



Commission on Peace Officer Standards and Training

860 Stillwater Road, Suite 100
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www.post.ca.gov

Date: January 2, 2019

Bulletin: No. 2019-01

Subject: **Sherman Block Supervisory Leadership Institute – Notice of 2019 Application Period (January 16- February 13, 2019)**

The Commission on Peace Officer Standards and Training (POST) is planning the presentation of the next cycle of classes of the Sherman Block Supervisory Leadership Institute (SBSLI). To contribute to the success of the Institute, agencies should only submit the names of first-level supervisors who meet **all** of the criteria listed below.

To be considered for SBSLI enrollment, each applicant must:

- Volunteer or request to attend SBSLI (*Success in the SBSLI is directly related to motivated, voluntary participation.*);
- Agree to remain employed in law enforcement for five years after completing SBSLI;
- Currently serve as a full-time, first-level supervisory peace officer, *generally the position of Sergeant*;
- Have *two* years of full-time experience supervising peace officer employees at the time the application is submitted; and
- Have completed the POST Supervisory Course **or** possess a POST Supervisory Certificate.

To be considered for SBSLI attendance, each applicant must:

- Accept responsibility to complete reading and writing assignments between class sessions;
- Commit to attend all class sessions (three days each month for eight months);
- Take part in all learning activities through active class participation; and
- Agree to conduct himself/herself in accordance with SBSLI policies, procedures, and expectations.

Beginning on **January 16, 2019**, POST will accept applications for SBSLI. Applications must be **received electronically no later than February 13, 2019**. A maximum of **five** applications per agency may be submitted. POST will accept 500 qualified applicants. If more than 500 applications are received, an alternate selection plan will be used to limit the number of applications to 500. This will ensure an equitable statewide representation in all SBSLI classes. Class assignments cannot be reserved. Submission of an application does **not** guarantee placement in a scheduled class. **No applications will be accepted after February 13, 2019.**

Agencies may submit SBSLI applications electronically via the Internet using the POST Electronic Data Interchange (EDI). Agencies may also pre-check an applicant's eligibility using the EDI system. Interested agencies that do not currently have EDI access should request access to EDI as soon as possible to ensure users can access the system in a timely manner. To obtain an access application for EDI, go to [Electronic Data Interchange](#). It is the responsibility

of training managers to retain on file all SBSLI applications complete with original signatures for each applicant if an application is submitted through EDI. SBSLI application forms are available on the POST Website: [POST 2-122 Sherman Block Supervisory Leadership Institute Application](#).

Pertinent SBSLI information is located at [Sherman Block Supervisory Leadership Institute](#) on the POST Website. Attached are SBSLI Open Enrollment FAQs. Further questions may be directed to [Jim Katapodis](#) at (916) 227-3467.

MANUEL ALVAREZ, JR.
Executive Director

MA:dc

Attachment: SBSLI FAQs

SHERMAN BLOCK SUPERVISORY LEADERSHIP INSTITUTE
Open Enrollment Frequently Asked Questions

When is POST accepting applications or having open enrollment?

ALL **qualified** applications will be accepted starting **January 16, 2019**, at 12:01 a.m. through April 27, 2018, at 11:59 p.m.

How do I apply?

Applications will be accepted through EDI. If you do not have EDI access, please contact your agency's training manager.

Do I need to reapply for each open enrollment period?

No need to reapply. Applicants not selected to attend a SLI course in the previous open enrollment period will continue to be in the application pool.

When will I know if I'm accepted into SLI?

Once you have completed your SLI application, our course presenter will notify you of your application status. SLI acceptance is ongoing as the classes become available. Please do not contact POST staff to inquire about your SLI application status.

What if my agency does not have EDI access?

EDI applications may be found at [Electronic Data Interchange Presenter Access Application \(pdf\)](#). Agencies may fax completed EDI applications to POST at the number indicated on the EDI application.

What are the minimum application requirements?

To be considered for SBSLI enrollment each applicant must meet the following criteria at the time of application:

- Is currently serving as a first-level supervisory peace officer (generally the position of sergeant).
- Has completed two years of full-time experience supervising peace officer at the time of application.
 - Must have Notice of Appointment (NOAT) in EDI showing two years of experience
 - **Time** served as an **acting** first-level supervisory peace officer will not be accepted.
- Must be a peace officer. Correctional officers with PC831 status are not allowed as they do not have a NOAT.
- Has completed the POST Supervisory Course, has been awarded a POST Supervisory Certificate.
- Agrees to remain in law enforcement for five (5) years after SBSLI graduation.

How many applications are accepted?

Around 500 applications are accepted during each open enrollment period. More classes could be added if the need arises and funding becomes available. A maximum of five (5) first-level supervisory peace officer applications may be submitted per agency.

What if POST receives too many applications?

If POST receives more than 500 applications, we will engage in an alternate selection plan, which will employ a fair and equitable way to reduce the number of applications per agency.

What are some common problems when submitting an application through EDI?

There are several possible reasons that an applicant may be listed as ineligible. The following are some scenarios and recommendations:

Incorrect Rank

Often, applicants are shown as not being qualified if the agency neglected to send a NOTA to POST upon promotion to the first-level supervisory rank. The agency should check the profile of the individual and then submit a NOTA immediately to remedy the situation.

Incorrect Rank Date

It is also possible that the rank date for appointment to first-level supervisor may have been incorrectly entered. The profile for the individual should be checked to ensure it is correct. If it is not correct, please contact [EDI Helpdesk](#) at [\(916\) 227-4357](tel:9162274357) to have it corrected.

Incorrect or Missing Basic Supervisory Course Roster

Completion of the Supervisory Course is indicated on POST rosters; however, occasionally a roster has not been received or student ID was incorrectly noted, and credit for completion was recorded under another student's ID. Agencies should check the applicant's POST Profile to be sure that completion of the course is noted. Agencies that are able to update NOTA information via EDI may update the data as needed to correct discrepancies. Contact [EDI Helpdesk](#) at [\(916\) 227-4357](tel:9162274357) for further assistance.

If you have further questions, contact Jim Katapodis at jim.katapodis@post.ca.gov.