

Wednesday, June 8, 2005  
**WASHINGTON STATE**  
**CRIMINAL JUSTICE TRAINING COMMISSION**  
Quarterly Meeting  
19010 – 1<sup>st</sup> Avenue South, Burien, Washington  
Room E-154  
10:00 a.m.

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**ATTENDEES**

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- Members Present:** Garry Lucas (Chair), Sheriff, Clark Co. Sheriff's Office  
Thomas Metzger (Vice Chair), Prosecuting Attorney, Pend Oreille Co.  
Anne Kirkpatrick, Chief, Federal Way Police Department  
Bill Boyce, Citizen at Large, Microsoft Corporation  
Craig Thayer, Sheriff, Stevens Co. Sheriff's Office  
Earl Howerton, Lieutenant, Spokane Co. Sheriff's Office  
Ed Crawford, Chief, Kent Police Department  
Karen Daniels, Chief Deputy of Corrections, Thurston Co. Sheriff's Office  
Laura Laughlin, Special Agent in Charge, FBI – Seattle Office  
Mike Amos, Sergeant, Yakima Police Department  
Rob McKenna, Attorney General, Washington State
- CJTC Staff Present:** Michael D. Parsons, Executive Director  
Al Isaac, Manager, Corrections Division  
Brad Conway, Instructor, BLEA  
Brian Elliott, Manager, Fiscal Division  
Carri Brezonick, Manager, Quality, Standards, and Technology Division  
Cheryl Price, Accreditation Manager  
Darlene Tangedahl, Secretary, Corrections Division  
Greg Baxter, Manager, Human Resources Division  
Hans Krenz, Assistant Commander, BLEA  
Henry Gill, Instructor, BLEA  
Lee Brandt, Regional Training Manager – NW Region  
Rich Peterson, Instructor, BLEA  
Scott Parsons, Manager, Continuing Education Division  
Shannon Inglis, Asst. Attorney General, Office of the Attorney General  
Sonja Hirsch, Confidential Secretary  
Tony Anderman, Regional Training Manager – NE Region  
Wesley Anderson, Manager, Facilities Division
- Guests Present:** Charles Marsalisi, Commander, Renton Police Department  
Martin Anderson, Sergeant, Spokane Police Training Center  
Mark Howard, Instructor, Spokane Police Training Center  
Paul Summers, Sergeant, Renton Police Department

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## MINUTES

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### INTRODUCTION

**The Chair** called the meeting to order at 10:03 a.m. with a quorum present.

Self-introductions followed.

### APPROVAL OF MEETING MINUTES OF MARCH 9, 2005

**Commissioner Howerton moved to approve the minutes. Commissioner Amos seconded the motion. The motion carried unanimously.**

### COMMISSION APPOINTMENTS

**Michael D. Parsons, Executive Director**

#### ***Commissioner Laura Laughlin, Special Agent in Charge, FBI – Seattle Office***

Commissioner Laughlin is the Special Agent in Charge of the Federal Bureau of Investigation (FBI) – Seattle Office. She is a graduate of the Hahnemann University, in Philadelphia, and completed graduate course work in Anatomy. Commissioner Laughlin became a Special Agent with the FBI in February 1985. Her investigative assignments include postings in Portland, Omaha, New York, and the District of Columbia.

#### ***Commissioner Rob McKenna, Attorney General, Washington State***

Commissioner McKenna is the Attorney General of the state of Washington. He was previously an attorney with one of the state's largest private law firms. For the past nine years, he has served as a member of the Metropolitan King County Council. He was born in Ft. Sam Houston, Texas. He is married and has four children.

### BOARD VACANCIES/REAPPOINTMENTS/APPOINTMENTS

**Michael D. Parsons, Executive Director**

The following members have been nominated for reappointment to the Board on Law Enforcement Training, Standards, and Education:

- ◆ Chief Brian Martinek, Chief, Vancouver Police Department
- ◆ Denis Austin (Chair), Chief, Pasco Police Department
- ◆ Linda Forst, Professor, Shoreline Community College
- ◆ Mike Brasfield, Sheriff, Jefferson County Sheriff's Office

The following members have been nominated for reappointment to the Board on Corrections Training, Standards, and Education:

- ◆ Mike Wait, Operations Manager, King County Department of Adult & Juvenile Detention
- ◆ Mike Whelan, Sheriff, Grays Harbor County Sheriff's Office

The following members have been nominated for appointment to the Board on Corrections Training, Standards, and Education:

- ◆ Allen Gill, Corrections Sergeant, Department of Corrections – McNeill Island
- ◆ Trent Phillips, Program Administrator, Juvenile Rehabilitation Administration

**Commissioner Crawford moved to approve the slate of candidates as proposed. Commissioner Howerton seconded the motion. The motion carried unanimously.**

## **ADMINISTRATIVE EXEMPTION**

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

### **Chief Gordon L. Wiborg Jr., Snohomish Police Department**

Chief Gordon L. Wiborg has been employed by the Snohomish Police Department since January 10, 2005. The Snohomish Police Department is currently staffed with 20 full-time, commissioned personnel.

The WSCJTC staff recommends approval of Chief Gordon Wiborg's request for an administrative exemption.

***Commissioner Crawford moved to approve the administrative exemption for Chief Gordon L. Wiborg of the Snohomish Police Department. Commissioner Metzger seconded the motion. The motion carried unanimously.***

## **BOARD ON CORRECTIONS TRAINING, STANDARDS, & EDUCATION (BCTSE)**

***Al Isaac, Manager, Corrections Division***

The BCTSE met on May 5, 2005. The Board established a quorum for the first time in nine months and, therefore, was able to approve previous meeting minutes, take action on amendments to the Bylaws, and more.

The following were reported to the Board:

- ◆ A report was given regarding the \$250,000 cut from the Correction's Division budget during the 2005 legislative session.
- ◆ A report was given regarding the Physical Ability Test re-entry requirements. Previously, the Board approved the re-entry requirement for students returning after an injury to complete the course and Defensive Tactics training. The requirement has been working well. Since that time, all students have passed the PAT upon re-entry and there have been no injuries in their subsequent training.
- ◆ The Board members were provided the RCW, which outlines the powers of the Board. The Board has not been as active as the WSCJTC would like. The Board reviewed the powers and was encouraged to be more involved.
- ◆ An auditing tool for the Correctional Worker Core program, provided by the Department of Corrections, has been completed. The first audit will be conducted in July 2005.
- ◆ A report was given regarding curriculum adjustments.
- ◆ The Board was shown the Corrections Division's new training simulator.

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

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

The BLETSE currently has two vacancies. Deputy Dave Thornburg, Spokane County Sheriff's Office, has been reassigned to another division, and Sergeant Dan Templeman, Everett Police Department, has been promoted to Lieutenant; therefore, both members are no longer eligible to participate on the Board.

The Board has an Audit and Assessment Committee, which works with Carri Brezonick on the statewide Assessment. The 2004 Needs Assessment was accomplished, and six classes were offered.

The Curriculum Committee is looking at the WSCJTC's Executive-Level Certification course.

The Board has a Legislative Communication Coordinating Committee, which meets with legislators. The Board has invited Senator Jerome Delvin, Senator Mary Margaret Haugen, Representative Al O'Brien, and Representative Joyce McDonald to participate with the Board. The Board's intent is to involve legislators to educate them about the WSCJTC's purpose.

The Director's challenge for the Board is to look at the Reserve Program.

## **EXECUTIVE DIRECTOR'S REPORT**

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

### ***Employee Recognition***

#### ***Carri Brezonick, Manager, QST Division***

Carri was born in the mountains of Colorado and is the oldest of six children. After graduating from high school, she attended college in Southern California and received her undergraduate and graduate degrees from Chapman University. As an undergraduate, she did an internship at a police department providing counseling services to crime victims and suspects.

After graduate school, Carri was given the opportunity to direct law enforcement training under the auspices of California POST for Chapman University. She had the great fortune to work with a group of individuals that have continued to provide her with great resources and training long after she left California.

In the late 1990's, the University decided that law enforcement training did not meet their mission, so she left and went to work for the Orange County District Attorney's Office as the Training Manager.

Carri and her husband, Paul, were tired of life in Southern California and began to look for another place to call home. Although Paul had offers from the University of Chicago and Princeton, both wonderful schools, they chose to make their home in Seattle.

Carri began her work at the WSCJTC working with the Western Regional Institute for Community Oriented Public Safety (WRICOPS) and, after one year, began working for the Director, Michael D. Parsons, as his Special Assistant.

After nearly eight years, Carri states that she has never had a boring day while working for the WSCJTC. She states that she has a job that she only dreamed of in California and currently works with a group of individuals that are single-minded in their commitment to criminal justice training.

Carri admits that she met her husband in college when she fell off her sandal in the dorm parking lot and broke her ankle...she "fell for him."

She skied competitively in high school until she wrapped herself around the "Saskwatch" crossing sign while racing. She marched in the high school band and played the trumpet, and she loved that shoes were optional in college.

Her brothers and sisters call her "Amelda" because she has a collection of shoes. She also loves how almost everything she plants here grows so well in her garden.

#### ***Darlene Tangedahl, Secretary, Corrections Division***

Darlene is originally from Michigan and moved to the Seattle area 27 years ago. She recently celebrated 20 years of state service. Darlene began her state of Washington career at the Office of Disability Insurance and then moved on to the Burien Community Services Office with the

Department of Social and Health Services. She has been with the WSCJTC for almost eight years, and she is currently Corrections Division Secretary.

Darlene has two sons and one daughter. Her personal interests include her four grandchildren, spending time at the ocean, sewing, and crafting. Darlene and her husband, Ron, plan to retire on June 1, 2010, and buy a home in Long Beach, Washington.

### **Spokane Police Training Center**

Each year, the WSCJTC offers one training academy session in Spokane.

### **Sergeant Martin Anderson, Spokane Police Training Center**

Sergeant Anderson is a 24-year veteran of the Spokane Police Department. He has formerly been a SWAT member; a Field Training Officer (FTO); has spent seven years supervising the Investigation Division; and, for the last two years, he has supervised the Sex Crimes Unit. He is currently the Assistant Training Director and FTO Program Supervisor.

Martin has been married for 23 years and has two children.

Martin has a Bachelor's Degree in Criminal Justice.

Martin's hobbies include water skiing and basketball. In addition, he is a tri-athlete and won the bronze metal in 2002 at the Canadian American Fire and Police Games.

### **Officer Mark Howard, Spokane Police Training Center**

Officer Howard joined the Spokane Police Department in 1998. He has worked bike patrol, is a Level II Firearms Instructor, was a member of the TAC team from 2002-2004, is a member of the Dignitary Protection Team, is the Assistant Rangemaster, is currently a TAC Officer for the Spokane Police Training Center, was a United States Air Force Survival Instructor from 1984-1998, and is a First Sergeant with the Washington Air National Guard.

Mark has been married for 20 years and has three children.

### **Budget**

The WSCJTC received a \$250,000 budget cut during this year's legislative process. The WSCJTC will not have to cut any programs due to the loss. Prior to the budget cut, the WSCJTC was contemplating expanding the Corrections Officers Academy by one week; however, this will not occur due to the budget cut.

### **Scott Parsons, Manager, Continuing Education Division**

Mr. Parsons joined the WSCJTC from California. He has a Master's Degree in Public Administration, Management Option, from California State University at Hayward. He has a Bachelor's Degree in Criminal Justice from California State University at Sacramento.

Scott retired from the Contra Costa County Sheriff's Office, in California, as a Captain. While at the Contra Costa County Sheriff's Office, he held various positions.

### **Legislation**

**The Director** stated that although the WSCJTC's received a \$250,000 budget cut, the legislative session was reasonably acceptable. The following were a result of the legislative session:

- ◆ The WSCJTC received .4 FTE for the Bail Bond Recovery Bill.
- ◆ The bills regarding the certification/decertification for corrections officers were denied.

The Director and Commissioner Daniels will meet with Senator Margarita Prentice regarding Certification/Decertification for Corrections Officers.

- ◆ The Private Security fee was increased to \$100.
- ◆ The WSCJTC received an increase in funding for facility operations.
- ◆ The WSCJTC received funds for Lites and Bites Café & Deli.
- ◆ The WSCJTC received an additional FTE for the Facilities Division; however, money to fund the position was not requested.
- ◆ The WSCJTC received \$100,000 for furnace repairs.

The funding to replace the dormitory was not granted during the last legislative session; however, it is expected to be funded during the 2007-2009 legislative session.

House Bill 1081, Requiring Prehire Screening for Law Enforcement Applicants, passed. This bill is a result of the David Brame incident and was put forth by Representative Joyce McDonald. This bill is designed to ensure that everyone entering the law enforcement profession has a polygraph and psychological evaluation. Before each Recruit attends the academy, he or she will be required to prove, to the WSCJTC, that they have had a polygraph and psychological evaluation.

In addition, this bill mandated that Reserve Officers be required to also complete a polygraph and psychological evaluation. In the past, the WSCJTC has not been involved with Reserve Officers in this capacity. A database will be established to track all Reserve Officers throughout the state of Washington.

There are two difficulties with the language of the bill. In the bill, it states, “the polygraph examination or similar assessment shall be administered by an experienced polygrapher....” An experienced polygrapher will not administer a similar assessment to the polygraph. The WSCJTC received a letter from Chief James Scharf, Everett Police Department, in which he requested that the WSCJTC disregard this section.

The WASPC staff talked to the Senate Judiciary Committee staff and the Governor’s Executive Policy Office staff, and they do not believe that the intent of the Legislature was to require a qualified polygrapher to perform other similar assessments regardless of his or her qualifications to perform those particular assessments.

The WSCJTC will request a technical amendment during the next legislative session. In the meantime, when interpreting the bill, the WSCJTC will assume that the polygrapher will not administer a similar assessment. Chiefs and Sheriffs will be responsible for making this decision.

The bill also refers to “certified reserves.” Reserve Officers are not certified in the state of Washington. The WSCJTC will ask the Legislature to amend this language during the next session.

**Commissioner Crawford** asked what this means in regard to Reserve Officers and the WSCJTC.

**The Director** stated that if a reserve is hired, the hiring agency must certify that the person completed a polygraph and psychological evaluation. The WSCJTC will then input that information into the database.

**Commissioner Kirkpatrick** asked if Reserve Officers will be grandfathered.

**The Director** stated that the requirement starts from this time forward.

**Commissioner Crawford** asked if there is an opportunity for the WSCJTC to know what Reserve Officer Programs are throughout the state.

**The Director** stated that hopefully BLETSE and WASPC will do a survey to compare the Reserve Officer Programs.

**The Director** stated that some states require Reserve Officers to complete a full basic academy. The state of Washington cannot do that due to the number of Reserve Officers that would need to be trained.

**Commissioner Crawford** asked what number of Reserve Officers is in Washington State.

**Assistant Commander Krenz** stated that there are approximately 2,500 Reserve Officers throughout the State.

### **SARS**

King County Public Health has proposed an Interagency Agreement between the WSCJTC and Public Health Seattle & King County for Emergency and Transitional Isolation and Quarantine Facilities for Persons with a Communicable Disease (SARS).

King County Public Health officials have been to the WSCJTC on many occasions to assess their needs in the event of an emergency. In the event of an outbreak, Recruits would be evacuated and the patients would be moved in. King County Public Health would be responsible for food, security, and more.

King County Public Health would reimburse the WSCJTC to house Recruits in hotels during the time of evacuation. King County Public Health staff will be responsible for educating the community, staff, and students regarding SARS and other diseases.

**The Director** stated that it would, obviously, be somewhat disruptive to training.

**Shannon Inglis** stated that King County Public Health may utilize up to two dorms (for isolation and quarantine). She stated that the WSCJTC may be utilized for any type of public health emergency where there is a need for isolation and quarantine and is not limited to SARS; however, SARS is one of the worst case scenarios.

**Commissioner McKenna** asked if the WSCJTC is the first facility that would be utilized or if there are there other locations that will be used.

**Shannon Inglis** stated that she did not know the answer to Commissioner McKenna's question; however, she assumes that King County Public Health is currently looking for other locations that are willing to assist.

**Commissioner Kirkpatrick** stated that she is concerned that staff may refuse to report to work, students may refuse to report to training, and more. What will be done if these issues arise? Will discipline be an option? What will be done if trainers do not report?

**The Director** stated that the WSCJTC runs the risk of employees not reporting to work, risks a Chief or Sheriff being unhappy about his or her Recruit being housed in a hotel, and risks part of the mission not being met because the WSCJTC is trying to serve the community.

He stated that, as a state agency, the WSCJTC has an obligation to the people that we serve and the people we live among.

He stated there are a lot of unknowns and possibilities, and this is why the issue is being brought to the Commissioners.

**Commissioner Kirkpatrick** asked if the WSCJTC is already committed.

**The Director** stated that the WSCJTC is not committed at this time.

**Commissioner McKenna** stated that it would be worthwhile to find out what other facilities are being lined up and in what order they will be used.

**Wes Anderson** stated that, per previous discussions with King County Public Health, he believes the WSCJTC is an overflow site and there are already isolation and quarantine locations established. The WSCJTC would only be used in the event of a large SARS outbreak, such as the one in China.

**Commissioner Kirkpatrick** stated that it may be wise to get legal responses as to "What do I do?" The responses would be to students who fail to train and what legal position agencies will have in such event.

**Commissioner Crawford** stated he was Chair of the Emergency Management Advisory Committee of King County last year, and King County Public Health would like to partner with law enforcement.

He stated that he is unsure as to whether or not the WSCJTC should perform business as usual if a SARS outbreak occurs and people are housed in the dormitories.

**The Director** suggested inviting a King County Public Health representative to the Commission Meeting in September to explain what would happen in the event of a SARS outbreak and to answer questions.

**Commissioner Kirkpatrick** stated that she was studying in the area of insubordination and there is a case where a Police Officer refused to transport a prisoner because he or she had AIDS. In that case, the officer prevailed.

She is concern that, when the situation occurs where everyone is somewhat educated, there are still Recruits that refuse to report to training. She would like to know what legal parameters she has to be able to respond as to whether they are ordered to work/train or not, etc. She does not want to wait until the WSCJTC is in the crisis to deal with issues of this nature.

**The Director** stated that if Commissioners have questions related to this topic, to send them to him. The WSCJTC staff will meet with King County Public Health, the Director will meet with Shannon Inglis regarding the legal ramifications, and then this issue will be addressed in depth at the Commission Meeting in September.

### **Staff Turnover**

There has been some discussion regarding staff turnover at the WSCJTC.

**The Director** stated he has done a great deal of thinking about it over the last few months.



He stated that there is a company that takes over organizations that are failing then converts them into something else or renovates them. The head of this company was asked what he does when he takes over an organization. The first thing he does is fire the CEO, always. The supposition is if the CEO is not running the organization the way it should be run, then he or she should go. The second example, in terms of leadership, is there is a company that evaluates stock portfolios on the basis of the leadership of those companies they are looking at and makes their determination. If the leadership of an organization or business is good, then they are willing to invest in the portfolio. If the leadership is shaky, in the way they run the organization, they will not invest in the portfolio. Leadership is important in the way an organization runs. The third example is that Norman Schwarzkopf was a great leader who was called upon to go to Vietnam. In Vietnam, he was to take over a unit, which was the worst of three units. The unit was totally dysfunctional as the morale was low and people were leaving whenever they could. Schwarzkopf was given the task to fix the problem within 30 days, which he did.

He stated that you never compromise leadership and you never compromise the quality of the staff you have.

He read a quote from a CEO of one of the upstart organizations, who stated, "Never compromise when hiring. Every time I have compromised, I have come to regret it. Nothing demotivates people like the equal treatment of unequals."

There was a recent Washington State survey done this year. Each person that was included in the survey, on average, wasted 17 hours of work each week.

He referenced a book called Crucial Confrontations, who did a survey nationwide and concluded that 44 percent of employees do only enough to survive in their current job.

He stated that it is important to look at the quality of people that are hired, the people that are retained, and the standards of the WSCJTC.

John Maxwell, a famous leadership author, talks about 21 Principles of Leadership. He states that it is our obligation and mandate to create leaders, not followers.

The turnover stats for the WSCJTC, since April 1997, are as follows:

- ◆ 1 Died
- ◆ 1 Reduction in Force (RIF)
- ◆ 2 Termination of project
- ◆ 3 Reversions
- ◆ 5 Retired
- ◆ 13 Terminated
- ◆ 23 Transferred to another state agency
- ◆ 28 Resigned

He stated that, of the current 40 state employees, the mean time that employees have been employed by the agency is 4.5 years. He stated that the WSCJTC has the best staff it has ever had and the most productive staff. He stated that the WSCJTC employees are very ethical, diligent, hard working, conscientious, competent, forward thinking, produce an excellent quality of work, and have undeniable customer focus. In addition, he stated that the reputation of the WSCJTC has never been better and that is due to the Commissioners, Board members, and staff.

## **IACLEA**

The WSCJTC had been chosen as a regional training pilot site for the International Association of Campus Law Enforcement Administrators (IACLEA).

The IACLEA wanted the tabletop model to be a permanent fixture; therefore, the WSCJTC would have to designate a classroom for this purpose only. In addition, the WSCJTC would have to designate a staff member for the exercise. The WSCJTC does not have an employee or classroom to designate to this project; therefore, IACLEA withdrew their offer.

## **CALEA**

In July, the WSCJTC will go through a mock audit in preparation for the Commission on Accreditation for Law Enforcement Agencies (CALEA) on-site audit, which will be conducted in November 2005.

## **Facility Updates**

### **Gym Curtain**

Previously, the gym in the Olympic Building was divided by a wall. The wall was recently removed and replaced with a wall curtain. The gym can now be one gym or divided into two.

### **Landscaping Project**

The WSCJTC will be contracting out for landscaping work, which should be underway by September 2005.

### **Facility Rekeying**

As a result of problems with key control, the entire facility has been re-keyed.

### **McKinstry Survey**

The Facilities Division is looking at an energy survey with McKinstry and General Administration, which will provide the WSCJTC with alternatives in terms of conservation of resources.

## **National Institute of Justice (NIJ)**

The Director serves on the NIJ-sponsored Technology Working Group on Modeling and Simulation in the area of law enforcement.

The group is looking at what applications the military has in this area and what can be converted and transformed into the local law enforcement training arena.

The group will meet in Anchorage, Alaska, in July 2005.

## **International Association of Directors of Law Enforcement Standards and Training (IADLEST)**

The Director is currently the President of IADLEST. He was installed on June 2, by the International Association of Chiefs of Police (IACP) Chair, at the 2005 Annual Conference in Annapolis, Maryland.

IADLEST is important to the Director because it is an opportunity to see what other states are doing in training. The WSCJTC is included in a great region, which includes: Wyoming, Oregon, California, Idaho, Hawaii, and Alaska.

The different states are able to share resources; for example, the state of California has a lot of resources that Washington does not. The state of California is able to share, with Washington, pilot programs and work on joint products.

With IADLEST being a national organization, the group will look at partnering with IACP, the National Sheriffs' Association (NSA), the Federal Law Enforcement Training Center (FLETCE), and several other organizations to see how to leverage the power to get things done in the area of law enforcement and corrections.

The Director has established committees for the coming year, which include: Strategic Planning Committee, Technology Committee, Training and Standards Committee, National Involvement Committee, and Administrative Committee.

## **STAFF REPORTS**

### ***Lee Brandt, Regional Training Manager – NW Region***

#### **Introduction to PTO**

Lee Brandt gave an overview of the Police Training Officer (PTO) Model, which is known as the Reno Model.

The PTO Model is an alternative to the Field Training Officer (FTO) Model. The PTO Model was created and coordinated between Reno Police Department, the Police Executive Research Forum, and the Office of Community-Oriented Policing Services (COPS).

The PTO Model is based on different building blocks than the FTO Model. The underlying concepts of the PTO Model are: Adult Learning Principles, Transfer of Learning/Failing Forward, Higher Level of Thinking Skills (Problem Solving), Coaching and Training, Emotional Intelligence, Leadership Skills, and COPS Focus.

There has been controversy about the program, mainly due to comparing it to the FTO Model. People are very comfortable with the FTO Model, so they look at things that have been changed and want to know why.

While the program remains flexible to the needs of individual agencies, it is recommended that, when using the PTO Model, officers only work one area or beat in their jurisdiction and that they do not work third watch (graveyard shift).

A more controversial part of the PTO Model, for those who use the FTO Model, is that Daily Observation Reports are not completed. The format and frequency of documentation and evaluation using the PTO model is very different, but as with any model, training and feedback are continuous. Most formats are narrative in nature and, generally, the Recruits evaluate themselves prior to evaluation from the trainer.

For more information regarding the PTO Model, please visit the following sites:

[www.Renomodelpto.com](http://www.Renomodelpto.com)

[www.pspbl.com](http://www.pspbl.com)

[www.cops.usdoj.gov/?Item=461](http://www.cops.usdoj.gov/?Item=461)

**Commissioner Amos** stated that his department did a study of the PTO and FTO Models, and he sent two lieutenants to attend PTO training. The lieutenants returned to the agency and made a recommendation to staff and everyone was impressed with the new ideas of this program. The PTO concept has been implemented in their department.

**Commissioner Daniels** asked if the PTO concept is adaptable to Corrections or if there is a model for Corrections.

Lee Brandt stated that there is a model for Corrections, which can be found at: [www.Renomodelpto.com](http://www.Renomodelpto.com).

**Carri Brezonick, Manager, Quality, Standards, and Technology Division**  
**In-Service Update**

The WSCJTC is currently piloting on-line training. If you have a name to suggest for the program, please contact Carri Brezonick at 206/835-7341.

There are approximately 12 agencies that have been participating in the pilot.

Carri thanked the Spokane County Sheriff's Office, Kent Police Department, and Bellingham Police Department for providing her with feedback and for providing content to launch the pilot program.

Approximately 12 additional agencies will be assisting in the pilot, which will run throughout the summer.

**Hans Krenz, Assistant Commander, Basic Law Enforcement Academy**  
**New TAC Officer**

**Officer Rich Peterson**

Officer Peterson has been employed by the Seattle Police Department for eight years. He is a Master Defensive Tactics Instructor. Since joining the Basic Law Enforcement Academy, Officer Peterson has implemented some incremental and evolutionary changes that have improved the program.

He has a degree from Southern Illinois University at Carbondale. He has been training in the Martial Arts arena for 22 years.

Officer Peterson has done some amazing work with disadvantaged youth in the city of Seattle by using Martial Arts as a community service project.

He is an Infantry Captain with the United States Army Reserves.

He is married and has four children.

**Officer Brad Conway**

Officer Conway has been employed by the Seattle Police Department for ten years. He is involved with the Basic Law Enforcement Academy's Physical Training program.

He has one son and two daughters.

**Al Isaac, Manager, Corrections Division**  
**Corrections Division Update**

The Corrections Division has curricula items that will be piloted in September 2005. The prerequisite package will include: Professionalism, Report Writing, and Practical Law. This information will be packaged in a distance learning mode, on a CD. The objective is to get more training to Corrections Officers without lengthening the existing course.

The Corrections Division is working with the Jail Managers to develop an orientation for new Jail Managers.

Recently, there has been an increased interest in Courtroom Security. A three-day and five-day training program has been developed and is currently being scheduled in Whatcom County, Lewis

County, and Grant County. The classes will be held in July and early August 2005, which will be advertised as regional training.

***Cheryl Price, Accreditation Manager***

**New Policy Format**

**Ms. Price** stated that she has ten years of experience with the Auburn Police Department where she was their Accreditation Coordinator for seven years.

When hired in April 2005, she was notified of the mock CALEA audit in July 2005 and the Accreditation audit in November 2005. Her first order of business to prepare for the audit was to organize the WSCJTC's policies. The policy reorganization will satisfy both the CALEA and American Corrections Association (ACA) standards.

Cheryl gave a brief PowerPoint presentation of the new policy changes.

Cheryl and Commander Price will soon visit training academies in the states of Kentucky and Ohio to look at their policies, facilities, and more.

Cheryl stated that there are 182 CALEA standards, one of which does not apply to the WSCJTC.

**Commissioner Kirkpatrick** stated that, to the credit of the Director, by the hiring of Cheryl Price, it is a reflection of quality for the WSCJTC.

***Commissioner Earl Howerton, Spokane County Sheriff's Office***

**Executive Class**

Commissioner Howerton attended a pilot project for the Executive Leadership and Agency Administration classes, which commenced during the last part of May. This was an effort to increase the effectiveness of coursework to produce better leaders in the criminal justice industry.

**Commissioner Howerton** stated that after completing the course he returned to his agency feeling much more confident in his role as a leader. He discovered a lot of things about himself, such as his leadership behaviors, his leadership style, and how to diagnose and determine other people's styles, behaviors, development stages, and more.

By taking these tools back to his agency he was able to immediately begin to effect positive change within the group he supervises.

Commissioner Howerton met with a specific supervisor, who he had already identified as having a problem with supervision. It appeared, on the surface, he was lazy, which was not the case. When Commissioner Howerton approached the supervisor from his point of view and behavior styles, he was able to determine he really did not know how to be a supervisor. Based on that, Commissioner Howerton sat down with the supervisor and was able to develop an action plan, which will be a 90-day follow up to help him become a better supervisor. The action plan will give the supervisor specific objectives to meet.

As a Commissioner, a mid-manager, and an executive, Commissioner Howerton recommended that the Commissioners invest in the pilot project and continue developing it.

**The Director** announced that this is Commissioner Howerton's last Commission Meeting as a Commissioner, as he has been promoted to Lieutenant.

## **WAC RULE REVIEW**

***Sonja Hirsch, Confidential Secretary***

### **139-02 WAC**

#### **Public Records**

WSCJTC staff proposed the rule.

The change to this rule is to improve effectiveness, clarity, and intent in order to better serve clients, stakeholders, and communities.

Staff recommends postponing the rule changes until March 2006 due to recent legislation.

**Shannon Inglis** stated that the changes were postponed at the March 2005 meeting due to anticipated changes brought forward by the Legislature as one of the bills will renumber and reorganize the Public Disclosure Act.

The other change that will affect the WAC is another bill that has the Attorney General's Office proposing model rules. Although they are model rules, it makes sense to wait.

***Commissioner Kirkpatrick moved to postpone 139-02 WAC, Public Records, until March 2006. Commissioner Howerton seconded the motion. The motion carried unanimously.***

### **139-05 WAC**

#### **Law Enforcement**

WSCJTC staff and the Board on Law Enforcement Training, Standards, and Education (BLETSE) proposed the rule.

The change to this rule is to improve effectiveness, clarity, and intent in order to better serve clients, stakeholders, and communities.

WSCJTC staff and BLETSE recommend approval for filing.

***Commissioner Crawford moved to approve 139-05 WAC, Law Enforcement, for filing. Commissioner Kirkpatrick seconded the motion. The motion carried unanimously.***

**Shannon Inglis** encouraged Commissioners to closely review these changes and submit additional changes to Sonja prior to the Commission Meeting in September.

### **WAC 139-10-210**

#### **Requirement of Basic Corrections Training**

WSCJTC staff and the Board on Corrections Training, Standards, and Education (BCTSE) proposed the rule.

Currently, the arrest, search, and seizure week is part of the Community Corrections Officers Academy. Adding this block into the definition will clarify that both of these academies are required for certification as a Community Corrections Officer.

WSCJTC staff and the BCTSE recommend approval for filing.

***Commissioner Crawford moved to approve WAC 139-10-210, Requirement of Basic Corrections Training, for filing. Commissioner Amos seconded the motion. The motion carried unanimously.***

#### **WAC 139-10-212**

##### **Physical Requirements for Admission to Basic Corrections Academies**

WSCJTC staff and the BCTSE proposed the rule.

This language change is being made because the Juvenile Security Workers Academy's name was changed to the Juvenile Corrections Officers Academy in September 2004.

WSCJTC staff and the BCTSE recommend approval for filing.

***Commissioner Crawford moved to approve WAC 139-10-212, Physical Requirements for Admission to Basic Corrections Training, for filing. Commissioner Metzger seconded the motion. The motion carried unanimously.***

#### **WAC 139-10-235**

##### **Basic Misdemeanant Probation/Classification Academy Curriculum**

WSCJTC staff and the BCTSE proposed the rule.

The change to this rule is because the Adult Services Academy was divided into three separate tracks: county probation, state DOC community corrections officers, and state institutional counselors. Changes in WAC 139-10-210 have reconfigured these academies. As a result, the specific curriculum for each of these academies will be defined.

WSCJTC staff and the BCTSE recommend approval for final action.

***Commissioner Daniels moved to approve WAC 139-10-235, Basic Misdemeanant Probation/Classification Academy Curriculum, for final action. Commissioner Howerton seconded the motion. The motion carried unanimously.***

#### **WAC 139-10-530**

##### **Basic Community Corrections Officers Academy Curriculum**

WSCJTC staff and the BCTSE proposed the rule.

The change to this rule is because the Adult Services Academy was divided into three separate tracks: county probation, state DOC community corrections officers, and state institutional counselors. Changes in WAC 139-10-210 have reconfigured these academies. As a result, the specific curriculum for each of these academies will be defined.

WSCJTC staff and the BCTSE recommend approval for final action.

***Commissioner Crawford moved to approve WAC 139-10-530, Basic Community Corrections Officers Academy Curriculum, for final action. Commissioner Kirkpatrick seconded the motion. The motion carried unanimously.***

#### **WAC 139-10-540**

##### **Basic Institutional Corrections Counselor Academy Curriculum**

WSCJTC staff and the BCTSE proposed the rule.

The change to this rule is because the Adult Services Academy was divided into three separate tracks: county probation, state DOC community corrections officers, and state institutional counselors. Changes in WAC 139-10-210 have reconfigured these academies. As a result, the specific curriculum for each of these academies will be defined.

WSCJTC staff and the BCTSE recommend approval for final action.

***Commissioner Crawford moved to approve WAC 139-10-540, Basic Institutional Corrections Counselor Academy Curriculum, for final action. Commissioner Kirkpatrick seconded the motion. The motion carried unanimously.***

#### **WAC 139-10-550**

##### **Basic Arrest, Search, and Seizure Academy**

WSCJTC staff and the BCTSE proposed the rule.

Currently, the arrest, search, and seizure week is part of the Community Corrections Officers Academy.

**Al Isaac** stated that this change will make it a stand alone but required addition to the Community Corrections Officers Academy. He stated this specific WAC sites the curriculum components of that week of training.

WSCJTC staff and the BCTSE recommend approval for filing.

**Commissioner Crawford** asked, since there is no state corrections representative present at the meeting, if they have been involved with all of the changes to WACs pertaining to Corrections.

**Al Isaac** assured Commissioner Crawford that the changes have been coordinated with state corrections personnel.

***Commissioner Daniels moved to approve WAC 139-10-550, Basic Arrest, Search, and Seizure Academy, for filing. Commissioner Howerton seconded the motion. The motion carried unanimously.***

**Commissioner Crawford** asked if there is a way to get the Corrections meeting lengthened at the WASPC Conferences.

**Commissioner Daniels** stated that it would be helpful for a Chief or Sheriff to step forward to co-chair the Corrections Committee.

**Al Isaac** volunteered to help with the process.

**The Director** stated that he and Commissioner Daniels would meet with the Director of WASPC to discuss this issue.

#### **OLD/NEW BUSINESS**

No old business was reported.

#### ***Hans Krenz, Assistant Commander, BLEA***

##### **U.S. Capitol Police Comparison**

**The Director** stated that there is a request to look at an exemption for the U.S. Capitol Police.



**Assistant Commander Krenz** stated that three-to-four Basic Equivalency Academies are held each year. The objective of this two-week course is to familiarize experienced Police Officers, coming from other states, with the laws of Washington State.

A Basic Law Enforcement Academy waiver was originally requested by the Federal Way Police Department who was considering the lateral hire of an individual, Officer Jeffrey A. Thurlow, who had been employed by the U.S. Capitol Police in Washington, D.C.

Commander Price asked Officer Henry Gill to complete an analysis of the syllabi from Officer Thurlow's basic training with Washington's Basic Law Enforcement Academy to determine equivalency status.

The Federal Way Police Department notified the Basic Law Enforcement Academy that they were not hiring the individual; however, Officer Thurlow accepted an offer from the Renton Police Department.

Commander Price and Assistant Commander Krenz recommend that Officer Thurlow be given equivalency eligibility to attend the Basic Equivalency Academy.

**Assistant Commander Krenz** stated that staff noted a significant discrepancy in two areas, which involve Criminal Investigation (specifically Crime Scene Management, Crime Scene Analysis, and Evidence Collection, etc. and Interview Interrogation) and Traffic Enforcement. He stated that if the Renton Police Department is aware of these discrepancies and can supplement training, Officer Thurlow can attend the Basic Equivalency Academy.

**Shannon Inglis** questioned whether the recommendation is being made for this specific individual or for the U.S. Capitol Police in general.

**The Director** stated that these exemptions will be considered on a case-by-case basis.

**Commissioner Crawford moved to approve Officer Jeffrey A. Thurlow, of the Renton Police Department, to attend the Basic Equivalency Academy. Commissioner Howerton seconded the motion. The motion carried unanimously.**

**Commissioner Garry Lucas, Chair**  
**Executive Director Evaluation**

**The Chair** proposed, as a matter of policy, the WSCJTC Chair be required to conduct an annual performance evaluation of the Executive Director accompanied by a salary recommendation to be presented to the Commission at the June Meeting.

**The Chair** stated the Commission has gone for a long period of time without giving the Executive Director an evaluation.

**Commissioner Metzger moved to approve the process of the Chair conducting an annual performance evaluation and salary increase of the Executive Director to be presented at the June meeting. Commissioner Crawford seconded the motion. The motion carried unanimously.**

Chair/Vice Chair

The Chair stated that he has had the privilege of being Chair of the Commission for two years. As a matter of health to the organization, he suggested that Vice Chair, Commissioner Metzger, ascend into the roll as Chair.

EXECUTIVE SESSION

All non-Commission members were excused as an Executive Session followed to discuss the Director’s evaluation and the Virgil Sweeney litigation.

The regular meeting was reconvened at 12:35 p.m.

***Commissioner Boyce moved to increase Michael D. Parsons’ annual salary, based on his performance for the year, to \$100,000. Commissioner Kirkpatrick seconded the motion. The motion carried unanimously.***

The meeting was adjourned at approximately 12:38 p.m.

<b>Next Meeting: September 14, 2005, at 10:00 a.m. (WSCJTC)</b>
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Written by:	Sonja Hirsch, Confidential Secretary	Date
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Reviewed by:	Michael D. Parsons, Executive Director	Date
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Approved by:	Sheriff Garry Lucas, Commission Chair	Date
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