



DPSST Bulletin

Training For Excellence

May 2003

**The mission of
DPSST is to
promote
excellence in
public safety
through the
development of
professional
standards and the
delivery of quality
training.**

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IMPACT OF AGENCY BUDGET PROPOSALS ON TRAINING, CURRICULUM, ACCREDITATION, FACILITY

During this time of legislative and budgetary uncertainty, we think it is important that we provide you with information about the most current budget proposals for the 2003-05 biennium.

Both the Governor's Revised Budget and the Legislative Fiscal Office (LFO) budget recommendation to the Ways and Means Public Safety Subcommittee would require the elimination or reduction of a number of programs, including:

40% reduction to criminal justice regional training staff and programs and closure of the regional field offices in Eugene and the North Valley. These offices serve 164 criminal justice agencies in Benton, Lane, Linn, Lincoln, Polk, Marion, Yamhill, Hood River, Gilliam, Multnomah, Wheeler, Sherman and Wasco Counties.

Elimination of the Accreditation Unit and our ability to accredit criminal justice courses taught by colleges, universities and public safety agencies.

Elimination of three positions involved in curriculum development and maintenance, and two positions involved in technology-based training.

Remaining staff will focus on maintaining the most critical components of existing programs. Curriculum development for the 16-week Basic Police Course and standardized scenario development will be dramatically scaled back, and the distance learning program will be placed on hold.

Elimination of the Police Scenario Training Coordinator position, which was designed to work with the Curriculum Unit to design and test scenarios and develop a transition plan to implement the 16-week basic police course.

Elimination of one regional fire coordinator position. Funded by Fire Insurance Premium Tax revenues, this position served 58 fire departments in Clackamas, Clatsop, Multnomah, Tillamook, and Washington Counties. Funding for the remaining fire training positions and services will depend on a legislative resolution of the Fire Insurance Premium Tax revenue shortfall.

Elimination of funding for the annual Public Safety Executive Training Seminar (PSETS), Oregon Executive Development Institute (OEDI), D.A.R.E. training, the Resource Center, OSP specialized training courses, distance learning and technology-based training.

The Governor's Revised Budget and the LFO budget recommendation differ in the following areas:

Funding for new training facility:

The Governor's original budget proposal did not include funding to move the project forward during 2003-05, due to concerns about the impact of debt service payments on the current state budget. However, estimates show that a two-year "hold" would add millions of dollars to the project cost and result in as much as a four-year delay in implementing the 16-week basic police course.

We worked with the Governor's office and with budget analysts on development of an alternative timeline to reduce these cost and schedule impacts. The Governor's Revised Budget includes funding for the project that would allow for project completion late in 2006 and keep costs to a minimum during 2003-05. The LFO budget recommendation does not include funding for the project office or new debt service for the project and would mean project completion potentially as late as 2009.

Funding for the Public Safety Memorial Fund:

The Governor's Revised Budget includes funding for the Public Safety Memorial Fund at close to the current level. The LFO budget recommendation does not include new funding for the Fund.

Funding for the leadership training program:

The Governor's Revised Budget includes funding for the core Supervision and Middle Management training program. The LFO budget recommendation calls for elimination of funding for all levels of the leadership training program.

As of this date, no final decisions have been made on DPSST's budget. The Ways and Means Public Safety Subcommittee held a work session on our budget on May 21st. However, issues related to public safety funding have not been finalized, and there will be additional work sessions in the future.

TRAINING DIVISION UPDATES

Even while some of our staff members are closely involved with ongoing legislative and budget discussions, DPSST's academy-based and regional training staff has been working closely with constituents and other partners to assess statewide training needs, develop new courses, and enhance the effectiveness of current course subjects:

First Responder to Traffic Collisions

Contact: Suzy Isham, Traffic Safety Training Coordinator
(503) 378-4888 ext 277

Working with the Oregon Department of Transportation, DPSST has developed a new three-day course for police officers and supervisors who respond to traffic collisions. The course is designed to increase the crash investigations skills of police officers who respond to traffic crashes within the scope of their duties. This course goes beyond the information that is taught at the Basic Police Academy, yet stops short of full crash reconstruction.

We have been working with the State Missing & Abducted Children's Task Force to develop training for the AMBER Alert Program. DPSST partnered with the Oregon Peace Officer's Association (OPOA) to develop a roll-call training packet that was sent to each law enforcement agency in Oregon. Each packet includes a videotape that provides basic information on the AMBER Alert program. Accompanying the video are sample forms, protocols, and checklists that provide officers with the information necessary to activate and participate in the AMBER Alert Program.

AMBER Alert

Contact: Kris Eiesland, Regional Training Coordinator
(503) 992-0638

Partnership Creates Background Investigators Association

Contact: Chapter President Chris Woolcock, Gresham PD Background Investigator
(503) 618-2708

DPSST and the OPOA worked together with a number of interested background investigators to create a sub-chapter specifically for law enforcement background investigators. Many agencies utilize background investigators who are either active or retired police officers. Background investigations require specialized skills and techniques, and may carry significant liability risks. A need was identified that no statewide network was in place for those who carry out this specialized work in Oregon, nor did any statewide training exist for new or experienced background investigators. OPOA established this group, which now has over 80 members. The group meets on an ongoing basis and is in the process of creating a class specifically designed for the new Background Investigator.

We have been collaborating with the Oregon State Police, Oregon State Fire Marshal, Oregon State Health Department, Federal Bureau of Investigation, and the United States Attorney's Office to develop a one-day class for first responders and initial supervisors to terrorist incidents. The course is not designed as a "how to" class to mitigate terrorist incidents that involve weapons of mass destruction, but focuses on resources available to first responders and how these resources can be accessed/activated. This training is being funded through a grant from the Federal Emergency Management Agency and is being offered to police, corrections, fire, 9-1-1 and allied government agencies.

Training for Terrorism Incident First Responders

Contact: Kris Eiesland, Regional Training Coordinator,
(503) 992-0638

DPSST and its Police Motor Officer Training Committee worked with Team Oregon [a statewide motorcycle safety program funded by the Oregon Department of Transportation (ODOT)] to develop a class for motor officers. The end result was the development of a complete 80-hour Basic Motor Officer Training Course. Course development was funded through a grant from the ODOT Traffic Safety Division. The course covers basic motorcycle operation, maintenance, high-speed driving, slow speed precision riding, and traffic enforcement training. This workgroup also developed a 60-hour Motor Officer Instructor Development Course. To date 12 instructors have completed the Instructor Course and dozens have completed the Basic Motor Course.

Motor Officer Training

Contact: Trace Schreiner
Survival Skills Training
Coordinator,
(503) 378-2100 ext 2236

In addition, the work group developed a one-day Advanced Rider Course. This training focuses on high speed braking and high speed cornering. Team Oregon evaluated police motor officer accident data for the past eight years and identified these as the most significant driving conditions during which accidents occur. This class is offered statewide on a regional basis.

Training for Biological Hazards

Contact: Kris Eiesland,
Regional Training Coordinator
(503) 992-0638

We have been working with the Oregon Health Department and the Regional Hazardous Materials Team at Tualatin Valley Fire & Rescue to develop a one-day class on Incidents Involving Biological Hazards. The class covers state response guidelines, respiratory protection equipment, personal protective equipment, decontamination, personal detection devices, product sampling, and chain of evidence. This multi-discipline training is being delivered regionally throughout the state and is funded through a grant from the Federal Emergency Management Agency.

In January DPSST implemented a post-academy evaluation program that surveys the field training officer at the officer's employing agency following their return from the academy. The survey asks several questions regarding how prepared for duty their officer is upon returning from basic training. The field training officer is asked to respond to the survey based on the officer's actual performance in a variety of areas. For liability reasons, the survey results are confidential and do not include the name of the officer. The results of these surveys are being used to gauge the effectiveness of the basic training program and to make changes to the course if needed.

Post-Academy Evaluation Program

Contact: Scott Brewen,
Academy Training Supervisor
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Training for Missing Children

DPSST and the State Missing Children's Task Force developed several classes for Oregon's law enforcement officers. DPSST brought in an instruction team from the National Center for Missing & Exploited Children. This team provided a train-the-trainer class for over three dozen instructors from agencies across

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Coordinator, (503) 992-
0638

**REMINDER TO
AGENCIES –
We need new officers’
fingerprints to conduct
criminal history check
before they start
Academy training**

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Gaines, Certification &
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**NFPA Instructor I
CD-ROM rolled
out in April**

the state. The students then worked with DPSST staff to develop three classes based on the national model:

- ✓ A 2-hour introductory class is being implemented in the basic police course.
- ✓ A 2-hour class with communications center considerations is being implemented in the basic telecommunications course.
- ✓ An 8-hour class was developed for delivery across the state through DPSST's regional training program. The 8-hour class will also include the recently developed AMBER Alert program training.

We want to remind all agencies how important it is that all newly hired police, corrections and parole and probation officers be fingerprinted in time to allow a thorough criminal history check (CCH) to be run before officers attend their Basic Academy.

DPSST does not have NCIC access and must rely on Oregon State Police (OSP) to submit fingerprints to the FBI for processing. It currently takes OSP about two and one-half weeks to process fingerprints. This means that agencies must submit fingerprints to us at least one month before their officer is scheduled to start training at the Academy.

Unfortunately, some agencies are not getting their officers' prints submitted early enough for them to be submitted and processed so we can run a CCH. **If the prints are not on file and DPSST staff cannot get them processed, then the officer cannot attend the Academy.**

We know how important it is for you to be able to plan when your officers attend basic training. Your cooperation in submitting their fingerprints at least a month before their Academy start date will help us to insure that they can attend as scheduled.

DPSST was pleased to roll out a recently completed CD-based training program for the NFPA Instructor 1 course at the April Oregon Fire Instructors Association (OFIA) meeting in Medford. This new program divides the course into two parts:

- The first part is self-directed and CD ROM-based, making efficient use of students time by allowing them to complete the work at home or during available hours at the fire station.
- The second part is classroom-based, where the student learns to apply the concepts they learned in the self-directed portion. This portion allows for supervised evaluation and provides the student with an opportunity to demonstrate their competence in meeting course objectives.

This program began as a multimedia project for a student from the Art Institute of Portland who developed a basic instructor program for the Portland Fire Bureau. Portland Fire contacted DPSST early in 2002 and asked us to review the program for potential certification. A review led to general agreement that the program had real potential but lacked sufficient content for state certification. In conjunction with Portland Fire, DPSST worked with the student to restructure the program, add content and develop interactive features.

We conducted pilot courses using this new course structure earlier this year. Student comments were extremely positive throughout the pilot phase. Students enjoyed the freedom of working at their own pace during CD ROM instruction and liked being able to prepare up to three weeks prior to the classroom portion of the course. We made some minor modifications to the program during the pilot phase and have now released it for use.

For More Information:
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**Regional office
opens at Blue
Mountain
Community College**



Tim Dees, Interim Regional
Coordinator (541) 931-4281
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Since the release of the program at OFIA, DPSST has been receiving a number of calls regarding course facilitation. In an effort to maintain program integrity, we will offer a Train-the-Trainer course for training officers and instructors. This four-hour class will include a history of the project, classroom facilitation of activities and curriculum, frequently asked questions, and areas of the program that require instructor monitoring. Training officers and instructors wishing to attend this event should send an e-mail to Mark Ayers. Mark has been involved with the program for the past 15 months and conducted beta and pilot testing of the course.

A DPSST regional field office is now open at the Pendleton Campus of Blue Mountain Community College (BMCC). The office space was made possible through the joint efforts of local law enforcement, BMCC, local legislators, and DPSST.

The BMCC location is ideal, as this region serves 1600 officers at 55 agencies in Baker, Grant, Malheur, Morrow, Umatilla, Union and Wallowa Counties. The BMCC site also has classroom space that can be used for training held in the Pendleton area.

The coordinator for the Eastern Oregon region is Mike Herbes, who has been on military leave since shortly after joining DPSST last May. Tim Dees, formerly the Criminal Justice Program Coordinator for BMCC, has been filling in for Mike while he is away. Tim's experience includes 15 years as a law enforcement officer, including assignments as a field training officer, academy and in-service training instructor, DUI enforcement officer, department training coordinator, patrol sergeant. Tim also spent time as a part-time criminal justice instructor and has written hundreds of articles for law enforcement trade magazines. He accepted his first full-time teaching position in criminal justice in 1994, joined Blue Mountain Community College in 2001, and started his limited duration position with DPSST in January 2003.

**Police
maintenance
training standards**



After numerous work sessions and extensive interaction with constituents, a workgroup consisting of DPSST staff members and constituent representatives from agencies all over the state has completed the development of maintenance training standards for active police officers. The standards were presented to the Board, which approved them at its April 2003 meeting. The new standards will be required for active police officers effective January 1, 2004. In addition to the new standards, officers will continue to be required to maintain current first aid/CPR certifications.

Surveys of constituent agencies helped to determine average training hours and topics of importance statewide. This information served as the basis for developing standards that were reasonable for agencies throughout Oregon. The new requirements include:

- A total of eighty-four (84) training hours to be reported every three (3) years.
 - ✓ Of the total, eight hours of Firearms and/or Use of Force training are to be completed annually.
 - ✓ Officers holding Supervision, Management and/or Executive Certification are required to complete and report twenty-four hours of approved leadership/professional training every three years.
 - ✓ The remaining hours are to be completed from general law enforcement training categories, in subjects approved by the agency head. Recommended categories include Law and Legal, Ethics and Communications, Investigations, Survival Skills, Child Abuse, Sex Abuse and Elder Abuse.



- Failure to notify the Department of completed required training will result in a warning letter and ultimately a possible recall of the active officer's certification for non-compliance.

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It was important that the new standards should not pose an undue financial hardship for law enforcement agencies or officers, particularly during this time of state and local budget constraints and anticipated reductions to DPSST's Regional Training unit. The Police Policy Committee will be watching closely during the next three years to insure that officers are able to get the training required under the new rules.

PSETS awards honor efforts of many

During this year's Public Safety Executives Training Seminar (PSETS), held in January, DPSST was pleased to acknowledge the work of some of the individuals and agencies whose efforts have helped us promote excellence in public safety as we have worked together this year. On behalf of DPSST, Dianne Middle presented the following awards:

Agency Award: Oregon Department of Corrections Transport Unit – Ontario, Salem, Umatilla, Wilsonville

Basic Police Award: Sergeant Rick Igou, Independence Police Department

Regional Training Award: Sergeant Aaron T. Olson, Oregon State Police

Defensive Tactics Award: Officer Teri DeSilva, Ashland Police Department

Director's Award: Sergeant Larry Baird, Portland Police Bureau

Leadership Awards: Mr. John Hoag, Mr. Lee Erickson, Mr. Norm Clark, DPSST part-time instructors; Officer Randy Butler, Portland Police Bureau

Basic Corrections Award: Corporal Karlyn Degman, Washington County Sheriff's Office

Telecommunications Award: Ms. Kathi Alford, Communications Manager, Lake Oswego Communications

Fire Service Award: Mr. Edward Lindsey, Portland Community College

Director's Award: Patrick Hearn, Executive Director, Oregon Government Standards & Practices Commission

DPSST could not fulfill its mission without the hard work and commitment of individuals and agencies throughout Oregon. Each year hundreds of people spend countless hours honing their instructional skills; serving on workgroups that assess course curricula, update techniques and skills, and develop new courses; serving on policy and advisory committees and the Board; and serving their professions in many other ways as they work with us. The individuals and agencies that we honor each year represent just a few of them. We thank each one of these dedicated people for their commitment to public safety in our state.



The 2003 Winter Fire School was a hit, with over 230 students taking part in eight National Fire Academy classes offered at DPSST on February 22 and 23, 2003. Courses were taught by nationally recognized instructors and included leadership, strategy & tactics, arson detection, wildland, training operations, and incident command systems.

Plans are in the works for an even bigger program next year. The 2004 Winter Fire School is tentatively scheduled for February 2004.

Web site updates underway

DPSST's Information Systems staff is currently in the process of a comprehensive redesign and renovation of the agency's web site. The current DPSST web site has a lot of information, but does not lend itself to easy navigation or maintenance. We also regularly receive requests for training records that could be handled using web access.

The redesigned web site will better meet the information access needs of staff members and constituent agencies around the state. We have several design goals in mind as we work on this project:



- Make information as easy to find as possible
- Keep information on the site frequently updated
- Develop a design that can be easily maintained by non-technical staff
- Keep a common look and feel on all pages as much as practical
- Be consistent with State of Oregon e-government guidelines
- Data and documents to be published electronically on our site must be reviewed by an editor for accuracy, content, style and professionalism
- Provide **secure online access** to training, employment and certification information, using the SNAPSHOT web application from Crown Pointe Technologies

We will use a content management system to let each section of the agency update its web pages. This approach should help keep the website content fresh and will let authorized, non-technical staff members publish web-based information.

Our goal is to be able to provide online access to training records shortly after we complete the web site redesign. However, our ability to provide online records access in the near future depends in large part on decisions made by the Department of Administrative Services. We will keep you updated as decisions are made.

We expect to unveil our redesigned web site before the end of summer. Even while that work is underway, we have already made some changes to the look of our current site. You can keep up with what's new as you check out [www.dpsst.state.or.us].

For More Information:

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Private security updates

When the Private Security Service Providers Act became law in 1995 at the request of industry leaders, it included a civil penalty provision designed to insure compliance with the new law by imposing civil penalties for violations.

When the Board on Public Safety Standards and Training met in April, it approved the recommendation of the Private Security Advisory Committee to seek civil penalties in seven cases that had been under investigation. The proposed penalties for violations of the Private Security Service Providers Act total more than \$9000. These cases primarily involve the employment of uncertified individuals as unarmed or armed private security officers.

The Board also approved the first proposed fee increase for all levels of private security certification or licensure since the program began. The increase amounts were recommended by the Private Security Advisory Committee, which represents the interests of all segments of the industry. The increase is needed to cover the growing costs of administering the certification, background check, and training provisions of this fee-based program. Interested parties were sent notice of the proposed increase in April and will be able to provide comments on the proposal until June 23rd.

For More Information:

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News Briefs

Private Security – DPSST's Private Security section has been busy working on ways to enhance its communication with the private security industry. Two recent steps include establishing an e-mail List Serve and developing a quarterly fact sheet, which will be distributed through the List Serve. Those interested in signing up can get more information from our web site at [www.dpsst.state.or.us].

Retired Officer Certification – At its May meeting, the Police Policy Committee voted to present to the Board draft Administrative Rules that will provide for the ongoing certification of retired police officers. The Board will consider the draft rules at its July meeting. If approved to move forward, the draft rules will be published for comment later this summer.

Reminder – Notification of Conviction rule effective January 2003 – When the Board met in January, it approved Administrative Rule 259-008-0010(5), requiring that a law enforcement officer, instructor, telecommunicator, or EMD who is convicted of a crime (felony or misdemeanor offense) must notify their agency within 72 hours of the conviction. Once the agency is notified (by their employee or another source), they must notify us of the conviction within five business days. You'll find a link to our administrative rules on our web site – just go to our home page, click on the "Admin" button, and follow the links.
