



Commonwealth of Massachusetts
Municipal Police Training Committee
 “Training for Today, Planning for the Future”

CHIEFS NEWSLETTER

Chiefs Newsletter

September 2013

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News from the Executive Director

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Budget

In case you have not heard, the MPTC received an additional \$750,000 in its operating budget, which is still below the funding level of four years ago, but *much* better than flat funding. Regrettably, that is still not enough money for the MPTC to begin offering

Professional Development (in-Service) training at MPTC academies. Most of the increase will be used to pay for deferred maintenance costs, such as the maintenance agreement for the MILO systems and upgrading laptops and other

academy equipment. Consequently, the limited training dollars that are available will be targeted towards catching up on specialized training needs, which can also count towards the 40-hour Professional Development training requirement.

Professional Development Training Requirements for Chiefs of Police

Included in the \$750,000 is \$250,000 specifically earmarked for training chiefs of police. We are going to interpret this mandate broadly, with a target audience of chiefs *and* command staff. We plan to use this funding to host training that is focused on leadership and policing issues, such as emerging issues,

trends, and best practices from the national level. Rather than steering the money to specific groups or using it for the regional executive series training sessions, the goal is to utilize these funds to host training that heretofore individual agencies and the MPTC could not afford to host. A training proposal will

be submitted to the MPTC Committee in the near future, with some programs being offered regionally, while others may only be offered a single time in a larger venue. Stay tuned. If you have suggestions for topics, presenters, or programs to include, please feel free to contact me with them.

Revised 550 CMR 3.00 is in Effect

550 CMR 3.00 governs recruit officer training – for both reserve and full-time officer training programs. The updated CMR is posted on the MPTC website. Here is the link: [550 CMR 3.00](#)

You will find a summary of the changes at the end of this newsletter. Although the changes were

many and substantive, you should particularly note that any graduate from a recruit training program (fulltime or reserve) must obtain police employment within two years. If they do not, they will be required to re-attend basic training.

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TY14 Professional Development (In-Service) Training

As a reminder, here are the Professional Development requirements for Training Year 2014. As a further reminder, these training standards apply to chiefs of police, as well.

NOT be delivering them, as was the case in the last training year.

At a minimum, the 40 hours of training must include the following topics:

Again, each officer is expected to attend a total of 40 hours of training that includes the topics below.



Every fulltime officer exercising police powers must attend 40 hours of police-related training in TY14 (July 1, 2013 – June 30, 2014). It is important to note the requirement is for 40 hours of training, as opposed to simply five days of training. Due to budget constraints, the MPTC will provide some of the curricula for these classes but will

TY14 Professional Development 40 Hour Requirement

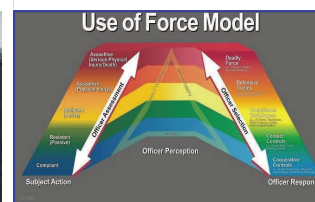
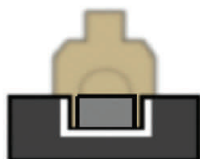
<ul style="list-style-type: none"> • Use of Force: four (4) hours minimum
<ul style="list-style-type: none"> • Defensive Tactics: four (4) hours minimum
<ul style="list-style-type: none"> • CPR
<ul style="list-style-type: none"> • First Responder/First Aid (at a minimum, it must include the MPTC-developed topics)
<ul style="list-style-type: none"> • Firearms
<ul style="list-style-type: none"> • Any other topics/classes deemed necessary by the chief or the department

TY14 Professional Development (In-Service) Training *(continued)*

As a reminder, the departments themselves are responsible for planning, coordinating, providing, and tracking the training. However, MPTC will be involved in the following manner:

TY14 Mandatory Topic	MPTC's Involvement
Firearms	For Firearms, the agencies should refer to the mandatory retraining and requalification requirements as established by the Committee in 2010. It contains suggestions for effective firearms training. That document can be found in the Chiefs Newsletter from May 2010, which can be found at Chiefs Newsletter May 2010
Defensive Tactics	For Defensive Tactics (DT), the Defensive Tactics Statewide Coordinator will once again be developing an outline for a four-hour class. As a further reminder, the DT and FR components are on a three-year rotation.
CPR	Since CPR is a standardized class, agencies can utilize local resources for this class.
First Responder	For First Responder/First Aid (FR), the First Responder Statewide Coordinator will be developing an outline of skills to be covered. The classroom portion of this class will also be available on line again this year. As a further reminder, the DT and FR components are on a three-year rotation.
Use of Force	For Use of Force, MPTC will prepare a lesson plan and host a train-the-trainer class.
Local Option	Police-related distance learning training, whether through the MPTC, MPI, the feds, or others, counts towards the 40-hour requirement.

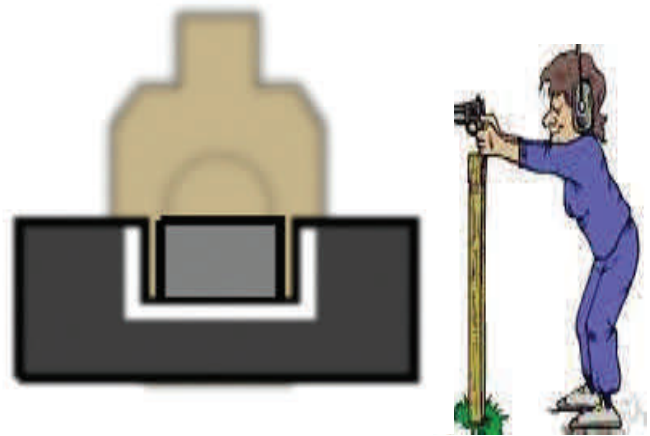
Legal Issues was not added to the mandatory topics because the MPTC Legal Issues Coordinator, Sheila Gallagher, has been sending real-time updates. However, she will be developing a yearend summary of the cases and updates issued thus far. This will be a good review for your officers and will be more comprehensive than the updates sent to date. Sheila will be distributing her prepared yearend summary document and related PowerPoint presentation at instructor development sessions held regionally. If you have any questions, please contact me or Director of Training Marylou Powers.



100% Round Accountability for Firearms Qualifications

After a year of gathering data on the issue, the MPTC Committee voted to implement a 100% round accountability standard for the MPTC Firearms Qualification Courses effective January 1, 2014. To pass the course, two criteria must be met: 1) All 50 rounds must be somewhere on the PAPER and 2) the officer must attain a score of 80% or higher. If there is a weapon malfunction reported to the range officer, that is considered a counted round

and is NOT considered a miss. If an officer has a missing round, the officer is only required to re-fire the stage where the errant round occurred. This is actually the same standard that is already in place for recruits and firearms instructors. Therefore, your firearms instructors should be well versed in how to apply the standard.



Revisions to the Reserve/Intermittent Basic Training Program

At the July meeting, the Committee made the following additions to the Reserve Basic Training Program based upon requests from the field. These additions will go into effect January 1, 2014:

Topic	Hours
Dealing with persons with mental illness	12
Breath Test Operator (BTO)	8
Standardized Field Sobriety Testing (SFST)	24
RADAR	16
Crash reporting and basic information gathering	3
Dealing with persons with autism	3
Courtroom preparation/testimony (would NOT include mock court)	6
Community police overview (problem solving, community interactions)	1
Total additional hours	73
TOTAL BASIC TRAINING HOURS	315/335*

***An additional 20 hours of MPTC-certified firearms training is required if the officer will be armed with a firearm**

Recruit Officer Courses

Due to the demand for recruit officer training, we will be running back-to-back Recruit Officer Courses at the MPTC academies for the foreseeable future. Here is the list of upcoming Recruit Officer Courses:

- Boylston:
January 13, 2014
- Springfield:
February 3, 2014
- Reading:
March 10, 2014

The State Police have not announced any commitments for an MSPMA 5 class, mainly

due to an RTT with an anticipated start date in December.

As a reminder, the cut-off for applications is 30 days prior to Day One **OR** when the class reaches capacity with fulltime officers. Therefore, do not count on the 30-day cutoff. If you want to get a student officer into a particular class, make sure the complete application packet (application, PAT, medical, and letter of appointment) gets to Lynda without delay.

Also, as I have mentioned before, to help us accurately determine the need for a class, we ask you to notify Lynda Kearns with updates regarding your recruit officer training plans (AKA hiring plans), whether those plans are in the immediate future or months away. That way, we can schedule classes that more closely meet your needs and do so in a timely, expedient manner. You can access the online form to update your hiring plans [[Request Recruit Officer Train-](#)

[ing](#)] or you can contact Lynda directly at Lynda.Kearns@state.ma.us or at 781-437-0306. Thank you for your help.



Training Records Database

You may be interested to know that we have over 300 departments and 10,000 police officers included in the MPTC's training record database to date, with the following breakdown:

- 9,200 fulltime
(including Transit Police officers)
- 1,015 part-time/reserve
- 130 auxiliary



Preventing Domestic Violence in Police Families

This is a topic that is difficult to think about and even more difficult to talk about, but because officers dwell in a high-stress environment, they are at increased risk for this type of violence.

Education and prevention are the keys to keeping our officers and their families safe.

Florida State University has produced an online training program consisting of two mod-

ules, lasting about an hour each, with the goal of preventing this type of domestic violence. There is a two-minute introductory video on their web site that is available to all. The training itself is password protected. Agency representatives can use the online link to obtain a password for use by their department:

<http://nationaltoolkit.csw.fsu.edu>.

First Responder Awards

You may have heard that Statewide First Responder Coordinator Neal Hovey and his team have established an award to recognize officers who, while on duty or off, went above and beyond their law enforcement duties in rendering care to a citizen or another member of their agency in need of medical attention and to reward officers whose

CPR/First Responder actions were beneficial in saving a life.

The nomination of such officer(s) can be in the form of a letter on department letter head or a copy of a police report and should be faxed or emailed to: MPTC CPR/FR Advisory Committee Attn: Neal S. Hovey, Statewide Program Coordinator. Fax to (978) 774-0004 or email to

nhovey13@aol.com

All nominations must be submitted and received no later than May of each year, with the chosen recipient(s) being recognized at the annual CPR/FR Conference. In the inaugural awards ceremony, the Statewide Advisory Committee for CPR/First Responders recognized 43 first responders. Each of the recipients received a cer-

tificate plaque and a commendation bar to be worn on their uniform. A list of recipients is on the MPTC Web site. Click on this link: [CPR/First Responders who were recognized for saving lives.](#)

The award pin:



FREE BJA Training

The Bureau of Justice Assistance has asked that I share this information with you:

Announcing a New Resource Area For Law Enforcement Only. This new resource area was designed to provide an immediate response to the critical needs of small and underserved law enforcement and prosecutorial agencies in the area of cybercrime investigations, the Fox Valley Technical College, National Criminal Justice Training Center (NCJTC) has developed an online resource area which includes links to helpful tools, documents and eLearning opportunities. *These training resources are provided to members of the law enforcement community at no cost.*



Eligibility Requirements

You must work for a law enforcement agency and be a member of the NCJTC website to access the resources, participate in the webinar series, attend distance learning courses or view the cyber roll call series.

Resources You Can Use Today

A resource library has been developed by NCJTC to provide tools and resources to investigators, prosecutors and other criminal justice professionals.

A webinar series has been created to raise awareness about issues related to cybercrime in an effort to enhance participant's investigative skills and inform them about available tools and resources. Craigslist Investigations & Seizure and Forensic Examination of Mobile Devices are examples of two recent webinars you can view in the webinar library.

A series of 10-minute training videos have been developed for law enforcement agencies to use during roll call or other training events. Topics covered include Cyberbullying, Digital Evidence, Responding to Online Fraud and Personal Use of Social Media. A distance learning course is also under development to enhance the ability of law enforcement agencies to prevent, investigate and better respond to electronic, cyber, and high tech crime.

IACP Video Featuring Dennis (MA) Police Department Officers

Below is a link to an IACP roll call training video providing best practices for responding to calls involving persons with Alzheimer's disease. Three Dennis PD officers (yes, Dennis, MA) provide insights: <http://iacppolice.ebiz.uapps.net/personifyebusiness/AlzheimersTrainingVideo.aspx>

Preventing False Confessions

John E. Reid and Associates have prepared 8 free Power Point programs (with voice over) dealing with interrogation and false confession issues that are on their website. Certainly it promotes their product, but there is also good information embedded in several of the modules.

For your consideration:
<http://www.reid.com/newmedia/>



National Decertification Index (NDI)

As an ongoing reminder, MPTC has access to the National Decertification Index, which has data from participating POST states all over the country. Over 30 states currently participate in the database. The NDI is a list of officers who have been decertified and are no longer allowed to exercise police powers in their respective states. Please feel free to contact Marylou

Powers at Marylou.Powers@state.ma.us or (781) 437-0302 if you would like us to see if an applicant or candidate you are considering is on that list.

As always, thank you for your service to the Commonwealth and her citizens. Please feel free to contact me with questions, comments, or concerns. But most of all, please be careful out there! Dan



MPTC Police Academy Start Dates

- **Boylston:**
January 13, 2014
- **WMASS-Springfield:**
February 3, 2014
- **Reading:**
March 10, 2014

Summary of changes to 550 CMR 3.00 (“Massachusetts Police Recruit Training”)

3.00 Title

The title has been changed to ‘Massachusetts Police Recruit Training’ to reflect the MPTC’s expanded jurisdiction encompassing University of Massachusetts and Massachusetts Environmental Police departments and to more accurately reflect the scope of the CMR: specifically focused on recruit training. Moreover, the word “municipal” has been removed or rephrased throughout the CMR for the same reason.

3.01 Authority/Purpose/Scope/Effective Date

The previous revision of the CMRs did not cover recruit training for “part-time reserve/intermittent officers.” This update specifically includes reserve/intermittent training programs and students.

3.02 Definitions

The following definitions have been added for clarity:

- Academy Director
- Executive Director
- Program Administrator
- Recruit Training
- Sponsored Candidate

3.03 Entry Level Training for Police Officers/Exemptions/Waivers/Expirations

Wording has been added to reinforce the legal requirement that an exemption or waiver must be requested AND approved prior to the officer exercising police powers or serving in a fulltime capacity, respectively.

The deadline for completing the orientation program for officers granted an exemption is *decreased* from 270 to 90 days. In the event the officer does not complete the course in that time, the exemption expires and the department must reapply if the exemption is still desired. If an exemption expires, the officer legally loses the ability to exercise police powers, which is also iterated in the CMR. If the department reapplies, the Committee would then decide whether to grant a new exemption or reject it.

To qualify for a temporary waiver, in addition to the previous requirements, the officer must have served a minimum of one (1) year in a law enforcement capacity after graduating from a reserve/intermittent training program. The previous version of the CMR did not require field experience as a condition.

Recognizing the perishable nature of the knowledge and skills gained in recruit training and the fact that policing is a rapidly evolving profession, an expiration date has been set for self-sponsored students who do not

subsequently gain employment. The student officer (fulltime or reserve) must obtain employment within two years. Otherwise, the student officer will need to re-attend recruit training. This requirement can be waived for graduated student officers called to active military service, but the department must apply to the Committee to obtain such a waiver.

3.06 Recruit Training – Enrollment

The minimum age to attend a fulltime-officer recruit academy has been set at 21 years of age, with maturity and firearms-carry permits as part of the foundation for the choice.

A paragraph spelling out entry requirements for reserve/intermittent training programs has been added, with the minimum age set at 18 years old. The paragraph also affirms that *any* law enforcement administrator can sponsor a student officer to a reserve/intermittent training program.

3.07 Recruit Training – Separation

A section outlining medical deferments has been added.

Voluntary resignations no longer need the approval of the sponsoring chief of police before being accepted; however, the requirement for the academy director to promptly notify the chief in such cases has been added.

Non-payment of required fees and excessive absences have been added to the list of reasons for which a student officer may receive a dismissal for *non*-disciplinary reasons.

Dismissal for disciplinary reasons is no longer a lifetime ban. Recognizing some disciplinary issues with a student officer are more severe than others, and as such, do not warrant lifetime bans, a dismissal for disciplinary reasons shall be *no less than* two (2) years but *no more than* twenty (20) years. This will give the academy director, the Committee, and the Standards Subcommittee more latitude in dealing with offenses and likely, will significantly reduce the number of disciplinary hearings.

It is the academy director's responsibility to determine and delineate the length of the ban upon dismissing a student officer for disciplinary reasons, based upon the academy director's review of the totality of the circumstances and the seriousness of the infraction. The academy director shall then inform the student officer of the length of the ban and include a notation of it in the separation notice.

Student officers may only appeal a dismissal for disciplinary reasons. Non-disciplinary dismissals are no longer appealable.

3.08 Recruit Training – Attendance

The employing/sponsoring chief of police has been added as a person who can authorize an excused absence. A statement has also been added to clarify that any absence not listed as meeting the excused absence criteria are considered unexcused absences. Another statement has been added requiring attendance in all statutorily mandated classes. As for the latter, if an emergency occurs requiring the student to miss a statutorily mandated class,

the student officer and/or the student officer's department is responsible for arranging to have the student officer tutored. If this does not happen, the student officer cannot graduate.

3.09 Recruit Training – Performance

A missed performance test as a result of an unexcused absence is now considered a failed test for remediation and retesting purposes.

Remedial training is now the responsibility of the student officer and/or the student officer's department. The academy director is no longer responsible for remediating, but should work with the department and student to identify and recommend resources.

Any retests are to be offered within two weeks of the failed test.

3.10 Recruit Training – Personal Accountability/Discipline

To-From memoranda are required for all accused offenses.

A section has been added specifically addressing reserve/intermittent training program offenses, corrective action, and dismissals. Rather than three classes of offenses, as are contained in the fulltime police academy disciplinary process, only two classes are used for reserve/intermittent training programs since they are much shorter in length as compared to the 800+ hours of the fulltime police academy.

Municipal Police Training Committee Headquarters

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Distance Learning
Program Manager (781) 437-0309

Marie Conlin, Records Officer
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Dori-Ann Ference, Curricula Development
Coordinator Ph: (781) 437-0362

Kris Gottlander-Gentile, Purchasing Agent, Instructor Payroll (781) 437-0305

Lynda Kearns, Recruit Officer Course
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Maura Landry, Domestic Violence/Sexual Assault Coordinator (781) 437-0313

Sheila Gallaher, Legal Issues Coordinator
(781) 437-0314

The mission of the Municipal Police Training Committee is to set and enforce training standards, to identify and meet the training needs of the Commonwealth's municipal police officers, to facilitate the delivery of up-to-date, state-of-the-art training, and to document training. At the same time, the MPTC must be responsive to the needs of municipal departments and the communities they serve.

MPTC Police Academies

Boylston Police Academy

221 Main Street, Boylston, MA 01505

Fax: (508) 869-3187

Lisa Ann Reich, Academy Director

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Plymouth Police Academy

24 Long Pond Road, Plymouth, MA 02360

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