



WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

Susan L. Rahr, Executive Director

19010 1st Avenue South • Burien, WA 98148 • Phone: 206-835-7300 • www.cjtc.state.wa.us

November 30, 2012

Dear Chiefs and Sheriffs,

As you are aware, WSCJTC has been required to make significant reductions in response to the reduced level of state funding. It has been our goal to streamline rather than eliminate services wherever possible.

Our Regional Training Coordinator program is one area where we have made structural changes that will more efficiently use resources and preserve the intent of the program. Instead of assigning four regional training managers to function as both liaisons *and* auditors for each of the four state regions, effective August 1, 2012, Leanna Bidinger has been assigned as the single statewide liaison for all advanced and regional training across the state. That will free up the other regional training managers to focus on providing better service in their primary areas of responsibility, such as eLearning, defensive tactics, etc.

This change has also led to a simpler, more streamlined method for ensuring compliance with the 24-hour In-Service training requirement. Beginning in 2012, all Chiefs and Sheriff's must audit their own training records and by March 1 of each calendar year, submit the attached document declaring that their agency has either complied (or not complied) with the mandate set forth in WAC 139-05-300. The WSCJTC will audit any agencies that do not submit this declaration as well as 10 agencies selected at random each year. The Commission may direct WSCJTC staff to conduct audits of agencies where there is a question about the accuracy of their declaration. Agencies selected for an audit will be notified in advance.

Please find attached the Declaration Form that must be signed and returned to Leanna by March 1, 2013. Also attached is a white paper written by our Advanced Training team regarding the annual training mandate and guidance about the type of training that meets the mandate.

If you have questions regarding this new process or would like tips on how to complete your audit please visit the Statewide Regional Training Coordinator page on our website or contact Leanna Bidinger at lbidinger@cjtc.state.wa.us or 206/835-7307.

Thank you,

A handwritten signature in blue ink, appearing to be 'SR', written over a horizontal line.

Susan L. Rahr
Executive Director

Mission: The Washington State Criminal Justice Training Commission enhances public safety by establishing standards and providing education and training.

Values: Professionalism • Integrity • Accountability