

THE REGIONAL REVIEW



WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

November 2009

Agency Request for Legislation

By Sonja Hirsch, Executive Assistant

Two requests for legislation were filed with the Governor's Executive Policy Office.

Z-0777: This bill is needed so a quorum may be reached by the Commissioners on a regular basis. Due to the busy schedules of the Commissioners, it is difficult at times to obtain the requisite quorum. There are also times when a Commissioner leaves the Commission and the current quorum requirement being fixed makes it even more difficult to have the required number of individuals present at the meeting. The modifications requested will allow the Commission to perform its mandated work more easily and expeditiously.

The second part of this bill is to modify the members of the Board on Correctional Training Standards and Education to be consistent with the customers who are trained by the WSCJTC. Due to a legislative change this past year, the WSCJTC no longer trains the majority of the Department of Corrections with the exception being the Community Correctional Officers. The changes in the z-bill reflect the changes in the customer base.

Z-0803: This bill is needed to require an applicant for the position of fully-commissioned law enforcement officer or reserve law enforcement to complete the polygraph test or similar assessment. The law as it is currently written requires the WSCJTC to ensure the applicant "successfully passes" the test. The WSCJTC does not see the applicant or the test results prior to the applicant being employed as this is done by the employing agency. There is no definition for the requirement to "successfully pass" a polygraph test or a psychological examination. The change would direct the WSCJTC to require the employer to administer a background investigation including a polygraph test to an applicant and require the employer to use the results of these tests and others to determine the applicant's suitability for the position of fully-commissioned law enforcement officer or reserve law enforcement officer. It also authorizes the WSCJTC to set the standards in WAC under which the tests shall be administered, similar to the legislation passed addressing standards for psychological testing in the 2009-2010 legislation.

Status: Both of these bills were approved by the Governor's Office.

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Development, Training, and Standards (DTS)

Tips for Training Managers

By Lee Brandt, North Central Regional Training Manager

QUESTION/ANSWER

My department hosts an in-service program and invites area agencies to attend. Do the instructors have to be certified through the WSCJTC for the courses to count toward the 24-hour mandate?

No. The Instructor Certification Program (ICP) is an *internal* certification for those who teach **our sponsored courses under our umbrella**. For outside classes, or those taught without the WSCJTC overview or for WSCJTC credit, ICP does not apply. When an instructor is not representing the WSCJTC, you may use whatever standard you feel is appropriate.

The WSCJTC requires that all instructors who deliver "sponsored" classes – those we develop and provide as our 'owned' classes have achieved instructor certification for that course through the program. There are several certification categories, most requiring the instructor to attend the WSCJTC Instructor Development course (40 hours), do an observation and apprenticeship of *each* class for which certification is sought, and provide a letter of support from their agency. For a complete explanation of the ICP process see our website at: <http://www.cjtc.state.wa.us/icp/index.html>.

Does the WSCJTC Burien campus open later/close in bad weather? What about during a flu pandemic?

In inclement weather, when having a student drive to campus would be risky, the WSCJTC does open late or close for the day. When inclement weather strikes, for information on closures or late starts, call our main number at 206/835-7300 after 5 AM. If the customer service representative doesn't answer, listen to the message, then press # to hear the weather emergency message about campus status.

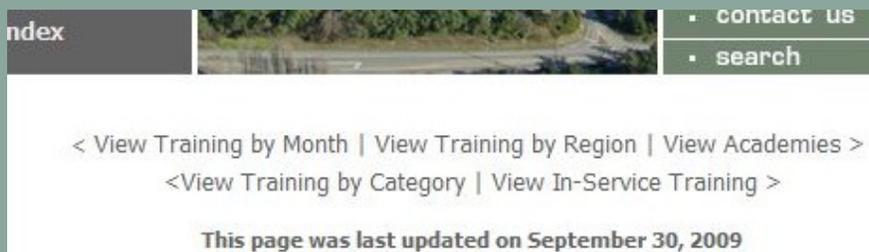
If a flu pandemic occurs, we must expect 35-50% absenteeism due to illness and absences to care for ill relatives or because schools and child care centers close. We do not plan to curtail operations until absenteeism becomes a serious problem. If; however, the Governor imposes social distancing strategies (closing public buildings or restricting how many people can be in a building or room), we may not be able to continue holding classes.

NEW ICON MAKES SEARCHING INDEX EASIER

In an earlier issue of the Regional Review we noted the use of the **NEW** symbol on the training index to indicate a new course addition; however, the symbol was not added to new postings in areas where multiple, reoccurring classes are posted – such as FTO, First Level Supervision, DT ,and Instructor Development. We've remedied that by adding a new graphic " **DATE ADDED** " when dates are added to these items. Like the **NEW** symbol, these will appear for a week after the update to a specific indexed item.

SORT THE CLASS LIST TO FIT YOUR NEEDS

The training index can be sorted to make searching for classes easier. Available views include: by month, by region, academies only, or by specific categories (firearms related, investigations, traffic, leadership, etcetera). Simply mouse-click on the desired views available just under the banner on the training index page; the last view is a shortcut link to our In-service/eLearning page.



If you would like a specific question answered in the "Tips for Training Managers," please email Lee Brandt at lbrandt@cjtc.state.wa.us.

Development, Training, and Standards

The WSCJTC Blog

By Nichol Girten, Blog Editor

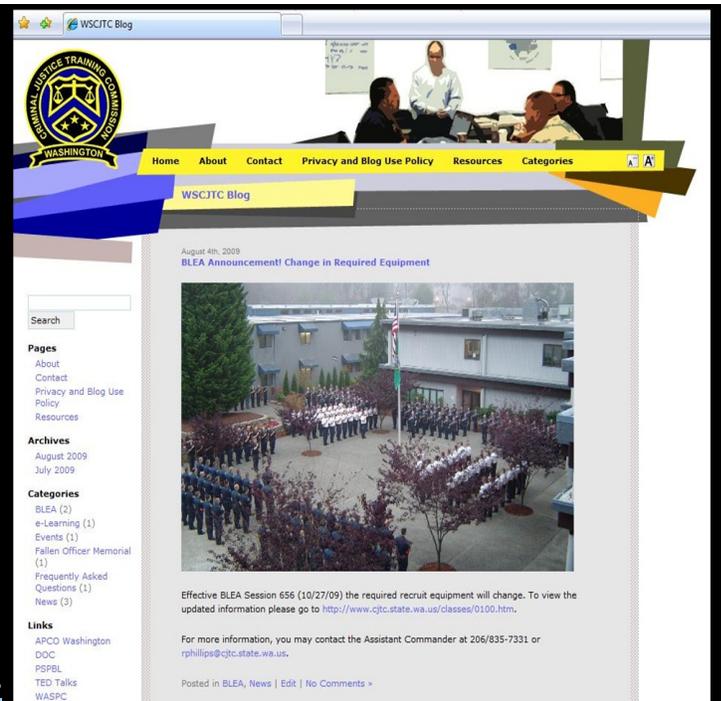
I am very excited to say that the blog is doing awesome! The inspiration of the blog includes many visions, which I feel we have already accomplished in such a short time and will continue to strive for. The blog is an illustrative form of communication for our stakeholders, customers, and community about our academies, courses, and trainings that we offer. It is a leader of communication about innovative training for law enforcement professionals. The blog is an opportunity to communicate all of the fantastic things the WSCJTC is doing with and for the law enforcement and corrections fields, not only in Washington State, but also share the strides we are making in improving law enforcement training in general. It is also a way to highlight the behind-the-scenes work we do at the WSCJTC.

Since the blog started in July 2009, there have been 676 unique visitors to the blog, along with 30 comments. The different topics highlighted on the blog range from charity events that agencies are holding such as the [Yakima Police and Special Olympic athletes participated together at the 2nd annual "HOGS Hit the Highway" for Special Olympics](#) to [Recruit Life](#) which is a piece written by a recruit about their experience at the academy. Other topics include posts about field trainer workshops, guest speaker conferences, and eLearning - just to name a few.

There are a variety of topics that can be posted on the blog. If your agency is having an event such as a charity fundraiser, a seminar, or hosting a class, those are topics that are great to post on the blog. It is just another form of communication for your agency to reach out to the law enforcement community and the communities they serve.

If you have an article that you would like to have posted on the blog, please contact Nichol Girten at ngirten@cjtc.state.wa.us. To view the blog visit <https://fortress.wa.gov/cjtc/blog/>.

Happy Blogging!



The WSCJTC uses Survey Monkey™ for Course Evaluations:

By Rachelle Parslow, Registrar Supervisor



In an effort to streamline the processes at the WSCJTC, as of September 1, 2009, all DTS class evaluations use an online survey program through Survey Monkey. Shortly after completing a class, a survey link will be sent out via the Registrar's Office to the students in the said class. The link is anonymous and will be used to evaluate the class and the results of the evaluations will be used to assist in maintaining, approving, denying, or removing instructors in the Instructor Certification Program (ICP). The WSCJTC is excited to move forward with technology to make classes more user friendly for all. Please note that we have now added a mandatory box to all application forms to ensure student emails are received to help aid in this process. If you have any questions related to this new evaluation process feel free to contact the Registrar's Office via email to registrar@cjtc.state.wa.us.

Development, Training, and Standards

Training for Trainers Conference

By Leanna Bidinger, DTS Administrative Assistant

The WSCJTC again said “thank you” to our trainers this year at the 4th Annual Training for Trainers Conference held October 19-20, 2009. Over one hundred attendees (the best attendance yet) from all over the state came together in Shelton to engage and discuss topics that enhance training excellence. The format this year was changed to allow for longer presentations that could impact learning and give more time for understanding.

This year’s theme was centered on the basic theories of training delivery. Presenters spoke on how knowledge retention evolves using bloom’s taxonomy as a road map, how the use of multiple intelligences can reach different students, how rubrics can make evaluation easier for students and the instructor, and how journaling can be used as a training development tool.

The conference was a huge success, and we hope to see you at next year’s event!



BASIC LAW ENFORCEMENT ACADEMY

Curriculum Updates

By Rex Caldwell, BLEA Commander

Beginning with class 655, in September 2009, the BLEA curriculum has been updated and refined. The new curriculum was originally rolled out in late 2008 and, after running eight classes, has been edited to better address the needs and learning styles of our students. We listened to the recruits as they worked through the initial version of the material and have rearranged the ordering of some presentations. Interim classes took a series of tests from the traditional curriculum to measure the effectiveness of the new material. These showed that the material was being taught and retained at very similar levels. Having established this, the old tests are being discontinued and the time used for new topics such as Tactical Thinking and an online report writing course to provide more skills in this area.

As always, training officers, supervisors, FTO/PTO, and command staff members are always welcome to call or visit the academy to view classes or talk to students and staff.

BLEA Works to Instill Charitable Giving Skills in Students

Charitable giving is an integral part of the BLEA philosophy. In addition to performing projects to better the community and campus, the BLEA staff has a piggy bank that was a gift from our COA Class 382 colleagues in April 2007. While the original thought behind the gift was probably a tongue-in-cheek poke at the police, the pig has been put to good use over the past two years. Whenever an officer is injured or killed in the line of duty, a family member is diagnosed with a serious illness, or some other need is identified, the pig is sent around the campus to raise funds. An email is sent to alert everyone that “the pig is in play” and the collection is made. Most recently BLEA and others raised money for Philippines flood relief that was sent to UNICEF. The collection was made after learning that WSCJTC staff members have family who lost homes to flooding in the Manila area.



Physical Ability Test (PAT) Information

As everyone is aware, the BLEA has worked very hard to standardize the PAT for all participants. As part of that work, a letter was prepared and is given to agency representatives upon their arrival so they will know what they and their candidate will face during the afternoon. I have included the highlights of the PAT day and points concerning their eventual return for Day One of class that I feel are important for trainers and observers to be aware of.

The PAT is an important event for your candidate as they must successfully complete all aspects of the PAT to be accepted to the BLEA. The PAT day can potentially be a stressful experience for some candidates and your presence demonstrates your support for them. This is also an excellent opportunity to witness firsthand their performance and to see where improvement may be needed. For some candidates, this may be their first experience in a paramilitary setting. You will have the chance to observe how well they handle physical, mental, and emotional challenges such as those the BLEA classes may present.

Please note that it is your responsibility to ensure that your candidate has transportation to and from the PAT. Although rare, injuries do occasionally occur. If your candidate is injured and medical attention beyond simple first aid is required, we will call 911.

It is important to note that successful candidates will receive pre-attendance reading materials. They are responsible for studying this material and will be tested on the content during their first week of class. Please reiterate to your candidate that they are expected to study and be prepared for testing related to this material upon their return to the Academy for Day One.

We understand the first day of class can be stressful. Many items will be covered and recruits must be mentally and physically prepared. Recruits are expected to be ready to begin defensive tactics classes and the physical training program on their first day of classes. Both of these programs are strenuous and require a high level of fitness. Your candidate should be working to maintain or improve their fitness between the PAT and Day One.

Upcoming Academies

BASIC LAW ENFORCEMENT ACADEMY

BASIC				
SESSION	SELECTION DATE	PAT DATE	START DATE	GRAD DATE
658 (Burien)	11/18/2009	12/02/2009	12/15/2009	4/23/2009
659(Burien)	12/16/2009	12/30/2009	01/12/2010	05/19/2010

EQUIVALENCY				
SESSION	SELECTION DATE	PAT DATE	START DATE	GRAD DATE
0090-2	12/01/2009	N/A	01/04/2010	01/15/2010
0090-3	04/05/2010	N/A	05/10/2010	05/21/2010

CORRECTIONS

Corrections Officers Academy (COA)
Class 407: November 19 through December 18, 2009
Class 408: January 8 through February 5, 2010
Class 409: February 22 through March 19, 2010
Juvenile Corrections Officers Academy (JCOA)
December 7-18, 2009
Juvenile Residential Counselor Academy (JRCA)
January 4-15, 2010

TRAINING

Corrections

Goodbye Sue Hubbard — Hello Pam Clark

By Brandon Rogel, COA Program Manager

After serving as the WSCJTC's Corrections Division Manager for the past three years, Sue Hubbard retired on September 18, 2009. A number of her coworkers, friends, and colleagues joined her at a party hosted by the division to celebrate this event. We thank Sue for her efforts to work with stakeholders and provide solid training to our students. During her tenure she was able to assess the corrections academies curricula through Job Task Analysis for each of our academies. Her continued and diligent effort to form lasting relationships with members of our corrections community will leave a lasting impression on our division.

Pam Clark has joined the WSCJTC staff as the new Corrections Division Manager. Many of you will recognize Pam due to her work on statewide corrections initiatives, alternative programs, and probation. She has a 25-year career with Clark County Corrections in Vancouver serving as their Director, Operations Manager, Offender Work Crew/Electronic Monitoring Manager, Court Services Manager, and Adult Probation Officer. Pam received her B.A. in Sociology from the University of Alaska. The WSCJTC staff is happy to have her join them as part of the team. You can reach Pam at 206-835-7306 or pclark@cjtc.state.wa.us.

Core Course Improvements

During our end-of-academy student debriefing sessions, students regularly recommend how we can improve upon our training methods. This often includes more "hands on training." To that end, the latest revisions to group training activities for Interpersonal Communication, Report Writing, Practical Law, and Transportation more effectively accomplished course learning objectives and improved student satisfaction ratings.

Adult-Based Learning Delivery Methods:

- Peer facilitated group discussion of case studies.
- Reports reviewed and critiqued by peers.
- Dynamic simulations and role plays.
- Peer teaching with instructor critique.
- In-class summation and review of student material, PowerPoint, and learning objectives.
- Use of quizzes as pre-course preparation.

ADOPTED RULE CHANGES

Chapter 139-10 WAC Corrections

Amended: WAC 139-10-210 Requirement of basic corrections training.

Repealed: WAC 139-10-236 Work release academy curriculum.

WAC 139-10-540 Basic institutional corrections counselor academy curriculum.

Reason: The requirement to obtain basic corrections officer training through the WSCJTC does not apply to Department of Corrections (DOC) employees who work for the prisons division. The DOC is responsible for identifying training standards, designing training programs, and providing training for those employees. The Secretary of the DOC must consult with experts and corrections professionals and solicit input from labor organizations in designing its training requirements.

The WSCJTC and the DOC share the responsibility of developing and defining training standards and providing training for community corrections officers employed within the community corrections division of the DOC.

Reasons supporting proposal: Request by the DOC through SSB 5987.

Effective date: September 5, 2009

Administration

WAC Rule Review

By Sonja Hirsch, Rules Coordinator

ADOPTED RULE CHANGES

WAC 139-05-825

Basic reserve law enforcement academy certificate of equivalency.

Purpose: Establish a process to grant a basic reserve law enforcement officer a certificate of equivalency for persons who have incurred a break in service as a Washington reserve law enforcement officer and desire to return to service as a reserve law enforcement officer.

Persons who have elected to serve as volunteer reserve law enforcement officers may have a break in service as a reserve law enforcement officer. If a reserve law enforcement officer incurs a break in service in excess of twelve consecutive months, the officer's recognition as a reserve law enforcement officer is considered to have lapsed. This WAC establishes a process of certain conditions that must be met for a person who has been a reserve law enforcement officer and incurred a break in service to have that person's status and recognition as a reserve law enforcement officer reinstated.

Effective date: October 10, 2009

Chapter 139-37 WAC

Certified firearms instructors — private security, private investigators, and bail bond recovery agents.

Purpose: The amendments to Chapter 139-37 WAC are being proposed to include bail bond recovery agents and simple language updates. In addition, WAC 139-37-005(1)(b) was removed, which read: "Pays an administrative fee of twenty five dollars; and."

In addition, the title of Chapter 139-37 WAC has been changed from "Firearms Certification – Instructors – Records" to "**Certified Firearms Instructors – Private Security, Private Investigators, and Bail Bond Recovery Agents.**"

Effective date: October 17, 2009

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PROPOSED RULE CHANGES

NEW: Chapter 139-07 WAC Conditions of employment

Hearing date: December, 9, 2009, at 10 AM
Location: WSCJTC, Room E-154

Chapter 139-07 WAC: WAC 139-07-010 Psychological Examination, WAC 139-07-020 Psychological Examination Requirements, WAC 139-07-030 Report of Psychological Examination – Requirements, and WAC 139-07-040 Report of Psychological Examination – Use by More than One Agency.

Purpose: Those who will be affected are persons seeking employment as a fully commissioned peace officer or a fully commissioned reserve law enforcement officer as required under RCW 43.101.080(19); peace officers and reserve law enforcement officers hired after July 24, 2005; and peace officers whose certification has lapsed as a result of a break in service in excess of twenty-four consecutive months as a fully commissioned peace officer under RCW 43.101.125 as required by RCW 43.101.105(2).

Reason supporting proposal:

This rule is the result of legislation passed in the form of HB 1324 and SB 5157 requiring the Washington State Criminal Justice Training Commission to set the standard for conducting pre-employment psychological examinations for peace officers and reserve law enforcement officers. Setting this standard in WAC will provide a minimum standard for psychological examinations. This standard does not currently exist in this state.

Executive Director
Michael D. Parsons, Ph.D.

Deputy Director
Debbie Mealy, Ph.D.

Special Projects
Al Isaac, Manager

Basic Law Enforcement Academy
Commander Rex Caldwell
Asst. Commander Rich Phillips

Corrections Division
Pam Clark, Manager

DTS Division
Steve Lettic, Manager

Facilities Division
Wes Anderson, Manager

Human Resources
Greg Baxter, Manager

Financial Services
Brian Elliott, Manager

WSCJTC Withdraws from CALEA and ACA

By Michael D. Parsons, Executive Director

As all of you surely know, this is a difficult time fiscally for everyone individually and certainly for agencies. The WSCJTC is no exception to this concern.

Due to a reduction in funding and full-time employees (FTE), we have had to make several changes. One of them which might impact some of you is that we are no longer being accredited by either the American Correctional Association (ACA) or the Commission for Accreditation for Law Enforcement Agencies (CALEA). To meet our budget requirements, we eliminated one full-time employee who was responsible for accreditation. I certainly realize that any and all fiscal reductions impact our customers, and we looked at this option as well as several others before making the decision. We are going to continue to be in compliance with standards and not let down, in any way, the quality of our training. While accreditation is certainly important, it is not essential to the training process and, therefore, we chose that as our option to make our budget balance and provide the necessary FTE reduction. There are other reasons related to the accreditation process itself which led us to make this decision.

If you have any concerns regarding this decision, please contact me and I would be happy to discuss this in greater detail or work with you to alleviate the concerns you may have.

Punch Cards

By Dennis Noyes, Academy Café Manager

PUNCH CARDS

The Academy Café is now offering punch cards and the meal includes:

1. Daily entrée, pre-ordered deli sandwich, or single cheeseburger with French fries.
2. 16 oz fountain drink or coffee.

COST: \$5.50 per lunch.

For more information, contact Dennis or Michelle in the cafeteria at 206/246-2937.



The Search Begins!

Be on the lookout for our 2010 Instructor of the Year! Instructors to be nominated for this award can be contract staff who teach for BLEA, Corrections, or post-academy courses. Instructors nominated should be standouts in their fields, embody the mission and vision of the WSCJTC, and progress the criminal justice field forward.

To nominate someone simply submit in writing the reason behind the nomination and why that person stands out among the many that instruct for the WSCJTC. Please send all nominations to Steve Lettic at slettic@cjtc.state.wa.us or Leanna Bidinger at lbidinger@cjtc.state.wa.us.

The 2009 Instructor of the Year will be announced at the Commission Meeting on December 9.

Chief For a Day

By Sonja Hirsch, Event Coordinator

The next CFAD event will be held on **Wednesday, August 18, 2010**. If you or your agency are interested in helping with this event, please contact Sonja at 206/835-7372 or shirsch@cjtc.state.wa.us.



HAPPY HOLIDAYS!!

WARM WISHES
for a wonderful holiday season
and a very happy new year!