



ERIE POLICE DEPARTMENT



Written Directives

Number: **060.006**

Title: <u>Departmental Training</u>		Pages: 4
Effective Date: 06/25/19	Review Date: 06/01/20	Amended Date:

POLICY:

The Erie Police Department, in order to stay in compliance with rules and standards established by the Colorado Peace Officer Standards and Training (POST) Board, will provide annual training to all certified officers. Proper and current training is of vital importance in the law enforcement field.

DEFINITIONS:

IN-SERVICE TRAINING: Training which is conducted mainly, or completely, during an officer's regular scheduled work hours, in an effort to maintain certifications and other POST mandated requirements.

OFF-SITE TRAINING: Training which is attended outside the Town of Erie.

PEACE OFFICER STANDARDS AND TRAINING (POST): The Colorado Board which documents and manages the certification and training of all active peace officers working for Colorado law enforcement agencies.

POLICEONE ACADEMY: An online repository of training curriculum which may be viewed to meet training requirements in various topics.

SERGEANT MENTOR: Sergeant assigned to train a newly promoted sergeant.

PROCEDURES:

I. COLORADO POST TRAINING REQUIREMENTS

CACP STANDARD 60.14

A. Every year, each officer shall complete a minimum of twenty-four (24) hours of training, of which a minimum of twelve hours must be in the area of perishable skills, with at least one (1) hour in each perishable skill category. The police perishable skills are:

1. Arrest control;
2. Law Enforcement Driving; and
3. Firearms.

B. Every certified peace officer in the State of Colorado is required to train on the following topics:

1. Proper Holds and Restraints;
2. Anti-Bias;
3. Community Policing / Community Partnership; and
4. De-Escalation.

Each of these supplemental topics shall be presented in blocks of two (2) hours minimum and must be completed at least once every five (5) years.

- C. Training in DNA collection and retention is required for all Colorado peace officers. Provisional (out-of-state POST certified) Erie Police Officers, as well as those officers who completed a Colorado Basic Academy which began prior to March 1, 2009, shall access and complete this online training during their Erie Police Department Field Training orientation period.

II. GENERAL TRAINING PROVISIONS

CACP STANDARD 60.14

A. Annual In-Service Training (AIT):

1. AIT is typically scheduled as a 10-hour training day.

2. Training topics will typically include subjects which require annual training, such as arrest control and legal updates.

- B. PoliceOne Academy training may be assigned as necessary to fulfill required training hours or otherwise as needed. These assignments shall be completed by the due date assigned unless an extension is authorized by the officer's supervisor or a Command Staff Officer.
- C. Drivers training shall be conducted annually and should consist of a practical (hands-on) driving portion as well as a review of written directive 090.000 Routine and Emergency Vehicle Operations. Any related procedures may be included. This training shall be instructed by a POST certified Law Enforcement Driving Instructor.
- D. Firearms training is conducted throughout the year and meets the standards set forth by Colorado POST and Erie Police written directive 020.001 Firearms.
- E. The Erie Police Department strives to have all commissioned officers to be trained in Crisis Intervention. Crisis Intervention Teams (CIT) training addresses best practices for interacting with and de-escalating situations involving citizens who may be in a mental health or substance-induced crisis.
- F. Supervisors shall meet on an annual basis to discuss and determine training goals and assignments for the following year.

CACP STANDARD 60.6

- G. The Field Training and Evaluation Program shall consist of an orientation period (otherwise known as a mini-academy) and an evaluation period of active hands-on training in the field. The standards for this training are addressed in Written Directive 060.001 Field Training and Evaluation Program.

III. TRAINING OVERTIME

- A. Overtime shall typically be paid any time the number of training hours causes the officer's worked hours during the pay period to be in excess of the normal eighty (80) hours.
- B. When training is known and scheduled in advance, with at least 48 hours' notice, officers may be required to adjust their schedule in lieu of working more than eighty (80) hours and accumulating overtime from training.

IV. OFF-SITE TRAINING

- A. Typically, officers shall drive a police vehicle to any off-site training. The vehicle will be assigned by a supervisor and will typically be the training pool car or an unmarked vehicle.
- B. If an officer chooses to take his/her personal vehicle to an off-site training when a police (or other Town-owned) vehicle is available for use, the officer will not be compensated for the use of their vehicle.
- C. Officers will be paid for travel time to and from an off-site training based on the distance from the police department. If an officer leaves from the police department to travel off-site, all time spent traveling is regular paid time and is considered hours worked. If an officer does not leave from the police department, travel time will be paid for the lesser distance.
- D. Meal breaks during training shall be paid at the officer's regular pay rate. No overtime will be paid for meal breaks.
- E. The police department shall not pay for officers' meals unless arrangements have been made in advance through the Chain of Command for per diem.
- F. Officers shall submit a copy of their training certificate(s) received, within twenty-four (24) hours of the receipt of the certificate, to Erie Police Department Records. This may be submitted digitally.

V. PROMOTION / REASSIGNMENT TRAINING

CACP STANDARD 60.14

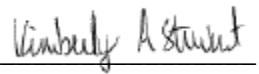
- A. Newly promoted supervisors shall be trained by a Sergeant Mentor based on an established Field Training checklist.
- B. New sergeants should be scheduled to attend a supervisory training course as soon as practical following their promotion.
- C. New detectives shall be trained by current detective(s) and the Detective Sergeant based on an established Field Training checklist.
- D. Newly assigned School Resource Officers, S.W.A.T. Officers and Drug Task Force Detectives shall attend appropriate prerequisite training(s) as required by their position as soon as practical following their assignment.

RULES:

NONE

REFERENCES:

NONE



Kimberly A. Stewart
Chief of Police