



## Administrative Progress Report (APR) November 2008

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

**From: PAUL A. CAPPITELLI  
Executive Director**

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.

### **SIMULATOR TRAINING PRESENTERS MEETING CONDUCTED**

Presenters of Law Enforcement Driving Simulator (LEDS) and Force Option Simulator (FOS) training met to discuss the future of simulator training. In light of the Commission's October 2008 action directing revitalization of the driving simulators, planning to acquire new equipment moved into high gear.

A team was formed to write the specifications for the new driving simulators, including some mobile units. The team's goal is to have the specifications ready for the Request for Proposal by February 2009. The specifications team will also act as the evaluation team for the proposals from vendors.

Operational issues were reviewed, particularly those related to current budget constraints. The group also discussed the need to assemble certification teams and periodic re-certification protocols for LEDS and FOS training. Updating curricula for both LEDS and FOS instructor training was explored.

Questions about Law Enforcement Driving Simulator and Force Option Simulator training may be directed to Senior Consultant Gary Sorg, Training Program Services Bureau, at (916) 227-4887 or [Gary.Sorg@post.ca.gov](mailto:Gary.Sorg@post.ca.gov).

### **POST DISPATCHER INFORMATION GATHERING MEETINGS HELD IN NOVEMBER**

POST staff conducted a series of one-day regional meetings involving public safety dispatch professionals in November – two meetings in southern California and two meetings in northern California. The purpose of these meetings was to obtain information from communications center managers and supervisors, core course presenters and in-service trainers, and other personnel or entities involved with the recruitment, selection and training of public safety dispatch personnel. Invitations were extended to over 80 organizations.

Special Consultant Lou Madeira facilitated the meetings to identify changes to the public safety communications job, assess current and emerging training needs, and explore constituent interests and priorities. The expected outcome of these meetings is the formulation of a work plan that will assist staff in completing strategic plan objectives: B.11 review the POST Basic Dispatch curriculum and hours; and B.12 study the feasibility of establishing instructor training requirements for the public safety dispatcher course.



POST Executive Director Paul Cappitelli addresses the attendees at a regional input meeting.

Questions about the dispatcher research project may be directed to Special 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 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).

## **IDENTITY THEFT ANALYSIS WORKSHOP COMPLETED**

Staff conducted a two-day workshop in November to identify objectives, preliminary task listings, high-impact performance issues, and potential scenarios for learning and evaluation activities for an online course on identity theft. The workshop consisted of patrol officers, detectives, trainers, and district attorneys from agencies across the state. The findings will be used by DLS Group of Denver, Colorado, to develop an e-learning course on identity theft for patrol officers. The training is designed to equip officers with the skills and information needed to recognize and address identity theft, identity theft-related crimes, relevant laws, and better ways to help victims.

The next phase will be geared toward developing, validating, and prioritizing information gathered during the November workshop. This will include identifying learning requirements and assessment activities, feedback, navigation, and general look. It is anticipated that the identity theft course will be completed summer 2009.

Questions about the online identity theft course may be directed to Senior Instructional Designer Sven Blomberg, Learning Technology Resource Center, at (916) 227-4547 or [Sven.Blomberg@post.ca.gov](mailto:Sven.Blomberg@post.ca.gov).

## **TWO INFORMATIONAL BULLETINS AVAILABLE ON CHANGES TO PEACE OFFICER SELECTION**

POST informational bulletins are now available on changes to California Government Code 1031 as a result of the passage of two POST-developed bills. Both changes go into effect on January 1, 2009.

With the passage of AB 2028, Section 1031.2 is added to the Government Code, providing law enforcement agencies with greater latitude to situate the background investigation within the larger peace officer hiring process. Agencies may now conduct the following aspects of the background investigation *after* a conditional offer is extended: (1) the collection of documents that may include protected information or that require considerable time to acquire, and (2) the “physical investigation” i.e., contacts and interviews with relatives, friends, employers, and any other references. [Bulletin 2008-22](#) provides a description of the impact and implications of GC 1031.2 on peace officer background investigations.

As a result of the passage of SB 1241, the minimum educational requirements in Government Code Section 1031(e) are amended, broadening the criteria for judging the acceptability of a peace officer candidate’s education. [Bulletin 2008-21](#) describes the revised wording of GC 1031(e).

Questions may be directed to Supervising Personnel Selection Consultant Shelley Spilberg, Ph.D., Standards and Evaluation Services Bureau, at (916) 227-4824 or [Shelley.Spilberg@post.ca.gov](mailto:Shelley.Spilberg@post.ca.gov).

## **GAMING SOFTWARE PROJECT DELAYED**

While work toward Report Writing Assessment and Remediation Gaming Software continues, the project will be temporarily delayed while POST seeks a new vendor to complete the project. A new vendor will be selected through a competitive bidding process in the coming months.

Questions about the Report Writing Assessment and Remediation Gaming Software project may be directed to 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).

## **COURSE ROSTER WEB SERVICE NEARING COMPLETION**

The project that will allow POST presenters and agencies to directly connect to the POST EDI system to transmit course rosters directly to POST is nearing completion. Much like the EDI system, this new Web service will allow rosters to be entered into the POST EDI database without having to print and mail the paper rosters to POST.

Programming staff are working on a standard structure to allow Internet transmissions; a pilot test will be conducted by early 2009. Meanwhile, POST has received over 2,000 EDI course rosters from over 150 presenters in just two months of operation. This new function has sped up the process of recording attendance of POST courses, thus providing more accurate and timely information in the POST database.

Questions about the course rosters Web service may be directed to Staff Programmer Analyst Bob Lapanja, Computer Services Bureau, at (916) 227-4857 or [Bob.Lapanja@post.ca.gov](mailto:Bob.Lapanja@post.ca.gov).

## ONLINE OFFICER SAFETY COURSE WELL-RECEIVED BY FIELD

As of November 21, 2008, 1,320 officers have started the online course *Officer Safety: Hot or Not*. To date, 957 officers have completed the course.

Feedback on the course has been positive. The following comments were received via POST's course evaluation instrument and within the Officer Safety Discussion Group on the Learning Portal:

- “This course was very relevant to the work we do. It is a great reminder of the basics we sometimes overlook when making contact.”
- “I liked this course. The situations were realistic and relevant. I think the course should be used in the basic academy or as additional training during FTO.”
- “I really liked the course, especially the four seconds to decide.”
- “Very informative, it gives you a different perspective on others' perceptions of what is seen.”
- “I just completed the *Officer Safety: Hot or Not* training. I discovered that I became a little complacent since being behind a desk in the detective bureau for some time. This was a fair course that opened my eyes again. I would like to see more of this type of training available!”

Questions about the online officer safety course or the LEOKA report findings may be directed to Senior Consultant Tami Evans, Basic Training Bureau, at (916) 227-3467 or [Tamara.Evans@post.ca.gov](mailto:Tamara.Evans@post.ca.gov). Questions about the Learning Portal or Officer Safety Page and features may be directed to Senior Instructional Designer Catherine Bacon, Learning Technology Resource Center, at (916) 227-4546 or [Catherine.Bacon@post.ca.gov](mailto:Catherine.Bacon@post.ca.gov).

## DEVELOPMENT OF ANTI-REPRODUCTIVE RIGHTS CRIMES GUIDELINES BEGINS

Development of the POST guidelines for anti-reproductive rights crimes began in November with the convening of subject matter experts (SMEs). The SMEs represented local law enforcement agencies, the California District Attorneys Association, the California Department of Justice (Office of the Attorney General), the California Commission on the Status of Women, and various women's health clinics. The participants identified several topics for the guidelines:

- Law Enforcement Training and Education
- Communications Personnel Training and Education
- Pre-and Post-Event Planning and Strategies (for protests)
- Collaboration and Communication
- Clinic Civil Injunctions and Stay-Away Zones
- Department of Justice Reporting Requirements for Law Enforcement

These guidelines are being created pursuant to legislation (Senate Bill 1770) which enacted Penal Code Section 135193.15 (effective January 1, 2009), and will establish standard procedures which may be followed by law enforcement agencies in the investigation and reporting of cases involving anti-reproductive rights crimes.

Questions about these guidelines may be directed to Senior Consultant Anne Brewer, Training Program Services Bureau, at (916) 227-4829 or [Anne.Brewer@post.ca.gov](mailto:Anne.Brewer@post.ca.gov).

**POST PRESENTS “MEDICAL AND PSYCHOLOGICAL EVALUATIONS AND THE ADA: STRAIGHT TALK AND PRACTICAL ADVICE” AT IACP CONFERENCE AND PRE-CONFERENCE WORKSHOP**

A joint presentation before the International Association of Chiefs of Police (IACP) Psychological Services Section and the Medical Officers Section served as the opening session for both sections at the annual conference of the IACP on November 8, 2008, in San Diego. The presenters at this POST-sponsored session included POST Supervising Personnel Selection Consultant Shelley Spilberg, Ph.D., and Sharon Rennert, senior legal counsel, U.S. Equal Employment Opportunity Commission, Washington, D.C. headquarters. The session was conducted in a question-and-answer format, with the presenters responding to questions provided by attendees. Example questions included:

- Can a “personality assessment” be conducted pre-offer if it includes direct involvement of a clinical psychologist, even if the test items and interview questions are not themselves “medical”?
- Would a peace officer candidate with 20-20 vision corrected, but 20-150 uncorrected be protected by the Americans with Disabilities Act (ADA)?
- What reasonable accommodation would be required for a peace officer candidate with ADHD?
- Can an agency have uniform medical and psychological screening standards, yet provide individualized assessment as required by ADA?

Dr. Spilberg and Ms. Rennert made a similar presentation before 35 psychologists from across the country at the annual Johnson, Roberts & Associates pre-conference workshop. In response to requests from both audiences, written responses to the questions addressed over these sessions are being prepared for dissemination.

Questions about the presentations or requests for the document may be directed to Supervising Personnel Selection Consultant Shelley Spilberg, Ph.D., at (916) 227-4824 or [Shelley.Spilberg@post.ca.gov](mailto:Shelley.Spilberg@post.ca.gov).

**VAWA SEXUAL ASSAULT CURRICULUM UPDATES WELL RECEIVED**

The updated *Sexual Assault for First Responders* and *Sexual Assault for Public Safety Dispatcher* courses, funded by a Violence Against Women Act (VAWA) grant, were presented by San Diego Regional Training Center during November. Student reviews were positive, and many stated the eight-hour courses should be longer to enable more student/facilitator interaction. All course materials, DVDs, and audio updates were completed during October.

These courses, offered multiple times at locations throughout the state, are among the 40 course presentations subsidized by the VAWA grant. Other courses address aspects of domestic violence. POST has been a recipient of VAWA funding since 1997.

Questions about sexual assault courses or other VAWA-funded courses may be directed to Management Fellow April Crume, Training Program Services Bureau, at (916) 227-0473 or [April.Crume@post.ca.gov](mailto:April.Crume@post.ca.gov).

## POST EMPLOYEE HIGHLIGHTS

### Featured Employee – Nani Vang



Nani Vang is the youngest of four children. Born in Sacramento and raised in a single parent household, she learned quickly how to become independent and hard-working.

Nani attended Hiram Johnson High School and graduated in 2002. After high school, she took classes at Cosumnes River College, but, took a break to work full-time for a private company. It was then that she decided to take the test for Key Data Operator. She has worked with Employment Development Department and Franchise Tax Board, until she applied at POST in 2007. In July of 2008, Nani accepted the position in Center for Leadership Development as the Bureau Secretary and coordinator for the Sherman Block Supervisory Leadership Institute.

In her spare time, Nani enjoys being with her family and loved ones. Reading, writing, and listening to music are some of her favorite things to do to relax. Other activities include dancing and going to live venues with big, loud crowds.

## ICI PRESENTERS CONVENED

The Robert Presley Institute of Criminal Investigation (ICI) Presenters met during November in San Diego. The agenda for the meeting included topics of core course standardization, contracts, blended learning delivery methods, development of a formal ICI review process, automation of ICI certificates, and calendar of courses.

Mike Gray, San Diego Regional Training Center, facilitated the discussion of standardization of the core course. Standardizing the core course ensures investigative managers that investigators who attend the ICI Core Course will receive consistent training regardless of where they take the course.

The presenters were advised that the current state budget condition does not permit any funding increases; however, at this time there are no anticipated budget cuts or program funding reductions from last year's funding. ICI program contracts for fiscal year 2009/10 will be pursued at the same funding level as the 2008/09 fiscal year.

The group's discussion also addressed the concept of implementing blended learning within the ICI program. Babette Jiminez, Program Manager at Sacramento State College of Continuing Education, and Richard Harris of SEARCH discussed methods of distance learning being used by their respective organizations and how those methods could be leveraged to make investigative training more accessible throughout the state.

Another significant item of discussion was maintenance and enhancement of the quality of the courses comprising the ICI program. The ICI Program Manager, in conjunction with the ICI Advisory Council, will implement an ICI Course Certification Review process. The process will require an ICI Course Certification Review Team to review and evaluate various aspects of individual courses offered in the ICI program, which may include course delivery/administration, facilities/equipment, and end-user evaluation.

Presenters were advised that work is underway to develop an automated process to accommodate requests for Foundation Specialty Certificates. The purpose of automating this process is to reduce the time required to obtain certificates and to free POST staff from a task that can be more efficiently accomplished by automation.

Finally, the presenters expressed the need to have a forum in which they can advertise upcoming course dates and maintain the information independently. POST staff will provide the presenters with an update on progress to this end during December.

Questions about the Robert Presley Institute of Criminal Investigation program may be directed to Senior Consultant Gregory Murphy, Training Program Services Bureau, at (916) 227-4895 or [Gregory.Murphy@post.ca.gov](mailto:Gregory.Murphy@post.ca.gov).

## **POST LIBRARY IMPROVES RESEARCH ASSISTANCE FOR CLIENTS – PART 2**

The second part of the POST Library Improvement Project is a new, user-friendly website located at <http://www.post.ca.gov/library/>. New features include:

- Clear access to Catalogs and Collections
- Direct access to online databases for internal users
- POST Journal Holdings list with live links to online publications
- Research Help section, including Research Strategies & Where to Start
- Discussion on Law Enforcement Literature
- Section on Writing Research Papers that includes information on proper citation formats, plagiarism, and copyright information
- Updated sections on: Legal Resources, Peace Officer Memorials, Law Enforcement Libraries, and Research Centers

This website is in addition to last month's announcement of the Research Help Desk phone line at (916) 227-3765. Making research easier is POST's goal. Additional changes will be made as feedback is given.

Questions about the POST Library Improvement Project may be directed to Librarian Laurel Espell, Information Services Bureau, at (916) 227-3204 or [Laurel.Espell@post.ca.gov](mailto:Laurel.Espell@post.ca.gov).

## **POST STAFF ATTENDED FUNERAL SERVICES FOR SACRAMENTO COUNTY SHERIFF'S DEPARTMENT DEPUTY**

More than 2,000 people, including many POST staff, attended funeral services at the First Baptist Church of Elk Grove for Deputy Lawrence Canfield, 13-year veteran of the Sacramento County Sheriff's Department. Deputy Canfield was killed November 12, 2008, while working traffic enforcement. He is survived by his wife Michelle, and his two sons, Bryce and Taylor.

In the ceremony, family, fellow law enforcement officers, and the public remembered Deputy Canfield as a dedicated motor officer, loving husband and father, and true servant to the citizens of the City of Rancho Cordova. Sheriff John McGuinness spoke about Deputy Canfield's professional career. Sheriff McGuinness ended by retiring Deputy Canfield's badge number and call sign of 5-Mary-5. Deputy

Canfield's partner, childhood friends, and widow paid tribute to him recalling the pranks and teenage capers that reflected his humor and love of life.

The procession to Galt Arno Cemetery spanned six miles on Highway 99. At every overpass, fire apparatus was parked with revolving lights and citizens stood holding signs that read, "God Bless You" and "We Love You."

Questions about Deputy Lawrence Canfield's funeral may be directed to Senior Consultant Jan Bullard, Training Delivery and Compliance Services Bureau, at (916) 227-0471 or [Jan.Bullard@post.ca.gov](mailto:Jan.Bullard@post.ca.gov).

### **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**

There is no legislative report for this month due to the Legislature being in recess.

REPORT DATE: November 28, 2008