



## Administrative Progress Report (APR) July 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.

### **POST 50<sup>TH</sup> ANNIVERSARY WRAP-UP**

While POST will continue to celebrate its 50 years of service through the rest of 2009, the facility renovation, open house, and reception are now a part of our history. Staff received many favorable comments about the new look of the lobby. The open house and the reception were well attended. Everyone seemed to have a good time as old friendships were renewed, history recounted, and new friends were made.

Thank-you letters are going out to sponsors and all those who worked to make the events of July 21, 22, and 23 a reality. While money is still coming in from the sale of merchandise items, commemorative memorabilia, and other items, it appears that Concerns of Police Survivors (COPS) will receive approximately \$10,000 from the event.

Thanks to all for your participation and support.



Executive Director Paul Cappitelli presented plaques to Attorney General Jerry Brown and to former Senator Robert Presley during the POST 50th Anniversary.

## CONTROLLER’S AWARD FOR EXCELLENCE IN FINANCIAL REPORTING

On July 22, POST received the State Controller’s Office (SCO) “Award for Achieving Excellence in Financial Reporting.”

To qualify for the award, state agencies must follow specific criteria outlined in the *Controllers Year-End Financial Report Instructions*. The criteria includes timely submission of financial reports, accurate accounting, and use of proper account titles and codes. Additionally, “... the financial information in the reports must be comparable with the expenditure and revenue budgetary schedules 10 and 10R submitted to the Department of Finance for the 2007-2008 fiscal year.” The Controller’s letter concludes by stating: “Your agency has successfully met all of the program requirements.”

Bureau Chief Tom Liddicoat, Budget Officer Karen Cramer, Accounting Supervisor Francis Dugyon and Accounting Officer Teresa Keller are to be commended for their conscientious attention to detail and accuracy in reporting fiscal transactions at POST. It is through their diligence that POST enjoys a harmonious working relationship with two of the state’s main control agencies: the Office of the State Controller and the Department of Finance.



Questions about the Controller’s award may be directed to Assistance Executive Director Dick Reed, Executive Office, at (916) 227-2809 or [Dick.Reed@post.ca.gov](mailto:Dick.Reed@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 June with subject matter resources to continue the update of the Public Safety Dispatcher (PSD) Basic Course curriculum. The second meeting for the project updated the PSD Basic Course training specifications and validated the specifications by matching them with core tasks, incidents, skills, and knowledge. The group will meet again in August and September to update and finalize suggested learning activities associated with each of the 14 Learning Domains in the PSD Basic Course.

Questions about the PSD Basic Course project may be directed to Senior Law Enforcement Consultant Don Shingara, Basic Training Bureau, at (916) 227-3935 or [Don.Shingara@post.ca.gov](mailto:Don.Shingara@post.ca.gov).

## **MODULAR FORMAT REQUALIFICATION**

The Regular Basic Course – Modular Format is composed of three modules: III, II, and I. Completion of Module III satisfies the basic training requirement for Level III reserve peace officers, completion of Modules III and II meets the training requirement for Level II reserve peace officers, and completion of all three modules satisfies the Regular Basic Course training requirement.

Commission Regulation 1008 requires individuals who previously completed a basic training course to requalify prior to exercising peace officer powers if they: have not been employed as a peace officer within three years of the course completion date or have a three-year or longer break in service as a peace officer.

Effective July 1, 2008, individuals who have completed Module III or Modules III and II, and have not served as a Level III or II reserve peace officer respectively for the three-year period, may requalify their training by successfully completing the appropriate course or successfully completing the requalification examination process. The examination process consists of the appropriate comprehensive end-of-course proficiency test and skills testing in arrest and control techniques and firearms. Individuals who have completed all three modules are required to repeat and successfully complete the Regular Basic Course, or the POST-certified, 136-hour Requalification Course after a three year break in service.

Questions about the requalification process, authorized test centers, and certified presenters of the Requalification Course may be directed to Bureau Chief Frank Decker, Basic Training Bureau, at (916) 227-4252 or [Frank.Decker@post.ca.gov](mailto:Frank.Decker@post.ca.gov), or to the POST website at <http://www.post.ca.gov/Training/Requalification/>.

## **POST STAFF ATTENDS “LAW ENFORCEMENT EXECUTIVE SUMMIT: GLOBAL CRIME...LOCAL THREATS...PROTECTING YOUR COMMUNITY”**

Staff from the Center for Leadership Development Bureau attended a one-day conference for law enforcement executives and managers on global and local crime threats and how they impact our communities. The event was held July 7, in Redwood City, under the auspices of the Northern California High Intensity Drug Trafficking Area and the Northern California Regional Intelligence Center. The conference featured speakers addressing hate crime, international and domestic terrorism, and crimes in Mexico and the impact within the United States.

Intelligence-led policing (ILP) was highlighted for combating the type of crimes discussed by identifying threats posed by terrorists or criminal enterprises and stopping them before crimes can occur. The intelligence cycle (i.e., collecting and analyzing information and disseminating the intelligence) is the core of ILP. Intelligence-led policing uses both tactical intelligence -- focused on a specific, short-term objective (e.g., a drug raid) and strategic intelligence -- focused broadly on a long-term objective (e.g., reduction of influx of drugs across the Mexico and U.S. border) to optimize agency resources.

The keynote speaker was Bart Johnson, Acting Under Secretary for Intelligence and Analysis, Department of Homeland Security. Mr. Johnson stressed the importance of local agencies' information gathering and reporting efforts. He spoke from the context of his experience as a colonel with the New York State Police at the time of the September 11, 2001, terrorist attacks and his subsequent work in fusion center (regional centers for receiving and analyzing crime-related information) development.

The conference proceedings were relevant to the Command College curriculum with the examination of issues of consequence to law enforcement and knowledge about the ethics and privacy issues within intelligence operations.

Questions about the Law Enforcement Executive Summit may be directed to Senior Consultant Karen Lozito, Center for Leadership Development Bureau, at (916) 227-4892 or [Karen.Loizito@post.ca.gov](mailto:Karen.Loizito@post.ca.gov). Requests for more information about the Center for Leadership Development programs may be directed to Office Technician Nani Vang, Center for Leadership Development Bureau, at (916) 227-2821 or [Nani.Vang@post.ca.gov](mailto:Nani.Vang@post.ca.gov).

## **EXECUTIVE DEVELOPMENT COURSE FILLED FOR FY 2009-2010**

The six scheduled sessions of the FY 2009-2010 POST Executive Development Course (EDC) are filled. The EDC is the prerequisite for agency heads to obtain POST's Executive Certificate. The course is interactive and provides training on a variety of topics associated with organizational dynamics and development, personal and group leadership, and communications skills.

Questions about the EDC may be directed to Senior Consultant Karen Lozito, Center for Leadership Development Bureau, at (916) 227-4892 or [Karen.Loizito@post.ca.gov](mailto:Karen.Loizito@post.ca.gov).

## **NEW ON THE POST LEARNING PORTAL: ENVIRONMENTAL CRIMES INVESTIGATIONS OVERVIEW**

For officers who have an interest in environmental crimes, a new scenario-based online course, includes factors unique to environmental crimes investigations, civil and criminal codes, resources available for assistance, safety issues, and search and seizure issues. This course was created with funding from the CAL/EPA Environmental Enforcement and Training Grant Program.

The course is now available on the POST Learning Portal. Two hours of CPT credit are offered for completion of the course.

Questions about the Environmental Crimes Investigations Overview course may be directed to Senior Instructional Designer Catherine Bacon, Training Program Services Bureau, at (916) 227-4546 or [Catherine.Bacon@post.ca.gov](mailto:Catherine.Bacon@post.ca.gov).

## **BASIC COURSE PHYSICAL CONDITIONING REVISION PROJECT UPDATE**

In July, staff concluded a series of regional workshops designed to help evaluate the feasibility of revising the Basic Course Physical Conditioning Program and other elements of the Lifetime Fitness Learning Domain. The workshop, hosted by the San Jose Police Academy, was the third workshop in which academy managers and physical training instructors identified program-related problems, issues, needs, and priorities. Eighteen academies were represented in these workshops.

The Basic Course Lifetime Fitness learning domain includes four components: physical conditioning, classroom learning activities, assessment testing, and the work sample test battery. Problems, issues, academy needs, and priorities related to each of these learning domain elements were discussed in the three workshops. Participants in most groups agreed that all four components should be updated and that a physical conditioning program update should be given the highest priority.

This project originated from recent academy inspections that showed academy instructors are using more modern training techniques and practices to train muscular endurance, explosive power, speed, and agility. Many of these techniques and practices are highly effective as shown by current research. They are also supported by published standards of acceptable practice.

Questions about the Basic Course Physical Conditioning Program may be directed to Senior Personnel Selection Consultant Michael Catlin, Standards and Evaluation Services Bureau, at (916) 227-2570 or [Michael.Catlin@post.ca.gov](mailto:Michael.Catlin@post.ca.gov).

## **CLASS ONE OF MASTER INSTRUCTOR GRADUATES**

On July 9, 2009, the first class of the Level Four Master Instructor program graduated. The revised Instructor Development Institute (IDI) is the progression of instructor development that can be completed at the convenience of the student.

The graduates of Class One of Level Four are already sharing their skills with others by teaching the courses they have developed or by building better instructional programs within their agencies. The graduates were supported by their agency heads, many of whom were present. Many friends and families of the graduates attended the ceremony.

The course facilitators were Jim Fraser and Roger Ruge. The San Diego Regional Training Center is the presenter of Level-Three and Four of the IDI. Assistant Director Alan Deal congratulated the graduates on behalf of Executive Director Paul Cappitelli and the entire Commission.

Questions about the Master Instructor Graduates 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).

## **POST RELEASES TELECOURSE FOR CASES INVOLVING THE SUDDEN DEATH OF AN INFANT (SIDS)**

The California POST Training Network (CPTN) has released a SIDS training telecourse in accordance with Penal Code Section 13519.3 which requires the Commission on POST to establish guidelines and training for law enforcement response to the sudden death of infants.

SIDS is the sudden, unexplained death of an apparently healthy infant, generally occurring within one year of birth. SIDS is the leading cause of death among infants and may affect grieving parents and care providers in many ways. Law enforcement has a legal obligation to thoroughly investigate incidents of infant death. Responding officers must have the skill, knowledge, and sensitivity necessary to conduct the investigation in a manner that ensures a competent inquiry while remaining aware of the impact upon the survivors.

The program examines the factors and conditions that may determine whether an infant's death can be attributed to Sudden Infant Death Syndrome or Sudden Unexplained Infant Death. It shows how using non-judgmental and sympathetic communication may help the investigation with caregivers and families. Experts demonstrate the standard procedures specific to SIDS cases that must be followed during a SIDS investigation.

The *SIDS: Response to Infant Death* telecourse was mass-mailed to all certified telecourse presenters and academies in the POST Program at the end of June 2009.

Questions about the SIDS telecourse may be directed to Senior Consultant Jody Buna, Training Program Services Bureau, at (916) 227-4896 or [Jody.Buna@post.ca.gov](mailto:Jody.Buna@post.ca.gov).

## **THE LEGISLATIVE PROCESS AND LAW ENFORCEMENT**

On July 15, 2009, POST staff introduced a new class to POST's Command College called: "Legislative Process and Law Enforcement." Students were introduced to basic legislative theory, bill analysis, and the importance of monitoring legislation that could impact budget or operational aspects of their agencies. The class participated in an interactive exercise that required them to introduce a legislative proposal, present it to a legislative policy committee who questioned them, and, then, voted on their proposal. The class visited the Capitol to hear presentations by consultants from both Assembly and Senate Public Safety Committees.

Questions about the Legislative Process and Law Enforcement class may be directed to Bureau Chief Bob Stresak, Legislative Liaison, Executive Office, at (916) 227-2085 or [Bob.Stresak@post.ca.gov](mailto:Bob.Stresak@post.ca.gov).

## **BASIC COURSE SKILLS TESTING PROJECT UPDATE**

POST Strategic Plan Objective A.4.02 directs staff to establish standardized basic course skills testing for three Basic Course Learning Domains: Vehicle Operations, Arrest Methods, and Firearms. This project was expanded to include the PC 832 skills testing of Arrest Methods and Firearms.

All skills competency test validation studies have been completed, and the new test forms are posted on the Basic Course Informational website. Additionally, the Training and Testing Specifications for these Learning Domains have been modified and approved by the Commission and are now available on the POST website at [www.post.ca.gov](http://www.post.ca.gov).

The new skills testing forms are required as of July 2009. The skills testing forms are required unless an agency has a POST-approved, alternative form. Alternative forms must contain the same performance dimensions and observable behaviors that are on the POST skills testing forms.

The training sessions to administer the Firearms and Vehicle Operations tests have been completed. One additional training session for the Arrest Methods test is scheduled for October 2009. Training sessions for PC 832 forms for firearms and arrest methods are ongoing. Also, online training courses for each of these tests is nearing completion and will be available this fall via the POST Learning Portal.

Questions about the Basic Course Skills Testing Project may be directed to Bureau Chief Ken Krueger, Standards and Evaluation Services Bureau, at (916) 227-4832 or [Ken.Krueger@post.ca.gov](mailto:Ken.Krueger@post.ca.gov).

## **POST STAFF ATTENDS WORLD FUTURE SOCIETY'S ANNUAL CONFERENCE**

Staff assigned to the Center for Leadership Development Bureau attended the World Future Society's Annual Conference in Chicago on July 16-19. Attendees from almost 40 countries exchanged information in the context of the conference theme of "Innovation and Creativity in a Complex World." The conference afforded participants a comprehensive overview of futures thinking and techniques to help understand, anticipate, and manage change. Topic coverage included: "The Ethics of the Future," "The Living Organization: A Leader's Guide to Success in the 21<sup>st</sup> Century," "Policing a Complex World: Challenges of Stability in the Context of Differing Threats," and "Developing Creative Public Safety Leaders to Cope with a Complex Multinational World."

Attendance at the conference contributed to POST's Strategic Plan objective involving creation of a futures planning capability within POST. Conference benefits also included the opportunity to scout for dynamic instructors and cutting-edge futures topics for Command College.

Questions about the World Future Society's Annual Conference may be directed to Senior Consultant Karen Lozito, Center for Leadership Development Bureau, at (916) 227-4892 or [Karen.Loizito@post.ca.gov](mailto:Karen.Loizito@post.ca.gov).

## **SHERMAN BLOCK SUPERVISORY LEADERSHIP INSTITUTE FACILITATORS MEET**

Facilitators and the program manager of the Sherman Block Supervisory Leadership Institute (SLI) convened in Sacramento in July. The purpose of the meeting was to: 1) enhance facilitator skills, 2) review design, programming, and sequencing of curriculum, and 3) review course evaluations and the evaluation instrument. Extended sessions were dedicated to the topics of emotional intelligence and generational attributes for Baby Boomers, Generation X, and Millennials.

The meeting coincided with POST's 50<sup>th</sup> Anniversary celebration, and facilitators toured POST's facilities. The tour included a presentation by Library staff on academic research methodology and strategies for navigating the POST Website to access materials on leadership themes. Also, while on-site, the facilitators attended the 50<sup>th</sup> Anniversary Open House. The group was impressed by exhibits chronicling POST's evolution and its partnership with the law enforcement community.

The SLI facilitators convene three times annually to systematically review the Institute's curriculum to ensure its content and delivery methods are relevant and contemporary.

Questions about the SLI facilitator training, or the SLI program in general, 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 EMPLOYEE HIGHLIGHTS



### Introducing New POST Employee – Xenia Guido

Xenia (pronounced “Senia”) Guido started her career at POST as a Senior Information Systems Analyst on June 29, 2009. She has joined the team at the Computer Services Bureau, and she comes to POST from the Department of Technology Services (DTS), where she worked for the Internet Services Unit for nine years. POST became familiar with Xenia’s work several years ago when she helped redesign POST’s initial Home Page.

While at DTS, Xenia’s other projects included the creation of Webtools.ca.gov, which offers state webmasters tools and templates to create or convert their own agency websites. Xenia was also closely involved in the redesign of the main California Portal, the Governor’s Office special project websites, and most recently the new California Youth portal (mycali.ca.gov). Over the next year, Xenia will lead POST’s efforts to redesign the EDI application giving it a new look-and-feel, and be a key analyst on the Online Course Catalog project.

In her free time, Xenia can be found either teaching or practicing yoga. Recently she has developed a liking for yoga retreats outside the country.

It is a pleasure to welcome Xenia to POST.

## 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.

<b>Bill # and Author</b>	<b>Title, Summary, and Commission Position</b>	<b>Status of Bill</b>
<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>Enrolled 06/26/09</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 Appropriations 08/17/09</p>
<p><a href="#"><u>AB 504</u></a> (Furutani)</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>Senate Appropriations 08/17/09</p>

<b>Bill # and Author</b>	<b>Title, Summary, and Commission Position</b>	<b>Status of Bill</b>
<p><a href="#"><u>AB 1286</u></a> (Huber)</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> To be determined.</p>	<p>Enrolled 06/20/09</p>
<p><a href="#"><u>AB 960</u></a> (Perez)</p>	<p><b>Body Armor.</b> Existing law provides that any person who has been convicted of a violent felony who purchases, owns, or possesses body armor, except as authorized, is guilty of a felony, punishable by imprisonment in a state prison for 16 months, or 2 or 9 years. This bill would expand the definition of body armor for these purpose, as specified.</p> <p><b>Commission Position:</b> Support.</p>	<p>Held in Committee 06/23/09</p>

REPORT DATE: July 31, 2009