California Commission on
PEACE OFFICER STANDARDS and TRAINING

Basic Course Certification Review

San Bernardino Valley College

Basic Academy

701 Mount Vernon Avenue

San Bernardino, CA 92410

January 30, 2018 to February 1, 2018

A Confidential Report Prepared by the Commission on Peace Officer Standards and Training

California Commission on
PEACE OFFICER STANDARDS and TRAINING

Contents

INTRODUCTION

The Peace Officer Standards and Training Basic Course Certification Review (BCCR) is an in-depth review of academies that present the POST certified Regular Basic Course. The BCCR ensures quality, integrity, and safety of entry-level peace officer training in California. POST ensures all certified Regular Basic Courses comply with Penal and Government Codes related to POST, California Code of Regulations (Title 11, Division 2) and POST Training Procedures.

The BCCR consists of three major areas of review:

1) Course Certification Review

The Course Certification Review is an administrative review of the following areas:

- Course Administrative Information
- Course Instructors and Qualifications
- Course Outline to ensure all mandated areas of instruction are being taught in accordance with the Training and Testing Specifications
- Hourly Distribution Schedule
- Safety Policies
- Budget
- Test Security Agreements

2) Skills Evaluations

POST coordinates with training specialists throughout California, to conduct peer review skills evaluations. The specialists attempt to observe a training session (or sessions) and evaluate the Academy for compliance with relevant aspects of specific skill training. Each evaluator provides a review of their assigned skill set, based on their on-site observations and interviews with Academy Staff and Instructors. The evaluators report is summarized in this document and a full report is available upon the agencies request. The Skills evaluations are conducted in the follow areas:

- Emergency Vehicle Operations
- Lifetime Fitness
- Scenario Management
- Firearms
- Arrest and Control

3) Certification Review Team

POST assembles a Certification Review Team (CRT) for conducting the on-site inspection. The CRT is comprised of the POST BCCR Manager, along with other POST staff and, if available, a visiting Director from another basic academy. The CRT inspections include, but not limited to:

- Interviews with various staff
- Course quality and delivery
- Verification of items related to program management
- Reviews documentation to include student files, lesson plans and test security/compliance
- Adherence to the curriculum identified in the Training and Testing Specifications
- Establishment of safety policies
- Staffing levels
- Inspection of facilities and equipment

The Basic Academy is a complex course, and because of the legal aspects of training codified in the California Penal Code, staying abreast of changes to the legislatively approved content is imperative. As such, presenters should be aware of, and familiar with all resources available to them. The Self-Assessment Report (SAR), evaluation of course materials and documents, as well as the on-site review, support the conclusions of this report.

A Certification Review Team (CRT) comprising the following members conducted the on-site Academy BCCR:

Team Members

Brad NewMyer, Law Enforcement Consultant, POST
Cheryl Smith, Associate Governmental Program Analyst, POST

REVIEW OF PRIOR CERTIFICATION REPORT

POST last completed a BCCR of the Academy in February 2011. The February 2011 BCCR identified several items as recommendations, and/or compliance issues. In response to the POST Basic Course Certification Report prepared October 11, 2011, the Director and Coordinator initiated immediate corrective and review actions to address POST's findings involving compliance and recommendation issues.

REVIEW OF ACADEMY SELF-ASSESSMENT REPORT (SAR)

The Academy generated a Self-Assessment Report (SAR) in August 2017. The CRT conducted a review of the SAR prior to and during the on-site review. The SAR provided an organizational background that was valuable to the CRT members while reviewing various aspects of the Academy. The previous recommendations regarding compliance issues, program recommendations and exemplary aspects of the program were commented on in the Academy's current Self-Assessment Report. The academy's response to items identified in August 2017 was used both before and during the on-site visit to determine the following:

Are any previously identified compliance issues continuing?
Did the Academy enact any of the recommendations and incorporate them into their policy and/or practices?
Were the exemplary aspects previously identified still present?

The CRT's findings on this matter are documented in this report's Summary of Findings.

SUMMARY OF FINDINGS:

The Summary of Findings compiles findings in the Course Certification Review, Skills Evaluations and the Certification Review Team into the following three areas.

1) **Regulatory/Compliance Issues:** These issues are in violation of either Penal Codes, Government Codes, California Code of Regulations or POST Training Procedures. These issues require immediate attention and the Director must provide POST with an action plan on how these issues will be remedied within 30 days. If these items are not addressed, the Academy is subject to suspension or decertification.
2) **Recommendations:** These items are recommendations by the CRT and Skills Evaluators compiled to aid the Academy in making improvements in certain areas. The items are seen as 'best practices'.
3) **Exemplary Aspects:** These items identify where the Academy has gone above and beyond and where they set a high standard for academy training.

REGULATORY/COMPLIANCE ISSUES:

The Certification Review Team and Skills Evaluators found no regulatory/compliance issues.
  o   The staff at SBVC should be commended for their compliance with all applicable regulations and requirements.

RECOMMENDATIONS:

The Skills Evaluators made the following recommendations:

Scenario Training Skills Evaluator

  o   No recommendations.

Arrest and Control Training Skills Evaluator

  o   The evaluator recommended using the classroom for ACT training as a last resort, stating the gymnasium is far better suited for ACT training.

Scenario Training Skills Evaluator

  o   No recommendations.

The Certification Review Team has made the following recommendations:

- Identify legislatively mandated training and required learning activites on the class schedule, to supplement the dates already being listed on the Colleges' electronic "Canvas" system and the classroom dry erase board.
- Create a wristband system at scenario testing, requiring all to be searched and issued a wristband to clearly identify all participants (role players, evaluators, and recruits), indicating all wearing wristbands have been searched and are free of weapons in the testing area.
- Require eye protection be worn by all recruits and staff at scenario training and testing, when the use of air soft replica firearms are in use.
- Either provide or place all LD Training and Testing Specifications (TTS) on the Canvas System for student access.
- If a student is absent for legislatively required training or required learning activities, explore video-taping the instruction for play back to the student. This will provide consistency in training for the students.
- Ensure any remedial training for any missed instruction be conducted prior to testing on the learning domain.
- Update the cut score information on the Canvas system to indicate the new EDI minimum passing score for each test.
- Update the TMAS description on the Canvas system to indicate the new, three test requirement versus the previous 26 learning domain test requirement.
- With the departure of former Director Klug, no one at the academy is trained on EDI requirements and entries. We recommend training not only the director or coordinator, but also include civilian staff that works traditional business hours to allow for assistance from POST during those hours (the academy is predominately scheduled for evenings and weekends).
- Coordinator Green does not have EDI access. We recommend he seek out access to properly coordinate the course and conduct EDI research or entries.

EXEMPLARY ASPECTS:

The Skills Evaluators noted the following exemplary aspects:

Lifetime Fitness Skills Evaluator:
- The evaluator noted the facilities are an excellent for Lifetime Fitness training- they are new, clean, safe and well designed.

Scenario Training Skills Evaluator:

- o The evaluator noted the attendance of the Coordinator and Director at all scenario training ensured POST's testing security and safe operations of the testing was exemplary.

Arrest and Control Skills Evaluator:
- o The evaluator noted the academy does a great job of educating and providing students with First Aid and Emergency Medical Response information and materials. Additionally, the academy developed a legend to describe at a glance where specific first aid supplies are located in the first aid kit, and administers a safety quiz to verify the students' knowledge of safety procedures.

Certification Review Team noted the following exemplary aspects:
- o The cleanliness of all facilities, including classrooms, locker rooms, bathrooms, scenario testing sites and ACT training facilities.
- o Safety procedures and equipment are outstanding. First aid kits, fire extinguishers and emergency plans are in place at all training areas.
- o Cleaning procedures in the mat room (including cleaning the portable mats) and indoor workout areas are excellent.
- o The academy's practice of routinely conducting active shooter and fire drills is an exemplary practice
- o Homework assignments requiring students to read all upcoming Learning Domain Workbooks and answer questions about the material before the instruction is delivered is and exemplary practice
- o Staff meetings are held on a regular basis to ensure program consistency. The material covered in the meetings is documents by and agenda and meeting minutes.
- o All students agree that the staff, from RTO to Director, are professional, fair, experienced, and caring people that lead by example.

CONCLUSION

The CRT expresses appreciation to the staff of the San Bernardino Valley College Academy who worked to accommodate this review process. POST appreciates the professional manner with which all conduct themselves, and the efforts they make in providing training.

We trust the items contained in this document will be accepted in the spirit of collaboration and improvement of the delivery of the program. This report is intended to assist the Academy enhance its efforts in meeting the requirements of course presentation.

The CRT notes there were no compliance issues found during this review. POST is prepared to assist the Academy with the implementation of any recommendations noted in this report as needed.

The CRT recommends continued certification of the San Bernardino Valley College Basic Academy.