

# Memorandum

To : All Commissioners

Date : January 21, 1974

Executive Director

From : **Commission on Peace Officer Standards and Training**

Subject: COMMISSION MEETING  
January 24-25, 1974 - 9 a.m.  
Royal Inn of Anaheim - Indiana Room  
1855 S. Harbor Boulevard  
Anaheim, California

## AGENDA

1. Call to Order
2. Introduction of Guests
3. Approval of December 7, 1973 Minutes
4. Education and Training Division
  - a. Certification of Courses
  - b. Department of Justice Contract Status Report
  - c. Basic Course Revision Status Report
  - d. Regional Training Centers Status Report
  - e. Executive Development Course Revision - Status Report
5. Administration Division
  - a. Budget Report
  - b. Quarterly Financial Status Report
    - (1) Revenue
    - (2) Reimbursements
  - c. Certificates

6. Police Standards Division
  - a. Requests for Participation in Specialized Program
    - (1) B. A. R. T.
    - (2) Welfare Fraud Investigators
    - (3) Railroad Police
  - b. Ventura County Certificates
  - c. Advisory Committee Report
7. Project STAR Briefing
8. Review of POST Programs
  - a. Technical Services Division
  - b. Police Standards Division
9. Old/New Business
  - a. Scheduling of Special Meeting for Review of Proposed Regulation Changes
  - b. Firearms Use Policy Research, A Request from CPCA/CPOA Joint Committee
10. Date and Place of Next Regular Meeting and Future Hearings
11. Adjournment

  
GENE S. MUEHLEISEN

State of California  
Department of Justice

COMMISSION ON PEACE OFFICERS STANDARDS AND TRAINING

MINUTES

January 24-25, 1974  
Royal Inn of Anaheim  
Anaheim, California

The meeting was called to order at 9:00 a. m. by Chairman Grogan. A quorum was present.

Present:

Robert F. Grogan	-	Chairman
Ben J. Clark	-	Vice Chairman
Jack G. Collins	-	Commissioner
Lyell C. Cash	-	Commissioner
Loren Enoch	-	Commissioner
John Fabbri	-	Commissioner
Dan Kelsay	-	Commissioner
Edwin R. McCauley	-	Commissioner
Robert S. Seares	-	Commissioner
Eric E. Younger	-	Representative of the Attorney General

Also Present:

Robert Blanchard	-	Advisory Committee Representative, California Association of Administration of Justice Educators Representative
Robert Cress	-	Advisory Committee Member, Peace Officers Research Association of California Representative
Gene S. Muehleisen	-	Executive Director
Ronald T. Allen	-	Special Assistant, Executive Director's Office
Carl R. Ball	-	Director, Police Standards
Bradley W. Koch	-	Director, Technical Services
Jewell L. Ross	-	Assistant to the Executive Director
Otto H. Saltenberger	-	Chief, Central Bureau, Education and Training
Edward M. Toothman	-	Director, Administration
Gerald E. Townsend	-	Director, Education and Training
George W. Williams	-	Chief, Northern Bureau, Education and Training
Brooks Wilson	-	Chief, Southern Bureau, Education and Training
Imogene Kauffman	-	Recording Secretary

Staff Training:

Jack Beecham - Consultant, Southern Bureau, Education and Training  
Jon Schorle - Consultant, Southern Bureau, Education and Training  
Austin Smith - Consultant, Southern Bureau, Education and Training

Visitors:

Duane R. Baker - Chief, Glendale Police Department  
Dorothy Berry - Administrative Assistant, Center for Criminal  
Justice, Cal State, Long Beach  
Gerald L. Brody - Sergeant, San Bernardino County Sheriff's Dept.  
C. W. Champlin - Chief Special Agent, Southern Pacific Transportation Co.  
Eugene D. Chijck - Training Officer, Orange County Sheriff's Dept.  
Charles Ellison - Lieutenant, San Diego Police Department  
Stan Everett - Riverside City College  
David S. Fairbairn - Vice President, Bahn Fair Institute  
Walter Fath - Lieutenant, Orange County Sheriff's Department  
Preston L. Horstman - Executive Director, National Association of State  
Directors of Law Enforcement Training  
Dee Ann Kirby - Program Coordinator, National Association of  
State Directors of Law Enforcement Training  
Melvin J. LeBaron - Director, USC, Center for Training and Developme  
David B. Michel - Chief of Police, Anaheim Police Department  
Phil K. Schuyler - Captain, San Bernardino Sheriff's Department  
Charles P. Smith - Director, Project STAR  
Laura Susman - Program Coordinator, USC, Center for Trng. & Devel.  
Robert W. Taylor - Chief, South Gate Police Department

APPROVAL OF MINUTES

MOTION by Commissioner Collins, seconded by  
Commissioner Cash, carried that the minutes  
of the December 7, 1973 commission meeting in  
Los Angeles be approved as mailed.

EDUCATION AND TRAINING DIVISION

A. Certification of Courses

MOTION by Commissioner Seares, seconded - Collins, motion carried  
for approval of the staff recommendations of course certification, as  
follows:

Certification approval of two special courses; certification of  
nine technical courses, modification of 22 courses, e. g. ,

Certification of Courses - Continued

transfer of location, reduction or increase of hours, change of tuition charged and change of reimbursement plan; decertification of 92 courses--62 of which were separately identified pre-service courses in community colleges. The Course Agenda is set forth as Attachment "A.1".

B. Department of Justice Contract - Status Report

The four Department of Justice Courses which were certified, to be reimbursed under Plan B, excluding tuition, were not a part of the courses being presented on an inter-agency contractual basis with the Department of Justice. That contract will terminate by the time of the next Commission meeting in April at which time there will be a complete report and staff recommendations concerning the advisability of this type of contractual training arrangement.

C. Basic Course Revision - Status Report

Brooks Wilson reported the Basic Course revision study is on schedule and will be ready for Commission approval and implementation in July 1974.

D. Regional Training Centers - Status Report

George Williams presented a California map, Attachment "A.2", which showed the possibility of 10 projected areas of present and future regional training centers:

- Northern Regional Criminal Justice System
- Modesto Regional Criminal Justice Center
- East Bay Area
- San Francisco - Peninsula Area and South Bay Area
- Lower San Joaquin Valley
- Central Coast Area
- Los Angeles County
- Orange County
- San Diego County
- Riverside - San Bernardino Area

The difficulties being encountered were mostly with funding (several areas are prepared to proceed although the money is not available).

Bob Blanchard, Project Director, Central Coordination Services Unit, stated at a future Commission meeting he would like to make an in-depth presentation to the Commission on the development as well as the implementation of the Regional Criminal Justice System. This was endorsed by Commissioner Seares, who requested a report also be made by Hal Snow.

E. Executive Development Course Revision - Status Report

Otto Saltenberger stated the preliminary report will be presented to the Advisory Committee in February. The final report may be presented to the Commission at the April 25-26 meeting. The implementation phase is set for May, June and July, depending on the hearings required.

ADMINISTRATION DIVISION

A. Budget Report

Mr. Toothman reported that although the POST budget is subject to further review by the Senate Finance Committee and Assembly Ways and Means Committee before final approval by the Governor, the following action had been taken to date:

Administration Division: Of the seven support staff positions requested, the Finance Department approved  $2\frac{1}{2}$  positions. Governor's Cabinet concurred.

Education and Training: Governor's Cabinet disapproved the 10 positions authorized in 1972 (authorized until July 1974) to establish and implement the P. C. 832 program.

STAR: The Finance Department disapproved the request for POST staff to be continued through F. Y. 1974-75 for purposes of implementation of the project.

Technical Services: The Finance Department approved the transfer of two positions from the Center for Police Management grant to permanent POST positions. Three additional positions for the Publications Management Office were disapproved.

Chairman Grogan felt staff should plan to make as much personal contact as possible with Senate Finance and Assembly Ways and Means Committee members. The Executive Director stated the Commissioners will also be called upon to contact those people who could give POST support for the approval of the proposed budget.

B. Quarterly Financial Status Report

Mr. Toothman reported on the Peace Officer Training Fund revenue and reimbursements. These reports are set forth as Attachments "B. 1, B. 2, and C".

Quarterly Financial Status Report - Continued

Revenue

First half of F. Y. 1973-74 (Attachment B. 1)

July 1 through December 31, 1973 (Attachment B. 2)

Reimbursements

By Course Category (Attachment C)

Following a discussion of reimbursement procedures and late claims, Mr. Toothman explained that under the present law it takes two years before late claims become outlawed. An Attorney General's Opinion will be requested regarding the legality of imposing a more equitable time limit.

MOTION by Commissioner Enoch, seconded - Younger, motion carried that staff present an administrative policy that will result in a more orderly way for timely filing of claims for reimbursement.

Commissioner Enoch also suggested that staff consider a recommendation for a penalty to be imposed for those claims returned to jurisdictions for correction purposes.

The Executive Director stated more simplified systems are being reviewed, and it is felt the dissemination in the near future of the field manual will have positive results. Mr. Toothman felt more could be accomplished on a management assistant level and perhaps take action if this does not work. It was so ordered.

C. Modification of Reimbursement Plans

The Executive Director reported that Sheriff Charles Dodge of Kern County had reported that lack of reimbursement for travel and scheduling requirements created a hardship for himself and other sheriffs' departments to provide jail training.

Current reimbursement Plans A and D do not provide any provision to subvent travel costs. They do cover salary, lodging and meals. As a result of local agencies having indicated that in many instances much travel is involved to obtain satisfactory training in subjects required by POST or other agencies, such as the Board of Corrections Jail Training, the following action was taken:

MOTION by Commissioner Seares, seconded - Kelsay, motion carried (2 noes: Clark, Kelsay), that reimbursement for travel shall be added to Plan A and D, to apply to courses that were in progress and those beginning on or after January 24, 1974.

D. Certificates of Completion

As a result of the analysis of staff workload priorities, it had been recommended by the budget analyst that there be a discontinuance of duplicate certification and the issuance of Certificates of Completion.

MOTION by Commissioner Fabbri, seconded - Seares, motion carried (Kelsay - nay), that the issuance of POST Certificates of Completion be discontinued. Completion time will be determined by staff for processing the applications for Certificates of completion presently on hand.

It was further directed that this action will be made known to the field through a POST bulletin, effective as of the date of the bulletin.

POLICE STANDARDS DIVISION

A. Requests for Participation in Specialized Program

1. Bay Area Rapid Transit Police Services

MOTION by Commissioner Seares, seconded - Younger, motion carried (4 noes: Enoch, Cash, McCauley, Collins) that the Bay Area Rapid Transit Police Services be accepted into the POST Specialized Certification Program.

2. Southern Pacific Transportation Company Police Department

MOTION by Commissioner Seares, seconded - Younger, motion carried (3 noes: Enoch, Collins, Grogan) that the Southern Pacific Transportation Company Police Department be accepted into the Specialized Certification Program.

Following discussion regarding budgetary constraints and increased workloads with added program participants, the following action was taken:

MOTION by Commissioner Fabbri, seconded - Collins, motion carried that a complete analysis, including estimated workload, be made of the cost of administering the Specialized Certification Program. This report to be presented to the Commission at the next regular meeting in April 1974.

### Ventura County Certificates

In March 1973, information was received that two employees of the Ventura County Sheriff's Department were the subjects of an investigation being conducted by the District Attorney of Ventura County. The investigation was based on allegations of possible criminal misconduct in the manner in which POST certificates were obtained by the named persons.

It appeared that the issuance of Advanced Certificates during the "grandfather clause" period was an administrative error on the part of POST staff, in that neither man was then qualified to receive the Advanced Certificates.

As a result of an internal investigation into the matter, conducted by Sheriff Hill, both men were dismissed from the department, effective December 20, 1973, and a letter was received from the foreman of the grand jury recommending that the certificates be revoked.

Chairman Grogan had appointed Eric Younger to inquire further into the matter on behalf of the Commission, and Eric Younger recommended that the revocation action be tabled until the next regular commission meeting in April.

MOTION by Commissioner Collins, seconded - Seares, motion carried that the matter of the revocation of Advanced Certificates of John Chamberlain and Ralph Hollis, former chief deputies of Ventura County Sheriff's Department, be tabled until the April 25 commission meeting, following a civil service hearing in February. The exact time and place shall be determined and all parties shall be notified.

### Advisory Committee Report

Carl Ball, Executive Secretary of the Advisory Committee, reported that the Advisory Committee currently has three subcommittees working on projects for the Commission. The subcommittees are:

Short-Term Planning Subcommittee  
Curriculum Expansion Subcommittee  
State Personnel Board/POST Standards Study Subcommittee

The largest projects presently before the Advisory Committee are the training needs and relationship with POST of reserve peace officers, and the curriculum revision of the Basic Course, as well as Supervisory, Middle Management, Executive Development and Advanced Officer Courses. As these revisions are developed and completed, they will be reported to the Commission.

Advisory Committee representative, Bob Blanchard, stated that one of the main problems faced by the Advisory Committee has been the lack of opportunity to have adequate POST staff to assist with the necessary work to provide the Commission with the requested recommendations on an equitable time schedule. With the time constraints faced by staff assigned to other duties and projects, however, this is understandable.

The next Advisory Committee meeting will be scheduled in March.

### Project S. T. A. R. Briefing

At the special commission meeting on December 7, 1973, it had been requested that a brief background history be made on Project STAR.

Commissioner Clark, who is Chairman of the Project STAR National Advisory Council, gave a brief history of the needs for such a study which had been identified in 1960 by C. P. O. A. The Project was approved and funded as a 39-month effort, beginning in 1971, and is now in its third year.

The Executive Director introduced Dr. Charles Smith, Director of Project STAR. With the use of visual aids, Dr. Smith covered the three years' progress of the Project.

In brief, he stated that the first year had focused on the completion of the role perception studies for all three criminal justice subsystems in California, Michigan, New Jersey, and Texas; selection of the appropriate functions for further study in all three subsystems, selection of performance objectives in California; and determination of the police training requirements not met by existing training and education programs.

The second year focused on the development and demonstration of model training program packages for operational police officers. In California, the performance objectives for corrections and courts not met by existing training programs were specified, and recommendations concerning the related educational needs were made.

The third year is focused on the revision of the police demonstration training package; development, testing, and revision of the corrections and courts training package; implementation plans for all training packages; and, in the selected states, an analysis of respective unmet training requirements, which could be satisfied by the training packages developed for California.

Mr. Smith concluded his presentation with the announcement that the police training package is to be tested at the Modesto Regional Criminal Justice Training Center beginning January 28, 1974. A sample Instructor's Notebook was passed around for inspection.

## REVIEW OF POST PROGRAMS

In December 1973, a special meeting was called to review all aspects of the POST program. This was accomplished with two POST divisions -- Education and Training and Administration. Time constraints of a one-day meeting had made it necessary to set aside for a future agenda the review of Technical Services Division and Police Standards Division.

### Technical Services Division

Mr. Koch presented an overview of the present functions of the Technical Services Division and stated it is the research arm of POST, providing research to improve management capabilities for local law enforcement and technical assistance to other POST divisions.

#### Major Programs:

Management services for the POST organization.  
Management services for California police organizations, through the Center for Police Management.  
A resource library.

The concept of the Center for Police Management was authorized and approved by the Commission in September 1972 and was funded by the California Council on Criminal Justice in the amount of \$123,770.

#### Center for Police Management objectives:

- Establish and staff a Center for Police Management for the purpose of improving the quality of management in local law enforcement agencies
- Through research, provide solutions to major management problems identified within local law enforcement agencies
- Develop a more effective and simplified system of management evaluation for local law enforcement.

#### Research Studies:

Research is presently being conducted toward the problems encountered in local law enforcement as determined from the results of a widely disseminated questionnaire. Projects presently underway include:

- A study of uses of law enforcement data
- A system of directives for law enforcement
- The POST-PAR (Peace Officer Standards and Training - Police Administrative Review) evaluation system.

POST-PAR is an acronym intended to identify a program of management evaluation for local law enforcement agencies. The evaluation will be shown on a chart which will provide a profile depicting the specific strengths and weaknesses identified within the various functions of the organization.

POST-PAR should significantly reduce the time necessary to conduct a management survey as much of the required staff study will have been completed. This effectiveness quotient is valid for each project developed and a positive dollar savings in personnel time can be shown for those agencies utilizing the procedures developed.

#### The POST Library and Resource Center:

The POST library has been extended as a resource center for the National Association of Directors of Law Enforcement Training (NASDLET), to serve as a respository for information developed in the 44 states having similar POST operations.

#### Major Areas of Productivity:

- Technical Research Projects/Publications
- General Research Projects
- Graphic Arts Projects
- Library Research Projects

Mr. Koch described the need for a publications management office, hopefully to be implemented in the future, which will accommodate the majority of backlogged projects which entail the preparation and coordination of POST directives. It would also develop and maintain procedures, systems and manuals for the operation of the POST internal and field programs.

#### Future Divisional Plans:

In conjunction with the Center for Police Management grant, the California Council on Criminal Justice requested POST to study the development of a crime prevention program. With the cooperation of the Council and the aid of the Attorney General's Crime Prevention Unit, a grant has been developed to specifically address the crime prevention problem in California.

#### The purpose:

- To develop and implement a training institute for law enforcement officers having primary crime prevention responsibility.
- To develop crime prevention curricula to be integrated into the Basic, Middle Management, and Executive Development Courses
- To establish a centralized repository for crime prevention information.

Advisory groups will be formed composed of chiefs and sheriffs, active in the crime prevention field, and a broad segment of the criminal justice community.

The POST library will be utilized as the resource center for crime prevention information. Programs which are developed by POST staff will be available for distribution to law enforcement agencies.

POLICE STANDARDS DIVISION

Mr. Ball presented a summary of the four major programs of the Police Standards Division:

- Personnel Standards Compliance Inspections
- Administrative Counseling
- Project MORE (Minority Officers Recruitment Effort)
- POST/SPB (State Personnel Board) Selection Study

There were presented several charts which outlined the distribution of division staff as follows:

	Authorized	Filled	Vacant
Professional	20	15	5
Support	9	9	
Contract Personnel	2	2	
Total	31	26	5

Personnel Standards Bureau

Objectives:

To make inspections to determine if local law enforcement agencies receiving state aid, and specialized law enforcement agencies participating in the Specialized Law Enforcement Certification Program, are adhering to adopted standards for recruitment and training for raising the level of competency of their officers.

Fiscal Year	Compliance Inspections
1972/73	283
1973/74 (projected)	314
1974/75 (projected)	350

Current population of California (7/1/'73)	20,741,000
Population covered by POST-affiliated agencies	20,736,823 (99.9%)
Number of local law enforcement agencies (cities, districts & counties)	398
Number of local law enforcement agencies not covered by POST	16 (4%)
Number of police officers in local agencies (1972)	38,469
Peace officers in POST-affiliated agencies	38,393
Peace officers in non-POST-affiliated agencies	76 (.1%)
Number of contract cities	62

### Administrative Counseling Program

#### Goals and Objectives:

The goal of the management counseling program is to provide a counseling service to such local jurisdiction as requested for the purpose of improving the administration, management or operations of a police agency, and may aid such jurisdiction in implementing improved practices and techniques.

The conduct of a survey includes the preparation of a written report which analyzes problems and recommends actions to be taken for their solution. A preliminary evaluation determines the extent and scope of the counseling services needed and a recommendation is made as to the most suitable type to be used. These include:

- Administrative Counseling
- Specialized Surveys
- General Surveys

Staff assistance is available in the implementation of survey recommendations as well as follow-up assistance. Additional assistance is provided based upon local interest, support, and desire of the chief administrator.

#### Future Activities:

More emphasis in the future will be placed on implementation.

### Project MORE (Minority Officers Recruitment Effort)

The Commission has initiated, through Project MORE, a program to implement the requested provisions in Assembly Concurrent Resolution No. 158. This was in response to the immediate needs of California law enforcement agencies regarding the recruitment and selection of minorities.

Goals:

The broad general goals of the project are to:

- Develop a broad statistical and informational base necessary to successful minority recruitment program planning.
- Help increase the statewide average of minority personnel in California law enforcement agencies by developing and providing models and techniques for minority recruitment programs.
- Establish an Information Center for management and law enforcement administrators which will provide consultative assistance and documents, and a mechanism for feedback from local levels.

By working with representatives of varied agencies, firms and universities, it was anticipated that a model recruitment and selection program would be developed in the city of Santa Ana which will have adaptability to other jurisdictions throughout the State.

POST/State Personnel Board Selection Study

At the March 1973 Commission meeting, it was stressed that the selection standards adopted by POST were being questioned, and there was a need to have them reviewed and validated. It was the consensus that the Commission should fund the study. At the June 1973 meeting, funding totalling \$206,420 was approved.

Products of the Study:

Each component of the study was designed to provide a useful product for use by local law enforcement agencies.

Component A - valid selection standards.

Component B - completed job analysis for those functions above patrolman and below chief.

Component C - a manual available to agencies containing valid techniques and standards for the entry level interview.

Component D - a handbook available to local agencies containing several workable programs of job restructuring and model career ladders.

Component E - a report identifying those operational performance criteria utilized in the field of law enforcement dealing

with the position of patrolman, and a valid job knowledge test.

Component F - a valid physical performance test.

Future Divisional Plans:

Personnel Standards future functions are two-fold:

- Continue standards compliance inspections of local agencies receiving reimbursement, and with increased emphasis upon compliance inspections of agencies participating in the Specialized Law Enforcement Certification Program (especially the police departments of the University of California and of the California State University and colleges).
- Implement the results of the State Personnel Board Selection Study.

Administrative Counseling future functions:

- Increased emphasis and effort on implementation of recommendations; less emphasis on producing survey "books", and more on successful change to improve law enforcement agencies.
- More specialized or limited surveys to meet special or unique needs of individual agencies.

## OLD/NEW BUSINESS

### Proposed Regulation Changes

It was proposed that the Specifications of the POST Regulations be converted to POST Directives for inclusion in the POST Administrative Manual, to be referred to as PAM. The concept received Commission approval, and it was the consensus that a special Commission meeting would be called for February 20 to review, modify and approve proposed regulation changes to be included on the future hearing agenda.

### Firearms Policy Committee Request for Research Assistance

Chief Duane Baker, Glendale Police Department, speaking as Chairman of the California Police Chiefs' Association Firearms Police Committee, and on behalf of the C. P. O. A., appeared before the Commission to request POST's support to conduct a (limited) study or review of written firearms policies used in California law enforcement jurisdictions. Chief Baker stated that a well-executed research project should satisfy a number of needs

in the law enforcement field. The Attorney General's Office, as well as the Legislature, the Bar Association and representatives, if not all agencies in California are interested in the subject. Following discussion,

MOTION by Commissioner Fabbri, seconded - Seares, motion carried (3 noes: McCauley, Kelsay, Younger), that the POST Center for Police Management provide the assistance and support that the CPCA/CPOA Firearms Policy Committee requested in researching and evaluating the policy(s) of law enforcement agencies in California. A stipulation being that two members from the organizations (CPCA and CPOA) be designated to work with POST staff to develop a questionnaire, collect and analyze data as a team effort. The efforts are also to be coordinated with those of the Attorney General's Office, also conducting a similar study.

Community Colleges Funding Problem

Mr. Townsend stated that the question of whether police and fire science academies in community colleges should qualify for state support is in dispute.

MOTION by Commissioner Younger, seconded - Cash, motion carried that staff be directed to do whatever can be done, as soon as possible, to assist the community colleges to correct ADA funding problems.

DATE AND PLACE OF NEXT MEETING

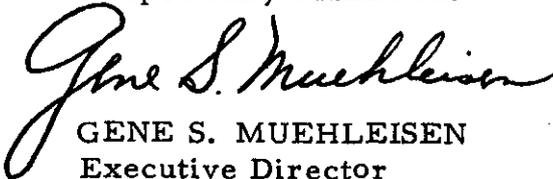
The Commission set the following dates for meetings and a hearing:

February 20	Special meeting for review of proposed Regulation changes
April 24-25	Regular commission meeting. Date and place to be announced.
May 15	Statewide Hearing, to be held in conjunction with the CPOA annual conference in San Diego.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Respectfully submitted.

  
GENE S. MUEHLEISEN  
Executive Director

MEMORANDUM

To: Gene S. Muehleisen  
Executive Director  
Commission on POST

From: Education & Training Division

SUBJECT: COURSE CERTIFICATION AGENDA, JANUARY 24/25, 1974

Date: January 9, 1974

<u>SPECIAL COURSES</u>		<u>HOURS</u>	<u>CERTIFICATION RECOMMENDED</u>	<u>REIMBURSEMENT RECOMMENDED</u>
1. El Camino College	P.C. 832-Arrest & Firearms	40	Yes	D (when applicable)
2. Southwestern College	P.C. 832-Arrest & Firearms	40	Yes	D
<u>TECHNICAL COURSES</u>				
3. Department of Justice	Advanced Bloodstain Analysis	80	Yes	B (exclude tuition)
4. Department of Justice	Forensic Microscopy	24	Yes	B (exclude tuition)
5. Department of Justice	Forensic Alcohol Supervisor	120	Yes	B (exclude tuition)
6. Department of Justice	Practical Criminalistics	80	Yes	B (exclude tuition)

<u>TECHNICAL COURSES (cont.)</u>			<u>HOURS</u>	<u>CERTIFICATION RECOMMENDED</u>	<u>REIMBURSEMENT RECOMMENDED</u>
7.	Cal Poly Pomona	Research and Development	50	Yes	B
8.	Grossmont College	Media Production for Law Enforcement	108	Yes	A
9.	Miramar College	Basic Vehicle Theft Investigation	40	Yes	A
10.	Modesto Regional Criminal Justice Training Center	Basic Vehicle Theft Investigation	40	Yes	A
11.	Rio Hondo College	Basic Vehicle Theft Investigation	40	Yes	A

MODIFICATIONSACTION RECOMMENDED

12.	Long Beach City College	Advanced Officer Course		Transfer to Long Beach Police Department
13.	Butte College	Supervisory Course		Reduce hours from 110 to 80 with a two-week intensive offering
14.	CSU, Long Beach	Middle Management Course		Decrease tuition from \$350 to \$324 per trainee
15.	CSU, Northridge	Middle Management Course		Transfer to Los Angeles Police Department
16.	CSU, Humboldt	Middle Management Seminar		Modify to a 36-hour format with tuition of \$170 per student - retroactive 1/5/74
17.	CSU, Humboldt	Executive Development Seminar		Modify to a 40-hour format with tuition of \$175 per student - retroactive 1/12/74

MODIFICATIONS (cont.)ACTION RECOMMENDED

18.	CSU, Long Beach	Middle Management Seminar	Decrease tuition from \$175 to \$120 per trainee
19.	McKee/Wright LaVerne College Management Center	Middle Management Seminar	Decrease tuition from \$150 to \$140
20.	CSU, Long Beach	Executive Development Seminar	Decrease tuition from \$175 to \$125 per trainee
21.	Alameda County Sheriffs Department	Jail Operations Course	Recertify course to 40 hours - retroactive 1/7/74
22.	CHP	Allied Agency Driver Training and Motorcycle Training	Increase in Allied Agency Driver Training tuition from \$50 to \$66 & \$67 and Motorcycle Training from \$50 to \$54 & \$56 retroactive 1/1/74
23.	Contra Costa College		Transfer certification of all courses to Los Medanos College
24.	Diablo Valley College		Transfer certification of all courses to Los Medanos College.
25.	FBI	Community Police Relations	Allow Sacramento, San Francisco, Los Angeles & San Diego field offices to present course utilizing variable format of 20 to 40 hours under Plan A
26.	CSU, Long Beach	Criminal Justice Information Systems	Decrease tuition from \$175 to \$133 per trainee
27.	CSU, Long Beach	Field Evidence Technician	Decrease tuition from \$400 to \$320 per trainee
28.	CSU, Long Beach	Law Enforcement Legal Education Program	Decrease tuition from \$150 to \$140 per trainee

MODIFICATIONS (Cont.)ACTION RECOMMENDED

29.	CSU, Long Beach	Organizational Development Seminar	Change reimbursement from Plan C to Plan B; tuition is \$115 per student
30.	Los Angeles Police Dept.	Advanced Latent Fingerprint School	Change name to Latent Fingerprint School
31.	Los Angeles Police Dept.	Supplemental Management Training (new name)	Course was formerly a Middle Management Seminar, now a Technical Course; tuition is \$145 per student; Plan B reimbursement
32.	Pasadena City College	Police School Resource Officer Course	Transfer certification to Pacific Oaks College
33.	University of Southern California	Team Building Workshop	Change from Plan C to Plan B; tuition is \$115 per student

DECERTIFICATIONSRECOMMENDATION

34.	North Bay Peace Officers Academy (Solano College)	Basic Course	Decertify
35.	Stockton Police Training Center	Basic Academy	Decertify
36.	Contra Costa College	Advanced Officer Course	Decertify
37.	Ventura County Sheriffs Academy	Advanced Officer Course	Decertify
38.	Contra Costa College	Supervisory Course	Decertify
39.	Long Beach City College	Supervisory Course	Decertify
40.	Bakersfield College	Community Police Relations	Decertify

DECERTIFICATIONS (Cont.)RECOMMENDATION

41. CHP	Driver Training for Instructors Course	Decertify
42. CSU, Long Beach	Police Training Officers Program	Decertify
43. Chaffey College	Community Police Relations	Decertify
44. Citrus College	Criminal Investigation Course	Decertify
45. College of the Desert	Community Police Relations	Decertify
46. College of Marin	Advanced Criminal Investigation Course	Decertify
47. College of San Mateo	Community Police Relations	Decertify
48. Contra Costa College	Community Police Relations	Decertify
49. Diablo Valley College	Community Police Relations	Decertify
50. Grossmont College	Community Police Relations	Decertify
51. Inglewood Police Department	P.C. 832-Arrest & Firearms	Decertify
52. Merced College	Community Police Relations	Decertify
53. Moorpark College	Community Police Relations	Decertify
54. Ohlone College	Defensive Driver Training	Decertify
55. Pasadena City College	Advanced Criminal Investigation	Decertify
56. Pasadena City College	Community Police Relations	Decertify
57. San Joaquin Delta College	Community Police Relations	Decertify
58. Santa Rosa Junior College	Basic Riot and Crowd Control	Decertify

DECERTIFICATIONS (Cont.)RECOMMENDATION

59.	Southwestern College	Community Police Relations	Decertify
60.	Torrance Police Department	P.C. 832-Arrest & Firearms	Decertify
61.	University Peace Officer Training School (UC Berkeley)	Specialized Basic	Decertify
62.	UC Davis	Teaching Law to the Police Officer	Decertify
63.-125.	Separately identified community colleges	Pre-Service Courses	Decertify

  
 GERALD E. TOWNSEND  
 Director  
 Education & Training Division

Attachments

REIMBURSEMENT PLANS

Plan A: 50% salary, 50% meals and lodging.  
 Plan B: 100% tuition, 100% meals, lodging and travel.  
 Plan C: Fixed sum as determined by Commission.  
 Plan D: 100% salary, 100% meals and lodging.  
 Plan E: 100% salary, tuition, meals, lodging and travel.

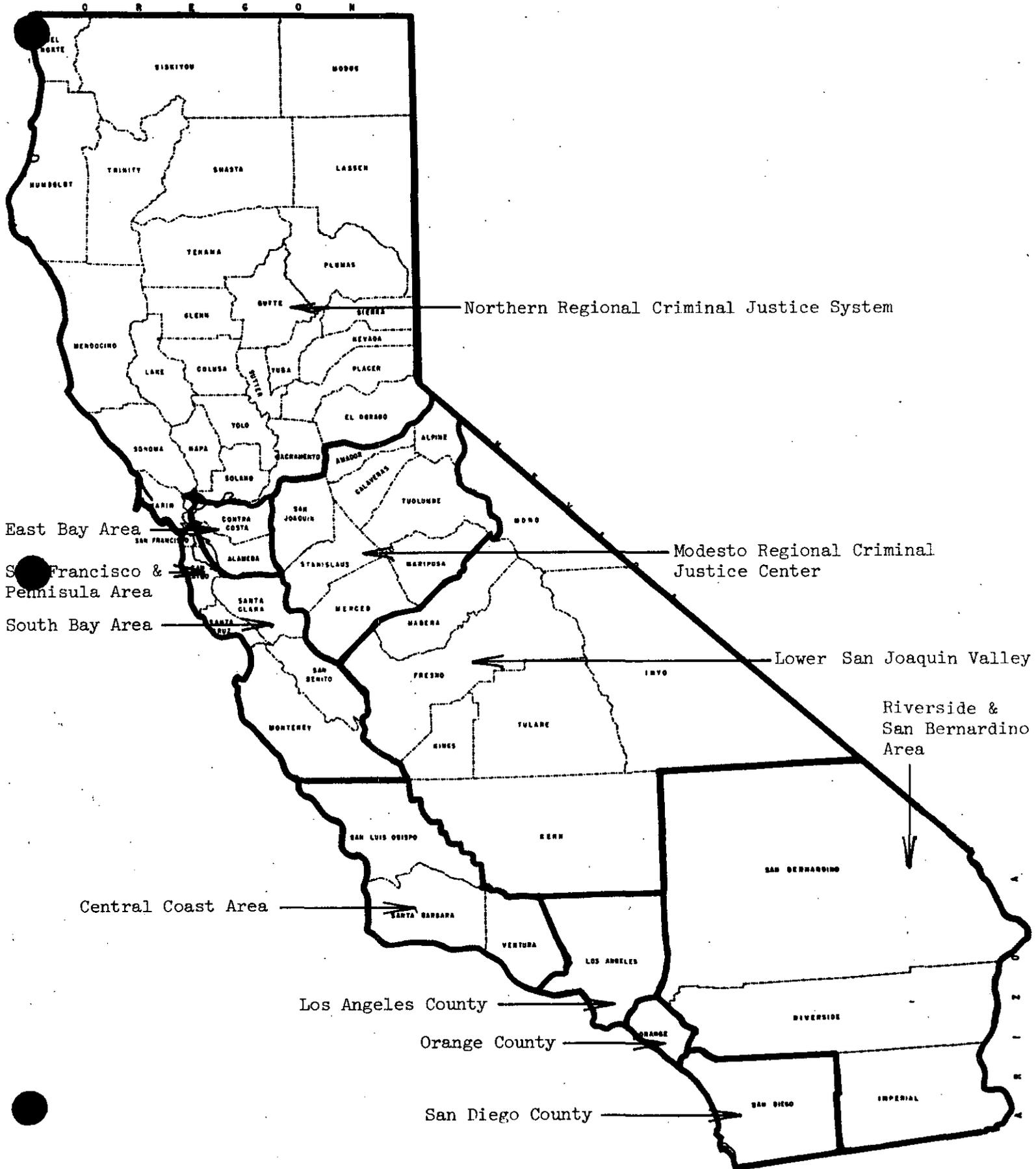
\*126. College of Marin

Community Police Relations

Decertify

Projected Areas of Present and Future Regional Training Centers

STATE OF CALIFORNIA



State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training

Peace Officer's Training Fund

Revenue July 1 through December 31, 1973

	Debit (A)	Credit (B)	Sub Total (A+B)
<b>JULY</b>			
Code 350 - Criminal		118,154.81	
Code 340 - Vehicle		175,948.52	294,103.33
Journal Entry J#70	250.00		293,853.33
<b>AUGUST</b>			
Code 350 - Criminal		272,670.24	
Code 340 - Vehicle		566,365.60	839,035.84
<b>SEPTEMBER</b>			
Code 350 - Criminal		207,296.37	
Code 340 - Vehicle		397,063.37	604,359.74
<b>OCTOBER</b>			
Code 350 - Criminal		340,490.71	
Code 340 - Vehicle		705,737.25	1,046,227.96
<b>NOVEMBER</b>			
Code 350 - Criminal		281,556.69	
Code 340 - Vehicle		598,378.05	879,934.74
<b>DECEMBER</b>			
Code 350 - Criminal		226,636.98	
Code 340 - Vehicle		504,162.21	730,799.19
Journal Entry J#84	25.00		<u>730,774.19</u>
Total			4,394,185.80

State of California  
Department of Justice  
Commission on Peace Officer Standards and Training

REVENUE

Revenue for the First Half of the Fiscal Year 1973-74

Revenue for the Peace Officers Training Fund for the first half of the Fiscal Year 1973-74 was: \$ 4,394,185.80

The figure is slightly above revenue for comparable periods for the previous three years which was as follows:

Fiscal Year 1970-71	July 1 - December 31	\$4,129,579	
Fiscal Year 1971-72	July 1 - December 31	4,220,737	+ 2.20%
Fiscal Year 1972-73	July 1 - December 31	4,233,272	+ 0.03%
Fiscal Year 1973-74	July 1 - December 31	4,394,185	+ 3.80%

Projection for the Second Half of the 1973-74 Fiscal Year

On the basis of previous years experience, revenue for the second half of the fiscal year should be about 1% above the first half. Projecting on this basis, revenue for the second half of the 1973-74 fiscal year should amount to approximately \$4,438,000. Add to that the increase of 25% on assessment of traffic fines which became effective January 1, 1974. Although the additional assessment is now being made, there will be a time lag of about three months before the increased revenue will be received into the funds.

Projecting Peace Officer Training Fund for second half of the year \$4,438,000

Estimated additional revenue as a result of the 25% increase assessment on traffic fines 300,000

Estimated revenues second half fiscal year \$4,738,000

These estimates are subject to variation because it is not now known what effect the emergency crisis, gas rationing and the reaction of the courts to this latest assessment burden.

If the projections are reasonably accurate, the 1973-74 revenue will be approximately \$9,132,000.

State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training  
 Administration Division

SECTION I

QUARTERLY REIMBURSEMENTS - Fiscal Year 1973-74

Course		First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Fiscal Year Total
Basic		\$ 417,202.91	\$ 1,242,517.87			\$ 1,659,720.78
Advanced Officer		30,167.28	178,412.75			208,580.03
Supervisory Course		8,581.90	76,842.62			85,424.52
Supervisory Seminar		-0-	6,183.75			6,183.75
Middle Management Course		26,330.43	95,348.73			121,679.16
Middle Management Seminar		67,926.34	110,953.05			178,879.39
Executive Development Course		26,329.92	13,011.15			39,341.07
Executive Development Seminar		34,548.60	67,836.05			102,384.65
Technical/Special Courses (Detail list attached)		229,145.25	719,977.33			949,122.58
Sub-Total		\$ 840,232.63	\$ 2,511,083.30			\$ 3,351,315.93
Claims for prior years paid from current FY funds	68 Interim	184.40	(-) 184.40*			-0-
	70-71 F.Y.	1,528.40	(-) 1,528.40*			-0-
Adjustments on prior payments		(-) 10,738.90	(-) 4,768.62			(-) 15,507.52
Audit adjustments by Controller		(-) 12,703.25	(-) 1,464.76			(-) 14,168.01
ADJUSTMENTS TO PREVIOUS QUARTER AUDIT ADJUSTMENTS			(+) 230.27			(+) 230.27
GRAND TOTAL		\$ 818,503.28	\$ 2,503,367.39			\$ 3,321,870.67

Attachment "C"

State of California  
Department of Justice  
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING  
MINUTES

December 7, 1973  
Airport Marina Hotel  
Los Angeles

The meeting was called to order at 10 a. m. by Chairman Collins.  
A quorum was present.

Present:

JACK G. COLLINS	- Chairman
LYELL C. CASH	- Commissioner
BEN J. CLARK	- Commissioner
LOREN W. ENOCH	- Commissioner
ROBERT F. GROGAN	- Commissioner
DAN KELSAY	- Commissioner
EDWIN R. MC CAULEY	- Commissioner
ROBERT S. SEARES	- Commissioner

Absent:

JOHN FABBRI	- Commissioner
ERIC E. YOUNGER	- Representative of the Attorney General

Advisory Committee Members Present:

Jay R. Stroh	- Chairman, Chiefs' of Police Representative
Jerome E. Lance	- Vice-Chairman, California Association of Police Training Officers Representative
J. Winston Silva	- Community Colleges Representative

Staff Present:

GENE S. MUEHLEISEN	- Executive Director
DAVID Y. ALLAN	- Project STAR Coordinator
RONALD T. ALLEN	- Special Assistant, Executive Office
CARL R. BALL	- Director, Police Standards Division
MICHAEL S. FREEMAN	- Consultant, Personnel Standards Bureau
MICHAEL O. HUNT	- Project MORE Coordinator
BRADLEY W. KOCH	- Director, Technical Services Division
JEWELL L. ROSS	- Assistant to the Executive Director
OTTO H. SALTENBERGER	- Bureau Chief, Education and Training
EDWARD M. TOOTHMAN	- Director, Administration Division

GERALD E. TOWNSEND	-	Director, Education & Training Division
GEORGE W. WILLIAMS	-	Bureau Chief, Education & Training Division
BROOKS W. WILSON	-	Bureau Chief, Education & Training Division
IMOGENE KAUFFMAN	-	Recording Secretary

## Visitors:

Gordon Bissegger	-	Office of the Legislative Analyst
David Fairbairn	-	Vice-President, Bahn Fair Institute
Les Rogers	-	Los Angeles Police Dept., Training Division
Sig Thorsen	-	Santa Clara Sheriff's Department, Personnel

APPROVAL OF MINUTES

MOTION by Commissioner Cash, seconded by Commissioner Seares, carried that the minutes of the September 13-14, 1973 commission meeting in Sacramento be approved as mailed.

POST PROGRAM REVIEW

The Chairman commented that this special meeting had been called to review all aspects of the POST program. In preparation for the meeting, Commissioners had been mailed a summary report on each division of POST. The material covered general program goals and objectives, statistical data and costs. The report also described all special projects. A copy of the complete package is on file at POST headquarters.

The Chairman suggested proceeding, by priority, with an in-depth review of each division summary. It was agreed to review the Education and Training Division and Administration Division at this time. Police Standards Division and Technical Services Division would be reviewed on the second day of the next regular meeting in January.

Education and Training Division

A brief overview of the Education and Training Division was presented by Mr. Townsend. The division's three priorities were stated:

- Quality maintenance of the existing courses.
- Furtherance of the development of regional training centers.
- Implementation assistance to local agencies, i. e., assisting in identifying training needs and training resources, and development of training by police job assignment.

Mr. Townsend referred to the report on evaluation of training programs completed in 1970. From this evaluation, 19 recommendations were adopted by the Commission on March 24-25, 1972. The following are in various stages of completion.

Recommendation #1: It is recommended that the POST Commission, through its staff, serve as a primary advisory resource to the California Council on Criminal Justice on the development and use of regional criminal justice training centers.

The Commission directed that this recommendation not be changed. Development of regional training centers and criminal justice training systems be encouraged as a top priority. Commissioner McCauley requested that a map of projected geographical locations of centers be presented at the next commission meeting.

Recommendation #5: It is recommended that any immediate expansion of the Basic Course include the following 26 hours: baton training, chemical agents, credit cards and crime, problems of the deaf, medic-alerts, and fire services. (Specific hours of courses was deleted. Jurisdictional needs will dictate course lengths.)

The Commission requested a progress report be made at the January meeting.

Recommendation #6: It is recommended that the Commission authorize staff to develop the Basic Course to 400 hours based on a universally required core, an additional block differentiated for rural and urban departments and a block of electives to accommodate differing local peculiarities.

As instructed, staff is working through the POST Advisory Committee for implementation of this recommendation. A team from Los Angeles Sheriff's Department Training Division is assisting POST in this assignment. A preliminary report will be presented at the January meeting.

Recommendation #7: It is recommended that the Commission authorize proceedings to amend Specification 7 to require that all advanced officer courses include the following subjects:

1. Recent court decisions
2. New law and changes in statutes
3. Arrest, search and seizure refresher
4. Community-police relations

Mr. Townsend stated these subjects have been included and are appearing in current presentations. How this additional training is to be evaluated was discussed. This Specification change will be included on the next public hearing agenda.

Recommendation #8. It is recommended that the Commission encourage concerned schools to present certified supervisory courses in institute formats not to exceed 30 days in length.

Staff was instructed to research the advantages and disadvantages of the intensive and semester-length courses, and resubmit. The assignment has been made to Technical Services.

Recommendation #11: It is recommended that the supervisory course curriculum be thoroughly researched to determine the feasibility and desirability of combining the Supervisory and the Techniques of Teaching Courses; or to establish optimum coordination between the two courses.

The Commission requested no change in this recommendation.

Recommendation #12: It is recommended that the Commission consider one of three alternatives stated for financing middle management courses. The Commission selected the following method which has been implemented with the exception of d. and e.:

1. Enrollment and revenue could be coordinated by POST as follows:
  - a. An optimum class size, within a very narrow range, should be established by the Commission (20-25 suggested).
  - b. Each certified institution should be required to submit a detailed budget, based on this class size, on a POST budget form.
  - c. Each budget should be carefully reviewed by POST staff and justification for wide variations should be established or they should be eliminated.
  - d. A regular yearly schedule of presentations should be prepared by each institution and publicized by POST in a master schedule. POST staff should assist in scheduling coordination and forecasting.
  - e. Each institution should report to POST any over-enrollment and under-enrollment, and POST will assist in arranging for even distribution of enrollment.

Commissioner Clark suggested that, because of the resources obtained in recent years by the junior colleges, staff should once again examine the requirement that the Middle Management Course be presented at four-year colleges only.

Recommendation #15: It is recommended that the Commission request time in each Executive Development Course for instruction by an Administrative Counseling consultant on the subject of organization and information systems.

Original action was to accept as submitted but to include middle management courses. There was no change requested.

Recommendation #19: It is recommended that the Commission authorize staff to take a more aggressive role in arranging chronological coordination of all POST training programs.

Original Commission action directed staff to establish more communication with the Board of Governors of the Community Colleges to encourage them to set census dates 18 months in advance and to schedule four per year.

The Executive Director stated that communications with the Chancellor's office had been unproductive. Mr. Silva felt the new member of the Board of Governors, Roger E. Murdock, Chief of Staff of Los Angeles Police Department, should be contacted as it was felt he would be most cooperative in assisting with the communication problems.

Following further discussion, it appeared that POST should take no further action on this matter at this time.

Mr. Townsend presented a list of 14 items identified by law enforcement, education communities and staff as program needs, plus 18 ongoing projects requiring staff time. (Attachments A & B) The Commission directed staff to present, at the January commission meeting, a high-priority statement of all education and training assignments and projects with information to include estimated time required for completion, those which will be self-terminating, and recommendations as to which can be eliminated. It was suggested that if staff has strong feelings regarding assigned projects or work assignments, it should be so stated.

The Commission further directed the staff as follows:

- An updated briefing on Project STAR is to be presented at the January meeting.

- The POST Philosophy on the relationship of POST to California's college and university systems, written in February 1970, should be rewritten for updating.

### Administration Division

Reporting on the Peace Officer Training Fund, Mr. Toothman stated that as of October 31, 1973 the accumulated surplus in the Fund was \$2,553,301 after all administrative cost for the fiscal year had been deducted. For the 1973-74 F. Y., it is expected that revenue will be approximately \$8,500,000. This projection does not include increases under AB 1640, which adds 25¢ to the \$1 assessment on \$20, and could add from \$1,000,000 to \$1,500,000 to the Fund. The energy crisis and enforcement policy are unknown factors in estimates.

Since the implementation of the POST reimbursement program in 1961 through 1972-73 F. Y., approximately 97,911 men have been trained for which POST reimbursed approximately \$36,738,750 to local jurisdictions.

Following is a yearly breakdown of reimbursements:

<u>Year</u>	<u>Number Trained</u>	<u>Amount</u>
1961 Calendar Year	476	\$ 95,474
1962	1,803	435,494
1963	1,896	483,851
1964	2,596	789,885
1965	2,644	832,372
1966	2,982	989,642
1967	2,850	988,136
	1,395	
1968 January 1 through June 30	1,395	613,247
1968-69 Fiscal Year	5,013	2,712,979
1969-70	16,391	4,025,150
1970-71	19,879	5,133,761
1971-72	21,340	8,747,841
1972-73	18,646	10,890,918
Total	97,911	\$ 36,738,750

The Administration Division report included extensive statistical documents. The following charts were reviewed. They are part of the individual commissioner packages and are attached to the POST headquarters minutes.

1. Quarterly Reimbursement Report, by course, for F. Y. 1973-74
2. A table showing cost per hour per trainee.
3. Quarterly Reimbursement Report, F. Y. 1972-73 Supplement
4. Distribution of Reimbursement by Course Category, F. Y. 1973-74 (Salary category ran 9 - 10%.)

Mr. Toothman reported on a new system that has been implemented which will aid in preventing late claims being made. Class rosters are checked against claims for training, thereby alerting staff to those departments not submitting requests for reimbursements.

Also presented was a new report form which will permit identifying the amount of reimbursement listed by individual courses. This permits a finer degree of analysis of expenditures than was previously available.

The average cost per officer trained during F. Y. 1972-73 was computed to be \$282.66. A statistical report was presented which showed the amount each jurisdiction would have received based upon total officers trained per department at \$282.66 per officer. One section represented those departments receiving more than that figure, and another showed departments that had received less than that amount.

Mr. Toothman was commended for the excellence of the data presented. These statistics will permit the Commission to analyze various programs with much greater accuracy.

#### OLD/NEW BUSINESS

#### Resolution--Crime Prevention Training Program Grant

To meet a legal technicality, a commission resolution was required for further processing of the Crime Prevention Training Program Grant. Therefore a proposed resolution was presented to the Commission.

MOTION by Commissioner Enoch, seconded by Commissioner Grogan, motion carried for adoption of the Crime Prevention Training Program Grant Resolution.

Folsom Police Department Request

Mr. Ball reported that the city of Folsom had informally requested management counseling assistance which would include the assignment of a POST consultant to serve as interim chief of police for a period of three months. The feasibility of providing a management survey for a police department by assigning a consultant as interim chief had been discussed in the past, and it was felt this might provide the opportunity to experiment with this consulting methodology. During discussion it was suggested that a better procedure would be to provide top priority counseling when a new chief of police is appointed because of the "climate for change".

MOTION by Commissioner Clark, seconded by Commissioner Kelsay, motion carried for denial of the request by the city of Folsom for the assignment of a POST consultant to serve as an interim chief of police.

Election of Officers for 1974

MOTION by Commissioner Kelsay, seconded by Commissioner McCauley, motion carried that Commissioner Robert F. Grogan, City Administrator of Santa Maria, be appointed as Commission Chairman for 1974.

MOTION by Commissioner Kelsay, seconded by Commissioner McCauley, motion carried that Commissioner Ben J. Clark, Sheriff of the County of Riverside, be appointed as Vice-Chairman for 1974.

DATE AND PLACE OF NEXT MEETING

The Commission set the date of the next commission meeting to be January 24-25, 1974, in Southern California. The exact location to be at the selection of the Chairman.

ADJOURNMENT

There being no further business, the meeting was adjourned at 4:30 p. m.

Respectfully submitted,

  
 GENE S. MUEHLEISEN  
 Executive Director

MEMORANDUM

To: Gene S. Muehleisen  
Executive Director  
Commission on POST

Date: January 9, 1974

From: Education & Training Division

SUBJECT: COURSE CERTIFICATION AGENDA, JANUARY 24/25, 1974

<u>SPECIAL COURSES</u>		<u>HOURS</u>	<u>CERTIFICATION RECOMMENDED</u>	<u>REIMBURSEMENT RECOMMENDED</u>
1. El Camino College	P.C. 832-Arrest & Firearms	40	Yes	D (when applicable)
2. Southwestern College	P.C. 832-Arrest & Firearms	40	Yes	D
<u>TECHNICAL COURSES</u>				
3. Department of Justice	Advanced Bloodstain Analysis	80	Yes	B (exclude tuition)
4. Department of Justice	Forensic Microscopy	24	Yes	B (exclude tuition)
5. Department of Justice	Forensic Alcohol Supervisor	120	Yes	B (exclude tuition)
6. Department of Justice	Practical Criminalistics	80	Yes	B (exclude tuition)

<u>TECHNICAL COURSES (cont.)</u>		<u>HOURS</u>	<u>CERTIFICATION RECOMMENDED</u>	<u>REIMBURSEMENT RECOMMENDED</u>	
7.	Cal Poly Pomona	Research and Development	50	Yes	B
8.	Grossmont College	Media Production for Law Enforcement	108	Yes	A
9.	Miramar College	Basic Vehicle Theft Investigation	40	Yes	A
10.	Modesto Regional Criminal Justice Training Center	Basic Vehicle Theft Investigation	40	Yes	A
11.	Rio Hondo College	Basic Vehicle Theft Investigation	40	Yes	A

MODIFICATIONSACTION RECOMMENDED

12.	Long Beach City College	Advanced Officer Course		Transfer to Long Beach Police Department
13.	Butte College	Supervisory Course		Reduce hours from 110 to 80 with a two-week intensive offering
14.	CSU, Long Beach	Middle Management Course		Decrease tuition from \$350 to \$324 per trainee
15.	CSU, Northridge	Middle Management Course		Transfer to Los Angeles Police Department
16.	CSU, Humboldt	Middle Management Seminar		Modify to a 36-hour format with tuition of \$120 per student - retroactive 1/5/74
17.	CSU, Humboldt	Executive Development Seminar		Modify to a 40-hour format with tuition of \$175 per student - retroactive 1/12/74

MODIFICATIONS (cont.)ACTION RECOMMENDED

18.	CSU, Long Beach	Middle Management Seminar	Decrease tuition from \$175 to \$120 per trainee
19.	McKee/Wright LaVerne College Management Center	Middle Management Seminar	Decrease tuition from \$150 to \$140
20.	CSU, Long Beach	Executive Development Seminar	Decrease tuition from \$175 to \$125 per trainee
21.	Alameda County Sheriffs Department	Jail Operations Course	Recertify course to 40 hours - retroactive 1/7/74
22.	CHP	Allied Agency Driver Training and Motorcycle Training	Increase in Allied Agency Driver Training tuition from \$50 to \$66 & \$67 and Motorcycle Training from \$50 to \$54 & \$56 retroactive 1/1/74
23.	Contra Costa College		Transfer certification of all courses to Los Medanos College
24.	Diablo Valley College		Transfer certification of all courses to Los Medanos College
25.	FBI	Community Police Relations	Allow Sacramento, San Francisco, Los Angeles & San Diego field offices to present course utilizing variable format of 20 to 40 hours under Plan A
26.	CSU, Long Beach	Criminal Justice Information Systems	Decrease tuition from \$175 to \$133 per trainee
27.	CSU, Long Beach	Field Evidence Technician	Decrease tuition from \$400 to \$320 per trainee
28.	CSU, Long Beach	Law Enforcement Legal Education Program	Decrease tuition from \$150 to \$140 per trainee

January 9, 1974

MODIFICATIONS (Cont.)ACTION RECOMMENDED

29.	CSU, Long Beach	Organizational Development Seminar	Change reimbursement from Plan C to Plan B; tuition is \$115 per student
30.	Los Angeles Police Dept.	Advanced Latent Fingerprint School	Change name to Latent Fingerprint School
31.	Los Angeles Police Dept.	Supplemental Management Training (new name)	Course was formerly a Middle Management Seminar, now a Technical Course; tuition is \$145 per student; Plan B reimbursement
32.	Pasadena City College	Police School Resource Officer Course	Transfer certification to Pacific Oaks College
33.	University of Southern California	Team Building Workshop	Change from Plan C to Plan B; tuition is \$115 per student

DECERTIFICATIONSRECOMMENDATION

34.	North Bay Peace Officers Academy (Solano College)	Basic Course	Decertify
35.	Stockton Police Training Center	Basic Academy	Decertify
36.	Contra Costa College	Advanced Officer Course	Decertify
37.	Ventura County Sheriffs Academy	Advanced Officer Course	Decertify
38.	Contra Costa College	Supervisory Course	Decertify
39.	Long Beach City College	Supervisory Course	Decertify
40.	Bakersfield College	Community Police Relations	Decertify

DECERTIFICATIONS (Cont.)RECOMMENDATION

41.	CHP	Driver Training for Instructors Course	Decertify
42.	CSU, Long Beach	Police Training Officers Program	Decertify
43.	Chaffey College	Community Police Relations	Decertify
44.	Citrus College	Criminal Investigation Course	Decertify
45.	College of the Desert	Community Police Relations	Decertify
46.	College of Marin	Advanced Criminal Investigation Course	Decertify
47.	College of San Mateo	Community Police Relations	Decertify
48.	Contra Costa College	Community Police Relations	Decertify
49.	Diablo Valley College	Community Police Relations	Decertify
50.	Grossmont College	Community Police Relations	Decertify
51.	Inglewood Police Department	P.C. 832-Arrest & Firearms	Decertify
52.	Merced College	Community Police Relations	Decertify
53.	Moorpark College	Community Police Relations	Decertify
54.	Ohlone College	Defensive Driver Training	Decertify
55.	Pasadena City College	Advanced Criminal Investigation	Decertify
56.	Pasadena City College	Community Police Relations	Decertify
57.	San Joaquin Delta College	Community Police Relations	Decertify
58.	Santa Rosa Junior College	Basic Riot and Crowd Control	Decertify

DECERTIFICATIONS (Cont.)RECOMMENDATION

59.	Southwestern College	Community Police Relations	Decertify
60.	Torrance Police Department	P.C. 832-Arrest & Firearms	Decertify
61.	University Peace Officer Training School (UC Berkeley)	Specialized Basic	Decertify
62.	UC Davis	Teaching Law to the Police Officer	Decertify
63.--125.	Separately identified community colleges	Pre-Service Courses	Decertify

*[Signature]*  
 GERALD E. TOWNSEND  
 Director  
 Education & Training Division

Attachments

REIMBURSEMENT PLANS

Plan A: 50% salary, 50% meals and lodging.  
 Plan B: 100% tuition, 100% meals, lodging and travel.  
 Plan C: Fixed sum as determined by Commission.  
 Plan D: 100% salary, 100% meals and lodging.  
 Plan E: 100% salary, tuition, meals, lodging and travel.

\*126. College of Marin

Community Police Relations

Decertify



# Commission on Peace Officer Standards and Training

Budget 1974-75

## PROGRESS REPORT

This is a progress report of the POST 1974-75 Budget request, prepared for review by the Commission at the quarterly meeting on January 24-25, 1974 in Anaheim.

In recent years, the staff of the Commission on POST has experienced substantial growth. The rapid expansion has in some cases created inequities and work load beyond that which was expected. As a result, the major thrust of the 1974-75 budget was to adjust personnel needs.

For the 1974-75 Fiscal Year, the Governor's policy on new programs and increased level of service is conservative. For this reason there are meager increases throughout all the state agencies and departments funded through the general as well as special funds. In addition, the increased cost of living and the uncertainty of fiscal effects due to the energy crisis combined to create a tight fiscal condition. Even though the Commission is funded through a special fund with seemingly no ill effects derived from the above incidents, the Governor's Cabinet is hesitant to increase a department's appropriation by a larger percentage than others.

The Budget, which was approved by the Commission, has now been reviewed by the Finance Department and the Governor's Cabinet. The following reflects the action taken on the Budget by these two bodies.

### Administration

One new position of stenographer is requested for the Executive Director's office to assist with the increased work load.

Three Clerk/Typists and three Clerk positions were requested for the Administration Division. Four of the six positions requested are presently filled with temporary help to provide for current volume of work.

Of the seven positions requested, the Finance Department approved two and one half positions.

The Governor's Cabinet concurred.

The request for \$10,000 to conduct automated records study was disapproved by the Finance Department and the Governor's Cabinet with the suggestion that it be absorbed in existing programs on a priority basis.

### Education and Training Division

In 1972, ten positions, six consultants and four clerical staff, were authorized to establish and implement PC 832 Program. The positions are authorized until July, 1974. POST desires to retain the positions in order to provide continued service for the PC 832 Program and to maintain and improve POST education and training services to the field. Three positions were proposed to perform ongoing work load generated by the PC 832 Program. Seven positions were proposed to maintain the current level of service.

The Finance Department referred the request to the Governor's Cabinet for policy decision.

The Governor's Cabinet disapproved the ten positions. The recommendation for disapproval was based on the language contained in Chapter 1504/71 which stated that the requirements for peace officer training would be satisfied by July 1, 1974. The seven positions for work load maintenance were disapproved in that they represented a work increase in the authorized level of service over the number of courses certified and size of the professional staff.

### Project STAR

Three positions, one Senior Law Enforcement Consultant, one Senior Stenographer and one Accounting Technician are presently filled.

The STAR Project terminates August 31, 1974. In order to further implement the program, it was requested for the balance of 1974-75 Fiscal Year.

The Finance Department disapproved the request on the basis that STAR findings will have national impact and are too broad to set into the POST Program.

The Governor's Cabinet also disapproved the request.

### Technical Services Division

The Budget request was to transfer one Law Enforcement Consultant and one Clerk/Typist, who are now working under grant funds, to permanent positions in POST. This is in accord with the terms of the grant proposal to assimilate the personnel of the Center within the three-year grant period.

Three new positions, one Senior Law Enforcement Consultant, one Law Enforcement Consultant II and one Stenographer were requested to establish a Publications Management Office.

The Finance Department approved the transfer of the two positions from the grant funds to permanent positions in POST. The three additional positions for the Publications Management Office were disapproved.

The Governor's Cabinet concurred in both of these decisions.

It is expected that Mr. Gordon Bissegger, Legislative Analyst, in reviewing POST Budget requests will recommend two consultants and two support staff for the PC 832 Program. This is over and above the recommendations of the Finance Department and the Governor's Cabinet.

The POST Budget is subject to further review by the Senate Finance Committee and the Assembly Way and Means Committee. The reviews are usually conducted by respective ad hoc committees who will convene the latter part of February or early March. At this time the dates for the hearings are not yet firm.

State of California  
Department of Justice  
Commission on Peace Officer Standards and Training

REVENUE

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Fiscal Year 1970-71	July 1 - December 31	\$4,129,579	
Fiscal Year 1971-72	July 1 - December 31	4,220,737	+ 2.20%
Fiscal Year 1972-73	July 1 - December 31	4,233,272	+ 0.03%
Fiscal Year 1973-74	July 1 - December 31	4,394,185	+ 3.80%

Projection for the Second Half of the 1973-74 Fiscal Year

On the basis of previous years experience, revenue for the second half of the fiscal year should be about 1% above the first half. Projecting on this basis, revenue for the second half of the 1973-74 fiscal year should amount to approximately \$4,438,000. Add to that the increase of 25% on assessment of traffic fines which became effective January 1, 1974. Although the additional assessment is now being made, there will be a time lag of about three months before the increased revenue will be received into the funds.

Projecting Peace Officer Training Fund for second half of the year	\$4,438,000
Estimated additional revenue as a result of the 25% increase assessment on traffic fines	<u>300,000</u>
Estimated revenues second half fiscal year	\$4,738,000

These estimates are subject to variation because it is not now known what effect the emergency crisis, gas rationing and the reaction of the courts to this latest assessment burden.

If the projections are reasonably accurate, the 1973-74 revenue will be approximately \$9,132,000.

State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training

Peace Officer's Training Fund

Revenue July 1 through December 31, 1973

	Debit (A)	Credit (B)	Sub Total (A+B)
<b>JULY</b>			
Code 350 - Criminal		118,154.81	
Code 340 - Vehicle		175,948.52	294,103.33
Journal Entry J#70	250.00		293,853.33
<b>AUGUST</b>			
Code 350 - Criminal		272,670.24	
Code 340 - Vehicle		566,365.60	839,035.84
<b>SEPTEMBER</b>			
Code 350 - Criminal		207,296.37	
Code 340 - Vehicle		397,063.37	604,359.74
<b>OCTOBER</b>			
Code 350 - Criminal		340,490.71	
Code 340 - Vehicle		705,737.25	1,046,227.96
<b>NOVEMBER</b>			
Code 350 - Criminal		281,556.69	
Code 340 - Vehicle		598,378.05	879,934.74
<b>DECEMBER</b>			
Code 350 - Criminal		226,636.98	
Code 340 - Vehicle		504,162.21	730,799.19
Journal Entry J#84	25.00		<u>730,774.19</u>
Total			4,394,185.80

## REIMBURSEMENTS

### For the Second Quarter of the Fiscal Year 1973-74

During the second quarter October 1 - December 31, 1973, \$2,511,083 was reimbursed for training, compared with \$818,503 for the first quarter. The total reimbursement for the first half of the fiscal year was \$3,321,870.

In the second quarter \$1,242,517 (49.4% of total reimbursements) was expended for the Basic Course. This compares with 49.6% in the first quarter.

In the second quarter \$1,613,119 (64%) was reimbursed for the "mandated" courses which include Basic, Advanced, Supervisory and Middle Management courses.

Also in the second quarter \$719,977 (28%) was reimbursed for special technical courses. Middle Management Seminars, Executive Development courses and Executive Development Seminars accounted for \$191,800 (7%) of reimbursements. (See Table I.)

### Hours of Training

The man-hour of training given is the most reliable quantitative measurement because as a unit of measure it is unchanging. In the second quarter there were 4,985 men trained, receiving 413,232 hours of training. The average was 82.89 hours of training per man, at an average cost of \$6.07 per training hour per man.

This compares with the first quarter in which 1,399 men were trained for a total of 127,125 man hours. The average of training was 90.80 hours per man at an average of \$6.66 per training hour per man.

### Course Presentations

Of the 102 categories courses certified, 47 were presented one or more times for a total of 505 course presentations. Of the 102 course categories, 55 were not presented in the second quarter. Thirty-eight courses were not presented at any time during the first six months period of the fiscal year.

In the second quarter, there were 315 presentations made of technical, special courses and 144 "mandated" courses which included the Basic, Advanced Officer, Supervisory, and Middle Management.

State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training  
 Administration Division

SECTION I

QUARTERLY REIMBURSEMENTS - Fiscal Year 1973-74

Course		First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Fiscal Year Total
Basic		\$ 417,202.91	\$ 1,242,517.87			\$ 1,659,720.78
Advanced Officer		30,167.28	178,412.75			208,580.03
Supervisory Course		8,581.90	76,842.62			85,424.52
Supervisory Seminar		-0-	6,183.75			6,183.75
Middle Management Course		26,330.43	95,348.73			121,679.16
Middle Management Seminar		67,926.34	110,953.05			178,879.39
Executive Development Course		26,329.92	13,011.15			39,341.07
Executive Development Seminar		34,548.60	67,836.05			102,384.65
Technical/Special Courses (Detail list attached)		229,145.25	719,977.33			949,122.58
Sub-Total		\$ 840,232.63	\$ 2,511,083.30			\$ 3,351,315.93
Claims for prior years paid from current FY funds	68 Interim	184.40	(-) 184.40*			-0-
	70-71 F.Y.	1,528.40	(-) 1,528.40*			-0-
Adjustments on prior payments		(-) 10,738.90	(-) 4,768.62			(-) 15,507.52
Audit adjustments by Controller		(-) 12,703.25	(-) 1,464.76			(-) 14,168.01
ADJUSTMENTS TO PREVIOUS QUARTER AUDIT ADJUSTMENTS			(+) 230.27			(+) 230.27
GRAND TOTAL		\$ 818,503.28	\$ 2,503,367.39			\$ 3,321,870.67

Reimbursements from Peace Officer Training Fund

Fiscal Year 1973-74

Second Quarterly Report Ending December 31, 1973

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COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

Administration Division - Claims Audit Section

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Course	Amount of Reimbursement					Number of Trainees					Cost Per Trainee (\$)					Man Hours of Training					Course Presentations				
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total
1. Basic	\$417,202.91	\$1,242,517.87			\$1,659,720.78	214	609			823	1949.55	2040.26			2016.67	78,160	227,806			305,966	18	41			59
2. Advanced Officer	30,167.28	178,412.75			208,580.05	127	1044			1171	237.54	170.89			178.12	4,724	35,135			39,859	38	81			119
3. Supervisory Course	8,581.90	76,842.62			85,424.52	12	136			148	715.16	565.02			577.19	1,080	12,456			13,536	4	14			18
4. Supervisory Seminar		6,183.75			6,183.75		22			22		281.08			281.08		660			660		1			1
5. Middle Management Course	26,330.43	95,348.73			121,679.16	18	89			107	1462.80	1071.33			1137.19	1,984	8,987			10,971	3	8			11
6. Middle Management Seminar	67,926.34	110,953.05			178,879.39	174	342			516	390.38	324.42			346.67	4,176	9,004			13,180	25	31			56
7. Executive Development Course	26,329.92	13,011.15			39,341.07	18	9			27	1462.77	1445.68			1457.08	1,480	730			2,210	3				3
8. Executive Development Seminar	34,548.60	67,836.05			102,384.65	77	163			240	448.68	416.17			426.60	1,848	3,912			5,760	12	8			20
9. TECHNICAL SPECIAL COURSES																									
10. Administrative Analysis for Police Personnel																									
11. Advanced Accident Investigation		7,835.53			7,835.53		57			57		137.47			137.47		1,368			1,368	1	3			4
12. Advanced Auto Theft Investigation																									
13. Advanced Community-Police Relations																									
14. Advanced Criminal Investigation																									
15. Advanced Driver Training	32,736.52	59,436.18			92,172.70	129	223			352	253.77	266.53			261.85	3,096	5,352			8,448	15	28			43
16. Advanced Investigation for Coroners Case		14,269.40			14,269.40		26			26		548.82			548.82		1,912			1,912		1			1
17. Advanced Investigative Photo. Advanced Latent																									
18. Fingerprint School	2,364.05	22,866.05			25,230.10	9	188			197	262.67	121.63			128.07	360	4,544			4,904	2	17			19
19. Advanced Narcotic Enforcement (Investigation)																									
20. Advanced Patrol & Special Enforcement Training		13,455.20			13,455.20		23			23		585.01			585.01		1,840			1,840					
21. Advanced Traffic Accident Investigation																									
22. Auto Theft Investigation																									
23. Basic Car Plan Leadership School	10,380.24	4,095.13			14,475.37	60	39			99	173.00	105.00			146.22	1,440	936			2,376	3	2			5
24. Basic Narcotic Enforcement																									
25. Basic Police Photography																									
26. Boating Safety & Enforcement																									
27. Bombing Matters																									
28. Breathalyzer Course		130.24			130.24		4			4		32.56			32.56		36			36		1			1
29.																									
30.																									

Reimbursements from Peace Officer Training Fund

Fiscal Year 1973-74

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COMMISSION OF PEACE OFFICER STANDARDS AND TRAINING

Administration Division - Claims Audit Section

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Course	Amount of Reimbursement					Number of Trainees					Cost Per Trainee					Man Hours of Training					Course Presentations				
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total
1. California Civil Disorder Management	\$ 505.44	\$ 6,730.78			\$ 7,326.22	3	43			46	168.48	156.52			159.26	141	2,021			2,162	2	5			7
2. Civilian Security Officer School																									
3. Civilian Supervisory School	2,982.80				2,982.80	16				16	186.43				186.43	640				640	1				1
4. Communications Dispatchers Schl. Complaint Dispatchers, etc.		20,704.39			20,704.39		54			54		383.41			383.41		5,200			5,200	2	3			5
5. Community Police Relations		10,558.87			10,558.87		63			63		167.60			167.60		1,806			1,806	4	6			10
6. Coroners Course		3,397.99			3,397.99		8			8		424.75			424.75		448			448		1			1
7. Crime Scene Investigation (D)		4,819.50			4,819.50		24			24		200.81			200.81		720			720		1			1
8. Crime Scene Investigation & (B) Physical Evidence Presentation	24,149.02	92,644.75			116,793.77	32	123			155	754.68	753.21			753.50	2,944	11,316			14,260	8	11			19
9. Criminal Justice Information Systems	277.10	3,718.94			3,996.04	1	16			17	277.10	232.43			235.06	24	384			408	1	2			3
10. Criminal Intelligence Data Analyst																									
11. Criminal Intelligence Data Analyst Workshop																									
12. Criminal Intelligence Collectors																									
13. Criminal Intelligence Collectors Workshop																									
14. Criminal Investigation		9,762.96			9,762.96		51			51		191.43			191.43		2,040			2,040		5			5
15. Delinquency Control Institute		75,076.08			75,076.08		23			23		3264.18			3264.18		9,200			9,200		2			2
16. Desk Management School																									
17. Detective School		7,410.73			7,410.73		38			38		195.02			195.02		1,520			1,520	1	2			3
18. Disaster & Riot Control	6,416.06	88,965.26			95,381.32	22	409			431	291.64	217.52			221.30	880	16,360			17,240	4	8			12
19. Driver Training	7,504.64	9,823.93			17,328.57	66	149			215	113.71	65.93			80.59	1,056	2,456			3,512	15	22			37
20. Driver Training Instructor's Course																									
21. Defensive Tactics for Policewomen	629.60				629.60	2				2	314.80				314.80	80				80	1				1
22. Evidence Workshop																									
23. Family Crisis Intervention	20,395.14	5,238.48			25,633.62	89	24			113	229.16	218.27			226.85	2,847	714			3,561	14	16			30
24. Field Command Post Cadre School																									
25. Field Evidence Technician	10,232.20	31,253.57			41,485.77	17	45			62	601.89	694.52			669.12	2,040	5,400			7,440	2				2
26. Field Management Training	3,291.41	3,265.60			6,557.01	28	28			56	117.55	116.63			117.08	906	733			1,639					
27. Field Probation Training	4,950.25	1,369.95			6,320.20	11	3			14	450.02	456.65			451.44	495	135			630	1				1
28. Field Training Officer																									
29.																									
30.																									

Reimbursements from Peace Officer Training Fund

Fiscal Year 1973-74

Second Quarterly Report Ending December 31, 1973

State of California - Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

Administration Division - Claims Audit Section

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Course	Amount of Reimbursement					Number of Trainees					Cost, Per Trainee					Man Hours of Training					Course Presentations					
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	
1. Fingerprint School	\$	\$			\$																					
2. Firearms Instructor's Course	791.00	11,765.45			12,556.45	3	33			36	263.67	356.52			348.79	125	1,462			1,587	3				3	
3. Homicide Investigation	22,296.17	7,933.99			30,230.16	34	12			46	655.77	661.17			657.17	2,720	960			3,680	1				1	
4. Jail Management		8,775.96			8,775.96		26			26		337.54			337.54		1,144			1,144		2			2	
5. Jail Operations	14,649.51	30,576.79			45,226.30	42	139			181	349.04	219.98			249.86	2,524	6,312			8,836	6	10			16	
6. Juvenile Crisis Intervention		7,713.32			7,713.32		32			32		241.04			241.04		1,168			1,168	1	3			4	
7. Juvenile Law Enforcement Officer																										
8. Juvenile Officers		14,326.32			14,326.32		75			75		191.02			191.02		3,000			3,000		5			5	
9. Juvenile Program Management Institute	2,284.45	2,160.11			4,444.56	12	12			24	190.37	180.01			185.19	480	480			960	1				1	
10. Law Enforcement Legal Education	2,370.78	16,138.96			18,509.74	10	72			82	237.08	224.15			225.72	400	2,920			3,320	2	4			6	
11. Law of Search & Seizure		1,269.21			1,269.21		11			11		115.38			115.38		231			231		1			1	
12. Motorcycle Training	15,513.80	26,720.38			42,234.18	20	49			69	775.69	545.31			612.08	2,104	4,305			6,409	5	6			11	
13. Municipal Jail & Property Course		6,716.80			6,716.80		55			55		122.12			122.12		640			640	1	1			2	
14. Narcotics & Dangerous Drugs																										
15. Non-Sworn Police Personnel Training																										
16. Officer Survival & Internal Security		8,959.49			8,959.49		27			27		331.83			331.83		1,269			1,269		3			3	
17. Organizational Development		1,500.00			1,500.00		9			9		166.67			166.67		216			216	1				1	
18. P.C. 832 Arrest & Firearms	8,597.32	15,917.46			24,514.78	28	59			87	307.05	548.88			281.77	1,120	2,346			3,466	50	129			179	
19. P.C. 832.1 Aviation Security																					4	1			5	
20. Planning, Research & Development (Police) School Resource	2,897.28	2,959.39			5,856.67	8	8			16	362.16	369.92			366.04	384	376			760	1				1	
21. Officer Seminar	7,533.70	12,138.89			19,672.59	27	83			110	279.03	146.25			178.84	1,320	2,048			3,368	5	4			9	
22. Police Self Defense Advanced Course for Instructors																										
23. Police Self Defense Instructors Institute																										
24. Police Training Officer	5,135.48	5,926.62			11,062.10	11	11			22	466.86	538.78			502.82	880	880			1,760	2	1			3	
25. POST Seminar		1,281.82			1,281.82		8			8		160.22			160.22		128			128		1			1	
26. Practical Investigative Case		1,635.60			1,635.60		17			17		96.21			96.21		510			510		1			1	
27. Protective Services Training																										
28. Report Writing		894.30			894.30		9			9		99.36			99.36		180			180	1				1	
29.																										
30.																										

Reimbursements from Peace Officer Training Fund

Fiscal Year 1973-74

Second Quarterly Report Ending December 31, 1973

State of California - Department of Justice

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

Administration Division - Claims Audit Section

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Course	Amount of Reimbursement					Number of Trainees					Cost Per Trainee					Man Hours of Training					Course Presentations				
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total
1. Security for Law Enforcement	\$	\$ 8,173.20			\$ 8,173.20		35			35		233.52			233.52		1,680			1,680		2			2
2. Sex Crime Investigation		415.19			415.19		6			6		69.20			69.20		126			126		1			1
3. Spanish for Police Officers																									
4. Spanish, Total Immersion	8,244.49	3,443.20			11,687.69	18	7			25	458.03	491.89			467.50	2,727	960			3,687	3				3
5. Specialized Surveillance Equipment																					3				3
6. Spec. Prob. in Accident Invest. & Detection of Drunk Drivers																									
7. Speed from Skidmarks																									
8. Teaching Law To The Police Officer																									
9. Team Building Workshop		1,500.00			1,500.00		11			11		136.36			136.36		264			264	1	3			4
10. Television Instruction Techniques																									
11. Traffic Control Course		10,759.80			10,759.80		40			40		268.99			268.99		2,400			2,400	1	1			2
12. Management Institute		4,660.44			4,660.44		13			13		358.50			358.50		520			520		1			1
13. Training and Education Officer Development																									
14. Undercover Narcotic Enforcement																									
15. Vice School	8,202.74	4,287.88			12,490.62	27	22			49	303.81	194.90			254.91	1,064	880			1,944	1				1
16. Violent Crimes Seminar																									
17. Weaponless Defense and Baton Instructor's Institute																					1				1
18. Workshop on the Mentally Ill	3,814.06	4,597.05			8,411.11	22	29			51	173.40	158.52			164.92	528	696			1,224	2	3			5
19. 73-74 FISCAL YEAR CLAIM SUBTOTAL	\$840,232.63	\$2,511,083.30			\$3,351,315.93	1387	4985			6372						126,777	413,232			540,009	278	511			789
20. CLAIM FROM PRIOR YEARS PAID FROM FISCAL YEAR FUNDS:																									
21. 68 Interim: Supervisory *	184.40	(-) 184.40			-0-	1	(-) 1			0															
22. 70-71 Fiscal Year: Supervisory*	590.00	(-) 590.00			-0-	2	(-) 2			0															
23. Middle Management Seminar* Law Enforcement	186.00	(-) 186.00			-0-	1	(-) 1			0															
24. Legal Education *	752.40	(-) 752.40			-0-	8	(-) 8			0															
25. ADJUSTMENTS ON PRIOR PAYMENTS (no breakdown on courses)	(-)10,738.90	(-) 4,768.62			(-) 15,507.52		(-) 2			(-) 2															
26. AUDIT ADJUSTMENTS BY CONTROLLER (no breakdown on courses)	(-)12,703.25	(-) 1,464.76			(-) 14,168.01																				
27. ADJUSTMENT TO PREVIOUS QUARTER AUDIT ADJUSTMENTS		(+) 230.27			(+) 230.27																				
28.																									
29.																									
30. GRAND TOTAL	\$818,503.28	\$2,503,367.39			\$3,321,870.67	1399	4971			6370						126,777	413,232			540,009	278	511			789

## Reimbursement for Previous Fiscal Years

Reimbursement claims for previous years, submitted in the current fiscal year (1973-74), for accounting purposes, are considered continuing accounts of the year to which they apply. To reflect accumulated amount expended on claims for those years, supplementary summaries are prepared.

Following are summaries for the two previous fiscal years of 1972-73 and 1971-72. On each face sheet in the upper right-hand section of the summary is shown the total reimbursement as of June 30, 1973; below that is the amount reimbursed in the first and second quarters of the present fiscal year, with the new total. (Tables 2 and 3)

The new total expended for claims for 1972-73 Fiscal Year is \$11,675,728.72, the largest sum ever reimbursed to local agencies for training in a single fiscal year.

Reimbursements for the Fiscal Year 1971-72, increased the new total to \$8,874,343.20.

The attachments on the back of the two face sheets are details of distribution, by amount of reimbursement, number of trainees, and cost per trainee.

It is expected that as the new system, inaugurated last July, of checking the names of trainees on reimbursement claims, against names on Course Rosters will in time eliminate delinquent claims. Under the new system the agencies failing to immediately submit claims are identified and reminded to submit their claims within a reasonable time after the training is completed.

## Reimbursement Claims Processed

There were 1,652 reimbursement claims received in the second quarter. This is about 30% above the normal. Of those claims received, it was necessary to return 276 (16.6%) because they were incomplete or incorrectly filled out and could not be processed. (Table 4)

## Reimbursement by Category of Expenditure and Category of Course

In order to develop an equitable system of claims reimbursement, all elements that affect the system must be considered. These include the categories of claims expenditures which are subsistence (lodging and meals) travel, commuter allowance, tuition, and salary as well as the number of courses given within each of the category of courses. Table 5 is a summary of the first six months showing totals of distribution by category of expenditure and by course.

State of California  
Department of Justice  
Commission on Peace Officer Standards and Training

SECTION I

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1972-73

Reimbursements to local jurisdiction for training which occurred during the Fiscal Year 1972-73, but presented for reimbursement in the 1973-74 Fiscal Year.

Total Reimbursement for the Fiscal Year 1972-73, as of June 30, 1973	\$ 10,886,888.39
Reimbursement for the Fiscal Year 1972-73 made during the 1st and 2nd Quarter Fiscal Year 1973-74	787,696.74
Total Reimbursement for the Fiscal Year 1972-73, as of December 31, 1973.	11,674,585.13

Distribution of reimbursements by course category and fiscal quarter

Course	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Fiscal Year Total
Basic	\$ 289,292.94	\$ 38,678.29			\$ 327,971.23
Advanced Officer	43,401.11	38,438.61			81,839.72
Supervisory Course	15,458.60	33,072.25			48,539.85
Supervisory Seminar	-0-	2,415.18			2,415.18
Middle Management Course	31,159.20	8,887.40			40,046.60
Middle Management Seminar	20,088.46	67,583.27			87,671.73
Executive Development Course	7,157.38	-0-			7,157.38
Executive Development Seminar	15,053.54	5,294.52			20,348.06
Technical/Special Courses (Detail list attached)	131,096.44	41,763.14			172,859.58
Adjustment: Prior Payments/ Audit Reports		(-) 1,143.59			(-) 1,143.59
Total	\$ 552,707.67	\$ 234,989.07			\$ 787,696.74

Table 2

State of California  
Department of Justice  
Commission on Peace Officer Standards and Training

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1972-73

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1972-73,  
but presented for reimbursement in the First and Second Quarters of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Basic	\$289,292.94	\$ 38,678.29			\$327,971.23	143	20			163	\$2023.03	\$1933.91			\$2012.09
Advanced Officer	43,401.11	38,438.61			81,839.72	162	135			297	267.91	284.73			275.56
Supervisory Course	15,458.60	33,072.25			48,530.85	24	45			69	644.11	734.93			703.34
Supervisory Seminar	-0-	2,415.18			2,415.18	-0-	5			5	-0-	483.03			483.03
Middle Management Course	31,159.20	8,887.40			40,046.60	22	6			28	1416.33	1481.23			1430.23
Middle Management Seminar	20,088.46	67,583.27			87,671.73	52	158			210	386.32	427.74			405.88
Executive Develop. Course	7,157.38	-0-			7,157.38	4	0			4	1789.35	0			1789.35
Executive Develop. Seminar	15,053.54	5,294.52			20,348.06	35	9			44	430.10				462.45
<u>TECH./SPEC. COURSES</u>															
Admin. Analysis for Police Personnel	560.00				560.00	1				1	560.00				560.00
Adv. Auto Theft Investigation	287.00				287.00	1				1	287.00				287.00

State of California  
Department of Justice  
Commission on Peace Officer Standards and Training

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1972-73

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1972-73  
but presented for reimbursement in the First and Second Quarters of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Adv. Driver Training	\$ 1,288.74				\$ 1,288.74	5				5	\$ 257.75				\$ 257.75
Auto Theft Invest.	1,743.95				1,743.95	7				7	249.14				249.14
Basic Narcotics Enforcement	2,232.80	\$ 740.80			2,973.60	3	1			4	744.27	740.80			743.40
Boating Safety Enf.		224.16			224.16		1			1		224.16			224.16
Civilian Supervisory School	4,693.20				4,693.20	23				23	204.05				204.05
Community-Police Relations	7,317.00				7,317.00	28				28	261.32				261.32
Crime Scene Invest.B		1,482.50			1,482.50		2			2		741.25			741.25
Criminal Invest.	6,259.20				6,259.20	21				21	298.06				298.06
Criminal Justice Information Systems	1,433.96	875.00			2,308.96	7	5			12	204.85	175.00			192.41
Driver Training	4,117.28	4,001.28			8,118.56	46	43			89	89.51	93.05			91.21
Family Crisis Intervention	3,421.12				3,421.12	15				15	228.07				228.07
Field Evidence Tech.	16,363.24	1,200.00			17,563.24	19	3			22	861.22	400.00			798.32
Firearms Instructors Course	2,242.55				2,242.55	6				6	373.76				373.76

State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1972 - 73

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1972-73  
 but presented for reimbursement in the First and Second Quarters of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Field Management Training	\$ 528.69	\$			\$ 528.69	4				4	\$ 132.17	\$			\$ 132.17
Field Probation Training	8,652.60				8,652.60	22				22	393.30				393.30
Crime Scene Invest. & Phys. Evid. Pres.	5,143.56					7					734.79				
Jail Operations	7,129.44	3,852.00			10,981.44	28	15			43	254.62	256.80			255.38
Juvenile Crisis Intervention	3,477.20				3,477.20	9				9	386.36				386.36
Juvenile Law Enforcement Officer	577.70	317.00			894.70	4	2			6	144.43	158.50			149.11
Legal Education		750.00			750.00		5			5	610.01	150.00			150.00
Motorcycle Training	2,440.02	1,654.00			4,094.02	4				4					
P.C. 832	11,790.97	681.20			12,472.17	40	3			43	294.77	227.06			290.05
Practical Invest. Case	625.80	639.60			1,265.40	4	4			8	156.45	159.90			158.17
Police Training Officer	2,440.00				2,440.00	4				4	610.00				610.00

State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training

SECTION II  
 Page 4 of 4

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1972-73

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1972-73  
 but presented for reimbursement in the First and Second Quarters of the Fiscal Year 1973-74

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Protective Services Training	\$ 129.40				\$ 129.40	1				1	\$ 129.40				\$ 129.40
School Resource Officer	468.03	195.24			663.27	2	1			3	234.02	195.24			221.09
Disaster & Riot Control	30,878.00				30,878.00	113				113	273.26				273.26
Calif. Civil Disorder Management Spanish, Total Imm.	1,740.20	1,276.20			3,016.40	13	9			22	133.86	137.11			137.11
Traffic Program Management Instit.	1,894.60				1,894.60	5				5	378.92				378.92
Spec. Surv. Equip.		150.48			150.48		1			1		150.48			150.48
Vice School Train. & Ed. Off.Dev.	762.60				762.60	2				2	381.30				381.30
Workshop on the Mentally Ill	457.59	23,323.68			23,323.68		20			20		1166.18			1166.18
					457.59	2				2	228.80				228.80
<b>TOTAL</b>	<b>\$552,707.67</b>	<b>\$236,132.66</b>			<b>\$788,840.33</b>	<b>888</b>	<b>497</b>			<b>1385</b>	<b>\$ 622.42</b>	<b>475.11</b>			<b>\$ 569.56</b>

State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1971-72

Reimbursements to local jurisdiction for training which occurred during the Fiscal Year 1971-72, but presented for reimbursement in the First and Second Quarters of the Fiscal Year 1973-74.

Total Reimbursement for the Fiscal Year 1971-72, as of June 30, 1973	\$8,803,978.47
Reimbursement for the Fiscal Year 1971-72 made during the First and Second Quarter Fiscal Year 1973-74	71,852.95
Total Reimbursement for the Fiscal Year 1971-72, as of December 31, 1973	\$8,875,831.42

Distribution of reimbursements by course category and fiscal quarter

Course	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Fiscal Year Total
Basic	\$ 6,700.92	\$ 1,835.00			\$ 8,535.92
Advanced Officer	6,393.20	-0-			6,393.20
Supervisory Course	25,197.73	-0-			25,197.73
Supervisory Seminar	-0-	-0-			-0-
Middle Management Course	1,441.91	1,050.00			2,491.91
Middle Management Seminar	911.85	1,200.00			2,111.85
Executive Development Course	-0-	-0-			-0-
Executive Development Seminar	486.00	700.00			1,186.00
Technical/Special Courses (Detail list attached)	20,900.08	3,548.04			24,448.12
Adjustment: Prior Payment/ Audit Reports		(+) 1,488.22			(+) 1,488.22
<b>Total</b>	<b>\$ 62,031.69</b>	<b>\$ 9,821.26</b>			<b>\$ 71,852.95</b>

Table 3

State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1971-72

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1971-72 but presented for reimbursement in the 1973-74 Fiscal Year.

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Basic	\$ 6,700.92	\$ 1,835.00			\$ 8,535.92	5	1			6	\$1340.18	\$1835.00			\$ 1422.65
Advanced Officer	6,393.20				6,393.20	30				30	213.11				213.11
Supervisory Course	25,197.73				25,197.73	41				41	614.58				614.58
Supervisory Seminar	-0-				-0-	-0-				-0-	-0-				-0-
Middle Management Course	1,441.91	1,050.00			2,491.91	3	3			6	480.64	350.00			415.31
Middle Management Seminar	911.85	1,200.00			2,111.85	5	7			12	182.37	171.42			175.97
Executive Develop. Course	-0-				-0-	-0-				-0-	-0-				-0-
Executive Develop. Seminar	486.00	700.00			1,186.00	2	4			6	243.00	175.00			197.66
<u>TECH./SPEC. COURSES</u>															
Arson & Fire Invest.	133.43	77.04			210.47	1	1			2	133.43	77.04			105.23
Admin. Analysis for Police Personnel	830.00				830.00	1				1	830.00				830.00
Adv. Acci. Invest.		1,296.00			1,296.00		18			18		72.00			72.00

State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1971-72

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1971-72 but presented for reimbursement in the 1973-74 Fiscal Year.

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Calif. Civil Disorder Management	\$ 1,336.25				\$ 1,336.25	.8				8	\$ 167.03				\$ 167.03
Community-Police Relations	10,486.89				10,486.89	57				57	183.98				183.98
Criminal Justice Information Systems	175.00	875.00			1,050.00	1	5			6	175.00	175.00			175.00
Delinquency Control Institute	2,849.51				2,849.51	2				2	1424.76				1424.76
Driver Training	554.31				554.31	1				1	554.31				554.31
Field Evidence Tech.	2,148.00				2,148.00	3				3	716.00				716.00
Juvenile Law Enforcement Officers	164.50				164.50	1				1	164.50				164.50
Law Enf. Legal Educ. Narcotics and Dangerous Drugs	223.84	300.00			300.00	1	2			2		150.00			150.00
Criminal Intell. Collectors Course	84.00				223.84	1				1	223.84				223.84
Teaching Law to the Police Officer	191.15				84.00	2				2	42.00				42.00
					191.15	1				1	191.15				191.15

State of California  
 Department of Justice  
 Commission on Peace Officer Standards and Training

Administration Division

QUARTERLY REPORT - Supplement for Fiscal Year 1971-72

Reimbursements to local jurisdictions for training which occurred during the Fiscal Year 1971-72 but presented for reimbursement in the 1973-74 Fiscal Year.

COURSE	AMOUNT OF REIMBURSEMENT					NUMBER OF TRAINEES					COST PER TRAINEE				
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total
Team Building Workshop (formerly Human Devel. Clinic)	\$ 1,500.00	\$ 1,000.00			\$ 1,500.00 1,000.00	14				14	\$ 107.14				\$ 107.14
TV Instruction Tech. Weaponless Defense & Baton Instructors	223.20				223.20	1	1			1	223.20				223.20
<b>TOTAL</b>	<b>\$ 62,031.69</b>	<b>8,333.04</b>			<b>\$ 70,364.73</b>	<b>189</b>	<b>42</b>			<b>231</b>	<b>328.21</b>	<b>198.40</b>			<b>304.60</b>

Reimbursement Claims Processed by Month

Fiscal Year 1973/74

	Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
New Claims Received	71-72	0	0	0	5	14	0							
	72-73	323	93	53	24	21	28							
	73-74	40	101	321	461	539	561							
<b>Total</b>		363	274	374	490	574	588							
Claims Returned to Claimant for Correction		43	11	78	110	116	50							
Corrected Claims Returned by Claimant		66	19	102	75	128	89							
Claims Completed and Forwarded to Justice Fiscal Office	71-72	0	0	53	0	0	12							
	72-73	0	71	47	20	29	28							
	73-74	0	0	463	362	546	545							
<b>Total</b>		0	71	663	382	575	585							

September: 68 Interim - \$ 184.40 (1 claim)  
70/71 F.Y. - 1,528.40 (4 claims)

December: 68/69 - 1 claim  
69/70 - 1 claim

MONTH	1971-72	1972-73	1973-74
July	\$ 0	\$ 0	\$ 0
August	0	234,134.74	0
September	62,031.69	318,572.93	840,232.63
October	0	70,182.56	519,607.43
November	0	74,441.70	773,854.10
December	5,148.04	91,508.40	1,217,621.77
January			
February			
March			
April			
May			
June			
<b>TOTALS</b>	<b>67,179.73</b>	<b>788,840.33</b>	<b>3,351,315.93</b>

Commission on Peace Officer Standards and Training  
ADMINISTRATION DIVISION

Reimbursement Category and Training Course

July 1, 1973 to December 31, 1973

1973-74 Fiscal Year

Course	Subsistence	%	Travel	%	Commuter Allowance	%	Tuition	%	Salary	%	Total
Basic	\$ 119,553.16	7	- 0 -	-0-	\$ 1,904.80	-0-	- 0 -	-0-	\$1,544,416.93	93	\$1,665,874.89
Supervisory	9,918.55	11	- 0 -	-0-	255.50	-0-	- 0 -	-0-	83,064.02	89	93,238.07
Advanced Officer	919.15	-0-	- 0 -	-0-	260.75	-0-	- 0 -	-0-	207,136.79	99	208,316.69
Middle Management Course	17,776.26	14	4,106.20	3	528.67	4	32,225.00	25	73,012.25	57	127,648.38
Middle Management Seminar	5,790.53	4	6,679.97	4	1,701.35	1	71,457.80	44	75,349.01	47	160,978.66
Executive Development Course	6,529.13	12	3,694.11	6	402.00	1	18,300.00	33	26,794.65	48	55,719.89
Executive Development Seminar	10,421.94	12	1,907.90	2	- 0 -	-0-	35,175.00	41	38,498.19	45	86,003.03
Technical Special	115,247.01	12	31,542.29	3	3,447.26	-0-	256,016.04	27	547,281.72	57	953,536.32
<b>Total</b>	<b>286,155.73</b>	<b>9</b>	<b>47,930.47</b>	<b>1</b>	<b>8,500.33</b>	<b>-0-</b>	<b>413,173.84</b>	<b>12</b>	<b>2,595,555.56</b>	<b>77</b>	<b>3,351,315.93</b>

Table 5

## CERTIFICATES

The Certificate Section is rapidly catching up on its backlog of work. All certificates are now current. All requests for certificates are evaluated and processed within five days from date of receipt.

In order to clear up the backlog of Certificates of Completion, two typists were hired on a temporary basis. In December, 3668 Certificates of Completion were processed. At the present, there still remains a backlog which should be cleared up with the next five or six weeks. (See Tables 6 and 7)

Commission on Peace Officer Standards and Training  
Administration Division  
Certificate Section

GENERAL PROGRAM  
Certificates Issued By Month

Fiscal Year 1973-74

Month	Basic	Inter	Adv	Supv	Mid Mgmt	Exec Devel	Adv Off	Tech Spec	Mgmt	Exec	TOTAL
July, 1973	213	209	135	0	0	0	0	0	0	0	559
August	281	216	103	126	258	14	568	1,248	11	2	2,827
September	245	185	129	0	13	0	133	289	15	2	1,011
October	373	179	131	128	210	28	452	568	5	3	2,077
November	174	187	126	79	83	71	213	532	14	1	1,480
December	302	183	102	327	340	164	774	2,063	25	3	4,283
January, 1974											
February											
March											
April											
May											
June											
TOTAL	1,588	1,159	726	660	904	277	2,140	4,700	72	11	12,237

CERTIFICATE INVENTORY FOR THE MONTH OF <u>December</u>											
Back Log Start of Month											
Received During Month	488		75	375	75	700	1,150	?	?	2,863	
Back Log End of Month											

Commission on Peace Officer Standards and Training  
Administration Division  
Certificate Section

SPECIALIZED PROGRAM  
Certificates Issued By Month

Fiscal Year 1973-74

Month	Basic	Inter	Adv	Supv	Mid Mgmt	Exec -Deval	Adv Off	Tech Spec	TOTAL
July, 1973	31	21	23	0	0	0	0	0	75
August	26	13	17	2	7	0	14	36	115
September	17	13	10	0	2	0	0	2	44
October	7	4	5	7	0	0	0	29	52
November	16	10	10	12	0	0	0	71	119
December	44	13	9	36	0	0	3	74	179
January, 1974									
February									
March									
April									
May									
June									
TOTAL	141	74	74	57	9	0	17	212	584

CERTIFICATE INVENTORY FOR THE MONTH OF <u>December</u>									
Back Log Start of Month									
Received During Month		49							
Back Log End of Month									

# Memorandum

To : Carl R. Ball, Director  
Police Standards Division  
via: Kenneth W. Sherrill, Chief  
Personnel Standards Bureau

Date : Dec. 5, 1973

From : **Commission on Peace Officer Standards and Training**

Subject: Request by Bay Area Rapid Transit Police Service District to participate in the POST Specialized Program

## Background

The Bay Area Rapid Transit District Police Services is responsible for law enforcement within the boundaries of the Bay Area Rapid Transit District property. This includes the area of track and stations from Concord to Richmond to Fremont and eventually across the Bay to San Francisco and Daly City. The Police Department is responsible for enforcement of all laws, prevention of crime, apprehension of offenders, maintenance of the peace, the completion of crime reports and traffic control. In essence, they perform the same duties as any local police department, however they are limited to the BART property.

The organization of BART Police Services reflects a Chief of Police, assistant chief and five advisors working in three divisions. One advisor in Administrative Services, one advisor in Technical Services, and three advisors in the Field Operations. Below the advisor ranks are supervisors and officers.

There are presently 81 sworn positions within the Department. When broken down, there are 58 officers, 16 supervisors (or sargeant level), 5 advisors (at the lieutenant or captain level), one assistant chief, and one Chief of Police. There are approximately 18 civilian positions which will not qualify for POST certificates.

## Legal Requirements

A letter of intent signed by B.R. Stokes, General Manager of Bay Area Rapid Transit is on file with Personnel Standards Bureau.

The officers of Bay Area Rapid Transit Police are sworn peace officers under the authority of Section 830.9 of the California Penal Code.

As yet the Commission on Peace Officer Standards and Training has not approved the class of Rapid Transit Police for inclusion into the Specialized Certification Program.

Discussion

On September 18, 1973, Consultant Lloyd DeVore from the Education and Training Division and myself met with representatives from the Bay Area Rapid Transit Police Services. It was found that the Bay Area Rapid Transit Police Department has adhered to all the standards set forth by POST for the selection of police officers. An extensive background investigation is completed with all necessary documentation.

All members of the BART Police Services have completed the necessary basic course and all supervisors have attended the supervisory training. The advisors have all attended a middle management course and plans are now underway for the Chief and Assistant Chief to attend the Executive Development Course.

Recommendation

After visiting the Bay Area Rapid Transit Police Services and reviewing their files I found that the level of selection requirements and background performed exceed those normally used in other law enforcement agencies and certainly adheres to POST requirements. It is my recommendation that the Bay Area Rapid Transit Police Services be accepted into the POST Specialized Certification Program.



MICHAEL S. FREEMAN  
Senior Consultant  
Personnel Standards Bureau

Attachment

STAFF RECOMMENDATIONS

Concur   
Do not concur \_\_\_\_\_  
Conditions (see attached) \_\_\_\_\_  
Carl Hall / 1-14-74  
Signature date



BAY AREA RAPID TRANSIT DISTRICT  
800 Madison Street  
Oakland, California 94607  
Telephone 465-4100

August 2, 1973

WILLIAM H. CHESTER  
PRESIDENT

NELLO J. BIANCO  
VICE PRESIDENT

B. R. STOKES  
GENERAL MANAGER

DIRECTORS

ALAMEDA COUNTY

ARNOLD C. ANDERSON

RICHARD O. CLARK

H. R. LANGE

GEORGE M. SILLIMAN

CONTRA COSTA  
COUNTY

NELLO J. BIANCO

JAMES P. DOHERTY

DANIEL C. HELIX

JOSEPH S. SILVA

SAN FRANCISCO  
COUNTY

WILLIAM H. CHESTER

THOMAS F. HAYES

QUENTIN L. KOPP

WILLIAM M. REEDY

Mr. Gene S. Muehleisen  
Executive Director  
Commission on Peace Officers Standards and Training  
Department of Justice  
7100 Bowling Drive, Room 250  
Sacramento, California 95823

Dear Gene:

In accordance with 830.9 of the Penal Code and 28767.5 of the Public Utilities Code, the Bay Area Rapid Transit District Police Services will, by law, adhere to the standards set by the Commission on Peace Officers Standards and Training.

In addition I would like to emphasize that without exception BART Police Services will strictly follow the regulations and specifications for the law enforcement certification program. I would also bring to your attention that even though this agency is not at this time recognized by the Commission, we have rigidly maintained P.O.S.T. standards with regard to hiring and training of all sworn personnel.

The Commission, or its representative officials, are invited to make inquiries or inspections of BART Police Services records as may be deemed necessary to determine whether this agency is, in fact, adhering to the standards established pursuant to your regulations and specifications.

Sincerely,

B. R. Stokes  
General Manager

ada to another point in Nevada for the purposes of firefighting or conservation work, such officer or employee of the Nevada State Prison shall have the power to maintain custody of the prisoner in California and to retake the prisoner if he should escape in California to the same extent as if such officer or employee were a peace officer appointed under California law and the prisoner had been committed to his custody in proceedings under California law.

(d) Any peace officer under this section shall have the same status of a peace officer provided for in subdivision (a) or (b) of Section 830.2 for the purpose of obtaining any group insurance benefits available to such peace officers.

(e) Any peace officer under this section shall have the full powers and duties of a peace officer as provided by Section 830.1 when acting pursuant to Section 8617 of the Government Code.

(Amended by Stats.1972, c. 198, p. —, § 3.)

1972 Amendment. Inserted the numbers 1972, 1971, 1970, 1969, 1968, 1967, 1966, 1965, 1964, 1963, 1962, 1961, 1960, 1959, 1958, 1957, 1956, 1955, 1954, 1953, 1952, 1951, 1950, 1949, 1948, 1947, 1946, 1945, 1944, 1943, 1942, 1941, 1940, 1939, 1938, 1937, 1936, 1935, 1934, 1933, 1932, 1931, 1930, 1929, 1928, 1927, 1926, 1925, 1924, 1923, 1922, 1921, 1920, 1919, 1918, 1917, 1916, 1915, 1914, 1913, 1912, 1911, 1910, 1909, 1908, 1907, 1906, 1905, 1904, 1903, 1902, 1901, 1900, 1899, 1898, 1897, 1896, 1895, 1894, 1893, 1892, 1891, 1890, 1889, 1888, 1887, 1886, 1885, 1884, 1883, 1882, 1881, 1880, 1879, 1878, 1877, 1876, 1875, 1874, 1873, 1872, 1871, 1870, 1869, 1868, 1867, 1866, 1865, 1864, 1863, 1862, 1861, 1860, 1859, 1858, 1857, 1856, 1855, 1854, 1853, 1852, 1851, 1850, 1849, 1848, 1847, 1846, 1845, 1844, 1843, 1842, 1841, 1840, 1839, 1838, 1837, 1836, 1835, 1834, 1833, 1832, 1831, 1830, 1829, 1828, 1827, 1826, 1825, 1824, 1823, 1822, 1821, 1820, 1819, 1818, 1817, 1816, 1815, 1814, 1813, 1812, 1811, 1810, 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§ 830.6 Reserve or auxiliary officers; deputies; posse comitatus

1. In general  
Members of a private security patrol, although deputized by the sheriff but controlled and paid by private employers, do not become peace officers under this section. 55 Ops.Atty.Gen. 198, 5-4-72.

§ 830.8 Blank

§ 830.9 Rapid transit district security officers

(a) Persons designated as security officers by a rapid transit district pursuant to Section 25767.5 of the Public Utilities Code are peace officers while engaged in the performance of their duties as security officers.

(b) The authority of any such peace officer extends to any place in the state as to a public offense committed or which there is probable cause to believe has been committed with respect to persons or property the protection of which is the immediate duty of such officer.

(Added by Stats.1970, c. 1416, p. 2688, § 1; Stats.1970, c. 1423, p. 2713, § 1.)

The text of both 1970 additions was identical.

§ 830.10 Coroner and deputy coroners

(a) The coroner and deputy coroners, regularly employed and paid as such, of a county are peace officers. The primary duties of such peace officers are those set forth by Sections 27469 and 27491 through 27491.4, inclusive, of the Government Code. However, such coroner and deputy coroners shall not be authorized to carry concealable weapons capable of being concealed upon the person, unless they are authorized to do so by an ordinance or resolution of the county board of supervisors.

(b) The authority of any such peace officer extends to any place in the state; provided, that except as otherwise provided in Section 830.3 \* \* \* or Section 830.6 of this code, or \* \* \* Section 8597 of the \* \* \* Government Code, any such peace officer shall be deemed a peace officer only for purposes of his primary duty, and shall not act as a peace officer in enforcing any other law except:

- (1) When in pursuit of any offender or suspected offender; or
- (2) To make arrests for crimes committed, or which there is probable cause to believe have been committed, in his presence while he is in the course of his employment; or
- (3) When, while in uniform, such officer is requested, as a peace officer, to render such assistance as is appropriate under the circumstances to the person making such request, or to act upon his complaint, in the event that no peace officer otherwise authorized to act in such circumstances is apparently and immediately available and capable of rendering such assistance or taking such action.

(Added by Stats.1971, c. 73, p. 98, § 1, urgency, eff. May 17, 1971. Amended by Stats.1972, c. 618, p. —, § 116.)

# Memorandum

Carl R. Ball, Director  
Police Standards Division  
via: Kenneth W. Sherrill, Chief  
Personnel Standards Bureau

Date : December 19, 1973

From : **Commission on Peace Officer Standards and Training**

Subject: REQUEST BY SACRAMENTO COUNTY WELFARE FRAUD  
INVESTIGATORS TO PARTICIPATE IN THE POST  
SPECIALIZED PROGRAM

## Background

The Sacramento County Welfare Fraud Investigators is a branch of the County of Sacramento, Department of Social Welfare and as such comes under the Director of Social Welfare, Marvin Freedman. The organization of the investigators reflects a chief investigator, two supervising investigators and 15 investigators.

As an organization, they are expected to investigate welfare case referrals where there is suspected fraud or where an absent father should contribute to the support of the children. They investigate and determine whether fraud is being committed by welfare recipients, determine if violations have occurred and make follow-ups as necessary on delinquencies in failure to provide cases. They enforce sections of the Penal Code dealing with forgery, theft and embezzlement as well as some perjury cases. They enforce all sections of the Welfare and Institutions Code, especially dealing with the administration of welfare.

## Legal Requirements

The Sacramento County Welfare Fraud Investigators are designated as peace officers under section 830.11 of the Penal Code. The Sacramento County Board of Supervisors on June 5, 1972 passed resolution #72-515 designating the Sacramento County Welfare Fraud Investigators as peace officers under the Penal Code section (attached).

A letter of intent from the Director of the Sacramento County Department of Social Welfare is on file with POST. However, the Department of Social Welfare is, at the present time, awaiting passage of a resolution by the Sacramento County Board of Supervisors attesting to their intent to have the Welfare Fraud Investigators adhere to the POST standards for selection and training. A copy of the letter of intent and proposed resolution are attached.

As yet the Commission on Peace Officer Standards and Training has not approved the class of Welfare Fraud Investigators for inclusion into the specialized certification program.

Discussion

During the past two months I have had several meetings with James S. Andrews, Chief Investigator and Peter J. Miller, a supervising investigator concerning their agency's participation in the POST program. I found that the Sacramento County Welfare Fraud Investigators are, at the present time, meeting the POST standards for the selection of investigators. Personnel folders were reviewed and it was found that although the agency is adhering to the suggested background investigation, they lack a narrative report.

It has been brought to the attention of the Welfare Fraud Investigators that, if approved for participation in the specialized program that a narrative report would have to be completed and included in the personnel folder. It was also suggested that fingerprint cards and a verification of a medical physical also be included in the folder.

At the present time 12 of the 18 employees hold a POST certificate. In discussing the training needs of the Sacramento County Welfare Fraud Investigators with Senior Consultant, Darrell Stewart of the Education and Training Division it was found that the agency's employees would be able to make benefit of the basic investigators' course provided by the State of California or would be able to take advantage of any future courses offered by the District Attorney's Association.

Recommendation

In keeping with the goal of POST to upgrade law enforcement, I recommend that the class of Welfare Fraud Investigator be approved for participation in the specialized program and at this point accept the Sacramento County Welfare Fraud Investigators.

*M. S. Freeman*

MICHAEL S. FREEMAN  
Senior Consultant  
Personnel Standards Bureau

Attachments

STAFF RECOMMENDATIONS

Concur   
Do not concur \_\_\_\_\_  
Conditions (see attached) \_\_\_\_\_  
Carl Ball / 1-14-74  
Signature date

County of Sacramento  
Department of Social Welfare

4301 X STREET • P.O. BOX 487 • SACRAMENTO, CA. 95803 • PHONE 454-

MARVIN FREEDMAN  
*director*

LARRY K. COLEMAN  
*deputy director—programs*

MELVIN S. HING  
*deputy director—administration*

June 9, 1972

Commission on Peace Officer Standards and Training  
California State Department of Justice  
744 "P" Street  
Sacramento, California 95814

Gentleman:

The Sacramento County Department of Social Welfare desires to participate in the Specialized Law Enforcement Certification Program for its Welfare Fraud Investigators. The Department, in its selection of Investigators, will adhere to the standards of selection and training established by the Commission for the program.

The Welfare Fraud Investigators in the Sacramento County Department of Social Welfare have been designated as peace officers pursuant to section 830.11 of the California Penal Code and by Sacramento County Resolution No. 72-515.

The Sacramento County Department of Social Welfare will permit the Commission to make such inquiries and inspections of investigative personnel records, maintained by the Investigation Bureau, as may be necessary for the purpose of determining compliance with the standards established by the Commission.

The Chief Investigator of the department, Mr. James S. Andrews, will be our primary contact with your agency.

Sincerely,

  
Marvin Freedman

cc: James S. Andrews  
Chief Investigator

# Memorandum

: Carl R. Ball, Director  
Police Standards Division  
via: Kenneth W. Sherrill, Chief  
Personnel Standards Bureau

Date : December 5, 1973

From : **Commission on Peace Officer Standards and Training**

Subject: Request of Southern Pacific Transportation  
Company Police Department to participate in  
the Specialized Certification Program

## Background

The Southern Pacific Transportation Company Police Department is a security force of the privately owned Southern Pacific Transportation Company. Their responsibilities include criminal and civil investigations as well as special protection and patrol of company property. The police department enforces all California laws and applicable Federal statutes. There is a uniformed detachment and members of the police department are identified by a badge and identification card. The officers make arrests and fill out crime reports, however all arrested persons are booked in the jurisdiction where the crime occurred. The officers do not serve warrants nor do they make routine vehicle stops although they do have a patrol operation.

The organization of the Police Department reflects a Chief Special Agent located in the San Francisco office and two assistant Chief Special Agents. There are two branches of the organization, one which covers the Pacific Lines on the west coast and another which covers the remainder of holdings of the Southern Pacific Transportation Company. Within the Pacific Lines there are two supervising special agents, six special agents who are division heads, seven assistant special agents, numerous sergeants, investigators, and patrolmen. There are also special units which are signified as K-9 and consist of lieutenants and patrolmen.

The request to participate in the Specialized Certification Program affects only those sworn peace officers working for the Southern Pacific Transportation Company within California. These include those officers attached to Oakland, Los Angeles, Sacramento, and San Joaquin offices. There are a total of 190 such personnel.

Legal Requirements

A letter of intent is on file with the Personnel Standards Bureau from R.L. King, General Manager of Southern Pacific Transportation Company dated August 9, 1973.

The police officers of the Southern Pacific Transportation Company working within California receive their peace officer powers as defined under Section 830.4(a)(8). They are commissioned as State railroad Police officers by the governor under authority of 8226 of the Public Utilities Code. Each officer working within California receives a separate commission from the Governor which is recalled when the officer's employment within the State of California has terminated. The officer receives an identification card from the State of California identifying him as a State Railroad Police Officer.

The Commission on Peace Officer Standards and Training has not, as yet, approved the category of State Railroad Police Officer for inclusion within the Specialized Certification Program.

Discussion

On September 18, 1973, Senior Consultant Lloyd DeVore from the Education and Training Division and myself met with members of the Southern Pacific Transportation Company Police Department in San Francisco. The police department has adopted the POST regulations as their minimum standards for employment. Although not used in the past, they will be performing the background investigation in compliance with the personnel investigator's manual.

Chief C.W. Champlain stated that in order to assure that only those officers employed within California applied for the POST Certificates, a separate personnel file would be maintained in the San Francisco office on those peace officers working within California. They also stated that although the Southern Pacific Transportation Company Police Department will perform the same caliber background on all their employees, they will assure that all those hired within California are hired according to the selection procedures outlined by POST.

Presently officers of the Southern Pacific Transportation Company Police Department are attending a basic course of instruction sponsored by Merit College and taught at the Leamington Hotel by Southern Pacific employees. The Southern Pacific Transportation Company presently has a certified 832 PC course, however, they do not have a certified basic or supervisory course. It was explained to the police department that if and when they were accepted into the Specialized Program their officers must complete a certified basic course and that all supervisors would have to attend a certified supervisory course as well as middle managers to a middle management course.

On October 24, 1973 I talked with Ed Toothman, Director of the Administration Division concerning the maintenance of records and issuing certificates to employees of the Southern Pacific Transportation Company Police Department. He related that there would be a need to show proof that the applicant for a certificate had been employed and served a probationary period within California for the previous year. He stated that if the application for a certificate was accompanied by a letter from the Special Agent in charge of the division where the employee worked attesting to the employment and residence within California for the one year that this would suffice. Mr. Toothman added that the burden of proof would rest with the individual to prove he worked and resided in California.

If the Commission chooses to approve the Southern Pacific Transportation Company Police Department for inclusion within the POST Specialized Certification Program this will be the first time that a private agency has been included within the program. I also wish to point out to the Commission that the Southern Pacific Transportation Company is an interstate company and it would be the first time that an interstate organization was issued certificates by POST. I see no difficulty in either instance as the participation of such an agency in the POST Program is assisting POST in its main objective of upgrading law enforcement personnel in California.

I have no reason at this time to anticipate other interstate agencies applying for inclusion within the POST Specialized Certification Program, however, I wish to point out to the Commission that approval of the Southern Pacific Transportation Company would set precedence for any further requests.

As previously stated the Southern Pacific Transportation Company is a privately owned company. Its peace officers below the rank of lieutenant belong to the Brotherhood of Railway, Airline Clerks Union. As such they have a 90 day probation period written into their contract. I was informed by Mr. Champlain, Chief Special Agent, that the union has agreed to the signing of a "side contract" mandating a one year probationary period.

Recommendation

In keeping with the objective of POST to upgrade law enforcement, I recommend that the Southern Pacific Transportation Company Police Department be accepted into the Specialized Certification Program.

*M. S. Freeman*

MICHAEL S. FREEMAN  
Senior Consultant  
Personnel Standards Bureau

STAFF RECOMMENDATIONS

Concur   
Do not concur   
Conditions (see attached) \_\_\_\_\_

*Cook Ball* 11-14-74

Attach.

# Southern Pacific Transportation Company

One Market Street, San Francisco, California 94105

August 9, 1973

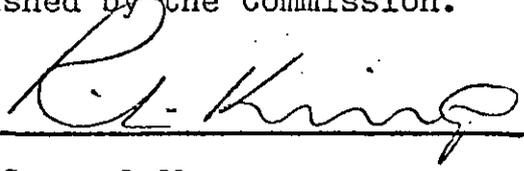
Course Certification No.  
995-780

Mr. Jack Collins  
Chairman  
Commission on Peace Officer  
Standards and Training  
Department of Justice  
7100 Bowling Dr., Suite 400  
Sacramento, Ca., 95823

Dear Sir:

The Southern Pacific Transportation Company, Police Department, desires to participate in the Specialized Law Enforcement Certification Program and declares that it will adhere to the standards of selection and training established by the Commission for this program.

The Southern Pacific Transportation Company, Police Department, will permit the Commission to make such inquiries and inspections of records as may be necessary for the purpose of determining compliance with the standards established by the Commission.

Signed: 

Title: General Manager

Agency: Southern Pacific Transp.Co.

Date: August 9, 1973

R. L. KING  
GENERAL MANAGER

## ARTICLE 2

### Railroad and Steamboat Police

§ 8226. Appointment: Expense of service: Powers: Responsibility for actions  
§ 8227. Wearing of badge: Contents of badge

#### § 8226. Appointment: Expense of service: Powers: Responsibility for actions

The Governor of the state may, upon the application of any railroad or steamboat company, appoint and commission during his pleasure one or more persons designated by such company, to serve at the expense of the company, as policemen, who shall have the powers and authority of peace officers listed in Section 830.4 of the Penal Code and who, after being duly sworn, may act as policemen upon the premises, cars, or boats of the company. The company designating such persons shall be responsible civilly for any abuse of their authority.

#### Legislative History:

1. Enacted 1951. Based on Stats 1901 ch 228 § 1 p 666.
2. Amended by Stats 1968 ch 1222 § 70 p 2329, adding "and authority of peace officers listed in Section 830.4 of the Penal Code" after "shall have the powers."

#### Collateral References:

- Cal Jur 2d False Imprisonment § 32, Malicious Prosecutions § 7.  
McKinney's Cal Dig False Imprisonment § 11.  
Am Jur Sheriffs, Police, and Constables (1st ed § 12).
- by special policeman. 15 ALR 868,-42 ALR 168.  
Liability for false imprisonment. 35 ALR 645, 77 ALR 927.  
Liability for acts of police generally. 55 ALR 1197.  
Special railroad policeman as public officer. 84 ALR 309, 156 ALR 1356.

#### Annotations:

Carrier's liability for assault on passenger

#### Notes of Decisions

A railroad company incurs no liability for the arrest and detention, by an officer appointed under this statute, without a warrant, of a person suspected of larceny, unless it is error on its application under this statute does not depend upon the relation of master and servant, or principal and agent, although for abuse of authority. *Redgate v Southern Pac. Co.* (1914) 24 CA 573, 141 P 1191. The liability of a railroad company for the acts of a police officer appointed by the government he serves at the expense of the company. *Redgate v Southern Pac. Co.* (1914) 24 CA 573, 141 P 1191.

## Notes of Decisions

In general 1  
Liability of officers 2

## 1. In general

An Investigator for Board of Medical Examiners acting pursuant to duties of his employment when he served a search warrant was a "peace officer" authorized to execute warrant issued to any peace officer in a certain county. *People v. Chapman* (1962) 24 Cal.Rptr. 508, 207 C.A.2d 557.

Members of the state board of medical examiners were "public officers" and special officer of the board, employed to investigate unlawful practice of medicine, was a "public peace officer". *Reed v. Molony* (1940) 101 P.2d 175, 38 C.A.2d 405.

If one of the purposes for which community services district was formed was to provide police protection for the district, members of such police department were "peace officers" within meaning of this section while they were engaged in the performance of their duties as policemen of the district. 27 Ops.Atty.Gen. 261, 4-24-56.

Since Health & S.C., § 26329 (repealed. Now, this section), conferred on the chief

and inspectors of the bureau of food and drug inspection the powers of peace officers, and since § 26551 (repealed. Now, this section), conferred like powers on the chief of the bureau and the agents and inspectors of the state board of public health, it was unnecessary to amend Pen.C. § 817 (repealed. Sec. now § 830 et seq.), to include such officers and agents within the definition of peace officers. 9 Ops.Atty.Gen. 230, 5-15-47.

## 2. Liability of officers

In action for malicious prosecution for institution of proceedings of commitment of plaintiff as a mentally ill person, where complaint alleged that defendant was employed by city and county of San Francisco as investigator for district attorney's office and that he was a special officer, etc., and proof showed that defendant was a peace officer and investigator in the psychiatric division of district attorney's office, instruction that defendant was sued in his official capacity was proper, particularly in view of fact that no instruction was given that defendant was thereby rendered immune. *Brock v. Southern Pac. Co.* (1948) 195 P.2d 66, 86 C.A.2d 182.

## § 830.4 Security officers

✓ (a) The following persons are peace officers while engaged in the performance of the duties of their respective employments:

- (1) Security officers of the California State Police Division.
- (2) The Sergeant at Arms of each house of the Legislature.
- (3) Bailiffs of the Supreme Court and of the courts of appeal.
- (4) Guards and messengers of the Treasurer's office.
- (5) The Director of the Department of Harbors and Watercraft and employees of such department designated by him pursuant to Section 71.2 of the Harbors and Navigation Code.
- (6) Members of a state college police department appointed pursuant to Section 24651 of the Education Code.
- (7) The hospital administrator of a state hospital under the jurisdiction of the Department of Mental Hygiene and police officers designated by him pursuant to Section 4312 of the Welfare and Institutions Code.

✓ (8) Any railroad or steamboat company policeman commissioned by the Governor pursuant to Section 8226 of the Public Utilities Code.

(9) Persons designated by a cemetery authority pursuant to Section 8325 of the Health and Safety Code.

(10) Harbor policemen regularly employed and paid as such by a county, city, or district, and the port warden and special officers of the Harbor Department of the City of Los Angeles. However, not-

**Memorandum**

Gene S. Muehleisen  
Executive Director

Date : January 10, 1974.

From : **Commission on Peace Officer Standards and Training**  
Police Standards Division

Subject: Requests for the Revocation of Advanced Certificates of:  
John Milton Chamberlain, Former Chief Deputy, Ventura County  
Sheriff's Department  
Ralph Merle Hollis, Former Chief Deputy, Ventura County  
Sheriff's Department

In March, 1973, information was received that the above named employees of the Ventura County Sheriff's Office were the subjects of an investigation being conducted by the District Attorney of Ventura County. The investigation was based on allegations of possible criminal misconduct in the manner in which POST Certificates were obtained by the named persons.

The investigation and a subsequent grand jury hearing failed to develop sufficient evidence to support criminal charges against either of the men.

The grand jury was, however, convinced that enough evidence existed to warrant the decertification of both men. A letter was received by POST from the foreman of the grand jury recommending that the Advanced Certificate issued to Ralph Merele Hollis be revoked on the basis of his ineligibility due to a lack of service time at the time the certificate was issued, and that John Milton Chamberlain's be revoked pending reevaluation of the in-service training claimed by him.

Subsequently POST reevaluated the training background of both men. The evaluations were based on materials supplied by the Sheriff of Ventura County, William E. Hill, purported to be duplicates of the materials submitted with their original applications. Additionally, documents supplied by attorneys of both men were also examined. The additional documents were presented as proof of training not submitted in the original applications and consisted of certificates of completion of law enforcement classes in the names of persons other than Chief Deputies Hollis and Chamberlain. The stated purpose of these certificates was to establish the attendance of various persons at approved classes. In turn the persons named on the certificates purportedly would attest to the attendance of Chief Deputies Hollis and Chamberlain, who were unable to produce their own certificates.

The reevaluation indicated that both men lacked sufficient training points at the time of their original applications:

John Milton Chamberlain lacking 7 points or 142 hours

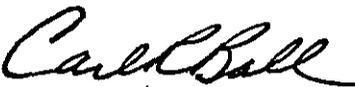
Ralph Merle Hollis lacking 9 points or 172 hours

Additionally, Ralph Merle Hollis was one month and 18 days short of the required service time at the time of his original application.

It appears that the issuance of Advanced Certificates to both men during the "Grandfather Clause" period was an administrative error on the part of POST staff, in that neither man was then qualified to receive the Advanced Certificates.

As a result of an internal investigation into the matter conducted by Sheriff Hill, both men were dismissed from the Department, effective December 20, 1973.

The error by a POST clerical employee, no longer with the organization, is regretted. The reevaluation indicates, however, that the Commission had no legal basis to issue the certificates in 1970 nor to reissue the certificates at this time. It would appear the only legal recourse is to revoke the certificates and it is requested that the Commission take this action.

  
CARL R. BALL  
Director

*City of* GLENDALE



CALIFORNIA

POLICE DEPARTMENT  
DUANE R. BAKER  
CHIEF OF POLICE

TELEPHONE AND  
REFERENCE NO. 956

December 3, 1973

Mr. Gene Muelheisen  
Executive Director  
Peace Officers Standards and Training Commission  
7100 Bowling Drive  
Suite 250  
Sacramento, California 95823

Dear Gene:

In October of 1972 I was appointed chairman of the California Police Chiefs Association Firearms Policy Committee. Since that time we have conducted a somewhat limited study of written policies in an effort to develop a model policy acceptable to most if not all police administrators. Our whole effort was predicated on the philosophy that it is in the interest of law enforcement to handle this subject administratively rather than have "good judgement" imposed by law.

Unfortunately the task has been rather difficult. A report to the executive board on November 14th at Palm Springs was given and I pointed out that our review of written policy had so far failed to find general agreement in California law enforcement on how to handle the subject. We did, however, recommend an interim policy. 1- Strict adherence to the California Penal Code. 2 - Prohibition of warning shots by police officers. 3 - Require a written report to the Chief Administrator by officers who discharge their weapons in the performance of duty. This recommendation was unanimously approved.

It was further approved that as chairman of the firearms policy committee I appeal to P.O.S.T. for staff assistance in evaluating the policy (or lack of it) of a representative segment if not all agencies in California. Perhaps the Center for Police Management within the Research and Development Division of P.O.S.T. would have the capacity and interest to assist us with this most important matter. As you are aware, the Attorney General is also presently interested in the subject - as well as the legislature, the bar association and the California Peace Officers Association among others. A well executed research project should satisfy a number of needs.

I certainly hope this request can be accommodated and will be available to assist in any way as a representative of the California Chiefs Association. Incidentally, I was also appointed by Chief Wes. Barrett, President of the California Peace

COMMISSION ON

Mr. Gene Muelheisen

Page two.

Officers Association to serve on that Association's firearms committee chaired by John Duffy of San Diego. The C.P.O.A. Executive Board also supports this request and Sheriff Duffy, I am sure, will also give whatever help would be needed.

Sincerely,

A handwritten signature in cursive script, appearing to read "Duane R. Baker".

Duane R. Baker  
Chief of Police

9<sup>2</sup>5<sup>1</sup>3 5<sup>2</sup>36

208 316

93 238

1 665 874

6) 2,920 904

24

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1 460 481

036

46

Tech/Spec

H/O

Sup

Basik

486 827

5 months

2431135

036

13586810

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86520860

Projected Federal  
Cost for  
Feb/June 1974



# Memorandum

: All Commissioners

Date : January 23, 1974

Executive Director

From : **Commission on Peace Officer Standards and Training**

Subject: MODIFICATION OF REIMBURSEMENT PLANS

BACKGROUND: Current Reimbursement Plans A and D do not provide any provision to subvent travel costs. They do cover salary, lodging and meals.

Local agencies have indicated that in many instances they must travel some distance beyond their normal service area to obtain satisfactory training in subjects required by POST or other agencies, such as the Board of Corrections Jail Training.

ANALYSIS: POST currently requires Basic, Advanced Officer, and Supervisory Training and has been making an effort to improve the quality of these offerings. Because of these efforts some courses are being decertified, which does increase the distance some agencies must travel to obtain training at an alternate location. In addition, the total number of courses certified in a particular category, such as Jail Operations, have been limited in order to maintain viable student populations and consequent frequency of presentation.

It is estimated that reimbursement for travel for courses presently certified under Plans A and D would result in an additional cost to the POTF of approximately \$241,300 on the basis of past experience and an average of 3.6% of our projected Fiscal 73/74 reimbursement of \$6,702,630.

# 86 520

If travel reimbursement were added to these two plans it is believed that few justifiable criticisms could be made regarding the Commission's policy on restricting proliferation of courses.

RECOMMENDATION: Add reimbursement for travel to Plan A and D effective February 1, 1974 to continue through June 30, 1974 (when new plans are proposed to become effective). The rate to be 100% of allowable costs as currently specified.