



DPSST Bulletin

Training For Excellence

September 2003

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

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Training records come on-line

In this time of budget and staffing cutbacks, we are pleased that we have been able to move forward with providing a service that has been a high priority for agencies around the state for several years. Thanks to the hard work and creative problem solving efforts of our Information Services (IS) and Standards & Certification staff members, on-line access to training records is now a reality through a program called "Snapshot."

After very positive reviews from our initial beta testing in early September, all criminal justice agency heads were mailed instructions and an agency-specific password that gives each agency access to its training records.

Beta testing for private security records began in mid-September. All private security firms should receive their passwords and access instructions before the end of the month.

Beta testing for fire records is scheduled for early October, with access for all fire agencies planned for mid-October.

Each agency head or firm executive (for private security) will receive a single password that will allow viewing and printing of the employment, certification and training records for their employees. Each agency will determine its own protocols for distribution and use of its password. To enhance security, Snapshot uses downloaded

data but does not provide access to the original DPSST records; the system is firewall protected; employees' personal information is not available through Snapshot.

For More Information:

Mary Gaines, Certification & Records Supervisor, at 503-378-2100 ext. 2367. Or e-mail

mary.l.gaines@state.or.us

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2003 Legislative Session Impacts Agency and Constituents

Now that the 2003 Legislative Session has ended, DPSST staff members are working to assess the impacts of the decisions that were made and to adjust our staffing and operations in response.

Unfortunately, most of the proposed cuts we reviewed in our [May newsletter](#) were adopted in our final budget. Their effects will quickly be apparent:

- **Elimination of four criminal justice regional training positions**
- **Elimination of the Accreditation Unit**
- **Elimination of three positions involved in curriculum development and maintenance, and two positions involved in technology-based training**
- **Elimination of the Police Scenario Training Coordinator position**
- **Elimination of one regional fire coordinator position**
- **Elimination of funding** for the annual Public Safety Executive Training Seminar (PSETS), Oregon Executive Development Institute (OEDI), D.A.R.E. training, the Resource Center, OSP specialized training courses, distance learning and technology-based training
- **Funding for the leadership training program** was slashed, leaving insufficient resources within the budget to conduct the DPSST-sponsored Supervision and Mid-management courses. As of the date of this newsletter, Director Dianne Middle was still working hard to find an alternative way to fund these important programs during 2003-05.
- **Termination of our Salem office lease.** All of the regional staff and Private Security staff who have been based in Salem are working with Monmouth staff members and Western Oregon University to consolidate spaces, convert classroom space to office space and combine operations in Monmouth.

Facility project approved to move forward: The good news coming out of the budget is that agreement was reached on how to keep the new facility project moving forward with minimal impact on the state's 2003-05 budget challenges. The current schedule now calls for groundbreaking next summer. The facility should be ready to occupy in late 2006, with the 16-week Basic Police course rolling out in early 2007. Although this is a year later than we had been projecting, it is far better than the 2009 date that would have resulted if all work on the project had been stopped during this biennium.

Funding for the Public Safety Memorial Fund was also restored in the final budget package.

For More Information:

Marilyn Lorange, Government Liaison, at 503-378-2100 ext. 2204. Or e-mail marilyn.Lorange@state.or.us

Other bills passed during the session include:

HB 2235A. This DPSST-requested bill modifies the Private Security Providers Act. It: creates the Private Security Policy Committee and defines its membership, and modifies several definitions and provisions of Act to add clarity and help with enforcement.

HB 2237C. In addition to addressing issues related to disclosure of photographs, and providing DPSST with jurisdiction and access to agency records, this DPSST-requested bill incorporates several amendments that were requested by others as the bill moved forward. Those provisions:

Other legislation of interest

- Clarify the scope of DPSST's access to records,
- Extend the authority to accredit regional basic academies until the facility is completed or until January 1, 2007,
- Recognize the need for, and value of, advanced, leadership and maintenance training, and of the accreditation program,
- Allow the Department of Justice to initiate and participate in efforts related to preparation for and response to acts of terrorism, and
- Make it optional rather than mandatory that the governor select the DPSST director from three or more names recommended by the Board.

HB 2238B. This bill modifies the eligibility and benefit provisions of the Public Safety Memorial Fund. It passed with amendments that were developed in partnership with the Oregon Council of Police Associations, the governor's office, and members of the Memorial Fund Board.

HB 2725B. This bill was amended shortly before the session ended to include the provisions of SB356. Those amendments limit the definition of polygraph examiners and allow police officers to use voice stress analysis without certification as a polygraph examiner.

HB 3051A. This bill addresses the funding crisis in Fire Insurance Premium Tax revenues that threatened the fire programs of DPSST, the Oregon State Fire Marshal, and Oregon State Police. The bill eliminates the corporate tax offset against the FIPT, beginning with the 2003 corporate excise tax year.

SB 267A. This bill adds a governor-appointed representative of the collective bargaining unit representing the largest number of Department of Corrections (DOC) employees to the Board [thereby to the Corrections Policy Committee (CPC) as well], and adds a represented female DOC employee of a women's correctional facility to the CPC.

For More Information:
Marilyn Lorange, Government Liaison, at 503-378-2100 ext. 2204. Or e-mail marilyn.lorange@state.or.us

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DPSST adjusts to new budget realities

Reductions in staffing and the termination of the leased office space in Salem have required us to make some significant adjustments in staff assignments. We are grateful to have so many multi-talented and capable staff members who are flexible enough to take on different assignments and additional responsibilities. Check our [on-line staff directory](#) for the most current staff assignments and contact information.

Loss of four positions in the Criminal Justice Regional Training Unit included loss of the two coordinators who covered the counties of Multnomah, Clackamas, Hood River, Wasco, Yamhill, Marion, Polk, Lincoln, Benton, Linn, Lane and northern Douglas. We currently have regional staff in the following areas:

Cameron Campbell, Regional Training Supervisor, (office in Salem/Monmouth)

Tim Dees (interim for Mike Herbes, who is on military leave), Eastern region (office in Pendleton)

Loren Deffenbaugh, Southern region (office in Central Point)

Kris Eiesland, North Metro region, child abuse training (office in Cornelius)

Suzanne Isham, traffic safety programs (office in Salem/Monmouth)

Greg Peterson, Central region (office in LaPine)

Jennifer Otterlee is the office specialist providing support and registration assistance for the regional criminal justice program (office in Salem/Monmouth).

Regional assignments change

The position lost in the Fire Service Regional Training Unit had been vacant during a portion of the 2003-05 biennium, due to shortfalls in the Fire Insurance Premium Tax. It had been located in the DPSST northwest field office in Cornelius and served 58 fire departments in Clackamas, Clatsop, Multnomah, Tillamook and Washington counties. We currently have regional fire training staff in the following areas:

Mark Ayers, Fire Training Supervisor (office in Salem/Monmouth)

Era Horton, Central region (office in LaPine)

George Jamieson, Eastern region (office in Pendleton)

Terry Riley, Southern region (office in Central Point)

Thelma Denney is the office specialist providing support and registration assistance for the regional fire training program (office in Salem/Monmouth).

The Regional Training Unit will make every effort to assist agencies in the affected counties and throughout the state, but the loss of coverage will undoubtedly be felt.

For More Information:

Criminal Justice –
Cameron Campbell,
Supervisor. 503-378-
2100 ext. 2253.

Fire Training – Mark
Ayers, Supervisor. 503-
378-4888 ext. 264.

*Staff prepares for
closure of Salem
office*

Our Regional Training unit (both criminal justice and fire) and Private Security unit are both preparing for their upcoming move as we consolidate all staff in the Monmouth office. Monmouth staff members are consolidating office and storage spaces and closing out classroom space in the Monmouth buildings. Western Oregon University is converting these spaces to accommodate the additional office and storage needs. We expect the staff moves to take place during October. We will keep you informed by sending List Serve announcements and posting the most current information in our [on-line staff directory](#).

Staffing cutbacks in the Standards and Certification Division will have an immediate impact in two areas:

- We are no longer able to maintain training records for non-certified employees of public safety agencies. (We are currently maintaining over 5,000 of these records.) We will continue to keep the training records for certified employees, reserve officers, and campus public safety officers.
- Non-mandated training will no longer receive course certification, although we will continue to accredit mandatory courses. However, non-mandatory training hours will still be added to training records from the form F-6 Course Roster that can be downloaded from our web site. Go to <http://www.dpsst.state.or.us/downloads/downloads.htm> and scroll down.

*Changes affect
course accreditation,
training records*

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**Helpful information
on DPSST's web
site**

Since our last newsletter, our project to update the DPSST website has been rolled into a statewide web project. The Department of Administrative Services (DAS) and the Governor's office are coordinating their efforts to provide a consistent look and feel to all State of Oregon web sites and to increase Oregon's visibility and marketability for economic development purposes.

The good news is that our IS staff has been busy working with DAS, and we are on the "early adopter" list for the state's new and improved website design. Unfortunately, this means that we will not be rolling out our own new and improved web site as soon as we had hoped to. However, we have been working hard to update and add to the information you can find on our current web site.

In addition to finding the latest staff contact information and copies of our forms for downloading (see the links above), you will find many other useful information and links:

Training calendars for all disciplines – link directly from [our home page](#) to the calendar you're interested in.

Training calendars

Rosters of current [Board & Policy Committee members](#), meeting schedules and minutes.

Board and committee rosters

Oregon Administrative Rules (OARs), which provide the regulatory framework for DPSST's activities. We want the public safety agencies we serve to have easy access to the most current version of our OARs, as well as being able to review new draft rules or revisions that are under consideration. You will find rule links on our ["Admin" page](#).

The latest administrative rules

The "Administrative Rules" link on that page takes you directly to the DPSST rules chapter on the Secretary of State's website. These are the most current DPSST rules in effect. Our "Admin" page also links to draft DPSST rules that have been through initial development and are being published for comment.

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Partnerships result in no-cost training opportunities

Tactical Dispatch

Working closely with Kris Eiesland in our regional training unit, Pam Collett, our Telecommunications Coordinator, has been able to arrange for a 32-hour course in tactical dispatch for Oregon public safety dispatchers. The instructor for this course is Tammy Smith, a nationally recognized expert who has been teaching this course throughout the country since 1995.

The course is designed to teach advanced tactical dispatch methods applicable to critical incidents. It will also be valuable for skill enhancement and development for non-tenured dispatchers. The last day of the course will involve scenario training with the City of Eugene's SWAT team, in partnership with Central Lane 9-1-1 and the Eugene Department of Public Safety.

For More Information:
Pam Collett, Telecomm
Coordinator, at 503-378-2100
ext. 2221. Or e-mail
pam.collett@state.or.us

Because we have been able to access anti-terrorism funding for this important course, it is being offered at no cost to the dispatchers who attend. The course will be held November 16-19, 2003 at DPSST in Monmouth.

Our ongoing partnership with ODOT's Transportation Safety Division has resulted in development of a DPSST-certified First Responder to Traffic Collisions course. The three-day course will be offered a total of six times around the state. The first course, in Deschutes County, was a tremendous success. Although the October class in Hood River is already full, advance registrations will be taken for the January north coast class, as well as for the subsequent classes in Jackson, Lincoln, and Union counties. Check on the [ODOT Transportation Safety](#) web site for details and advance course registration.

First Responder to Traffic Collisions

For More Information:
Suzy Isham, Traffic Safety
Training Coordinator, at 503-
378-4888 ext. 277. Or e-mail
suzanne.isham@state.or.us

On-line Radar/Lidar course

For more information or to register: Suzy Isham, Traffic Safety Training Coordinator, at 503-378-4888 ext. 277. Or e-mail suzanne.isham@state.or.us

During the brief time in which DPSST had a Distance Learning Coordinator to develop DPSST's technology-based training capabilities, an on-line Radar/Lidar course was developed. Although our Distance Learning position was abolished, the course is still available to help officers around the state comply with the requirement that they receive training before issuing any citations based on speed measuring devices. Classes start at the beginning of each month. Registration must be completed by the 20th of the month for the upcoming month's class.

Each year DPSST is pleased to host a weekend-long Winter Fire School. This in-depth training opportunity is made possible by a grant from the National Fire Academy. Training and lodging are offered at no cost to participants.

Winter Fire School

Each participant will be able to select one two-day class from the following offerings:

- Cooperative Leadership Issues in Wildland/Urban Interface Operations (CLIWUIO)
- Emergency Response to Terrorism Basic Concepts (ERT:BC)
- Executive Skills Series Managing and Leading Change (ESS:MLC)
- Incident Safety Officer (ISO)
- Leadership I: Strategies for Company Success (LS-I)
- Leadership II: Strategies for Personal Success (LS:II)
- Leadership III: Strategies for Supervisory Success (LS:III)
- Strategy and Tactics for Initial Company Operations (STICO)
- Training Operations in Small Departments (TOSD)
- Auto Extrication
- Chief's Toolbox – one class consisting of 3 modules, 4 hours each

Next year's program will be on February 21-22, 2004, at DPSST in Monmouth. Watch for more details to come through list serve mailings and on the on-line DPSST Fire Training Calendar. You can access training calendars for all disciplines from [our home page](#).

For More Information:
Thelma Denney Fire Service
Support Specialist, at 503-
378-4888 ext. 270. Or e-mail
thelma.denney@state.or.us

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Executive leadership training in Seaside

As we reported earlier in this issue, funding for the annual multi-day Public Safety Executives Training Seminar was eliminated from DPSST's 2003-05 legislatively adopted budget. Recognizing the importance of providing public safety leaders with a statewide training opportunity, the Oregon Association Chiefs of Police (OACP) offered to develop an alternative training event. DPSST has been working closely with OACP as they pick up the reins and put together a leadership seminar for Oregon's public safety executives.

The Executive Leadership Training Seminar will be a one-day training, offered on January 14, 2004 at the Seaside Convention Center. There will be a meeting of the Oregon Executive Development Institute Association on January 12th, and various associations will hold meetings on January 13th.

Further information will be sent to agency heads as soon as the schedule for the outstanding lineup of speakers is arranged and other details have been finalized. At that time, registration forms and lodging information will be posted for downloading from the [DPSST](#) and [OACP](#) web sites.

DPSST thanks OACP for their willingness to host this new multi-discipline leadership training, and we look forward to seeing many of you there.

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Alarm monitor courses raise awareness

DPSST's Private Security Section has been working hard to increase industry awareness of Oregon laws regulating the private security industry and compliance with Oregon's training and certification requirements. An exciting training partnership with the alarm monitoring industry has emerged from these efforts.

As our staff worked to increase awareness within the alarm monitoring industry, a representative of one firm requested that DPSST conduct supervisor and instructor training in the firm's home state as a more cost-effective way to help insure that their training programs met the requirements of Oregon law. She then worked with the Security Industry Association (SIA) to spread the word, and representatives of several multi-state firms participated in the July training in Texas. The training received high marks from participants and has resulted in additional requests for training across the country. Additional firms have also contacted our Private Security staff members to learn more about Oregon's laws and insure that they comply with state requirements.

For More Information:
Brian Henson, Private
Security Supervisor, at 503-
378-4888 ext. 244. Or e-mail
brian.henson@state.or.us

SIA members have also begun working closely with our Private Security Advisory Committee on curriculum development needs and future training and certification requirements. Many thanks to Ann Chaffin of the Multi-Network Family Group, to Jay Hanger, Ralph Sevinor, Elaine Dixon of the Security Industry Association, to other members of the alarm monitoring industry, and to the talented and energetic members of DPSST's Private Security unit.

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Enhancements to Corrections, P & P courses

As most of you are well aware, one of the greatest ongoing challenges we face is that time and facility limitations do not allow us to fully incorporate hands-on training into our various Basic courses. However, the commitment of both our staff and constituents is resulting in some creative ways to make some training improvements as we wait for the new facility. This article highlights efforts within our Basic Corrections and Basic Parole and Probation classes.

Polk County Sheriff Bob Wolfe has graciously offered the use of the Polk County Jail for one day of training during each five-week Basic Corrections class (subject to space needs within the jail). This means that our Basic Corrections students can now at least see the inside of a jail and practice basic search procedures while they are in basic training.

*Corrections students
travel to Polk County
Jail*

The June Basic Corrections class was the first to travel to the jail for some hands-on practice in pat-down, area and cell searches. To enhance security and insure that all students have at least some chance for hands-on practice, classes are split in half. Each group spends half a day, including travel time, in an emptied pod at the jail.

DPSST staff works closely with Sheriff Wolfe and Lieutenant Keith Bowdle, the jail commander, to insure that there is minimal impact on the Polk County staff and facility. There is no contact with jail inmates, and DPSST staff and students observe strict security precautions.

When the new facility is completed, Basic Corrections students will be able to develop their skills and apply their learning in realistic jail cells and a mock intake center. Until then, all that is available at the Academy is a single PVC and 2 x 4 mock-up located in the basement of our dormitory building. The new partnership with the dedicated professionals at the Polk County Jail is allowing current Corrections students to have a four-hour taste of the realistic, hands-on practice that is so critical for successful application of their classroom learning.

P & P students to get case files

When students attending the next Basic Parole & Probation (P & P) course walk in to the classroom in February, they will each be given a stack of six case files to manage while they are in training. The students will begin to work with those files, referring to them and adding documentation as they progress through their four-week course.

Towards the end of the Basic P & P course, students observe or participate in a single day of scenarios that will help them apply what they have learned about search and seizure laws. Beginning with the February course, the scenarios they observe will involve one or more of the individuals in their case files. Students will add reports to their case files based on the scenarios that take place.

For More Information:

Chad Robinson,
Corrections/P&P Coordinator,
at 503-378-2100 ext. 2267.
Or e-mail
chad.robinson@state.or.us

DPSST staff has worked closely with the Curriculum Committee of the Oregon Association of Community Corrections Directors to develop this important enhancement to the Basic Parole & Probation course. After the initial roll-out in February, they will continue to refine this new element to further integrate use of case files in the Basic P & P course.

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