

**TO:** Community Task Force on Equity, Diversity, and Inclusion  
**FROM:** Garrett Holmes, Police Chief  
**CC:** John Stefanski, Assistant to the City Manager  
**DATE:** March 11, 2021  
**SUBJECT:** Responses to Task Force Member Questions on Training.

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## **BASIC ACADEMY TRAINING**

The amount and type of training that is received by a peace officer in the state of California is governed by the Police Officers Standards and Training (POST). POST follows the auspices of Title 11, Division 2 of the California Code of Regulations. It is through this conduit that the required amount of training is dictated to law enforcement agencies in the state.

The standard format for the Regular Basic Course, as required by POST, is 664 hours and is termed Intensive instruction. An Extended format is also available and is generally taught on a part time basis. The 664 hours of instruction that is mandated by POST is supplemented with additional hours of training in varying degrees by the 41 different POST certified basic training academies throughout the state. In the case of Alameda County, where Dublin Police Services deputies are trained, the total academy training that is given totals 1064 hours.

The number of hours that are required in the academy has increased throughout the years, and will no doubt continue to increase as federal and state laws are added or removed regarding mandatory training. The reasoning for the current training given in the academy is dictated in part by years of data that continues to assist POST to refine training levels. Federal, State and Local laws also continue to change, and many new laws will place additional requirements upon the Law enforcement community in California as to the total hours required for training goals.

The training and testing specifications of the academy curriculum is updated twice per year, or as needed if a critical update is required. All lengths of instruction are created to match the educational objectives in the student workbook that is used by the POST academies.

LD #	Domain Description	Written Test	Test Date / Week	POST Hours	RTC Hours
1	Leadership, Professionalism & Ethics	N		8	<b>10</b>
2	Criminal Justice system	Y		2	<b>8</b>
3	Policing in the Community	Y		26	<b>26</b>
4	Victimology/Crisis Intervention	N		6	<b>7</b>
5	Introduction to Criminal Law	Y		4	<b>4</b>
6	Property Crimes	Y		6	<b>6</b>
7	Crimes Against Persons / Death Investigation	Y		6	<b>15</b>
8	General Criminal Statutes	Y		2	<b>7</b>
9	Crimes Against Children	Y		4	<b>8</b>
10	Sex Crimes	Y		4	<b>11</b>

11	Juvenile Law and Procedure	Y		3	<b>3</b>
12	Controlled Substances	Y		12	<b>17</b>
13	ABC Law	N		2	<b>3</b>
15	Laws of Arrest	Y		12	<b>15</b>
16	Search and Seizure	Y		12	<b>16</b>
17	Presentation of Evidence / Moot Trial	N		6	<b>10</b>
18	Investigative Report Writing	Y		48	<b>52</b>
19	Vehicle Operations	N		40	<b>40</b>
20	Use of Force/De-escalation	Y		16	<b>18</b>
21	Patrol Techniques	N		12	<b>17</b>
22	Vehicle Pullovers	N		14	<b>15</b>
23	Crimes in Progress	N		20	<b>26</b>
24	Handling Disputes / Crowd Control	N		8	<b>15</b>
25	Domestic Violence	Y		10	<b>11</b>
26	Critical Incidents	Y		8	<b>8</b>
27	Missing Persons	N		4	<b>4</b>
28	Traffic Enforcement	Y		16	<b>19</b>
29	Traffic Collision Investigations	N		12	<b>15</b>
30	Crime Scenes, Evidence and Forensics	N		12	<b>15</b>
31	Custody	Y		2	<b>8</b>
32	Lifetime Fitness	N		44	<b>77</b>
33	Arrest and Control / Baton	Y		60	<b>83</b>
34	First Aid & CPR	Y		21	<b>24</b>
35	Firearms / Chemical Agents	Y		72	<b>136</b>
36	Information Systems	Y		2	<b>4</b>
37	People with Disabilities	Y		15	<b>15</b>
38	Gang Awareness	N		2	<b>8</b>
39	Crimes Against the Justice System	Y		4	<b>4</b>
40	Weapons Violations	Y		4	<b>8</b>
42	Cultural Diversity / Discrimination	N		16	<b>20</b>
43	Terrorism Awareness	Y		4	<b>8</b>
	RBC Tests (3)	N		11	<b>14</b>
	Scenario Test Administration	N		40	<b>102</b>
	Scenario Demonstration	N		18	<b>46</b>
	IA & Peace Officer Matters	N		0	<b>4</b>
	Orientation	N		0	<b>8</b>
	Sheriff's Address / Command Staff	N		0	<b>2</b>
	RTO Counseling	N		0	<b>32</b>
	Human Trafficking / Critical Incident Stress	N		0	<b>2</b>
	Graduation & Practice	N		0	<b>32</b>

	Jail Tour / Peer Support	N		0	6
	<b>Total Learning Domain Instructional Hours</b>			<b>650</b>	<b>1064</b>

**NOTES: \*Hours allotted for LD Exams and POST Midterm & Final meet POST min. requirements for testing**

## FREQUENCY OF TRAINING

### Continued Professional Training (CPT)

Continued Professional Training (CPT) is required for peace officers who are employed by POST participating departments. The purpose of CPT is to maintain, update, expand, and/or enhance an individual's knowledge and/or skills in the areas of arrest and control, driver training/awareness and force options simulator. CPT is training that exceeds the training required to meet or requalify in entry-level minimum standards. An officer at Dublin Police Services must complete 24 hours or more of qualifying training every two years. The Training includes perishable skills and communication training as specified by Title 11, Division 2 of the California Code of Regulations.

Topics of instruction include the perishable skills involving arrest and control, driver training/awareness, and tactical firearms or force options simulation.

**Arrest and Control** instruction shall include the following exercises:

- Safety orientation and warmups
- Class exercises
- Searching techniques
- Control and Take downs
- Equipment and Restraint devices
- Verbal Commands
- Use of Force Considerations/De-escalation
- Body Physics and Dynamics
- Body balance, proper stance, and movement patterns
- Policies and Legal Issues
- Recovery and First Aid

**Communications** instruction shall include the following exercises:

- **Tactical**
  - Tactical Communications (Officer to Officer/Officer to Suspect/Officer to Citizen or Victim)
  - Officer Safety
  - Communications Elements
  - Questioning Techniques
  - Intentional or Unintentional Contact Escalation vs De-Escalation
  - Use of Inappropriate Language
  - Classroom Testing/Exercises

- **Interpersonal**
  - Interpersonal Communications - Officer to Officer/Officer to Suspect/Officer to Citizen or Victim
  - Communications Elements / De-escalation techniques
  - Listening Skills
  - Dealing with Difficult/Dominating People
  - Persuasion
  - Inappropriate Communication
  - Classroom Testing/Exercises
  - CPR/First Aide Training
  - Critical Incident Training/CIT

**Driver Training** instruction shall include the following:

- Psychomotor Aspects
- Judgement/Decision Making in Driving
- Agency Policies and Procedures
- Driving Attitudes
- Behind the Wheel Instruction
- Driving Simulator
- Classroom Interactivity

#### **Range**

Deputies and Sergeants receive firearms training three (3) times per year, totaling 16 hours. The training includes a qualification course with their handgun, and classroom review of General Order 1.05 – Use of Force. All the participating officers must attend this training.

Deputies who have been issued a patrol rifle must attend an annual four-hour re-certification course. The course includes updates to the Use of Force policy of the Agency, as well as any updates to Federal, State or Local law.

As of January 2021, POST has increased the Perishable Skills Program from 14-18 hours for de-escalation and use of force. POST is also distributing new virtual reality simulators to be utilized for use of force scenario training.

#### **Taser**

Deputies and Sergeants must receive a four-hour update in the use of their Taser device. The training includes Use of Force updates regarding the use of the devices, and a practical exercise that includes the deployment of the device in a simulated scenario.

#### **Less Lethal**

Deputies and Sergeants who have taken the eight-hour certification course for less lethal munition's launcher have to re-certify every two years. The re-certification is four hours.

### **Muster Training**

Deputies receive training every day at the beginning of their shifts during the morning briefing. The training varies regarding topics and can include anything from officer safety, implicit bias, use of force/de-escalation, racial profiling, and legal updates, both legislative and new case law. The training usually lasts anywhere from 5 to 60 minutes.

### **Use of Force Training**

The Alameda County Sheriff's Office and the Dublin Police Services Unit employ multiple different means to train officers in Use of Force Options. Due to the different ways that people learn, adult learning styles are employed. Deputies and Sergeants receive training via written documentation, verbal communication via classroom instruction, force options simulator and practical exercises.

In the written form, the Deputies begin with Learning Domain documents that teach the multiple dynamics of the levels of force that may legally be used. De-escalation strategies are taught to the students. This includes using time, distance, and areas of cover to safely negotiate with a person in crisis, is non-compliant, or brandishing a weapon.

### **Evaluation of Training**

The evaluation of training efficacy can be done a few different ways. The methods are formal and informal in nature.

One way that is most likely to be used by police organizations involves the examination of officers using scenario based, hands on tasks that are evaluated regarding the officer's reactions. In this method, the trainer will put officers in real life situations via the use of role players or using an interactive computer-simulated medium. The trainer will then observe the officer's responses as well as decision making and evaluate if the officer's reactions are a replication of the recommended training that is being given to the officer. An officer must verbally articulate why such action were taken, discuss the application of policy and case law.

Another way that law enforcement trainers use to evaluate the retention of instruction by officers is using written or practical examinations. The tests will utilize the information presented to the officers during instruction, which is then evaluated to determine content retention by the trainees.

Some agencies utilize the expertise of Police psychologists or social scientists who are educated in police culture. The police organization will be evaluated in a comprehensive manner that uses statistical methodology with an assessment of existing policies, procedures and protocols compared to best or emerging practices. This approach is generally expensive to employ and requires the cooperation of all elements inside a police organization. This approach is reliant upon the expectations and personal evaluations of the citizens in the community as it pertains to police effectiveness.

## **OTHER INFORMATION**

1. CA police officers can obtain various certificates throughout their career. After an officer graduates from a basic academy, they receive a Basic POST Certificate. As officer progress through their career, they can obtain an Intermediate and Advanced Certificate. This is accomplished by years of service and college credits. If an officer promotes to the rank of sergeant, they can obtain their Supervisory Certificate with service credit and college credits. If a

sergeant promotes to the rank of lieutenant, they can obtain a Management Certificate with service credit and college credits. The highest-level certificate is the Executive Certificate and can be obtained with service credit and college credits.

2. Sergeants, who are first-line supervisors, must attend an 80-hour POST-certified Supervisory Course.
3. Sergeants may apply to be selected to attend the Sherman Block Supervisory Leadership Institute. This program is designed to stimulate personal growth, leadership, and ethical decision-making in California law enforcement front-line supervisors. This course is three days a month for eight months. <https://post.ca.gov/Sherman-Block-Supervisory-Leadership-Institute>
4. Lieutenants are mandated to attend a 104-hour Management Course.  
<https://post.ca.gov/management-course>
5. Lieutenants and above are also eligible to attend the FBI National Academy. This is a professional study course, similar to a semester of college, in which U.S. and international law enforcement managers who are nominated by their agencies heads because of demonstrated leadership qualities. This 10-week course is held at the FBI Academy in Quantico, VA.  
<https://www.fbi.gov/services/training-academy/national-academy>
6. Here is a link to a report by the Police Executive Research Forum on "What Police Chiefs and Sheriffs need to know about collecting and analyzing Use-of-Force data".  
<https://www.policeforum.org/assets/CollectingAnalyzingUOFData.pdf>
7. In the past year my staff has read and acknowledged numerous policies and attended in-person training. Some of them that are pertinent to our conversation on Diversity, Equity and Inclusion are as follows:
  1. G.O. 1.119 Bias Base Policing / Racial Identity Profiling
  2. T.B. 21-05 Bias Base Policing / Racial Identity Profiling
  3. Four (4) hour in-person training course on Implicit Bias and Racial Profiling
  4. T.B. 21-02 Ethics Training
  5. T.B. 21-03 Social Media Use
  6. G.O. 5.07 Traffic Stop Data Collection
  7. TB. 20-20 Biased Based Policing
  8. G.O. 1.05 Use of Force (3 times in the past 12 months)
  9. G.O. 1.21 Less Lethal
  10. G.O. 3.25 Personnel Early Intervention System
  11. T.B. 20-12 Social Media Use
  12. T.B. 20-11 Mental Health Training
  13. G.O. 8.17 Body Worn Cameras
  14. G.O. 5.68 WRAP Restraint Device
  15. 20-04 Ethics Training – Annual Agency Acknowledgement
  16. Many staff have also attended the in-person Cultural Humility Course
8. ACSO has an agreement with Golden Gate University that provides staff a 10% tuition discount.
9. Officers assigned to Dublin Police Services attended 4,352 hours of training in 2019. 2,494 of those hours were mandated by POST the other 832 hours were Dublin specific.
10. The 2021-2022 training budget is \$15,000.
11. Officers new to patrol will complete a 15-week intense Field Training Program (FTP) after one week of orientation. Each trainee is assigned to a Field Training Officer (FTO) for a four-week period, which is referred to as a phase. Daily Observation Reports (DOR's) are completed by the

FTO to document the training received and the level of competency to include the area of "Relationship with ethnic, cultural, social groups other than his/her own". The FTP Supervisor reviews all the DOR's and completes End of Phase reports. At the completion of the FTP a Final Report is authored and signed off by the trainee, supervisor and chief to attest that all the training material has been covered.

12. All FTO's must attend a mandatory 40-hour FTO training course prior to training a new officer.
13. All FTO's are required to have 4-hours of Crisis Intervention Behavioral Health Training in addition to the mandated 8-hours required by PC 13515.28 (a)(1). This was mandated on October 3, 2015, when Governor Brown signed SB29 and increased the minimum hours for LD 37 People with Disabilities in the basic academy. FTO's who have attended a 40-hour Crisis Intervention Course are exempt. <https://post.ca.gov/FTO-Crisis-Intervention-Behavioral-Health-Training>

**New POST Use of Force guidelines**

[https://post.ca.gov/Portals/0/post\\_docs/publications/Use\\_Of\\_Force\\_Standards\\_Guidelines.pdf](https://post.ca.gov/Portals/0/post_docs/publications/Use_Of_Force_Standards_Guidelines.pdf)

**Commission on Accreditation for Law Enforcement Agencies (CALEA)**

The Alameda County Sheriff's Office just received confirmation that they received 100% compliance in their latest [Commission on Accreditation for Law Enforcement Agencies \(CALEA\) Accreditation](#).

The Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA), was created in 1979 as a credentialing authority through the joint effort of law enforcement's major executive associations. The CALEA Accreditation program seals are reserved for use by those public safety agencies that have demonstrated compliance with CALEA Standards and have been awarded CALEA Accreditation by the Commission.