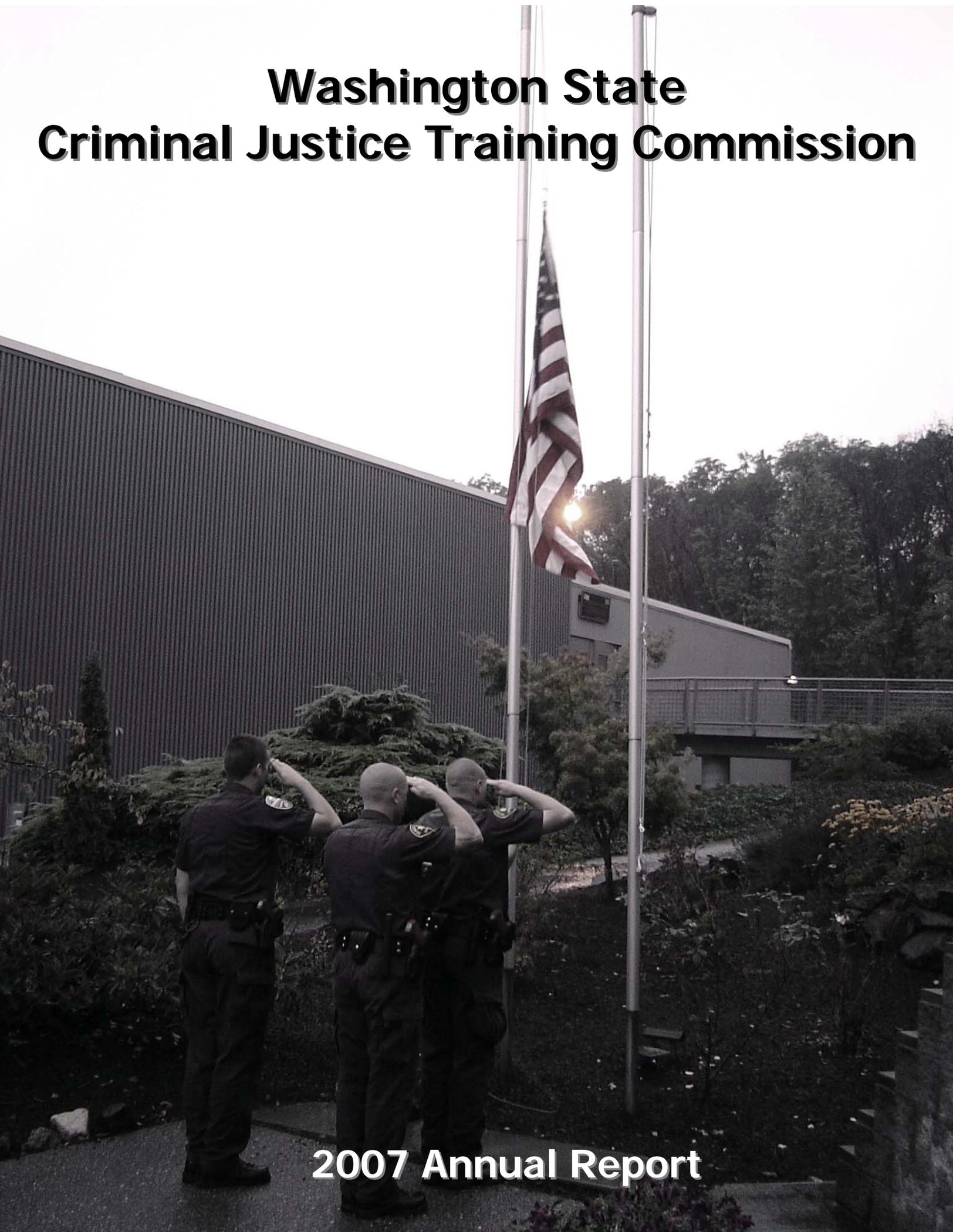


# Washington State Criminal Justice Training Commission



2007 Annual Report

# Message from the Executive Director



The year 2007 has been a year to remember both for the achievements which were accomplished by our agency and for the opportunity to review who we are and how we conduct business. We have had the occasion to look afresh at who we are as an organization, how we conduct our work on a day-to-day basis, and where we want to go in the immediate future and for the next several years. All transitions are difficult but necessary and that has been the theme for 2007. The result, I believe, is that we have an improved agency, a more involved workforce, and a vision of even more exciting training to come this year.

I believe that the report speaks for itself by noting the quality programs and work performed by the staff of the Washington State Criminal Justice Training Commission. We are ever striving to be better in the production of our training which, of course, includes customer satisfaction and exemplary standards of performance. I am proud to be associated with this agency, and I am sure you will see the reasons for that pride reflected in this report.

Michael D. Parsons, Ph.D.  
Executive Director

## *Our Mission*

*Enhance the Quality of Life and Public Safety in  
Washington Communities through Innovative Training  
and Education of Criminal Justice Personnel and  
Enforcement of Certification Standards*



*Professionalism • Accountability • Integrity*

# Commissioners

## RCW 43.101.020

### Purpose

The purpose of such commission shall be to provide programs and standards for the training of criminal justice personnel.

## RCW 43.101.030

### Membership

The commission shall consist of fourteen members, who shall be selected as follows:

1. The governor shall appoint two incumbent sheriffs and two incumbent chiefs of police.
2. The governor shall appoint one officer at or below the level of first line supervisor from a county law enforcement agency and one officer at or below the level of first line supervisor from a municipal law enforcement agency. Each appointee under this subsection (2) shall have at least ten years experience as a law enforcement officer.
3. The governor shall appoint one person employed in a county correctional system and one person employed in the state correctional system.
4. The governor shall appoint one incumbent county prosecuting attorney or municipal attorney.
5. The governor shall appoint one elected official of a local government.
6. The governor shall appoint one private citizen.
7. The three remaining members shall be:
  - a. The attorney general;
  - b. The special agent in charge of the Seattle office of the federal bureau of investigation; and
  - c. The chief of the state patrol.

**John Batiste, Chief**  
**Washington State Patrol**

**Rob McKenna, Attorney General**  
**Washington State**

**Bill Boyce**  
**Citizen at Large**

**Thomas Metzger, Prosecuting Atty. (Chair)**  
**Pend Oreille County**

**Mike Johnston, Sergeant**  
**Bellingham Police Department**

**Shon Small, Detective**  
**Benton County Sheriff's Office**

**Gil Kerlikowske, Chief**  
**Seattle Police Department**

**Brenda Stonecipher, Council Member**  
**Everett City Council**

**Anne Kirkpatrick, Chief**  
**Spokane Police Department**

**Craig Thayer, Sheriff (Vice Chair)**  
**Stevens County Sheriff's Office**

**Laura Laughlin, SAC**  
**Federal Bureau of Investigation—Seattle**

**Steve Thompson, Director**  
**Snohomish County Corrections**

**Garry Lucas, Sheriff**  
**Clark County Sheriff's Office**

**Eldon Vail, Secretary**  
**Department of Corrections**

# Board on Law Enforcement Training Standards & Education

## RCW 43.101.310

### Purpose

The purpose of the Board on Law Enforcement Training Standards & Education is to review and recommend to the commission programs and standards for the training and education of law enforcement personnel.

## RCW 43.101.315

### Membership

The board on law enforcement training standards & education consists of thirteen members, appointed by the executive director and subject to approval by the commission. Members must be selected as follows:

- a. Three must represent county law enforcement agencies, at least two of whom must be incumbent sheriffs.
- b. Three must represent city police agencies, at least two of whom must be incumbent police chiefs, one of whom shall be from a city under five thousand.
- c. One must represent community colleges.
- d. One must represent the four-year colleges and universities;
- e. Four must represent the council of police officers, two of whom must be training officers.
- f. One must represent tribal law enforcement in Washington.

The six officers under (a) and (b) of this subsection may be appointed by the executive director only after the Washington association of sheriffs and police chiefs provides the director with the names of qualified officers. The four officers under (e) of this subsection may be appointed by the executive director only after the council of police officers provides the director with the names of qualified officers.

**Martin Anderson, Sergeant**  
Spokane Police Training Center

**Mike Harum, Sheriff (Vice Chair)**  
Chelan County Sheriff's Office

**Denis Austin, Chief**  
Pasco Police Department

**Duane Kist, Officer**  
Kennewick Police Department

**Michael Brasfield, Sheriff (Chair)**  
Jefferson County Sheriff's Office

**Robert Maule, Sergeant**  
Tacoma Police Department

**David Ellis, Deputy**  
Spokane County Sheriff's Office

**Robert Perales, Chief**  
Granger Police Department

**Linda Forst, Professor**  
Shoreline Community College

**Jerry Weeks, Sheriff**  
Pend Oreille County Sheriff's Office

**Mike Gaffney, Professor**  
Washington State University

**Mike Evans, Chief**  
Squaxin Island Tribal Police

**John Gray, Chief**  
Arlington Police Department

# Board on Corrections Training Standards & Education

## RCW 43.101.310

### Purpose

The purpose of the Board on Corrections Training Standards & Education is to review and recommend to the commission programs and standards for the training and education of correctional personnel.

## RCW 43.101.315

### Membership

The board on correctional training standards and education consists of fourteen members, appointed by the executive director and subject to approval by the commission. Members must be selected as follows:

- a. Three must be employed in the state correctional system.
- b. Three must be employed in county correctional systems.
- c. Two must be employed in juvenile corrections or probation, one at the local level and the other at the state level.
- d. Two must be employed in community corrections.
- e. One must represent community colleges.
- f. One must represent four-year colleges and universities.
- g. Two must be additional persons with experience and interest in correctional training standards and education.

At least one of the members appointed under (a) of this subsection and at least one of the members appointed under (b) of this subsection must be currently employed as front line correctional

**Kevin Bovenkamp, Field Admin.**  
Department of Corrections-WC Region

**Trent Phillips**  
DSHS-Juvenile Rehabilitation Administration

**Donna Cayer, Regional Administrator**  
Department of Corrections-East Region

**Mary Ellen Reimund, Professor**  
Central Washington University

**Pamela Clark, Director**  
Clark County Corrections

**Dave Reynolds, Juv. Court Administrator**  
Whatcom County

**Pat Love, Work Force Trng. Coord.**  
Pierce College

**Mike Wait, Chief of Operations (Vice Chair)**  
King Co. Dept. of Adult & Juvenile Detention

**Victoria MacKenzie, Jail Sgt. (Chair)**  
Clark County Sheriff's Office

**Mike Whelan, Sheriff**  
Grays Harbor County Sheriff's Office

**Norbert Marx, Lieutenant**  
Kittitas County Jail Commander

**Todd Wiggs, Comm. Corrections Sup.**  
Department of Corrections

**Robert Moore, Professor**  
Central Washington University

# Basic Law Enforcement Academy

The Basic Law Enforcement Academy (BLEA) faced the difficult challenge this year of addressing a growing waiting list of student applications (over 230 at one point) and the subsequent five-month waiting list for entry to the BLEA. An outcry from agencies waiting to get their employees trained, and the resulting funding support the BLEA received from the Legislature made it possible to add staff and run additional classes. At one point this year, the BLEA had ten classes in progress statewide: one in Snohomish County, one in Spokane, and a record eight classes on the main campus in Burien. We were stretched to the limit in regard to classroom space and juggling schedules and instructors; however, thanks to our dedicated staff, all progressed well. The current waiting list is three months.

The BLEA welcomed Officer William Robnett, Kent Police Department, as the Firearms Training Program Manager. In addition, Robert Bragg is not new to the WSCJTC but is a new member of the BLEA staff.

Another exciting change for the BLEA was an organizational change that placed the in-service statewide programs for several skills programs under the management of the BLEA Commander, Ron Griffin. The purpose of this change was to ensure that the in-service programs will be consistent and work in conjunction with the current BLEA curriculum. The affected skills programs were Emergency Vehicle Operations Course (EVOC), Defensive Tactics Master Instructor, and Firearms. Consistency in training being a critical goal in these areas, a central point of oversight will help facilitate this desired outcome.

In preparation for transitioning to the Problem Based Learning (PBL) model in February 2008, curriculum development for all BLEA programs has been a priority. Over the past year, the BLEA has worked side-by-side with the Organizational Development and Standards (ODS) Division to refresh much of the academy curriculum. In addition, the BLEA assisted Deputy Director Doug Blair with the curriculum development for the Reserve Academy. Unlike the past, the BLEA will be responsible for continuously providing curriculum updates to the reserve program.

## Basic Law Enforcement Academy Student Attendance – Totals

City	369
County	104
Other	6
<b>Total</b>	<b>479</b>

## Basic LE Equivalency Academy Student Attendance – Totals

City	90
County	20
Tribal	12
<b>Total</b>	<b>122</b>



# Basic Law Enforcement Academy

During this reporting period, planning began on the development of a special 440-hour Liquor Control Board (LCB) Academy. Because of the overflowing BLEA classes and the LCB being a non-mandated agency, getting basic training for the LCB agents became virtually impossible. Since LCB agents interact frequently in the field with fully commissioned law enforcement personnel, consistency in training remained a necessity. So, with funding from the LCB, this special abbreviated academy is being planned with a start date in April 2008. Updates on this project will be provided in the next report or as needed in the interim.

Although the BLEA's future looks to be more challenging than ever before, and there is still work to be done, the staff is excited about our implementation of the PBL curricula. These changes will impact how we train officers and deputies for years to come. While current curricula has and is working, we are excited about the changes and the positive impact that Problem Based Learning will have on our communities.

## Basic Law Enforcement Academy Student Attendance by City Department

Anacortes	1	Edmonds	2	Monroe	4	Sequim	4
Arlington	1	Elma	1	Montesano	2	Snohomish	4
Auburn	14	Enumclaw	1	Morton	1	Soap Lake	1
Bainbridge Island	1	Ephrata	2	Moses Lake	1	South Bend	1
Battle Ground	1	Everett	12	Mount Vernon	3	Spokane	14
Bellevue	5	Federal Way	14	Mountlake Terrace	3	Steilacoom	2
Bellingham	5	Ferndale	4	Moxee	1	Sumas	1
Bremerton	5	Fife	2	Mukilteo	3	Sumner	3
Brier	1	Forks	2	Normandy Park	2	Sunnyside	6
BNSF Railroad	1	Goldendale	1	Ocean Shores	1	Tacoma	28
Burlington	1	Issaquah	1	Olympia	1	Tenino	1
Camas	1	Kennewick	2	Omak	1	Tieton	1
Central WA University	2	Kent	14	Othello	4	Tonasket	1
Centralia	2	Kirkland	5	Pacific	3	Tukwila	1
Chehalis	2	La Center	2	Pasco	7	Tumwater	1
Cheney	1	Lacey	6	Port Angeles	7	Union Gap	1
Chewelah	1	Lakewood	2	Port of Seattle	2	University of WA	2
Cle Elum	1	Liberty Lake	1	Port Townsend	4	Vancouver	5
Clyde Hill	1	Lake Forest Park	2	Prosser	2	Walla Walla	1
Colfax	2	Lake Stevens	4	Pullman	2	WA State University	1
College Place	1	Longview	3	Quincy	2	Wenatchee	1
Connell	1	Lynnwood	3	Raymond	1	West Richland	1
Cosmopolis	1	Mabton	1	Redmond	7	Western WA University	1
Coulee Cam	2	Marysville	2	Renton	7	Woodland	2
Dept. of Fish & Wildlife	2	McCleary	2	Richland	1	Yakima	8
Des Moines	2	Medina	2	Ritzville	1	Yelm	1
Duvall	2	Mercer Island	3	Ruston	1	Zillah	1
East Wenatchee	1	Mill Creek	4	Seattle	36		
Eastern WA University	2	Milton	1	Sedro Woolley	1		

# Basic Law Enforcement Academy

## Basic Law Enforcement Equivalency Academy Student Attendance by Tribal

Chehalis Tribal PD	1
Colville Tribal PD	2
La Push Tribal PD	1
Lower Elwha Tribal PD	1
Nooksack Tribal PD	1
Stillaguamish Tribal PD	1
Tulalip Tribal PD	4
Upper Skagit Tribal PD	1



## Basic Law Enforcement Equivalency Academy Student Attendance by City Department

Auburn	4	Kalama	1	Richland	2
Bainbridge Island	1	Kettle Falls	3	Ridgefield	1
Battle Ground	2	Kirkland	2	Roy	1
Bellevue	3	Lacey	1	Seattle	3
Bothell	2	Liberty Lake	1	Shelton	1
Brier	1	Lake Stevens	2	Spokane Airport	2
BNSF Railroad	2	Milton	2	Spokane	4
Castle Rock	1	Oak Harbor	1	Tenino	2
Chehalis	1	Ocean Shores	1	Tukwila	2
Clarkston	1	Port of Seattle	2	University of WA	5
Coulee City	1	Port Orchard	2	Vancouver	4
Des Moines	1	Port Townsend	1	Wenatchee	1
DuPont	1	Puyallup	1	Western WA University	1
East Wenatchee	1	Quincy	1	Yakima	2
Federal Way	7	Redmond	1		
Forks	1	Renton	7		

## Basic Law Enforcement Equivalency Academy Student Attendance by County Office

Asotin	1	San Juan	1
Clallam	1	Skagit	2
King	5	Snohomish	2
Pacific	1	Spokane	4
Pend Oreille	1	Stevens	2

## Basic Law Enforcement Academy Student Attendance by County Office

Adams	2	Lincoln	1
Asotin	2	Mason	2
Chelan	2	Okanogan	1
Clallam	5	Pierce	13
Clark	10	San Juan	3
Columbia	2	Skagit	3
Cowlitz	5	Skamania	1
Douglas	4	Snohomish	5
Franklin	4	Spokane	2
Grant	1	Stevens	1
Grays Harbor	1	Thurston	6
Jefferson	1	Walla Walla	1
King	20	Whatcom	1
Kitsap	1	Whitman	1
Klickitat	1	Yakima	1
Lewis	1		

## Basic Law Enforcement Academy Student Attendance by Other

Gambling Commission	1
King Co. Fire Department	1
Liquor Control Board	2
Seattle Fire Department	1
Sunny Side Fire Department	1

# Spokane Academy

The following was submitted by Officer Mark Howard of the Spokane Police Department.



## BLEA GRADUATION

By: Mike Lavelle

It was a packed house at Mukogawa Fort Wright Institute on December 21, 2007, as 25 officers graduated from the 617th Session of the Washington State Basic Law Enforcement Academy. The graduation was the culmination of 18 weeks and 720 hours of training the recruits spent at the Spokane Police Training Center, which began on August 15, 2007. The class members represented 16 agencies throughout Eastern Washington and included seven Spokane Police Department officers and two deputies from the Spokane County Sheriff's Office. SPD Officer Mark Howard and SCSO Deputy Eric Epperson served as training officers for the class. Deputy Epperson missed the ceremony as he was deployed to Iraq for six months on the same day the recruits were graduating.

The new Spokane police officers will hit the streets after completing a two week post academy. They will work with experienced field training officers during their 18 month probation.

The next B.L.E.A. will begin on February 13, 2008, and will include six new SPD recruits.

# Corrections Division Highlights

Assessment: The Division is undergoing a comprehensive assessment of both the Corrections Officer Academy (COA) and the Correctional Worker Core (CWC) to ensure both academies are meeting the needs of the jails and prisons and identifying the gaps in training. A Job Task Analysis has been conducted by interviewing Managers, Training Officers, and Corrections Officers, and six Corrections Officers have observed both academies. Early in 2008, a consultant will review the material and make recommendations.

Corrections Officer Memorial: A committee composed of representatives from jails and the Department of Corrections (DOC) are in the process of designing a Memorial for Corrections Officers who have died in the line of duty. Bob Kastema and John Prideaux, retired DOC Corrections Officers, are donating proceeds from their book, *The Quiet Service II*, for this memorial. A dedication is anticipate for early spring 2008.

## New Staff:

- ◆ Dana Lynam, Pierce County Sheriff's Department: He has been a FTO as well as an advisor to FTOs.
- ◆ Anthony Weathers, Snohomish County Corrections : He is a Level I & II Defensive Tactics Instructor and a FTO.
- ◆ Stacey Stark, Department of Corrections: She works in conjunction with the WSCJTC to provide the DOC's Community Corrections Officer and Institutional Counselors Academy.

## Academy Updates:

- ◆ The BLEA and the COA have joined forces to train students in booking procedures.
- ◆ The COA has implemented dynamic role playing scenarios that demonstrate problem solving inmate management issues.
- ◆ The Misdemeanor Probation and Juvenile Services Academies have been revised and updated to meet the needs of probation departments, and instructors have been brought on board who have backgrounds in those areas.
- ◆ We continue to serve our community with student volunteer projects and consistently participate in the Normandy Park Assisted Living Center "Bingo Night".
- ◆ The Corrections Division held a total of 55 classes with a total of 921 students.

## CORRECTIONS

FINGERPRINTING



DEFENDING



SEARCHING



# Professional Development Division

The Professional Development Division Registrars' Office has had another very productive year, which may be attributed to the new 24-hour in-service training mandate, new hires at departments, new agency budgets, and so on. As a result, there is a lot of activity and it continues to grow.

The Registrars' Office handles the registration for many different classes from investigations to firearms to leadership and Instructor Development. In 2007, the Registrars Office handled the following breakdown of classes based on our GMAP data:

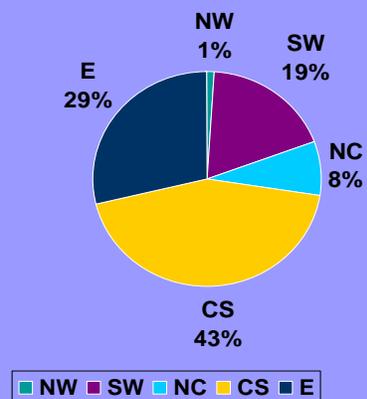
## Classes processed: 307

- Northwest: 3
- Southwest: 57
- North Central: 24
- Central Sound: 134
- East: 89

## Class Locations by Region 2007

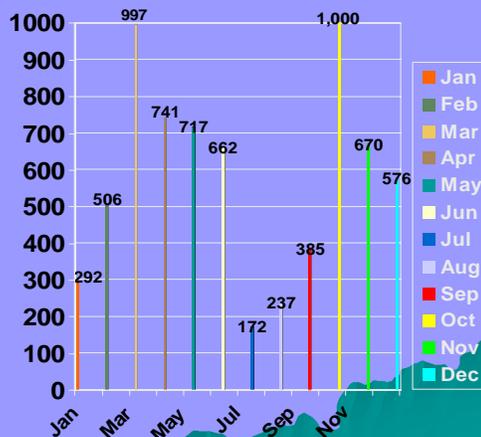
2007

Northwest	3
Southwest	57
North Central	24
Central Sound	134
East	89



## Applications Processed by Month 2007

- ◆ January: 292
- ◆ February: 506
- ◆ March: 997
- ◆ April: 741
- ◆ May: 717
- ◆ June: 662
- ◆ July: 172
- ◆ August: 237
- ◆ September: 385
- ◆ October: 1,000
- ◆ November: 670
- ◆ December: 576



**Total applications  
processed:  
7,253**

With new classes and programs on the horizon: NW Law Enforcement Command College, Leadership in Police Organizations, and First Level Supervision, the Registrars' Office will continue to provide superior customer service to the agencies of Washington State.

# Professional Development Division

## Child Abuse Training

The WSCJTC expanded its in-service child abuse training this year and received recognition for the important work being done to improve the first response to child fatalities and serious physical abuse cases and to increase child interviewing skills of investigators.

For the last nine years, the WSCJTC has collaborated with the Department of Social and Health Services (DSHS) and Harborview Center for Sexual Assault and Traumatic Stress (HCSATS) to offer specialized training on child interviewing and investigation for law enforcement investigators, CPS workers, and prosecutors. Attendees at the training must participate in practice interviews and receive feedback from peers and experts. This training satisfies the Washington legislative requirement for such training for those who investigate child sexual abuse cases. In 2007, the training was expanded from three to four days and instead of just one practice interview with an actor portraying a child in a suspected abuse situation, each attendee conducted two practice interviews. The focus of the fourth day and its practice interviews is children with special needs, such as a physical or developmental disability. The four-day training course was offered six times throughout the state during 2007 and trained approximately 300 investigators.

In May, the WSCJTC also served as host for the Child Forensic Interview Clinic of the American Professional Society on the Abuse of Children (APSAC). This is the third time the WSCJTC has hosted the clinic. The WSCJTC's Child Abuse Program Manager, Patti Toth, is a former Board member and remains active in APSAC. She serves as the primary organizer for the clinics, which attract attendees from throughout the US and other countries as well. This year, the clinic at the WSCJTC coincided with "Bring Our Daughters and Sons to Work Day" and some of the children at the WSCJTC that day helped by agreeing to be interviewed by clinic attendees about a positive experience.

Last year, the WSCJTC successfully concluded its Interagency Agreement with the DSHS (Children's Justice Project) to develop statewide guidelines for first responders to child fatalities and serious child physical injury cases and develop a curriculum and provide first responder trainings based on the guidelines. Since then, the WSCJTC has been distributing the Collaboration, Preservation, Observation, and Documentation (C-POD) Guidelines throughout the state and additional presentations on the C-POD Guidelines were provided at the Fall WASPC Conference, the Washington State NAFTO Conference, and the Washington State Children's Justice Conference.

In April, the Legislature passed SHB 1333, which requires all 39 counties to expand the scope of their child sexual abuse investigation protocols to include the response to child fatality, physical abuse, and criminal neglect cases. SHB 1333 further requires the counties to integrate the C-POD Guidelines developed by the WSCJTC into their revised protocols. The WSCJTC looks forward to assisting the counties in the protocol expansion process and anticipates continued interest and activity related to the distribution and implementation of the C-POD Guidelines.

# Professional Development Division

## **Sheriff Civil Function, Law Enforcement Records, Property and Evidence Room Management, and the Central Sound and North Central Program Highlights**

The Sheriff Civil Function (SCF) instructor cadre is perhaps the most experienced subject matter expert team the WSCJTC works with. This is a very specialized function of the Sheriff's Office, and the team of highly dedicated instructors averages 15 years working with this program. We hold two classes each year, a basic in the spring at the Burien Campus and an advanced class in Eastern Washington in the fall. The Sheriff of Pend Oreille County gave us the feedback (as a student) that the basic class should be required of every Sheriff statewide.

Law Enforcement Records has traditionally only been held once each year. The spring iteration was over subscribed and saw us turning away 15 students. Backed up by the Needs Assessment, we are adding another class this fall.

The Property and Evidence Room Management class is also held twice each year, and we are lucky to work with Ron Peterson, of Whatcom County, as the lead instructor. We held a full class in Spokane in the spring and filled another last fall. Demand remains steady for this class.

The Central Sound and North Central Regions held several trainings for the first time. Both Kitsap and Snohomish County Corrections held FTO Academies specifically for Corrections. The WSCJTC partnered with the Lynnwood Police Department to host both Basic and Advanced Motor Operator Courses this spring. We conducted an audit of all law enforcement agencies for compliance with the 24-hour in-service training mandate. Every agency and every peace officer's training record was checked and tallied across the state.

On a specialized project, we contracted with the Children's Administration to provide Worker Safety training for all of its Field Staff. We held 14 classes across the state last year and averaged a student satisfaction score of over 91percent on a five point scale. The Children's Administration has renewed the contract for the upcoming year and has added five additional classes across the state.

# Professional Development Division

## Telecommunicator Program

The program office designed and developed a Communications Center Supervisor course. The course is delivered in two, 24-hour modules with heavy pre-course reading and between module assignments. Participants have seven books to read as well as the Association of Public Safety Communications Officials, Inc. (APCO) Project RETAINS Staffing in Public Safety Communications research findings.

The books include the topics of: leadership, emotional intelligence, interpersonal skills, performance appraisals, ethics, and motivating employees. Candidates who successfully complete the two-module course are credited with eighty hours of training.

The Telecommunicator Project Manager, Cory Ahrens, continued to participate on the national level serving on two committees and one workgroup for the APCO. She served on the Call Center Standards Committee where minimum training standards are recommended for the public safety communications industry. The committee completed work on the minimum training standard for Communications Center Supervisor and Communications Training Officer. In addition, she represented the Western US on the APCO Institute Advisory Committee. The Project Manager is a contributing member of the APCO Institute (training arm of APCO) Communications Center Supervisor revision workgroup.

The Telecommunicator program currently has a cadre of 18 highly qualified and experienced facilitator/instructors. They delivered the following courses this year:

- ◆ Telecommunicator I – Basic Call Receiver: delivered five classes to 109 participants.
- ◆ Telecommunicator II – Basic Law Enforcement and Fire Dispatcher: delivered four classes to 55 participants.
- ◆ Telecommunicator IV – Survival Communications: delivered four classes to 68 participants.
- ◆ Communications Training Officer: delivered two classes to 24 participants.
- ◆ Crisis Negotiations for Dispatchers: delivered one class to 15 participants.

The Telecommunicator Program Office also issues Telecommunicator I and Telecommunicator II certificates, upon successful completion of the exam. The certificates are renewable every two years with proof of 24 hours of in-service training or continuing education. During this period, the office issued 242 Telecommunicator I certificates and 109 Telecommunicator II certificates. Additionally, they renewed 233 Telecommunicator I certificates and 161 Telecommunicator II certificates from public safety communications personnel around the state.

# Organizational Development and Standards Division

## **A New Name**

In October the Quality, Standards, and Technology (QST) Division changed their name to the Division of Organizational Development and Standards (ODS).

## **Accreditation**

The agency diligently prepared for the American Correctional Association (ACA) audit, which was conducted on September 26-27, 2007. The audit team consisting of Ana Aguirre, Correctional Consultant; and Brian Reicks, Training Specialist II, Iowa Correctional Institute for Women, toured our campus; reviewed our policies, procedures, and practices; observed the COA; and met with staff during their visit. The results of the audit show the WSCJTC complied with 100% of the mandatory standards and 100% of the non-mandatory standards applicable to our agency. Michael Parsons, Executive Director; Susan Hubbard, Corrections Division Manager; and Cheryl Price, Accreditation Manager, received the reaccreditation certificate in January 2008 at the ACA Winter Conference in Grapevine, Texas.

The accreditation process is inclusive of everyone on campus though not everyone is directly involved. Facilities staff did a great job of preparing the campus, both grounds and buildings, for the audit. Corrections, ODS, Information Technology, Human Resources, Fiscal, Professional Development, and the Basic Law Enforcement Academy staff all had a hand in providing proofs for this audit. Cheryl Price put them in the files and Carri Brezonick, Deputy Director, provided quality control. Overall, it was a team effort with outstanding results.

Proofs for the Commission on Accreditation for Law Enforcement Agencies (CALEA) were collected. A new process was put into practice for the ACA files after the audit that will be replicated for the CALEA files. Division managers have files that are division specific. Each file has copies of the standard and audit sheet to provide the manager with guidance as to what to use to prove compliance for the file.

Cheryl Price also created a set of standards specific to criminal justice training academies for the International Association for Directors of Law Enforcement Standards and Training (IADLEST). They are being reviewed by an Accreditation Committee within the IADLEST with the possibility of being adopted and implemented in the future.

## **Government Management, Accountability, and Performance (GMAP)**

We continue to improve processes and identify trends through the GMAP application. After a full year of division-specific presentations that provided great information and showed how much work we accomplish in a year, the managers met to discuss how the information could be integrated into a single presentation. The new format will be the focus of the first GMAP presentation in 2008 and will tie the information to the agency's goals.

# Organizational Development and Standards Division

## **Media**

This year was an eventful year for media events. Early in the year we educated the media and public regarding the academy applicant backlog and the selection process of officer recruits to attend the academy. There were numerous on-camera interviews as well as newsprint articles throughout the state on this subject. King 5, KIRO-7, and The Herald all sent reporters to the U.S. Naval Station in Everett to observe BLEA class 618 as they were put through their paces in collecting evidence and basic crime scene functions. The stories were upbeat and well received.

In April, the media was invited to our Burien Campus when the agency hosted the first Job Fair on a Saturday. We had excellent coverage and attendance by a targeted audience. It was well received by the agencies involved.

Media training at the Spring WASPC Conference was provided by Rick Rosenthal, former WGN-TV reporter and anchor. Mr. Rosenthal provided agency CEOs with information about dealing with the media during times of crisis as well as calm.

In October, there were several interviews about the Basic Law Enforcement Academy class in Snohomish County.

## **2007 Trainer's Conference**

Public safety instructors from around the state met in Wenatchee from October 29-30 for the agency's second annual trainer's conference. The two-day conference was opened by Assistant Division Manager and Instructor Certification Program Manager Steve Lettic, and he introduced the keynote speaker, Kendall Zoller, who gave a presentation on Nonverbal Communication. Several short courses were offered which covered topics such as: Facilitation Skills, Critical Thinking, Emerging Learners, Emotional Intelligence, and PowerPoint Pointers. Attendees included representation from corrections, telecommunication, and law enforcement totaling nearly 100. The conference was the WSCJTC's way to say thanks to the instructors who make our agency a leader of training excellence in the nation.



## **Instructor of the Year 2007**

As an effort to recognize those instructors that exemplify achievement and contribution to the furtherance of training excellence, the WSCJTC established the Instructor of the Year Award.

# Organizational Development and Standards Division

## **Instructor of the Year 2007 continued**

This award is presented annually to a certified instructor of the WSCJTC who has made significant and sustained contributions to the field of law enforcement, telecommunications, and/or corrections training. The WSCJTC recognizes excellence in service, innovative ideas, creative training solutions, leadership in training, and outstanding teamwork in training.

The recipient of this year's award was Bob Kerrigan. Mr. Kerrigan, an instructor with the Corrections Division since 2005, has been a valued member of the team. He embodies the mission of the WSCJTC with his professionalism, his willingness to share his knowledge, and an uncanny ability to captivate students in the classroom. He served with the Pierce County Sheriff's Department Corrections Bureau for almost 15 years, served as the Training Coordinator, and earned two medals of Merit for revamping the entire Field Training Officer (FTO) Program.



## **Problem Based Learning (PBL)**

Finally...light at the end of the tunnel. The WSCJTC has successfully converted their 720-hour BLEA curriculum to PBL. Implementation of this new training methodology is slated to begin in February 2008.

This type of methodology acknowledges that each adult learner brings with him/her to the classroom, a series of skills, abilities, and life experiences that may be applied in his/her role as a peace officer. In other words, the basic philosophy of this methodology is to "honor the learner." In PBL, the learner becomes the most important person in the classroom.

Additionally, PBL encourages the learner to think at a higher level, therefore, developing critical thinking, problem solving, and decision-making skills. PBL models the exact process that peace officers use (naturally) everyday to solve problems. Won't it be nice to have every recruit walk out of the academy as an independent thinker?

# Facilities Division

This year the Facilities Division focused on the pre-design for the new dormitory, excavating for the new modular, upgrades for the fire system, upgrades to the security system, HVAC upgrades, and campus beautification.

There have been a total of 3,526 work orders completed in the past year. Below is a comparison of the number of work orders from 2006 to 2007 (59 percent increase) with a breakdown of each category.

	2006	2007
<b>Regular Work Orders</b>	1158	2075
<b>Audio/Video Set-ups</b>	480	600
<b>Preventative Maintenance</b>	394	808
<b>Safety Work Orders</b>	36	43
<b>Annual Totals</b>	<b>2,068</b>	<b>3,526</b>

The Facilities staff has accommodated a steady increase of students to the WSCJTC. In order to accommodate these increases many projects, both major and minor, have been completed. These projects include:

- Relocated phones in multiple offices.
- Relocated and added electrical outlets in several offices.
- Repainted several classrooms and offices.
- Replaced carpeting in many offices and classrooms.
- Worked with BLEA staff and students on the new running trail.
- Repainted locker rooms and refinished benches.
- Expanded the BLEA to accommodate new TAC Officers.
- Remodeled the copy center to accommodate the new BLEA offices.
- Excavating for new modular building (in progress).
- Pre-design for the new dorm has been awarded to BCRA Architects



# Certification

## PEACE OFFICER CERTIFICATION

In 2007, 594 law enforcement officers in Washington State were granted Peace Officer Certification:

Basic Law Enforcement Academy graduates:	445
Equivalency Academy graduates:	109
Washington State Patrol:	39
Administrative Exemptions:	1

During this same period, other certification activities included:

Cases referred for certification action:	48
Declined to take action on officer's certification:	2
Application for certification denied:	10
Certifications revoked:	16
Active cases/action pending:	50

## TRIBAL LAW ENFORCEMENT OFFICER CERTIFICATION

In January 2007, Tribal Law Enforcement Officer Certification was passed by the Legislature. The tribal law enforcement agencies that have signed the agreement and the number of officers certified for those agencies are as follows:

Colville:	23
Kalispel:	3
Puyallup:	21
Sauk-Suiattle:	4
Stillaguamish:	5
Swinomish:	6
Tulalip:	15
<u>TOTAL</u>	<u>77</u>

## RESERVE LAW ENFORCEMENT OFFICERS

The WSCJTC provides the training curriculum and testing for reserve law enforcement officers. A total of 14 reserve academies were held across the state. Eleven have been completed and a total of 147 Reserve Officers graduated.



# Certification

## CAREER LEVEL CERTIFICATION

A change in the RCW and WAC required first level supervisors and middle managers in law enforcement and corrections to meet certain training standards to achieve Career Level Certification. In 2007, 230 Career Level Certifications were awarded to law enforcement and corrections officers.

First Level Supervision:	138
Middle Management:	54
Executive Level:	14
Corrections first level:	16
Corrections Middle Management:	8

## PRIVATE SECURITY FIREARMS CERTIFICATION

The WSCJTC provides initial firearms certifications for Private Security, Private Detectives, and Bail Recovery Agents as stated in WAC and RCW. The certification information is provided to the Department of Licensing who then issues armed licenses to applicants that have correctly completed the processing. In 2007 the WSCJTC processed the following:

Private Security Firearms Certifications:	468
Bail Recovery Agent Firearms Certifications:	34

## PRIVATE SECURITY FIREARMS INSTRUCTOR TRAINING

New Private Security Firearms Instructors:	11
PS Firearms Instructor Recertifications:	31

## K-9 CERTIFICATIONS

Certification of K-9 teams became mandatory in 2004. The following is a breakdown for the certification of K-9 teams in Washington State:

### **2004: 1 team**

Patrol:	1
---------	---

### **2006: 53 teams**

Patrol:	19
Narcotics:	24
Bomb/Explosive:	10

### **2005: 39 teams**

Patrol:	16
Narcotics:	23

### **2007: 27 teams**

Patrol:	12
Narcotics:	8
Bomb/Explosive:	7

# Fiscal Year 2007 Budget Expenditures

\*Fiscal Year = July 1, 2007 to June 30, 2008

Administration	Agency Staff	Program Delivery	Total	% of Total
Executive Office	305,574	69,153	374,727	3.9%
Technology	76,700	240,121	316,821	3.3%
Human Resources	91,422	18,691	110,113	1.2%
Fiscal	289,719	154,937	444,656	4.7%
Commission	-	5,810	5,810	0.1%
Law Enforcement Board	-	6,344	6,344	0.1%
Corrections Board	-	768	768	0.0%
Undistributed Charges	-	26,355	26,355	0.3%
Facilities	421,318	794,406	1,215,724	12.7%
<b>Subtotal</b>	<b>1,184,733</b>	<b>1,316,585</b>	<b>2,501,318</b>	<b>26.2%</b>
Basic Law Enforcement Academy	Agency Staff	Program Delivery	Total	% of Total
Basic Law Enforcement Academy-Burien	96,571	2,966,050	3,062,621	32.1%
Basic Law Enforcement Academy-Spokane	-	228,548	228,548	2.4%
Manpower Replacement	-	230,000	230,000	2.4%
<b>Subtotal</b>	<b>96,571</b>	<b>3,424,598</b>	<b>3,521,169</b>	<b>36.9%</b>
Corrections Academies	Agency Staff	Program Delivery	Total	% of Total
Correction Officer Academy	61,882	408,746	470,628	4.9%
Community Corrections Officers Academy / Institutional Corrections Counselors Academy	31,319	20,578	51,897	0.5%
Misdemeanant Probation/Classification Counselor	11,745	11,387	23,132	0.2%
Juvenile Corrections Officer Academy	11,500	53,699	65,199	0.7%
Juvenile Residential Counselor Academy	11,632	54,493	66,125	0.7%
Juvenile Services Academy	11,745	32,599	44,344	0.5%
Support Services	-	1,848	1,848	0.0%
Work Release Academy	21,036	(12,788)	8,248	0.1%
Corrections Administration	172,703	8,663	181,366	1.9%
Correction Worker Core	-	3,237	3,237	0.0%
<b>Subtotal</b>	<b>333,562</b>	<b>582,462</b>	<b>916,024</b>	<b>9.6%</b>

## Continued: Fiscal Year 2007 Budget Expenditures

Organizational Development and Standards	Agency Staff	Program Delivery	Total	% of Total
Quality Standards Training	258,597	36,748	295,345	3.1%
Peace Officer Certification	123,231	139,912	263,143	2.8%
Instructor Certification	-	45,704	45,704	0.5%
Private Security Firearms Certification	58,856	(6,351)	52,505	0.6%
<b>Subtotal</b>	<b>440,684</b>	<b>216,013</b>	<b>656,697</b>	<b>6.9%</b>
Professional Development Division	Agency Staff	Program Delivery	Total	% of Total
Administration	645,810	59,220	705,030	7.4%
Regional Training	-	239,637	239,637	2.5%
Child Abuse Training	-	69,838	69,838	0.7%
Reserve Academy	-	461	461	0.0%
Tactical Firearms	-	74,480	74,480	0.8%
Defensive Tactics	-	67,246	67,246	0.7%
Driving	-	10,829	10,829	0.1%
PTO/FTO	-	16,862	16,862	0.2%
WASPC Conferences	-	18,690	18,690	0.2%
Domestic Violence	-	19,161	19,161	0.2%
Methamphetamine Training	-	126,964	126,964	1.3%
First Level Supervision	-	123,975	123,975	1.3%
Middle Management	-	31,471	31,471	0.3%
Executive Leadership	-	30,039	30,039	0.3%
Sheriff Training	-	9,274	9,274	0.1%
<b>Subtotal</b>	<b>645,810</b>	<b>898,147</b>	<b>1,543,957</b>	<b>16.2%</b>
Pass Through Funding	Agency Staff	Program Delivery	Total	% of Total
Prosecutor Training	-	189,737	189,737	2.0%
Defense Attorney Training	-	43,825	43,825	0.5%
Municipal Attorney Training	-	7,150	7,150	0.1%
Coroners Training	-	107,950	107,950	1.1%
Major Crimes Task Force	-	50,000	50,000	0.5%
<b>Subtotal</b>	<b>-</b>	<b>398,662</b>	<b>398,662</b>	<b>4.2%</b>
<b>TOTAL</b>	<b>2,701,360</b>	<b>6,836,467</b>	<b>9,537,827</b>	<b>100.0%</b>

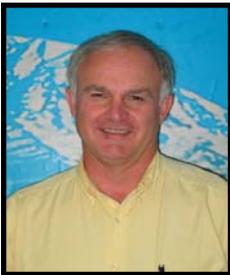
# Agency Happenings



May  
Take Your Kids to Work Day was a hit!



September through November  
The agency raised \$3,929 during the state's annual Combined Fund Drive Campaign!



October  
Doug Blair and Larry Erickson were appointed as Deputy Directors.



December  
Money was pooled to purchase games for the Normandy Park Assisted Living.

# Thank You

**The WSCJTC would like to thank the Kirkland Police Department and Fife Police Department for donating patrol vehicles to our Basic Law Enforcement Academy.**

