



BOARD ON CORRECTIONAL TRAINING STANDARDS AND EDUCATION

August 7, 2008 – 10:00 a.m.

BOARD MEMBERS PRESENT

Victoria MacKenzie (Chair), Clark Co. Sheriff's Office
Mike Wait (Vice-Chair), King Co. Dept. of Adult and Juvenile Detention
Kevin Bovenkamp, Department of Corrections
Pat Love, Pierce College
Mary Ellen Reimund, Central Washington University
Trent Phillips, DSHS, Juvenile Rehabilitation Administration
Todd Wiggs, Department of Corrections
Dave Reynolds, Whatcom County Juvenile Court

WSCJTC STAFF PRESENT

Michael D. Parsons, Executive Director
Sue Hubbard, Manager, Corrections Division
Brandon Rogel, Program Supervisor, Corrections Division
Cheryl Price, Accreditation Manager
Darlene Tangedahl (Recorder), Administrative Assistant, Corrections Division

GUESTS

Joel Wright, MCC
Ron Sukert, Clallam County
Al Collins, Clallam County
Joyce McCoy, Lewis County
Dan Kaiser, Clark County
Blain Lux, Cowlitz County
Marin Fox Hight, Cowlitz County
Sgt. Craig Dick, Kitsap County
Shawn Buzzell, Kitsap County
Gregory Murray, Kitsap County
Jim Downing, Thurston County
Pat Kelly, Pierce County
Sherry Hieb, Pierce County
Bob Kerrigan, Pierce County

WELCOME AND OPENING REMARKS

The Chair called the meeting to order at 10:03 a.m. Guests introduced themselves.

A quorum was present.

APPROVAL OF MINUTES FOR FEBRUARY 7, 2008 MEETING

A motion was made and seconded to approve the minutes as written. Motion carried unanimously.

ELECTION OF CHAIR AND VICE-CHAIR

Victoria MacKenzie nominated Mike Wait for Vice-Chair. Seconded by Pat Love. Motion carried unanimously. Mike Wait nominated Victoria MacKenzie for Chair. Motion carried unanimously.

MEETING DATES FOR 2009

The members agreed that the meeting dates will be February 5, May 7, August 6 and November 5, 2009.

EXECUTIVE DIRECTOR'S REPORT

Michael Parsons

Dr. Parsons talked about the Governor's Directive. The Commission is not allowed to fill any vacant positions, except for emergencies. Also, no out-of-state travel is permitted except for emergencies, even if the trip is paid for by another organization.

Agencies are not to buy any non-essential equipment, are required to reduce gas consumption by five percent. The last part of the directive is that there are no personal service contracts allowed. Most of the Commission's contracts are client contracts, so that will not be a problem.

The Commission had considered expanding the Corrections Officers' Academy; however, due to budget cuts, the Commission will not be presenting a Decision Package for that purpose at this time. The Commission will be working on a forecast to determine how many students will be attending the academy.

BOARD VACANCIES

Sue Hubbard

Sue introduced Joel Wright from the Department of Corrections who has been nominated to serve on the Board. Brian Davies from King County has also been nominated. Both nominations will be presented at the Commission Meeting in September for approval.

COA/CWC ASSESSMENT

Sue Hubbard

The Consultant's report has been completed. During the assessment and after the assessment, the Department of Corrections made a number of changes. There were no major recommendations. It was pretty clear that what is taught in Core and what is taught in COA is fairly equivalent. The only difference that stuck out at all was the amount of defensive tactics that COA does vs. the amount that CWC does. In terms of COA, there were some areas that the consultant felt some curriculum needed to be added, i.e., PREA, more defensive tactics, transport, and a few other things.

Considering the budget issue, the Commission would be asking for approximately \$350,000 each year, to add a two-week academy. That figure includes instructors, housing, etc. Sue said that they will be looking at what can be incorporated into the four weeks that people have said they need and looking to see if things are being taught that don't need to be.

Dr. Parsons stated that this was brought up at the WASPC Corrections Committee and there was no response. He said that he needs to have some feedback, either from the Board members or at a subsequent meeting, about whether or not there is a need to expand the COA.

All Board members received a copy of Sue's assessment report.

Todd Wiggs asked if during the assessment, they looked at the in-service training and what the transition is from the academy for defensive tactics. He said that he feels that a lot of things listed on the assessment could be incorporated into in-service training, if it is not already. Sue said that agency in-service training had not been looked at as part of the assessment. She said that part of the challenge is that the larger jails have really good FTO programs, and they are able to do a lot, but some of the smaller jails are not able to.

Sue suggested that CJTC could put some of the training on cd for the agencies.

Pat Love asked what the difference is in the area of defensive tactics, between CWC and COA. Kevin said that they were at 24 hours for a long time and are trying to get it up to 32. He believes that they are at 12-16 hours of defensive tactics in-service training, and they are trying to add in ground survival and weapons retention.

Dr. Parsons said that CJTC would make phone calls to the smaller jails to determine what training they do, and from there can make some suggestions. Brandon said that by doing this, it would prevent the CJTC training from replicating the training that is already being provided by agencies.

Mike Wait said that are problems with juvenile facilities that have part-time staff are limited to how many hours they can work and if you require all these people to come to the academy for two weeks, that can be a problem. A decision can be made that is good for 80-90% of all facilities, but the other 10% are severely impacted. It seems like, with the defensive tactics, a refresher course a couple of times a year would make sense.

CORRECTIONS DIVISION PROGRAM UPDATES

Brandon Rogel

A handout was provided.

Typically, two Work Release Academies are provided per year and are well attended. There were 16 graduates at the July class. Brandon continues to look at curriculum and testing for the next WRA that may be provided in September, based on the numbers.

Brandon is working with Juvenile Rehabilitation Administration (JRA) so they can send all of their employees to one academy. Brandon is working with JRA to meet the training needs that are required by WAC, and looking at the different types of personnel they employ. The next meeting is in September.

CJTC has had a partnership with the Spokane County Juvenile Court where the Juvenile Corrections Officer Academy (JCOA) runs to standard and is basically an equivalent academy. Brandon is working closer with them in terms of what the course content is and how it is presented. It is an ongoing process.

Anthony Weathers has been appointed as the Defensive Tactics Coordinator for the Corrections Division. Defensive Tactics is now conducted by a team of Certified Defensive Tactics instructors.

The COA classes fill up quickly. Enrollments have reached capacity for September and October. CJTC overbooks anywhere from 3-5 alternate enrollees,

OLD BUSINESS

Victoria said that at the last meeting, the Equivalency Academy was discussed. Sue Hubbard said that CJTC is still in the process of looking at this. If you have someone who has worked in a jail and is gone for two or more years, they are required to attend the Equivalency Academy, or attend the full COA. Her feeling is that if a jail has someone who has been gone for more than two years, they need to determine, based on what the person performed before, what that person needs to receive for training. Because of the way that defensive tactics has been restructured, it is not reasonable to send someone for the final two and half weeks. Defensive Tactics begins in week one, so someone coming in later would miss the flow of the training. She said that a decision needs to be made about the Equivalency. The two-year requirement is by statute. If a jail wants to

send someone to the entire four-week academy after a two-year absence, CJTC has no objection.

Sue will send something out to the Board members before the next meeting, so this issue can be settled at the November meeting.

Sue talked about the decision made by the Commission that for one year, beginning in April 2008, that DOC was exempt from the Physical Abilities Test. The Commission made the decision that the CWC would not be recognized as equivalent to COA during the time period they were not requiring the PAT. This affects people that have worked in a prison, and now want to transfer to a city or county jail, but have not taken the PAT. The question is whether they need to go through the entire four-week COA.

Victoria MacKenzie said that there was training they received at the CWC that was needed to work in a prison, but not needed to work in a jail, and that there are things taught by COA that are not taught at CWC. Bob Kerrigan said that in Pierce County, they do the same PAT that is done at CJTC, if the officer is coming from DOC.

Ned Newlin, Kitsap County, said that they have hired a number of DOC staff. In some cases, they do not send the staff to COA, but in many cases they do. They also do the PAT as part of the selection process.

Sue Hubbard re-iterated that the Commission's decision was that anyone hired during the PAT exemption period by DOC, that CWC would not be recognized as equivalent, but only because the PAT was not required during that time period.

Dr. Parsons said that CJTC staff will talk to every jail and find out what they do, and present the results at the next Board meeting for a recommendation. He will take the Board's recommendation to the Commission.

Regarding out-of-state transfers, Sue said that CJTC requires that the hiring agency send the curriculum, it is reviewed and a decision made.

Sue reminded the members that she had talked briefly about the assessment of Juvenile Corrections Officers Academy. Because of budget cuts, this will need to be done internally.

Sue said that a group from the current COA class volunteered to take the ORPAT. Most of them said it was more difficult than the PAT, but more relevant to their job.

Bob Bragg talked about what to expect from the ORPAT demonstration. He said that the test is a typical job task simulation. One thing that is unique is that it has the push-pull machine, which has some level of skill associated with it. You

can improve your performance with some practice. As with any other test that has these types of components, there are risk factors for injury. The test does require a proctor.

Anthony Weathers said that Oregon has established a time set for law enforcement and they are currently trying to establish one for corrections.

AGENDA ITEMS FOR NEXT MEETING

Training Provided by Individual Agencies (Needs Assessment)

A motion was made and seconded to adjourn. Motion carried, meeting adjourned.

The Chair adjourned the meeting at 11:15 a.m.

Board members and guests then moved to the gym for a demonstration of the ORPAT.

<p>The next meeting is scheduled for: November 6, 2008 – 10:00 a.m.</p>
--

Written by: _____ August 13, 2008
Darlene Tangedahl, Admin. Assistant

Reviewed by: _____ August 13, 2008
Sue Hubbard, Corrections Manager

Approved by: _____ August 15, 2008
Victoria MacKenzie, Board Chair