

WEDNESDAY, JUNE 11, 2003  
**CRIMINAL JUSTICE TRAINING COMMISSION**  
QUARTERLY COMMISSION MEETING  
19010 – 1<sup>st</sup> Avenue South, Burien, Washington  
Room E-250B  
10:00 a.m.

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**ATTENDEES**

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**Members Present:** Chief Ed Crawford (Chair), Kent Police Department  
Judy Arnold, Coroner, Thurston County  
Sergeant Earl Howerton, Spokane County Sheriff's Office  
Charles E. Mandigo, Special Agent in Charge, FBI  
Eldon Vail, Deputy Secretary, Department of Corrections  
Sheriff Craig Thayer, Stevens County Sheriff's Office  
Chief Anne Kirkpatrick, Federal Way Police Department  
Mary Apodaca, Skamania County Sheriff's Office  
Sheriff Garry Lucas, Clark County Sheriff's Office  
Thomas Metzger, Prosecuting Attorney, Pend Oreille County  
Bill Boyce, Citizen-at-Large

**CJTC Staff Present:** Michael D. Parsons, Executive Director  
Sharon M. Tolton, Deputy Director  
Shannon Inglis, Office of the Attorney General  
Bart Dinwiddie, Manager, Facilities  
Brian Elliott, Manager, Fiscal  
Ron Price, Commander, Basic Law Enforcement Academy  
Carri Brezonick, Manager, Quality, Standards and Technology  
Doug Blair, Manager, Certification/Regional Training  
Al Isaac, Manager, Corrections  
Brandon Rogel, Program Supervisor, Corrections  
Debra Fullerton, Registrar, Professional Development  
Cory Ahrens, Manager, Telecommunications  
David Price, Maintenance & Construction Supervisor  
Ian Wallace, Program Manager  
Sergeant Darren Stewart, Training Coordinator, Corrections  
Joel Gavino, Information Technology  
Sonja Hirsch, Confidential Secretary, Recorder

**Guests Present:** Captain Mike Matlick, Washington State Patrol  
Scott Blonien, Office of the Attorney General  
Christopher Bly, BCTSE Chair, Snohomish County Corrections  
Phil Jans, Court Administrator, Chelan County  
Linda Wallace

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# MINUTES

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## **INTRODUCTIONS**

The meeting was called to order at 10:06 a.m. with a quorum present.

The Board welcomed new Commissioner, Thomas Metzger who is the Prosecuting Attorney for Pend Oreille County. He has worked for the prosecutor's office for approximately 23 years, is the Pend Oreille County Coroner, and the City Attorney for Newport, Washington.

Self-introductions followed.

## **FACILITY TOUR**

Commissioners were invited on a facility tour, which was postponed from the previous meeting due to rain. The Commissioners were also photographed for the Commission member photo board.

After the tour, **the Chair** stated that he is very proud of the Director and the staff. He said that he is very impressed with the facility and the quality of instruction.

## **APPROVAL OF MINUTES OF MARCH 12, 2003, MEETING**

A motion was moved and seconded to approve the minutes. The vote was unanimous.

## **CERTIFICATION HEARINGS BOARD APPROVALS**

### ***Doug Blair, Certification/Regional Training Manager***

*Note:* A list of applicants, who applied for Certification Hearings Board positions, was mailed to the Commissioners prior to the meeting.

Due to the way that the RCW is written, and the adjoining WAC, applications of interest, to serve on the hearings board, must be submitted by the individual.

The Certification Hearings Boards are made up of people who conduct the actual hearings in issues of certification or revocation of peace officer certification. There has been a tremendous amount of increased interest over the past several months.

**Mr. Blair** stated that if any Commissioner took exception to any of the applicants, they were encouraged to voice their exception and the name would be removed from the list. No exceptions were made.

**The Chair** asked if the Certification Division is trying to get a cross mix of commissioned officers, Chiefs, and Sheriffs from throughout the state. **Mr. Blair** stated that they would like to have a broad base of people from a number of different regions. The list of Certification Hearings Board members is submitted and then either the person who has been subpoenaed for the review has the right to review the names and change them, or the Commission can submit alternate names.

In January 2002, it became mandatory that the Washington State Criminal Justice Training Commission, as a condition of continued employment, certify all peace officers for the state of Washington. There are a number of behaviors that can take place by a peace officer that could

jeopardize their certification. The staff reviews the behavior for probable cause, submits the probable cause finding for the behavior to the Certification Hearings Board, and then the Certification Hearings Board determines whether or not the peace officer has the right to maintain his/her certification or whether it should be revoked. If it is revoked, the officer is unable to lateral from agency to agency. It is a new investigating role for staff, and also the role of maintaining and assuring that certification requirements are met or that revocations take place, and that the hearing process is adhered to.

**Commissioner Arnold** asked that if a peace officer is decertified, is there a list that can be reviewed? **Mr. Blair** stated that all information that is received is not subject to public disclosure and is confidential. Perspective employers can review some of the information and some of it cannot be released at all. He went on to state that if the Commission is contacted by an agency who asks if a particular peace officer is certified, he can give them a yes or no answer; however, he cannot disclose the reason for which the person was decertified.

**Shannon Inglis** stated that other states do have lists and there has been discussion about publishing this information on a nationwide system. She stated that we, as the state of Washington, have only held one hearing so an internal discussion has not been held as to whether we want to go there, should we go there, and the pros and cons associated.

**Mr. Blair** stated that, given certain circumstances, an officer could apply to have their certification reinstated after a specific period of time. He stated that if the person is placed on a "decertified" list that there needs to be a way to take them off as well.

***The Chair called for a motion to accept all 15 names as individuals to participate as volunteers on the Certification Hearing Boards. The motion was moved and seconded by the Commission. The vote was unanimous.***

**BOARD ON CORRECTIONS TRAINING STANDARDS & EDUCATION (BCTSE)**  
***Christopher Bly, BCTSE Chair, Snohomish County Corrections***

***Certification/Decertification***

The Commission drafted a proposed bill for certification/decertification for corrections officers, which was approved by the Governor. Due to the budget restriction, funding for the bill was reallocated. The Board supports the legislation and will assist in marketing the plan to generate interest to support the legislation.

***Physical Ability Testing (PAT)-Equivalency Academy***

Currently, students coming in to the Equivalency Academy at the beginning of week three of the Corrections Academy miss any prior physical conditioning provided, increasing their chance of injury. They propose that all equivalency students be required to pass the PAT on the first day of the academy, and then return on week three to begin their equivalency course. By having the students complete the PAT on the first day of the regular academy, this will reduce the number of injuries.

The Board supports this change and will begin notifying agencies.

***WAC 139-10-215***

Making this change, to WAC 139-10-215, will require corrections officers to update their status after a 24-month break in service. The change will bring the corrections standard in line with the standard of the Basic Law Enforcement Academy.

## **BOARD OVERVIEW**

**Michael D. Parsons, Executive Director**

**The Director** reported that there are two boards that have been in power for a number of years at the Commission. Approximately 10 years ago, both boards were done away with. Six years ago, with another bill, they reestablished both of them. The Board on Law Enforcement Training Standards & Education (BLETSE) is to represent law enforcement, and the Board on Corrections Training Standards & Education (BCTSE) is to represent corrections.

The primary purpose of the boards is to be able to meet with law enforcement and corrections representatives to discuss topics that would not generally be discussed at the Commission level (e.g. changes in curricula). Topics would be brought to the Board to see how they would affect their agencies, what law enforcement would think about it, what officers would think about it, and so on. It is a way to generate feedback and opinions. It also gives the members of the Board an opportunity to bring forward their concerns (e.g. the Commission is not doing something, the Commission should be doing something, or why isn't the Commission doing something). The staff learns of all types of concerns that may be circulating both in the law enforcement and corrections communities. It has been very beneficial to all.

**The Director** pointed out that all Commissioners are invited to attend any of the BLETSE or BCTSE Meetings.

## **BOARD ON LAW ENFORCEMENT TRAINING STANDARDS & EDUCATION (BLETSE)**

**Refer to: BLETSE Update**

Due to the BLETSE Chair's absence no report was presented.

## **BOARD APPOINTMENTS/REAPPOINTMENTS**

**Michael D. Parsons, Executive Director**

**The Director** reported that Thomas Metzger, Pend Oreille County Prosecuting Attorney, has been appointed to the Commission, replacing Attorney Ed Holm.

Governor Locke recently reappointed Commissioner Bill Boyce, Citizen-at-Large, to the Board for an additional 6-year term.

**The Director** reported that there are several reappointments for the Board on Corrections Training Standards & Education, and the Board on Law Enforcement Training Standards & Education that need to be considered.

### **BCTSE Reappointments:**

**Dan Pacholke, DOC Performance Administrator**

**Kevin Bovenkamp, Field Administrator, West Central Region, DOC**

Both members have been functioning on the Board. They are both very much involved in training, and have been very supportive of the Commission.

***A motion was made to reappoint both board members to the Board on Corrections Training Standards & Education. The motion was moved and seconded by the Commission. The vote was unanimous.***

### **BLETSE Reappointments:**

**Mike Smith, Washington State University (Spokane)**

**Dan Templeman, Sergeant, Everett Police Department**  
**Mike Johnston, Detective, Bellingham Police Department**  
**Larry Mount, Chief, Nooksack Tribal Police**

Mike Smith replaced Bill Gray from Washington State University. The Director asked that Dan Templeman not be reappointed at this time, because CJTC has not received approval from the Everett Police Department. Mike Johnston has been an active participant with the Board, and the Director recommends the reappointment. Chief Mount represents the tribal police and is also very active and interested. The Director would also request consideration for Chief Mount.

**The Director** requests the reappointments of Mike Smith, Detective Mike Johnston, and Chief Larry Mount.

***A motion was made to reappoint the three Board members to the Board on Law Enforcement Training Standards and Education. The motion was moved and seconded by the Commission. The vote was unanimous.***

### **TRAINING EXEMPTION REQUEST**

***Al Isaac, Corrections Manager***  
***Subject: Michelle Mitchell, Chelan County***

Ms. Mitchell is a juvenile custody officer and has an extensive background of training and experience as a Military Police Officer in the Army, as well as an Associate of Arts degree and a Bachelor of Arts degree. The request is pursuant to WAC 139-03-030.

Chelan County Court Administrator, Phil Jans, requested a waiver of the requirement for his employee, Ms. Michelle Mitchell, to attend the Juvenile Security Workers Academy. It is Chelan County's contention that Ms. Mitchell's past military police training, in conjunction with her present in-service training, qualify her for an exemption from the requirements of basic academy attendance.

**Al Isaac** stated that the WAC sets training requirements for newly entering employees into the various fields.

Mr. Jans provided a list of Ms. Mitchell's training history. A copy of the packet was mailed, via U.S. Mail, to each Commissioner.

Ms. Mitchell was available via phone conference.

**Al Isaac** presented that the Chelan County Juvenile Court has requested an exemption for Ms. Mitchell from attending the Commission's Juvenile Detention Worker's course. Of the thirteen elements, in the WAC, the Corrections division feels that Ms. Mitchell's past experiences and/or training meets the requirements of at least four of the elements; however, it does not address the requirements with the detail and focus that is appropriate for a juvenile detention officer.

The Juvenile Detention Officer training focuses on behavior management and security management within the context of adolescence in a secured facility. The training that Ms. Mitchell received in her military police background is not clearly focused on youth activity and youth detention.

The CJTC Corrections staff recommends that the exemption be denied.

**Mr. Jans** went through WAC 139-10-240 addressing how Ms. Mitchell's experiences meets or exceeds the requirements outlined in the WAC.

**Scott Blonien** asked how long Ms. Mitchell has been in her current position and/or having worked in a juvenile corrections facility.

**Mr. Jans** stated that Ms. Mitchell began her employment in January 2001.

**Mr. Blonien** asked of the responsibilities of her position.

**Mr. Jans** stated that she performed book-ins and book-outs, supervision of youth special programs (e.g. recreation), and performed transports. Mr. Jans added that they move their staff around to different positions, and that Ms. Mitchell has had the opportunity to try everything within their facility as a line officer.

**The Director** asked why Ms. Mitchell did not fulfill the basic requirement of attending the academy within six-months of hire.

**Mr. Jans** stated that there were issues that made it impossible for their agency to send Ms. Mitchell to the academy. The first incident was pregnancy, the second was a back injury, and the third was her failure to pass the PAT. She was then sent again to perform the PAT, a second time, and failed.

**Commissioner Boyce** asked whether the hours of training, provided by the academy versus the training that she attended, were equal or not.

**Mr. Jans** stated that he did not know how well the hours corresponded with one another.

**Al Isaac** stated that the number of hours, associated with the various subjects, was a smaller number than what was taught in the academy.

**The Chair** asked Al Isaac why the staff made a recommendation not to approve the training exemption.

**Al Isaac** stated that the time length that Ms. Mitchell was out of service was for more than 24-months. The corrections staff would like employees to come back to the academy where they are exposed to the current and best practices. The second issue was that looking at her history, subject by subject and item by item, showed that the amount of time associated with her training elements was not the same as the academy devotes to juvenile oversight.

**Commissioner Arnold** asked Mr. Jans the purpose of the exemption request. She asked whether they feel that she is qualified with the curriculum, or is it because it would cause a hardship on their agency to have her out of the workforce for a while.

**Mr. Jans** stated that she has performed satisfactorily as an employee and he attributes that to her military training along with the training that she has learned on the job.

**Mr. Blonien** asked whether there have been any extended leaves of absence, or breaks in service since January 2001 to the present date.

**Mr. Jans** stated that there had been; however, he did not have the information readily available. He stated that it was in increments of several months. He went on to state that she began her

employment in January 2001, and is not currently working for their agency. He stated that until Ms. Mitchell receives an academy certificate or exemption, the liability is too great to have her employed by their agency.

**Michelle Mitchell** stated that she is not currently employed by Chelan County Juvenile Court.

**Al Isaac** stated that the denial is consistent with the practices that have been followed in the past.

**Sharon M. Tolton** stated that if all corrections staff had two years of in-service training, and did not have to follow the requirements of the RCW and the WAC to attend a basic course that offers the same criteria and the same standards, they would all be fairly qualified. However, that is not the rule. The rule is to come to the basic academy within six months so everyone receives the basic criteria, and then go back to their respective agency and receive in-service training relative to the job that they will be performing.

**Ms. Tolton** went on to state that Ms. Mitchell does have a tremendous background; however, she is not sure that it meets the Training Commission's criteria.

***A motion was made to reject the request for the training exemption for Michelle Mitchell. The motion was moved and seconded. The vote was unanimous.***

#### **RESERVE ACADEMY EXEMPTION REQUEST**

***Doug Blair, Certification/Regional Training Manager***

The Certification division received a request from Chief Randy Carlson, Oroville Police Department, for Mr. Allan Enquist to be exempted from the reserve academy. The request for the exemption is set forth in the WAC, which sets the standards for training of reserve officers. The request is based upon the fact that Mr. Enquist was a deputy sheriff for Snohomish County Sheriff's Office.

The staff's recommendation is to deny the request. The recommendation for denial is based upon on the following:

1. Mr. Enquist was a deputy sheriff in 1987—Snohomish County  
In addition, Mr. Enquist has received no additional training, pertaining to law enforcement, since 1987
2. Mr. Enquist spent one year as a reserve for Pateros Police Department and did not attend a reserve academy. He did attend a reserve academy prior to him becoming a deputy sheriff with Snohomish County.

The staff recommends that the Commission deny the request for the exemption. Mr. Enquist is eligible to attend the equivalency. The equivalency exam for reserves, per the WAC, is that the officer must be trained in firearms, trained in defensive tactics, and trained in EVOC. Once the agency signs off on the three requirements, he may take the test.

***A motion was made to reject the request for the exemption request. The motion was seconded. The vote was unanimous.***

#### **WAC RULE REVIEW**

***Sharon M. Tolton, Deputy Director***

**1. WAC 139-10-215  
Basic Corrections Academy Equivalency Certification**

The staff, in conjunction with the Board on Corrections Training Standards & Education, proposed the rule.

This change will bring the corrections standard in line with the standard of the Basic Law Enforcement Academy. The current corrections statute does not address breaks in service. This equates to receiving lifetime certification upon completion of the basic Corrections Officers Academy. It would require employees to obtain equivalency after a break in employment of two or more years, which would keep officers up-to-date on changes in law and best practices in a quickly changing and challenging field limiting liability for the Commission and its stakeholders.

Corrections Officers may achieve updated training requirement status by:

- a. Attending the Corrections Officers Academy
- b. Attending the Equivalency Academy
- c. Being granted a waiver by the Commission

***The Commission unanimously approved the WAC for final action. The Rule Making Order, CR-103, will be filed following the meeting.***

**1. WAC 139-05-200  
Requirement of Basic Law Enforcement Training**

The staff proposed the rule.

The change would provide consistency in training requirements for fully commissioned officers to attend the Basic Law Enforcement Academy. Currently, officers who are fully commissioned but work only part time are not required to attend the basic academy; however, they exercise the same authority as fully commissioned, full time officers.

It is believed that the impact of this change will not be significant to CJTC. The exact number of officers, who are fully commissioned and employed as part time officers, is unknown at this time. The CJTC will conduct a survey to determine the exact impact in the near future.

**Commissioner Metzger** stated that his understanding was that reserve officers do not have to go through the training, and that this issue primarily dealt with part time marshals and part time officers.

**Doug Blair** stated that within the certification process, there have been numbers of officers or agencies who have contacted him stating that their officers are fully commissioned because they don't have reserves; however, they have officers that only work 15 hours a week. Mr. Blair stated that during those 15 hours, that person is fully commissioned to enforce the law.

**Commissioner Metzger** stated that everyone that is commissioned should be certified.

**The Chair** asked whether a reserve officer has a commission. **Mr. Blair** stated that a reserve officer has a reserve commission, and that reserve officers can arrest people.

**The Chair** asked for the difference between a reserve officer commission and a fully commissioned police officer commission. **Mr. Blair** stated that, according to the RCW, the reserve officer commission, there is no difference.

**Commissioner Kirkpatrick** asked after a WAC has been filed, is there a time period in which final action must be taken. **Ms. Tolton** added that the Commission has six months to take action, and if not, an extension may be granted. She went on to state that reserve officers will have the ability to go to the reserve academy, and agencies will still have the ability to do what they want with reserves because there are no criteria.

The revised section of the WAC will now read:

*All commissioned law enforcement employees of a city, county, or political subdivision of the state of Washington, except volunteers and reserve officers whether paid or unpaid and officers of the Washington State Patrol, unless otherwise exempted by the Washington State Criminal Justice Training Commission, shall as a condition of continued employment successfully complete a basic law enforcement academy sponsored or conducted by the Commission, or obtain a certificate of equivalent basic training from the Commission.*

***The Commission unanimously approved the WAC for filing.***

## **2. WAC 139-05-925**

### **Requirement of Basic Training for Railroad Police Officers**

The staff proposed the rule.

In the past, the Governor appointed the railroad police. This responsibility was turned over to the Training Commission some time ago. The Training Commission is now the appointing authority for railroad police.

The staff is asking for a change that would allow the head, or a command staff within the railroad staff, to apply for an exemption.

The change is necessary for the recognition of railroad police officers whose duties are primarily administrative in nature; thus not enforcing the laws or apprehending criminal suspects.

***The Commission unanimously approved the WAC for filing.***

## **EXECUTIVE DIRECTOR'S REPORT**

***Michael D. Parsons, Executive Director***

**The Director** invited three employees from the Criminal Justice Training Commission to attend the Commission meeting. They are:

### **Debra (Deb) Fullerton**

Deb Fullerton began with the Commission as an Office Trainee in June 2000. She transferred to CJTC from the Washington State Ferry System. Prior to state service, she worked in retail as a department manager for 15 years for a large grocery store chain. Deb is currently the registrar for the following programs:

1. Leadership—First Level, Mid-Management, and Executive courses
2. Command College—Conference planning and scheduling
3. All Sexual Assault/Abuse and Child Abuse Training
4. Traffic
5. Coroners—Liaison and primary contact for all coroners training in the state. Including conference planning and scheduling.
6. Basic Law Enforcement Reserve Academy
7. D.A.R.E
8. Career-Level Certification

### **David Price**

David Price is the Construction & Maintenance Supervisor for the Facilities division. He deals with the coordination of events held in the auditorium and provides facility tours. In addition, David is responsible for the construction that goes on at the agency.

David Price is a life-long resident of the Tacoma Hilltop neighborhood. He served in the Army as a Tank Commander and a Squad Leader. He previously worked for the Washington State Department of Transportation as a highway inspector and survey technician. He has owned and operated his own construction company. He has been working for CJTC since April 1999.

**The Chair** added that during the King County Chief's meetings, David is always available for assistance.

### **Ian Wallace**

Ian Wallace attained his law enforcement experience with the city of Bellevue where he reached the rank of Lieutenant.

He attended the Northwestern University in Chicago, and completed the nine-month management school.

Ian then accepted a position at Northwestern University in what was then called the Traffic Institute. He taught both traffic and management courses in both North and South America.

He then came to work at the Criminal Justice Training Commission on December 29, 1980. He managed several different programs including SWAT, firearms, and traffic related courses. He specialized in traffic.

He collaborated with NHTSA as one of the authors of the Speed Measurement program, and is one of the authors for the national curriculum in Radar and Lidar. He is recognized as a subject matter expert, and as an expert witness in Radar and Lidar.

Ian collects military vehicles, remembers when computer screens were black and white, was CJTC's first Information Technology (IT) person, and developed the Commission's first computer based self-paced training program and computer lab.

Effective, June 30, 2003, Ian will retire from state service. He worked for CJTC for 23 years. The Director presented Ian with a plaque for his dedication and commitment to the Commission.

### ***Budget, Capital Budget & Additional Information***

The Training Commission received a reduction of \$172,000 in the 2003-2005 budget, and lost a total of 4.2 full-time employees (FTEs), which is approximately a 10% reduction of our state FTEs.

The Office of Financial Management (OFM) has the ability to restore FTEs, and an argument will be made in the fall to regain two FTEs.

The CJTC has lost, within the last two years, \$2 million. The original Senate proposal was to reduce CJTC's budget by \$350,000.

The CJTC received \$94,000 for EVOG training, and nothing for the Capital Budget.

### ***Legislative Bills—Passed***

There were two bills that passed, which affect CJTC. The first is Senate Bill 5165, Regulating Vehicular Pursuit, which will require the Washington Association of Sheriffs and Police Chiefs (WASPC), the Criminal Justice Training Commission (CJTC), and the Washington State Patrol (WSP) to develop a model policy for vehicular pursuit. The CJTC will train on that policy, and each agency is to adopt a policy that has all of the various elements as the model policy, as set by statute. This bill has no monetary impact on CJTC.

The second is Senate Bill 5473, which will require the Criminal Justice Training Commission to develop a training program to train officers on interacting with developmentally disabled and mentally ill persons. Senate Bill 5473 states that CJTC will seek funding from the private sector and other sources of revenue.

The hope is to develop an Internet training program for SB 5473 to train all officers throughout the state.

### ***Legislative Mandates***

Next year, CJTC will pursue two legislative mandates. The first will be certification/decertification for corrections. The process was started this year, a z-bill was drafted, and the Governor's support was achieved; however, the bill was pulled due to the associated costs. An individual, within Department of Corrections (DOC), has volunteered to donate an FTE to CJTC for one year in order to move the process forward.

With that initiative, CJTC will reintroduce the bill during the supplemental session.

During the coming summer, staff will spend time meeting with Unions and Sheriffs to ensure that they support the process.

**The Director** asked the Board for guidance on either opening up the old cert/decert for law enforcement and making some changes so that it includes corrections as well, or to have a separate RCW devoted to cert/decert for corrections.

**Shannon Inglis** stated that there is no right or wrong way to approach this issue. She simply expressed that everyone needs to be consistent. **Ms. Inglis** suggested that the Director send the Commissioners the version that was presented.

**The Director** expressed that this needs to be submitted this summer, prior to the next Commission meeting. He stated that his preference is to have a separate RCW devoted solely to cert/decert for corrections.

## **SARS**

Byron Burn of the King County Public Health Emergency Management Division approached the Director last week, and stated that CJTC has potential use if the county had to quarantine SARS victims. Mr. Burn was given a tour of the dormitories, and discussed pros and cons of using CJTC's facility. **The Director** discussed that the community may have a problem with SARS victims being housed in the area. He stated that before CJTC enters into a Memorandum of Understanding, the Commission would be notified. Dr. Parsons will notify King County that if a dorm were vacated for a SARS incident, King County would be responsible for housing recruits in hotels at their expense.

## **Lacey Lease**

The Office of Financial Management and General Administration notified CJTC that CJTC staff are not properly housed, with WASPC, in the Lacey area. This is due to an agreement with the cities of Lacey, Olympia, and Tumwater that state agencies will only be located in certain areas of those cities.

The CJTC staff has spoken to the city of Lacey and is expected to present a proposal to them.

## **Regional Training**

### **Doug Blair, Certification/Regional Training Manager**

**Doug Blair** stated that Regional Training has been one of the most positive involvements that he has been a part of while working for CJTC. The goal is to look for ways to increase the communication, and one-on-one contact with law enforcement and corrections agencies throughout the state. Within the last year, a regional office has been established in Spokane and Tony Anderman is the manager, a regional office has been established in Everett and Lee Brandt is the manager, and Roger Heine is located at CJTC and will oversee the southwest portion of the state. The CJTC is trying to oversee all in-service training and adhere to the training needs that are being communicated by customers.

Tony Anderman has established a list of training needs for in-service training. Doug will provide the Commissioners with the list of items that are being offered as in-service training.

## **Canine WAC**

The canine certification WAC was passed by the Commission in March 2003, and went into effect on April 19, 2003. Prior to April 19, the first statewide seminar was held, with the assistance of WSPCA and Northwest Canine, and a number of teams were certified. To date, 89 canine teams have been certified within the state of Washington.

## **BLEA Assessment**

### **Carri Brezonick, Quality, Standards & Technology**

To date, CJTC staff have visited over 80 agencies and conducted nearly 500 interviews statewide. The assessment team is in the phase of compiling the data from the interviews. By July, there will be a report available to all, which will also be posted on the agency website detailing the findings of the information and laying out the next steps of the analysis and implementation process.

## **Biased-based Policing**

Port Orchard Police Department and Nooksack Tribal Police will begin piloting the course on the Internet. The Snohomish Police Department, the Bellingham Police Department, and the Everett Police Department will be participating in the near future.

The information will be accessed through the Seattle Community College website where the user will enter a secured log on location through a password.

### ***Technology***

The technology for room C-206 was achieved through a major partnership with the Federal Bureau of Investigation's (FBI) C-10, which is a combination of private and public computer people who are experts in the field of technology crime and investigation. The partnership was also achieved with a partnership with the Department of Corrections.

### ***Police Corps***

In conjunction with moving toward a paperless Commission, this spring, the Washington Police Corps debuted a CD that includes all information needed for a student to participate in the application process.

### ***Terrorism Training***

The CJTC has been fortunate in receiving a grant through the United States Attorney's Office to develop and deliver terrorism training. The terrorism process began by hosting an intelligence course at CJTC in March, and an all-day Terrorism Summit in April. In addition, a CD based course will be distributed to every agency throughout the state in the fall. The course is divided into 20-minute modules.

### ***Basic Law Enforcement Academy Update***

#### ***Ron Price, BLEA Commander***

Within BLEA, several training aspects were done away with, which were costly yet important at the same time. Due to cost savings and efficiencies, First Aid/CPR, simunitions, and patrol rifle training will be reinstated; however, shotgun training is yet to be reinstated due to the decreased use of shotguns on patrol.

### **NEW BUSINESS**

#### ***Chair Appointment***

##### ***Chief Crawford, Chair***

Chief Crawford is currently on his second, 1-year term as the Chair of the Commission. Sheriff Garry Lucas, Vice Chair, was appointed as the Chair of the Commission.

***A motion was made that the Commission Vice Chair will move into the Chair position. The motion was seconded and approved unanimously by the Commission.***

Meeting adjourned at 12:28 p.m.

<b>Next Meeting: September 10, 2003, at 10:00 a.m. (CJTC)</b>
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Minutes written by: Sonja Hirsch, Confidential Secretary

Reviewed by: Michael D. Parsons, Executive Director  
Rachelle Parslow, Police Corps