will be combined with that from other counties and integrated with a comprehensive literature review to identify the common elements in death investigations throughout the state.

Site visits and other information-gathering activities for this project will conclude in November 2009. Findings will be reviewed by subject matter resources to ensure accuracy and completeness. It is anticipated that a final project report will be presented to the Commission in June 2010.

Questions about the Coroner Job Analysis Project may be directed to Senior Personnel Selection Consultant Elizabeth Wisnia, Standards and Evaluation Services Bureau, at (916) 227-4830 or [Elizabeth.Wisnia@post.ca.gov](mailto:Elizabeth.Wisnia@post.ca.gov); or Personnel Selection Consultant Tammura Hawthorne-Brown, Standards and Evaluation Services Bureau, at (916) 227-2810 or [Tammura.Brown@post.ca.gov](mailto:Tammura.Brown@post.ca.gov).

## **ONE OFFICER’S MUSEUM OF TOLERANCE EXPERIENCE DOCUMENTED**

The Simon Wiesenthal Museum of Tolerance (MOT) has served law enforcement officers over the last 13 years by providing training courses such as “Tools for Tolerance,” “Racial Profiling Train-the-Trainer,” “Command Staff Tools Program,” and “Supervising Line Staff.” Recently, MOT has assisted POST staff with coordinating and funding training for the Supervisory Leadership Institute (SLI) program.

Periodically, officers are so touched by the MOT experience that they send testimonials relating to the training. The following is one such letter with selected excerpts:

*Several years ago we all came to the MOT for your Tools for Tolerance for Law Enforcement Training. When I first was told that this was required training and that my attendance was mandatory, I was not pleased. After all, I had been a professional law enforcement officer for many years and believed that I enforced the laws of our state equally and without prejudice. I felt that this training would be a waste of time...*

*As I walked through the museum, I found myself interested in what I was experiencing. As we walked through the Anne Frank display, I could feel (if only in a small part) the fear she and her family lived with every day for two years. As we continued on I learned how one person can sway the minds of a nation into seeing and believing that which is not true.*

*After our tour of the museum we went to a small lecture hall. A man introduced the speaker; her name was Rose or Ruth. I remember she was so tiny and had curly hair that was now more gray than its original auburn when she was a younger girl. As the woman began to speak, I had trouble understanding her through her thick accent, but as her story of oppression, desperation, loss, and ultimately survival began to unfold, I found myself mesmerized by the story. During one particularly dramatic point the lady raised her arms and the sleeve of her blouse fell backwards down her arms and there for the entire room to see was the identity tattoo that was placed on her somewhere along her journey to Auschwitz–Birkenau. Although she did not mention it or make any reference to it, you could tell that it was an accepted part of her life, nothing to be proud of yet again nothing to be ignored. Seeing this made the reality of her ordeal hit me like a freight train. Well, needless to say the tears started and I was completely captivated and moved by her story. I was so moved that a month later I brought my two children up to LA to experience the MOT....*

*Thank you for your life changing experience.*

Questions about the Museum of Tolerance may be directed to Senior Consultant April Crume, Training Program Services Bureau, at (916) 227-0473 or [April.Crume@post.ca.gov](mailto:April.Crume@post.ca.gov).

## THE VEHICLE OPERATIONS TRAINING ADVISORY COUNCIL MEETS

The Vehicle Operations Training Advisory Council (VOTAC) met in San Diego during August. The purpose of the meeting was to refine the “next steps” from the *Driver Training Study: Volume I* and the initial work performed by the VOTAC Research Team. It also provided the opportunity for the members of the research team to be introduced to the members of the VOTAC.

Each of the researchers discussed his or her background and areas of expertise. The work to be done includes developing the means for a pilot study to be undertaken at several basic academies to assess the integration of driving simulators into basic training. Agencies will be surveyed to define the direction and objectives of the study. Case studies will identify common factors that may contribute to preventable traffic collisions by interviewing officers, supervisors, and executives. Additional analyses will identify the agencies with exceptionally high or low incidents of traffic collisions. This information will identify factors that may contribute to the high/low traffic collision outcomes and some of the causal factors that may be mitigated through the application of best practices.

The Research Team will meet periodically over the next several months to formulate survey instruments, conduct one-on-one interviews, and compile the data for discussion at the next VOTAC meeting. The next VOTAC meeting is scheduled for early 2010.

Questions about VOTAC may be directed to Project Manager, Senior Consultant Bryon Gustafson, Training Program Services Bureau, at (916) 227-3902 or [Bryon.Gustafson@post.ca.gov](mailto:Bryon.Gustafson@post.ca.gov); or Bureau Chief Ed Pecinovsky, Training Program Services Bureau, at (916) 227-2820 or [Ed.Pecinovsky@post.ca.gov](mailto:Ed.Pecinovsky@post.ca.gov).

## POST EMPLOYEE HIGHLIGHTS



### Featured Employee – Donna Wootton

Donna Wootton was born and raised in Bellefonte, Kentucky. In 1979, after graduation from high school, she joined the Air Force and served on Active Duty until April 1988. Donna had her first child in April 1988 and left active duty to join the Air Force Reserves. In September 1989, Donna began her career at POST and worked in various support assignments until 2003.

In March 2003, Donna was activated by Presidential call-up to serve on active duty and support the 75<sup>th</sup> Logistics Readiness Squadron at Hill Air Force Base in Utah. In September 2005, she was deployed to Balad AB, Iraq as the Flight Chief, Force Protection Flight, 332nd Expeditionary Civil Engineering Squadron.

In March 2007, she was deactivated and returned to her job at POST where she now works in POST’s Personnel Unit as a Staff Services Manager I. She retired from the Air Force Reserves in June 2009. Donna lives in Sacramento and has three children. She enjoys spending time with her family, working around her house, hiking, camping, fishing, working out, and riding motorcycles.

## CALENDAR OF EVENTS ON THE POST WEBSITE

For security reasons, the POST Calendar of Events is located in the Flagship Network on the POST Website. The Flagship Network is an electronic bulletin board for the Commission and sworn law enforcement personnel accessed via a user identification and password. The site may be accessed at [http://www.post.ca.gov/Resources/Library\\_Services/Flagship\\_Network\\_Instructions.asp](http://www.post.ca.gov/Resources/Library_Services/Flagship_Network_Instructions.asp). If you have access to the network but have forgotten your user identification or password, please send an email to [Clearinghouse@post.ca.gov](mailto:Clearinghouse@post.ca.gov).

## LEGISLATIVE UPDATE - STATUS OF CURRENT LEGISLATION

The following are bills in Legislative Session 2008/09 on which the Commission has taken, or will consider taking, a position.

Bill # and Author	Title, Summary, and Commission Position	Status of Bill
<p><a href="#"><u>AB 297</u></a> (Solorio)</p>	<p><b>Criminal History Information: Law Enforcement Employees.</b> Requires the Department of Justice to disseminate the date and agency name associated with all retained police officer or non-sworn law enforcement agency employee pre-employment criminal offender record information search requests. Requires the department to retain an individual's fingerprint images and related information submitted as part of such requests.</p> <p>Commission Position: Support.</p>	<p>Chapters 08/06/09</p>
<p><a href="#"><u>AB 423</u></a> (Torres)</p>	<p><b>Emergency Telephone Systems.</b> The bill would require the review and update of technical and operational standards for public agency systems to include standards for recruitment and training of public safety dispatchers. The review is to include evaluations of issues related to the receipt of calls in a language other than English by public safety dispatchers at a Public Safety Answering Point, the need for additional recruitment of multilingual public safety dispatchers, and whether the Communications Division should require all public safety dispatchers to complete the Public Safety Dispatcher Course offered by the Commission on Peace Officer Standards and Training.</p> <p><b>Commission Position:</b> Neutral.</p>	<p>Senate Third Reading 09/02/09</p>

<b>Bill # and Author</b>	<b>Title, Summary, and Commission Position</b>	<b>Status of Bill</b>
<p><a href="#"><u>AB 504</u></a> <b>(Furutani)</b></p>	<p><b>Peace Officers: Training.</b> This bill would require the Commission to create and make available to all law enforcement agencies as part of basic training a training component on how to recognize and interact with persons carrying a kirpan, as specified. This bill would define a kirpan as a blade that resembles a sword and is required to be carried as an integral part of the practice of the Sikh faith.</p> <p><b>Commission Position:</b> Neutral.</p>	<p>Enrolled 09/01/09</p>
<p><a href="#"><u>AB 1286</u></a> <b>(Huber)</b></p>	<p><b>Firearms: Purchasing Restrictions.</b> This bill would add to the list of exempted entities, community colleges that are certified by the Commission on Peace Officer Standards and Training to present the law enforcement academy basic course or other Commission-certified law enforcement training.</p> <p><b>Commission Position:</b> None Taken.</p>	<p>Chaptered 08/06/09</p>

REPORT DATE: August 31, 2009