

§ 1015. Reimbursements for Training.

(a) Proportionate Reimbursement.

Reimbursements to cities, counties, and districts shall be granted by the Commission in accordance with Penal Code section 13523. Agencies participating in the POST Reimbursable Program and/or POST-approved training presenters shall be reimbursed from the ~~Peace Officers' Training Fund~~ State Penalty Fund for allowable expenditures incurred for training in POST-certified courses only as defined in Regulation 1001. Reimbursement is based upon fund availability as approved by the Commission.

(1) Marshals' and district attorneys' departments are included in the Regular Program for reimbursement even though individual officers employed by the agencies have retained specialized peace officer classification.

(2) An agency participating in the POST Reimbursable Program that employs limited function peace officers as defined in Regulation 1001 shall, subject to available funds, be reimbursed for allowable expenses of these officers that are related to attendance of POST-certified courses.

(b) General Reimbursement Requirements.

(1) Requests for reimbursement

(A) Agencies participating in the POST Reimbursable Program who request reimbursement for their employees attending POST-certified training courses shall do so on a Training Reimbursement Request (TRR) form, POST 2-273 (Rev 04/2015), herein incorporated by reference. The TRR may be submitted to the training course presenter at the time of the course, or be mailed directly to POST. Upon receipt of the course roster from the training course presenter verifying successful completion of the course, reimbursement will be computed and paid to the requesting agency subject to available funds. Courses such as Field Management Training and Team Building Workshops require a report to be submitted to POST staff as a condition of successful completion of the training course. Reimbursement will occur upon receipt of the report.

(B) POST-approved Training Course Presenter requests for reimbursement shall be submitted to POST on the Commission-approved Presenter Reimbursement Request (PRR) form, POST 2-243 (04/2015), herein incorporated by reference, along with the course budget approved during the course certification process attached to the PRR. This form applies to Plan V and Plan VI Regional Training courses only.

(2) Training expenses may be claimed only once.

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(c) Reimbursement Plans.

(1) POST reimbursement for training expenditures of agencies participating in the POST Reimbursable Program and/or POST-approved Training Presenters shall be based on schedules known as "plans." Each plan varies in the amount and/or category of expenses that may be reimbursed by POST. The categories of expense/allowances that may be reimbursed are: subsistence (lodging and meals), commuter lunch, travel (mileage), tuition, back-fill salary, and training presentation costs. The five conventional reimbursement plans that have been adopted by the Commission are designated as Plan I, II, III, IV, and V as follows:

(2) Plans

(d) Plan VI - Regional Training

The Executive Director, or his/her designee, may authorize block allocations, not to exceed \$25,000 per course, to support training to meet regional needs, based on a pre-approved training needs assessment and course certification, including projected enrollment levels. The block allocation will cover, up to the authorized level, costs associated with presentation of the course, including instructor pay, travel and per diem, meeting room rental, and necessary instructional supplies as approved by POST.

Responsibility for specific allocation of instructor salaries and presentation fees shall be that of the individual presenter. Any costs exceeding the amount allocated by POST shall be borne by the presenter.

Requests for Plan VI reimbursement shall be submitted to POST on the Commission-approved Presenter Reimbursement Request (PRR) form, POST 2-243 (Rev 08/2018), herein incorporated by reference, along with the course budget approved during the course certification process attached to the PRR. Selection of the presenter shall be the responsibility of the respective agencies requesting the Regional Training course.

Priority for Plan VI (Regional Training) funds will be given to courses that meet POST Perishable Skills and Continuing Professional Training mandates. Agencies that are non-compliant with POST mandates may be excluded.

Students attending an approved Plan VI (Regional Training) course shall be reimbursed via a Training Reimbursement Request (TRR) form.

Limitations on student reimbursement will be in place to incentivize local personnel to attend at the following rates based on distance from the training site to the students' agency headquarters.

0-150 miles - full mileage reimbursement

Over 150 miles - no mileage reimbursement

0-50 miles - no meals/lodging

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51 - 150 miles - meals/lodging

Over 150 miles - no lodging

Each plan is subject to the provisions established by the Commission.

(3) Reimbursement for training presentation costs (Plan V)

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Note: Authority cited: Sections 13503, 13506, 13510 and 13520, Penal Code. Reference: Sections 13510, 13511, 13512, 13518, 13520, 13522, 13523, 13524 and 13525, Penal Code; Section 11489, Health and Safety Code; and Statutes 1997, Chapter 9, Section 2, (Senate Bill 350).