



Washington State
Criminal Justice Training Commission

Board on Law Enforcement Training, Standards,
and Education
(BLETSE)

Annual Report
FY 2005-2006

Board on Law Enforcement Training, Standards, and Education

Introduction

Sub-Committees

- Curriculum Committee
- Audit and Assessment Committee
- Legislative Communications Coordinating Committee

Summary

FY 2005-06 Review Topics

- Basic Law Enforcement Academy (BLEA)
- Career Level Certification
- Leadership Training
- BLEA Entrance Standards
- Domestic Violence Review
- Field Training Officer (FTO) Program v. Patrol Training Officer (PTO) Program
- FTO Relationships
- Instructor Certification Program
- Mandatory In-Service Training
- Reserve Police Academy Curriculum
- Washington State Criminal Justice Training Commission (WSCJTC)
- Washington Administrative Code (WAC) Review

Appendix

- Board Members
- Board By-laws

INTRODUCTION

This annual report summarizes the activities of the Board on Law Enforcement Training, Standards, and Education (BLETSE) over the last year.

The Board consists of thirteen (13) members representing sheriffs, police chiefs, line officers, and higher education. The Board meets on a quarterly basis in order to continually assess and assist with the development of law enforcement training standards in the state of Washington. Members of the Board work closely with the staff of the Washington State Criminal Justice Training Commission (WSCJTC). Once Board recommendations have been developed, they are forwarded to the Commission for action.

The Board continued working in a meeting format that consisted of four, eight-hour work meetings. The meetings consisted of a general meeting, followed by committee work, then ending with committee reporting and follow-up by the Board.

During 2006, the Board held four meetings:

- January 19 Burien
- April 20 Burien
- July 20 Burien
- November 14 WASPC Skamania

There were several changes to the Board in 2006.

Board Departures:

- Chief Brian Martinek, Vancouver Police Department
- Professor Otwin Marenin, Washington State University
- Sergeant Ozzie Knezovich, Spokane County Sheriff's Office
- Sheriff Larry Taylor, Benton County Sheriff's Office

Board Additions:

- Mike Gaffney, Washington State University
- Chief John Gray, Arlington Police Department
- Sheriff Jerry Weeks, Pend Oreille County Sheriff's Office
- Deputy David Ellis, Spokane County Sheriff's Office

After six years as the Chair, Chief Denis Austin, Pasco Police Department, stepped down. The Board would like to thank Chief Austin for his hard work and support during his tenure as the Chair and are excited about his future commitments to the Board. Vice Chair Sergeant Mike Johnston, Bellingham Police Department, was elected as the new Chair and Chief Felix Moran, Stillaguamish Tribal Police Department, replaced Sergeant Johnston as Vice Chair.

This year's main work topics were:

- A review and overhaul of the reserve officer training and certification standards.
- The backlog of officers awaiting BLEA training.
- Revamping of the leadership training and career-level certification programs at the WSCJTC.

These issues will continue to be lead topics in 2007.

The Board has had several discussions regarding the number of academy classes being run and the possibility of satellite academies or the addition of classes Spokane. The WSCJTC is continuing to study the matter and the will continue to work on this issue in 2006-2007.

CURRICULUM COMMITTEE

Committee Members:

- Professor Linda Forst, Shoreline Community College (Chair)
- Professor Mike Gaffney, Washington State University
- Sheriff Jerry Weeks, Pend Oreille County Sheriff's Office
- Officer Robert Maule, Tacoma Police Department

Curriculum Committee Mission

Review curriculum, as necessary, and make recommendations to the Board who forwards those recommendations to the WSCJTC. Discuss the development of continuing education requirements for sworn officers.

2005-2006 Curriculum Committee Activity and Goals

The Curriculum Committee had continuing goals from 2005 and continued to work on them in 2006.

Improvement Goal: To discuss and develop continuing education requirements.

Strategies

1. Meet with community colleges and higher education to coordinate curriculum and continuing education.
2. Meet with individual chiefs and sheriffs and assess what areas should be contained in a continuing education curriculum.
3. Evaluate what other professions do in the area of continuing education requirements.
4. Meet with the WSCJTC staff that are currently working on distance learning and discuss delivery of curricula.
5. Identify and meet with other agencies, groups, and organizations that have experience in delivering training through alternative mediums.
6. Develop an in-house training cadre for distance learning.

Curriculum Activity:

The Committee continued to discuss and develop continuing education requirements. The Committee looked at new ways to deliver curricula to a larger number of officers via the Internet, CD, and/or regional training. The Committee also began to discuss a mandatory statewide in-service training program that would be based on a 7-14 minute roll call training program that could be accessed via the Internet. Registration began in December 2005 and the program began in 2006. The pilot program of in-service training has been implemented and evaluated.

The conversation regarding Reserve Officer training was continued. The WSCJTC staff reports that the surveys that had been sent to law enforcement agencies in the state have been reviewed. Currently, curriculum reviews from around the state are being conducted. The discussions are on-going and being led by Sheriff Brasfield who is also conferring with the WASPC.

The Executive Leadership class has been implemented and there were two pilot programs held in 2005-2006. The feedback from participants has been favorable and some changes, from the first pilot program, were incorporated into the second pilot program. The Curriculum Committee has had discussions with Anthony Anderman and will continue those in 2007.

AUDIT AND ASSESSMENT COMMITTEE

Committee Members:

- Sheriff Mike Brasfield, Jefferson County Sheriffs Office (Chair)
- Chief John Gray, Arlington Police Department
- Sergeant Mike Johnston, Bellingham Police Department
- Sergeant Martin Anderson, Spokane Police Department

Audit and Assessment Committee Mission

Audit BLEA's professional standards of excellence for maintenance and measure on-going compliance. The Committee will report findings and will make recommendations to the Board for improvements or modification. The Committee will also assess in-service training both at the WSCJTC and regionally for current trends and potential improvements.

2004-05 Audit and Assessment Committee Activity and Goals

The Audit and Assessment Committee had two goals to be worked on during 2006.

Improvement Goal: To re-evaluate both the curriculum and the reserve academy process.

The Committee sent a survey to agencies throughout the state requesting volunteers to assist in a Reserve Academy Evaluation Committee. The WSCJTC also sent a survey to all agencies asking how reserve officers are used in their agencies and what the

financial impacts were. Many discussions regarding this issue occurred at the BLETSE and committee meetings. It was recommended that the WSCJTC be responsible for oversight of the program, and that the WSCJTC should set guidelines in regard to how reserve officers are used in the state.

It was discovered that there is not an RCW or WAC specific to the use of reserve officers. In a study of 26 other states, it was found that Washington is the only state not to have legislation clearly defining the roles and responsibilities of reserve officers. Many states use a "tiered" system tied to the level of training. State legislators advised that during the passage of HB 1081 involving the polygraph testing of reserve officer candidates, chiefs and sheriffs were adamantly opposed to any changes that would reduce their flexibility in using reserve officers.

The Committee and Reserve Academy Evaluation Committee provided a report addressing the original intent of reviewing the current universe of delivery of reserve training, whether curriculum is current, if it is consistent, should it be reviewed, how it should be monitored or controlled, and should there be specific standards for reserve academy instructors. The following are the recommendations:

1. The WSCJTC should be empowered to exercise strong central control over satellite reserve academies.
2. Conduct a thorough review of the current curriculum.
3. Ensure the curriculum reflects an abbreviated version of the core blocks of instruction taught at the BLEA.
4. Course content should be consistent with skill sets developed in the BLEA.
5. Regularly update the curriculum as changes are made to the BLEA curriculum and lesson plans.
6. Establish a system to monitor compliance by local reserve academy sponsoring agencies.
7. Establish, monitor, and enforce minimum standards for the operation of the reserve academies.
8. Establish a process to account for and track enrolled reserve recruits. They are documented when they are enrolled, but not when they drop out.
9. Establish minimum standards for presenters and/or instructors.
10. Strive for stronger consistency in material provided and/or emphasized from reserve academy to reserve academy.
11. Although it is extremely time-consuming, current BLEA core block course instructors must be involved with the review of reserve academy course content.
12. Resolve the apparent inherent conflict between the need for the WSCJTC basic academy maintaining reserve academy test integrity and reserve academy instructors not knowing if what they are teaching was relevant to the testing process.
13. Explore utilization of distance learning with some combination of video, Internet, and digital media.

14. Have the WSCJTC request an opinion of the Attorney General to determine if there are reservations or concerns remaining on the issue of adverse impact on law enforcement agencies or employing governments.
15. Begin to actively solicit input from stakeholders, in particular sheriffs and chiefs, as well as major law enforcement labor unions, risk managers, and elected officials. Utilize both the WASPC and the Washington Association of County Officials (WACO) in this endeavor. Based on results of this effort, establish a position by the WSCJTC. If the position is supportive of a “tiered” structure, determine the fiscal impact. Propose enabling legislation and/or administrative rules.
16. A mandatory audit of individual agencies statewide regarding inappropriate utilization of reserve officers.
17. Solicitation of specific complaints of abuse by concerned neighboring agencies
18. A review and/or survey of current reserve officers by a duly-constituted authority.

Improvement Goal: Continuing to identify training needs throughout the state of Washington.

The Committee requested a training needs assessment be provided by the WSCJTC. The assessment is in progress.

LEGISLATIVE COMMUNICATIONS COORDINATING COMMITTEE

Committee Members:

- Chief Felix Moran, Stillaguamish Tribal Police (Chair)
- Chief Robert Perales, Granger Police Department
- Sheriff Mike Harum, Chelan County Sheriff’s Office
- Deputy David Ellis, Spokane County Sheriff’s Office

Legislative Communications Coordinating Committee Mission

Legislative Communications Coordinating Committee is responsible for developing strategies to enhance and improve communications and partnerships with the WSCJTC, the Legislature, and other stakeholders.

2005-06 Legislative Communications Coordinating Committee Activity

The Committee was tasked with two primary goals: To establish a better level of communications with State legislators regarding the needs of the WSCJTC; assist other committees and the Board as a whole with other projects, including Reserve Officer standards and Leadership training and Career Level Certification.

Improvement Goal: To enhance the communication and partnerships with legislators and the WSCJTC.

Strategies:

1. Develop a quarterly schedule to meet with and communicate with the Commission.
2. Assist Commission as requested.
3. Meet or invite a state legislator to the quarterly meetings.
4. Meet with federal legislators.

The Committee identified four key legislators in 2003-04 to invite and involve them with the work and needs of the WSCJTC. The legislators identified were: Senator Jerome Delvin (R), Senator Mary Margaret Haugen (D), Representative Joyce McDonald (R), and Representative John Lovick (D).

These legislators attended the Board meetings during 2005 and 2006 and heard the needs and goals of the WSCJTC. While members of the WSCJTC, the WASPC Legislative Committee, and individual Chiefs and Sheriffs and department heads have diligently worked at keeping our legislators aware of the needs associated with the WSCJTC goals, it was felt that personal involvement into the WSCJTC's agenda could only benefit the WSCJTC's goal of providing the highest quality of service to the communities of Washington State. An invitation was presented to four of our state legislators inviting them to participate during the meetings. The Committee invited two senators and two representatives, one democrat and one republican.

Due to recent elections and changes to legislative responsibilities, several legislators had to withdraw from their participation. The Committee plans to identify new legislators to invite and participate in Board meetings and functions, including committee activities.

An open level of participation from the attending legislators has helped them become aware of issues that either greatly restrict or prohibit the ability of the WSCJTC to provide reasonable and necessary services to the law enforcement officers in Washington State. The Committee plans to continue to actively involve state legislators in the Board and the Commission meetings to increase their awareness of law enforcement training issues and to help further the ability of the WSCJTC to achieve its goals by maintaining a positive relationship with those legislators.

The Committee's further plans will include attending more legislative meetings in Washington, DC to carry the WSCJTC's message. The Committee also plans to communicate with the U.S. Congress to keep them up to date on issues concerning law enforcement in Washington State.

Improvement Goal: To develop a process increasing the involvement in the WSCJTC's staff projects.

Strategies:

1. Develop a process enhancing the involvement with the WSCJTC's planning process.
2. Develop a process enhancing the flow of information regarding changes, additions or deletions of current programs, curriculum, and any changes in operation that

affect the quality or quantity of training be forwarded to the Board before action is taken.

Improvement Goal: To discuss and develop a mechanism enhancing the partnership opportunities with higher education, the WSCJTC, and the law enforcement communities. The Committee continued to work with and identify areas where they could assist the WSCJTC on a continuing basis.

Strategies:

1. Brainstorming session between the WSCJTC staff, the Board, higher education, and the law enforcement agencies regarding the possibilities for future partnerships.
2. Develop a plan and process enhancing the partnership with higher education and the law enforcement agencies.

The Committee is working on each of the goals and continues to develop strategies to implement its goals and mission. The work continued throughout much of 2005-06 as each goal is a large task and will take assistance from many groups outside the control of the Committee.

SUMMARY

Even with the Board's continued turnover, many of the goals and strategies identified in 2005-06 were met. The Board will use strategies they have developed to work on the identified goals in 2006-07. The biggest task continues to be the review of curriculum of the Reserve Officer program and the certification/de-certification of Reserve Officers. The three sub-committees have each had a part in reviewing and implementing any changes to the Reserve Academy and this is expected to continue. The Committee will also be adding coordinators and other volunteers who are interested in reviewing this important program.

As we move into 2007, the subject of academy training availability has become a very heated subject. A shortage of available classes and an increase in hiring by law enforcement agencies has created a backlog in students awaiting training. The Board intends to assist the WSCJTC in whatever way is necessary to achieve its mission of providing the most up-to-date and professional training to law enforcement officers in Washington State.

The Board understands that many of the goals set in 2005 were met in 2006. However, the Board also understands that the needs of the communities of Washington State and the profession of law enforcement continue to change. More work needs to be accomplished, but members are always willing to work with and assist the WSCJTC staff to enhance the professionalism and education of law enforcement officers in Washington State. Law enforcement changes will continue as technology and populations change in the State. The Board will be ready to assist and change at the request of the WSCJTC and its members.

DISCUSSION TOPICS FOR FY 2006-07

A summary of topic areas that may be considered by the Board for the FY 2006-2007:

BLEA - The Board plans to continue discussions concerning officer's ability to apply the knowledge they learned at the BLEA upon returning to their agency and community; to include developing an assessment and feedback mechanism and procedure to allow for a consistent and systematic evaluation of the utility, relevance, and practicality of basic academy knowledge and topics. To review and assess the Problem-based Policing Program.

The Board will continue to assist the WSCJTC in developing strategies to reduce the backlog in students awaiting BLEA training.

BLEA Entrance Standards - Identified in 2000 as a topic for future discussion (2003-2004).

Reserve Police Academy Curriculum - The Board will use knowledge gained from the reserve academy review and will assist the WSCJTC in applying the recommendations made to the improvement of the reserve academy curriculum and standards.

WSCJTC- The Board plans to continue discussions regarding budget issues, such as, facility upgrade for a new dormitory.

WAC Review - The Board assist in reviewing potential WAC changes regarding reserve officer program standards. No other substantive WAC changes are expected, but WAC review will continue as brought to the Board.

APPENDIX

By Laws (Amended April 8, 2004)

PREAMBLE

The Board on Law Enforcement Training, Standards, and Education (BLETSE) was created by action of the Washington State Legislature amending chapter 43.101 RCW. By decree of the Legislature, the Board shall review and recommend to the Washington State Criminal Justice Training Commission (WSCJTC) programs and standards for the training and education of law enforcement personnel within their specific purview, and shall also:

- Advise the Commission of training and education needs;
- Recommend to the Commission minimum curriculum standards;
- Recommend to the Commission standards for instructors;
- Recommend to the Commission alternative, innovative, and interdisciplinary training and education techniques;
- Review and recommend to the Commission the approval of training and education programs;
- Monitor and evaluate training and education programs;
- Report to the Commission at the end of each fiscal year on the effectiveness of training and education programs.

Additionally, the Board shall complete any other mandates that may be given to it by the WSCJTC. The Board may also undertake such tasks as necessary to satisfy the requirements imposed upon it, as seen fit by the members of the Board.

Membership

The Board consists of thirteen members appointed by the Executive Director of the WSCJTC under the constraints of 43.101 RCW and then approved by the Commission.

All members are appointed for terms of six years, commencing on July 1 and expiring on June 30, except that a member appointed to fill a vacancy created in any manner other than by the expiration of a term must be appointed for the un-expired term of the member to be succeeded.

A member may be appointed for additional terms.

Membership will immediately cease upon the termination of a member's qualifying office or employment.

Governance

The Board shall elect a chair and a vice-chair from among its members. The chair and the vice-chair shall serve for a period of two years. The election of these offices shall occur at the first monthly meeting in July of every even numbered year.

In the event that the chair or vice-chair is unable to complete the term of office, the Board shall elect a replacement to complete the un-expired term of the member to be succeeded.

The chair shall direct all meetings of the Board. In the case of the absence of the chair, the vice-chair shall direct the meeting. In case of the absence of the vice-chair, the Executive Director of the WSCJTC shall appoint a member to act in the place of the chair at that meeting.

Meetings

Regular meetings of the Board shall be held quarterly during the following months:

- January
- April
- July
- November

The chair will approve a yearly schedule each November.

Committee members will meet as a group on the day of the regular meeting. They will then break into subcommittees to work on assignments and be prepared to provide status reports at the regular meeting. Any meeting falling on a holiday will be held the following Thursday of that month.

The Board, at the preceding meeting, may modify the scheduled date, time, and location of any regularly scheduled Board meeting.

The chair or the Executive Director of the WSCJTC may call such special meetings as may be needed to address the business of the Board. An emergency meeting is a meeting of such importance that it is called with less than two weeks notice given to members. In no case shall such an emergency meeting be called with less than 48-hours notice.

A special meeting may be called for with the agreement of any five members of the Board, but no less than five days notice may be given for the time and location of any such meeting.

A quorum of the Board consists of seven members in attendance.

A member must be present to vote on any matter before the Board at a regular meeting or at any special meeting or emergency meeting in which more than seven days notice has been given. At any meeting, in which less than seven days notice has been given, a member may vote on the matter of business by phone poll if that member is otherwise unable to attend. The format of such conference calls and phone polls will be at the discretion of the chair.

Members may not have excessive absence from regular meetings of the Board. In such a case that the Board or the chair determines a member's absence is excessive the chair shall bring the matter to the attention of the Executive Director of the WSCJTC. One or more unexcused absences in a calendar year may result in a written warning being given to the board member. Two or more unexcused absences in a calendar year may result in a request to have the board members removed from the Board.

Order of Business

The order of business at regular meetings shall be as follows:

- Call to Order and Roll
- Approval of Minutes
- Special Reports by Members
- Break into Sub-Committees
- Reconvene
- Committee Reports
- Old Business
- New Business
- Adjournment

Any item of new business that will require immediate action by the board must be listed upon a meeting agenda to be mailed to all members no less than five days in advance of such regular meeting. Otherwise, action by the board will be required in a special or an emergency meeting. Such a meeting may immediately follow the regular meeting of the Board.

Powers

The powers of the Board are as enumerated by statute (43.101 RCW) or as additionally designated by the Commission.

Amendment and Original Adoption

The function of the Board is outlined herein. These by-laws may be amended by the proposal of any member at a regular meeting of the board. Such proposal shall then be listed as an agenda item for the following regular meeting, at which time the proposal may be passed, refused, or further amended and passed.