

State of Vermont

Criminal Justice Training Council

Vermont Police Academy

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Office of Executive Director

**VERMONT CRIMINAL JUSTICE TRAINING COUNCIL  
MEETING AGENDA  
MARCH 16, 2010  
VERMONT POLICE ACADEMY**

1. Call to Order
2. Approval of prior meeting minutes
3. Committee Reports
  - Canine
  - Training Advisory & Instructors
  - Use of Force and Firearms
  - Waiver
  - Youth Services
4. Budget Report by Ex. Director
  - FY 10 Status
  - Budget Strategy for closure of FY 10
  - Status of FY 11
  - Status of Capital Budget
5. Executive Director Search Update
6. Updates
  - 89<sup>th</sup> Basic Class- Sr. Training Coordinator Gonyea
  - Homeland Security Position/Status-Sr. TC Gonyea
  - Part Time Training Class Update-Sr. TC Gonyea
  - On Line Training-Sr. TC Gonyea
  - Staff-Ex. Director Baker
7. Old Business
  - Crown Point
  - Rule 13 reporting

*In accordance with Vermont's Open Meeting Law, a copy of this agenda has been forwarded to the office of the Secretary of Administration.*



8. New Business

9. Executive Session

- Litigation
- Personnel Issues

*In accordance with Vermont's Open Meeting Law, a copy of this agenda has been forwarded to the office of the Secretary of Administration.*

## Vermont Criminal Justice Training Council

### Quarterly Meeting Minutes

December 8, 2009

10:00 AM

*Vermont Police Academy – Pittsford, VT*

Present: Sheriff Stephen Benard, VT Sheriffs' Association (Chair); Director Glen Button, Proxy for Commissioner Robert Ide, DMV; SSgt. Gary Genova, VT Troopers' Foundation;; Commissioner Tom Tremblay, DPS; Mr. Joseph Damiata, VLCT (Public Member); Dennis Reinhardt F&W, Proxy for Commissioner Wayne LaRoche; Chief Steve McQueen, VT Association of Chiefs of Police; Jake Elovirta, VT Police Association; and, Heather Simons, Proxy for Commissioner Andrew Pallito, DOC (arrived 10:12.)

Absent: S.A. Keith Flynn, Dept of State's Attorneys; Pietro Lynn, Esq., Public Member; AAG Cindy Maguire, Proxy for Attorney General William Sorrell

Also present: Executive Director R.J. Elrick; June Kelly, Assistant Director, CJTC; Lynn James, Administrative Services Coordinator, CJTC

Guests from Champlain College John Sonnicks and Ed Cafferty

#### 1. **Call to Order**

Steve Benard, Chair called the meeting to order at 10:05 AM

#### 2. **Approval of minutes** of September 8, October 13, and October 23, 2009 Council meetings

Motion by Button to approve minutes. 2<sup>nd</sup> by McQueen. **PASSED**

#### 3. **Champlain College – Part-Time Basic Proposal**

Champlain College proposal was presented out of order on agenda in deference to guests John Sonnicks and Ed Cafferty. Champlain College has submitted proposal to deliver Part Time Basic Academy at the College. The College has approved the costs and has seen an interest in having the class. They would hold to the Police Academy's curriculum, hours and standards for instructors (some instructors already teach for the Academy). They hope to start the first 12 week class in June, followed by a 15 week course in the fall semester. Entrance tests and MMPI would be conducted with the help of the Academy. They expect to teach 15-20 students. Students at the College would receive 4 credits. They expect some students would pursue law enforcement; others would just take class for credits. Mr. Sonnicks also stated that they will consider a student not serious about pursuing law enforcement if he/she has not been hired by an agency to do Phase II and III 6 months after the class has ended. Questions were raised about firearms training. After some discussion the Council decided that final exam and firearms would be conducted at the Police Academy. CJTC will be responsible for performing backgrounds or contracting with another entity to do background checks under the guidance of the Police Academy.

Cafferty and Sonnicks left meeting for a few minutes while Council discussed proposal and voted.

Tremblay made a motion to approve the program with the caveat that the final exam and firearms be conducted at the Police Academy. CJTC will perform or contract out with a police agency to do background checks under the guidance of the Police Academy.

The Council will revisit the program this time next year. Second by McQueen. **PASSED**  
Cafferty and Sonnick left meeting after learning that proposal has been approved.

**New members at the Council** were introduced. Jake Elovirta will be the VT Police Association representative. Heather Simons will be the proxy for Dept. of Corrections.

#### 4. Old Business

- a. 2009 Report on Racial Profiling in VT and the recommendation for additional LE training- The Academy is looking at curriculum to see where this can be articulated. Eight (8) hours has been identified in the Full Time Class.
- b. Report on 2008 Compliance of Rule 13-report handed out. The process of getting officers into compliance has been going well. The list of non-compliance is shrinking. The training records program currently in use has a reporting system that is not as user friendly as needed for printing reports. Some information has to be checked individually. But the Academy and Council are pleased that fairly current reports can be run.
- c. Currently agencies are entering training of officers using the remote entry system to meet Rule 13. Not all agencies have done so. The Council asked Dir. Elrick to send out an email reminder. The Council is pleased that the system allows the Academy to track training.

#### 5. New Business

- a. Election of officers-McQueen nominated Benard as Chair. Button seconded motion. **APPROVED**
- b. Tremblay nominated Button as vice chair. Second by Elovirta. **APPROVED**
- c. Committee Composition – Council members-The K-9 Committee has approached Council member Genova to be a member of the K-9 Committee upon the retirement of Linda Elrick. VSP has given their approval. In the past it has been the policy of the Council not to allow Council members to be on other VPA Committees (with some exceptions.) Discussion followed. The Council decided that Genova could attend Committee meetings in a liaison capacity only and would not need to be a Committee member. Meetings are open meetings anyway. **No change in policy.**
- d. Student Rules and Regulations (In-Service) – Request for Approval- Elrick presented. Rules and Regulations need a slight change. Since their last approval the phone company has removed all the pay phones at the Academy, so the line about pay phones needs to be struck. Tremblay made motion to strike “pay phone” sentence from Rules and Regulations. McQueen seconded. **PASSED**
- e. Fitness and Written Entrance Testing Protocol –Elrick presented. Staff has been studying possibilities for updating entrance test and to make ADA compliant. Staff is also studying PT standards for possible changes. Further information to follow.

- f. 2010 Council meeting dates- Elrick presented new dates to be considered for Council meetings.

March 9, 2010 at Montpelier

June 8, 2010 at VPA

Sept 7, 2010 at VPA

Dec. 7, 2010 at VPA

Council was in agreement of dates

#### 6. Budget Reports

- a. FY10 Budget Status-Benard said he had met with Comm. Tremblay, Dave Beatty and Comm. Reardon about budget to work out finances for FY2010. There is an increase through FY10 budget adjustment of \$89,000 to cover carry forwards from last year. Dir. Elrick explained the new organizational chart. June Kelly will return from IADLEST grant to be Assistant Director and John Gonyea has become a supervisor. Organizational chart was handed out. In the near future the workplace assessment piece will be in place. There is now funding for the 2 vacant TC positions and permission has been given to open the application process.

Tremblay stated that there is strong support for the Police Academy on the part of the Administration.

Dir. Elrick handed out budget spread sheet. He explained that monies from DPS (\$65,220) had not been included in present spreadsheet as they are working to transfer funds. WETF fund grant funding of \$89K can be used in coming year also but is not reflected on spreadsheet yet.

#### 7. Committee Reports

- a. Rules -Dir. Elrick reported that the Committee made up of Council members had not met recently. It needs to be re-energized. He is looking for volunteers to be on Committee. It was decided that McQueen, Benard, Button and Maguire would be on Committee.

McQueen said that it was time to look at the decertification issue again and take the next steps with rules. Benard asked Elrick to send out email of what information he has concerning this as a start for the next steps.

- b. Canine-Report is in packet. Director Elrick shared that Sgt. Linda Elrick (Rutland PD) is retiring and has served on Canine Committee for over 20 years. Letter was sent thanking her for her service to the Academy.

- c. Training Advisory & Instructor -Report in packet. The Committee recommends changing Ethics block in Full Time Class from 8 to 6 hours and approving the "Children of Arrested Parents" block in the time made available. Button made motion to approve recommendation. 2<sup>nd</sup> by Tremblay. **PASSED**

The TAC Committee would like to include Stinger Spike training in Full Time Class. Motion was made by Genova, 2<sup>nd</sup> by McQueen to TABLE issue until more information is given. **TABLED**

Discussion followed. Does Council want to review curriculum before making decisions or will Council allow Committees to do homework, make

recommendations and Council hear and vote on outcomes? Some members would like to see curriculum and suggested emailing it to members. Members could decide to read or not. Another suggestion was to email executive summary with goals and objectives and brief outline of curriculum to members. Members could then ask for more information if desired. This idea seemed more favorable.

Dir. Elrick reported that TAC is looking into whether the Part Time Academy should include practicals as part of performance based learning. They are also looking into Phase 3 of the Part Time Academy in regards to tightening up requirements.

McQueen would like to know how many agencies just do the minimum 60 hours or if most agencies require more. He specifically asked for an average number of hours completed by individuals in the part-time basic training program.

- d. Use of Force & Firearms- report in packet- Dir. Elrick presented. UOF Committee asks the Council to approve the NLUOF proficiency exam. Discussion followed as to whether the Council should approve all tests and forms. Council feels it should only have to approve curriculum and that Committee should review tests and checklists. Motion made by Genova to take no action regarding approving NLUOF checklist. 2<sup>nd</sup> by Damiata. Council voted to take **NO ACTION**.

UOF Committee brought up possibility of agencies not using remote access to enter Rule 13 training and instead write letter declaring Rule 13 hours. Motion was made by Tremblay to continue requiring agencies to use remote entry of training for Rule 13 rather than to accept data by hand. 2<sup>nd</sup> by McQueen.

**PASSED**

Motion made by Genova, 2<sup>nd</sup> by Tremblay to TABLE issue 6 which concerned consideration of shotgun and patrol rifle certifications with a specific recommendation that the Council develop language to recommend any agency issuing shotguns or rifles adopt a program consistent with the Use of Force rules of the VCJTC. Motion to TABLE and return issue to Committee, asking that they provide draft language desired for Council consideration. Approved to **TABLE**.

- e. Waiver- Dir. Elrick presented additional waiver from Chief Leighton for Lester Cleary of St. Johnsbury for Rule 8, 6-Month Rule. He has worked full time on a part time certification since July 2009 due to shortage of staff. He plans to be in 89<sup>th</sup> Basic Class. McQueen made motion, 2<sup>nd</sup> by Damiata to allow Cleary to work full time until the start of the 89<sup>th</sup> Basic. If not entered in full time class he must revert to part time. **PASSED**

John Gonyea came to meeting at this point to present waiver report. He explained the Waiver Committee has reworded the standard prescription to avoid confusion. The new wording was included in the packet. Motion was made by Button, 2<sup>nd</sup> by McQueen to approve new wording as standard prescription.

**PASSED**

Jason Vandenburg, Rule 8, Motion to approve by McQueen, 2<sup>nd</sup> by Genova, **PASSED**

Kevin LaPlante, Rule 8, motion to approve by McQueen, 2<sup>nd</sup> Elovirta, **PASSED**

Eric Jollymore, Rule 8, motion to approve by Genova, 2<sup>nd</sup> by Button. **PASSED**  
 Donald Perry, Rule 8, motion to approve by Genova, 2<sup>nd</sup> by Elovirta. **PASSED**  
 Larry Muldoon, Rule 8, motion to approve by Genova, 2<sup>nd</sup> by Damiata. **PASSED**  
 Ryan Palmer, Rule 8, motion to approve by Elovirta, 2<sup>nd</sup> by Tremblay. **PASSED**  
 Robert Gorruso, Rule 13, motion to approve by McQueen, 2<sup>nd</sup> by Genova.  
**PASSED**  
 Clement Dussault, Rule 13, motion to approve by Genova, 2<sup>nd</sup> by Tremblay.  
**PASSED**  
 Benjamin Hollwedel, Rule 13, motion to approve by McQueen, 2<sup>nd</sup> by Tremblay.  
**PASSED**  
 Patrick McManamon, Rule 13, motion to approve by McQueen, 2<sup>nd</sup> by Genova.  
**PASSED** Elovirta and Button abstained  
 Mark Moody Rule 13, motion to approve by Elovirta, 2<sup>nd</sup> by Damiata. **PASSED**  
 Andrew Apgar, Rule 13, motion to approve by McQueen, 2<sup>nd</sup> by Tremblay.  
**PASSED**  
 Paul Barci, Rule 14, Recertification, Motion to DENY as recommended by  
 Waiver Committee. Motion made by Button, 2<sup>nd</sup> by McQueen. Waiver **DENIED**

- f. Youth services – report provided
8. Facility projects update / Capital budget update-Road range still on target to be completed. Will then need to train individuals to operate. Next project is to get funds for range updates in July
9. Updates
- a. Staff - Reorganization Update-Reported by Dir. Elrick. Ken Hawkins has resigned to return to Middlebury PD. 2 TC positions now open. Have changed some requirements to open up pool of applicants. Discussion followed as to how applicants will be reviewed. Council suggested including one member of review board being from agency other than Police Academy.
- Site Coordinator position is being eliminated due to fund changes.
- IADLEST Motorcycle grant is ending. June Kelly will resume to Assistant Director responsibilities.
- Workforce Development initial proposal for Academy was handed out to Council
- b. Basic training- Report by Dir. Elrick- 3 members of 88<sup>th</sup> Basic will need to return for follow up class in order to certified, 2 missed classes for medical reasons, 1 needs further training in NLUOF.
- c. Homeland Security – report provided
- d. In-Service training update – report provided
- e. Domestic violence training update – no report provided
- f. Training activity summary – report provided
- g. IADLEST Motorcycle Grant Update – report provided

- h. Updates on intent to decertify-Dir. Elrick reported. Of 8 letters sent in March, 7 are now in compliance. Of 3 sent in June 2, are in compliance. Of 6 sent in September, 1 is in compliance. All in non-compliance have until the end of December 2009 to fulfill requirements.

10. Motion to adjourn by Tremblay, 2<sup>nd</sup> by McQueen. Meeting adjourned at 12:30 PM.

Respectfully submitted,

Lynn James  
Administrative Services Coordinator

DRAFT

## Vermont Criminal Justice Training Council

### Quarterly Meeting Minutes

March 16, 2010

10:00 AM

*Vermont Police Academy – Pittsford, VT*

Present: Sheriff Stephen Benard, VT Sheriffs' Association (Chair); Director Glen Button, Proxy for Commissioner Robert Ide, DMV; Commissioner Tom Tremblay, DPS; Mr. Joseph Damiata, VLCT (Public Member); Col. David LeCours, F&W, Proxy for Commissioner Wayne LaRoche; Chief Steve McQueen, VT Association of Chiefs of Police; Jake Elovirta, VT Police Association; Commissioner Andrew Pallito, DOC ; Pietro Lynn, Esq.(Public Member)

Absent: S.A. Keith Flynn, Dept of State's Attorneys; AAG Cindy Maguire, Proxy for Attorney General William Sorrell

Also present: Executive Director James Baker; June Kelly, Assistant Director, CJTC; Lynn James, Administrative Services Coordinator, CJTC; TC John Gonyea, CJTC

Guest-Ed Cafferty, Champlain College

#### 1. Call to Order

Steve Benard, Chair called the meeting to order at 10:07 AM

2. **Approval of minutes** of December 11, 2009, January 16, 2010 (with correction of spelling of Pietro Lynn and date to read January 16, 2010) February 19, 2010 (amend minutes to show that F&W absent that meeting), and January 27, 2010 (with correction to spelling of Jake Elovirta)

Motion by Button to approve minutes. 2<sup>nd</sup> by Tremblay. Approved.

#### 3. Committee Reports

- Canine Report-report in packet No action needed
- Training Advisory Committee-Report in packet. Presented by John Gonyea. TAC is reviewing Full Time program. They are working on a timeline in hopes to have ready for 90<sup>th</sup> Basic (Aug. 2010. Will present suggestions to the Director and then the Council. Doug Lawrence leaving TAC(is retiring.)

No action needed.

- UOF-Report in packet. There were questions as to the use of range for patrol rifles. The answer is that this is not to happen until the range is ready with the new requirements.

No action was needed.

- Youth Services- report in packet. No action needed

4. Champlain College update on Part time Academy- Ed Cafferty of Champlain College presented. The Council will want final exam and firearms to be done at Academy. Champlain College is on board with this. They have decided to begin initial program in September rather than this summer. They expect 3 kinds of students: 1) those sponsored by agencies, 2) students hoping to get PLEPT, and 3) those taking for credit but not certification.

The next concern is how to go about background checks, fingerprints, interviews and financial checks. Discussion followed. Champlain College is looking into doing some of the background checks through College security director using special format similar to Burlington PD. If a student decides to go for certification rather than credit they would need to be hired by agency and that agency would do background check. Col. LeCours suggested that VCIC should do background check of "college credit" students. Council sees that site checks, check on teachers and VCJTC certification of teachers would be necessary. Comm. Tremblay will check with Max Schleuter concerning criminal background.

Firearms would be needed for class. College would purchase and may ask VCJTC to house firearms.

Champlain College would like to finalize all with an MOU

Motion was made by McQueen to create MOU. June Kelly, James Baker will create. 2<sup>nd</sup> by Tremblay. Approved.

5. Waivers- Executive session was called in the middle of the waiver presentations and waivers were resumed later.
- **Michael Dion**-Rule 8, FT LEOs. Chief Johnston attended meeting to state cause. Waiver for Dion had been recommended to be denied. Dion is able to show additional training in Florida which might make a difference in considering a waiver. Chief Johnston asks that waiver request be tabled until next Waiver Committee so that new information can be considered. Dion is currently in Part Time Academy.  
Motion to table by McQueen. 2<sup>nd</sup> by Elovirta. Approved.
  - **Jonathan Bullard**-Rule 8, 6 month rule- Request for waiver is not clear. Does not appear to be a hardship for St. Johnsbury. Motion to deny waiver by McQueen. 2<sup>nd</sup> by LeCours. Waiver denied.
  - **Blake Allen**- Rule 8, 6 month rule-Motion to approve waiver by McQueen. 2<sup>nd</sup> by Elovirta. Approved
  - **Charles Brown** Rule 8, 6 month rule -Motion to approve by Tremblay. 2<sup>nd</sup> by LeCours. Approved
  - **Brent Newton**- Rule 8, 6 month rule- Motion to approve by Lynn. 2<sup>nd</sup> by Tremblay. Approved
  - **Patrick Fleury**- Rule 8, 6 month rule-Motion to deny waiver by McQueen, 2<sup>nd</sup> by Button. Waiver denied.
  - **Larry Muldoon**- Rule 8, FT LEOs-Hartford PD requests amendment of original waiver prescription. Muldoon has previously had some Crash Investigation

training. Motion by McQueen to change 40 hour requirement to a 2 day Crash investigation Course. 2<sup>nd</sup> by Elovirta. Approved

- **George Hrubovcak**- Rule 8, FT LEOs-Motion to approve by LeCours. 2<sup>nd</sup> by McQueen. Approved
- **Jared Mitchell**- Rule 8, FT LEOs-Motion to approve by McQueen. 2<sup>nd</sup> by Tremblay.
- **Rule 13 List of Incomplete Officers for past years.** McQueen explained the process of decertification. Currently any lack of Rule 13 training hours before 2009 will lead to a letter being sent stating that there is an intent to decertify. The officer will then contact the Director or Assistant Director to work out a prescription that must be done in a short time. If fulfilled, the intent to decertify becomes moot. If not done the officer will be decertified. The challenge is how to run the process. Previously the lack of an active decertification process by the Council has caused a lack of confidence by the legislature. After some discussion and explanation of decertification process motion was made by McQueen, 2<sup>nd</sup> by Damiata to start decertification process for those listed as being behind in their training.
- **Paul Beebe**- Rule 13- Motion to start decertification process since officer is not in compliance for 2007 by McQueen. 2<sup>nd</sup> by LeCours. Approved.
- **Timothy Charland**-Rule 13-No information was given as to whether officer had returned to work or when he would be able to make up training. Waiver request TABLED
- **Kimberly Edwards**- Rule 13- No information was given as to whether officer had returned to work or when she would be able to make up training. Waiver request TABLED
- **Rejean LaFleche**-Rule 13- Motion to start decertification process since officer is not in compliance for 2006 and 2007. Motion by McQueen to start decertification process. 2<sup>nd</sup> by Button. Approved.
- **Judy Dunn**-Rule 13- No information was given as to whether officer had returned to work or when she would be able to make up training. Waiver request TABLED
- **Gary Taylor**-Rule 13- Motion to approve by McQueen. 2<sup>nd</sup> by Elovirta. Approved
- **David Benson**-Rule 13 -Motion to approve by McQueen. 2<sup>nd</sup> by Pallito. Approved
- **Dale Trombley**-Rule 13- Motion to start decertification process since officer is not in compliance for 2007 and 2008. Motion by McQueen. 2<sup>nd</sup> by LeCours. Approved
- **Jacy Dennett**-Rule 13-Motion by McQueen to approve. 2<sup>nd</sup> by Button. Approved.
- **William Meltzer**-Rule 13. Motion by McQueen to approve. 2<sup>nd</sup> by Button. Approved.
- **Richard Williams**-Rule 13-Motion by McQueen to approve. 2<sup>nd</sup> by Button. Approved.

- **Christopher Allen**-Rule 13- Motion to start decertification process since officer is not in compliance for 2007. Motion by McQueen. and by LeCours.
  - **Robert Miller**-Rule 13-Request Tabled due to lack of information.
  - **Jason Fleury**-Rule 13-Motion to approve by McQueen. 2<sup>nd</sup> by Button
  - **Richard Grassi**-Rule 14, Recertification-Motion to approve Re-certification of LEFT. But also to send intent to decert letter concerning lack of requalification of firearms in 2006. Motion by McQueen. 2<sup>nd</sup> by Tremblay. Approved
  - **Ralph Johnson**-June Kelly brought up that Town of West Windsor would like to grandfather Ralph Johnson in as a part time law enforcement officer. They have presented petitions and paperwork. Due to lack of viable information the request was **Tabled** by the Council. Motion by McQueen and 2<sup>nd</sup> by LeCours.
6. Executive Session 11:10 per motion by Button. 2<sup>nd</sup> by McQueen. Approved. This occurred in middle of Waivers. Waivers were continued at a later point. Ken Kelly via conference call in reference to personnel issues. Also an update of litigation. Out of executive session 12:10. Motion by McQueen and Elovirta.
7. Budget Report-Presented by Dir. Baker. This included FY10 status, Closure of FY10, Status of FY11, Status of Capital Budget and funding of renovations and firearms training range
8. Updates
- 89<sup>th</sup> Basic -presented by Sr. TC Gonyea. Dir, Baker expressed great appreciation for Warden Eckhardt and Tpr. Chris Burnett for their participation and professional help with the Basic Class.
  - Homeland Security Position-Assistant Director June Kelly stated that description has been updated and will be posted in a couple of weeks.
  - On Line training- Assistant Director June Kelly stated that WETF grant and JPMA agreement are moving forward.
  - Staff- covered in executive session
  - Domestic violence training update – The deadline date for officers to have the mandated DV training has been extended to July 2011.
  - Sheriff Benard thanked Sr. TC Gonyea's efforts regards:FLSA hours and tracking of Basic Class students. Information has been helpful to brief chiefs and sheriffs.
9. Old Business
- Crown Pointe-stay with program for now although there are some issues
  - Rule 13 Reporting-Discussion about concerns. Could Council request a sworn affidavit from agencies? Council will work with Deputy AG Cindy Maguire for a draft of a standard letter/affidavit.
10. New Business
- Dir. Baker would like to continue to have monthly meetings with the Executive Board of the Council, as well as the usual quarterly meetings with the Council. The executive board meeting will be April 20, 2010.

11. Motion to adjourn –Meeting adjourned 12:47

Respectfully Submitted,

Lynn James  
Administrative Services Coordinator

Respectfully submitted,

Lynn James  
Administrative Services Coordinator

DRAFT

VERMONT CRIMINAL JUSTICE TRAINING COUNCIL  
EXECUTIVE SESSION  
JANUARY 14, 2010 1000 HRS

Present by conference call: Sheriff Benard (Chair), Director Button (Vice-Chair), Commissioner Tremblay, Commissioner Pollito, Attorney General Sorrell, Janet Murnane (Ag's Office), Chief Steve McQueen, Joe Damatia, William Elovirta, Gary Genova, Colonel LeCours, States Attorney Flynn

Meeting was called to order at 1000 hours.

Motion made by SA Flynn to enter executive session to discuss a personnel matter, seconded by AG Sorrell.

At 1056 hours, on a motion by Commissioner Tremblay and seconded by Gary Genova we exited executive session.

ON a motion by Commissioner Tremblay, seconded by AG Sorrell and unanimously agreed on by those in attendance the following actions were taken:

- 1) Accept the resignation of RJ Elrick
- 2) Notify the Department of Personnel to prepare a letter placing Training Coordinator Dave McMullen on paid administrative leave pending the outcome of the personnel action underway.

No further action was taken and the meeting adjourned at 1100 hours.

VERMONT CRIMINAL JUSTICE TRAINING COUNCIL  
EXECUTIVE SESSION  
JANUARY 16, 2010 1400 HRS

Present by conference call: Sheriff Benard (Chair), Director Button (Vice-Chair), Commissioner Tremblay, Commissioner Pollito, Cindy Maguire (AG's Office), Chief Steve McQueen, William Elovirta, Gary Genova, Colonel LeCours, Pietro Lynn

Meeting was called to order at 1400 hours.

Motion made by Director Button to enter executive session to discuss a personnel matter, seconded by Pietro Lynn.

At 1425 hours we exited executive session.

No action was taken as a result of this meeting.

Vermont Criminal Justice Training Council

Special Meeting Minutes

January 27, 2010

Montpelier Police Department

Present: Sheriff Stephen Benard, Chairman, Director Glen Button, Vice-Chair, Commissioner Thomas Tremblay, DPS, Col. David LeCours, Fish and Wildlife proxy, Chief Steve McQueen, Vermont Chief's Association, Captain William Elovirta, VPA, Joe Damiata, Cindy Maguire, Vermont Attorney General proxy, Keith Flynn, Vermont States Attorneys Association, Commissioner Andy Pallito, Corrections, Major Dennis Reinhardt, Fish and Wildlife.

Also present: Senator Richard Sears, Senator Kevin Mullen, and William Smith.

Meeting called to order at 1300 hrs.

All in attendance were introduced. An overview of the Academy was given. Sheriff Benard outlined that an investigation was started on 01-07-10 as a result of unprofessional email strings found on a computer at the Academy. The strings indicated that there were four staff members involved and their computers were seized for further examination. The first computer examined indicated that there had been sites and possibly downloaded information that was suspect. That computer was turned over the VSP for further investigation. On 01-09-10 the four involved staff members were given notice that there was an investigation on going. On 01-13-10 Director Elrick resigned. On 01-14-10, one staff member was placed on administrative leave. On 01-15-10 the Vermont State Police executed a search warrant at the residence of David McMullen. On 01-17-10 David McMullen committed suicide at the Academy.

On 01-14-10 the VCJTC met in executive session. On 01-15-10 a staff meeting at the Academy was held. The staff was notified that James Baker would be coming on board as the interim Director and that VSP and Fish and Wildlife had agreed to assign personnel to the vacant Training Coordinator positions for the upcoming full time class.

Senator Sears thanked us for the update and spoke of the upcoming deadline for Domestic Violence training. We indicated to him that we would like an extension on the deadline given the number of sworn officers that needed to be trained and the method of presentation required. Senator Sears indicated frustration in that there was no concern on the part of the Executive Director of the Academy, but now he was hearing concern from the agency heads.

Discussion was then started on the public perception of things at the Academy. Comm. Tremblay wondered if it may be time to have a civilian appointee as the Chair of the Council. It was suggested as a point to think about only and no action was taken.

Jim Baker was then introduced as the Interim Director. He gave a brief history of himself and how he arrived in this position. Sheriff Benard advised that there would be a press conference

scheduled soon to introduce Director Baker to the press. We would schedule that close to the start of the next full time class.

Sheriff Benard then discussed the need for a search committee to hire a new Executive Director. Vice-Chair Button agreed to head up the committee and Chief McQueen, Cindy Maguire and Commissioner Tremblay agreed to be a part of the process along with Sheriff Benard.

Meeting adjourned at 1500 hrs.

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*Office of Executive Director*

## MINUTES

### VT. CRIMINAL JUSTICE TRAINING COUNCIL

#### MEETING

**2/19/2010**

#### **PRESENT**

Director Glen Button , Proxy for Comm. Robert Ide of Dept. Motor Vehicles; Asst. AG Cindy Maguire, Proxy for Attorney General's Office; Commissioner Thomas Tremblay, Dept. Public Safety; Chief Steve McQueen, VT Association of Chief's of Police; Joe Damiata, VLCT, Public Member; Pietro Lynn, Esq., Public Member; Commissioner Anthony Pallito, Dept. of Corrections; Capt. Jake Elovirta, VT Police Association

Absent: Steve Benard, Chair, VT Sherriff's Association; Keith Flynn, State's Attorney, Sgt. Gary Genova, VT Troopers' Foundation; Fish and Wildlife

Also Present; James Baker Ex. Director VPA, Sr. Training Coordinator John Gonyea

#### **Meeting called to order at 1010 A.M By Acting Chair, Glen Button**

Ex. Director Baker briefed council on status of 89<sup>th</sup> Basic Training Class. The class is under supervision of Sr. Training Coordinator Gonyea. The class is on track with the guidance of Sr. Trooper Burnett and F/W Warden Eckhardt. The assistance of F/W and VSP is very critical. Chief McQueen asked about status of TA program. Ex. Baker advised in very good shape.

#### **1020 A.M.**

Director Button starts conversation about search for a Executive Director. There has been research through IADLEST to gauge salary. Vt is in the range.

The Council then reviewed job description. The council made adjustments to description.



There was discussion re the need to be LE certified. It was agreed that a requirement for certification would limit the search.

Ex. Director Baker will coordinate the applications and the coordination of the search.

There was advice provided by P. Lynn about the need to be sure that the job description fits so if there is litigation later the expectations are clear.

Decided to change heading of "example of work" to "core duties"

Director Button to make edits and re-circulate to members

There was conversation about the advertising of the job. It was agreed that there would be a focus on electronic. Limited print advertisement.

The process will be:

- Advertise
- Core Committee review
- Phone interviews/Screening
- Input from VPA staff to process
- Invited candidates to interview via full council
- Tours of VPA
- Meet and greet of staff
- Job offer
- Full/comprehensive background via collaborative effort of agencies
- New Ex. Director selected

The timeline was agreed to as follows:

- Closing of advertisement as of 4/1/2010
- 4/13 and 4/14 phone screening/interviews
- 5/4-/5/6 full interviews
- 5/24 background done
- 6/7 formal offer
- 7/5 new Ex. Director in place

**EXECUTIVE SESSION AT 1130 A.M. TO 1150 A.M.**

A motion was made by Director Button to direct the Ex. Director to fill the HSU position. Second by Commissioner Trembaly. Motion passed

The next meeting has been changed from 3/9 to 3/16/2010 at VPA.

1205 P.M. meeting adjourned

Respectfully Submitted,

James W. Baker

Executive Director

02/18/10

## CANINE TRAINING REPORT

**SCHOOLS**, Derek Rolandini, Justin Busby of the Vermont State Police and Anthony Moriglioni of the Springfield Police Department have all completed the six week drug detection school. This brings us up to 35 drug detection teams in the program.

DMV is scheduled to put on a detection team in the near future to replace Richard Moore and his canine Duke.

**DETECTION RE-CERTIFICATIONS**, these took place in December and as always went smoothly because of the dedicated officers that are on the certification committee.

**IN-SERVICE TRAINING**, Cpl. Radford Burlington Police Department, Dave Dewey Colchester Police Department and Cpl. Ed Hunter Vermont State Police have done an excellent job of providing off site training in their areas. Chief Cloud Chester Police Department has also started providing training in his town as well.

Cpl. Radford and David Dewey provide two in-service days a month each in the Burlington Colchester area. Cpl. Hunter tries to do one day a month in the Poultney area.

**RMS** system which is provided by Lt. Genova Vermont State Police is once again being updated to his latest version. Once all of the handler's laptops are updated the handlers will be able to download their training and deployments records both here at the academy and at headquarters. This record keeping system allows us to be able to provide accurate records for court and will also provide us with monthly stats to show how active the canine teams are.

Respectfully submitted

*Robert Ryan*

Robert Ryan

Canine Training Coordinator

## Training Advisory Committee Meeting 23 Feb 2010

Prepared by: John Gonyea, Sr. TC

**Members Present:** Sgt. Jamie Tarbell, Chief C. Brickell, Chief Doug Johnston, Sheriff Kevin McLaughlin, Mr. Wade Johnson, CPT Ed Miller, LT Paul Gaudreau and Sr. TC J. Gonyea.

**Members Absent:** LT Andy Thibault, Sgt. David Lertola, LT Doug Lawrence, LT Kathy Stubbing and Sheriff Keith Clark (military deployment)

**Observers/Presenters Present:** TC Cindy Taylor-Patch

**Meeting called to order:** 1030

### **ISSUE 1 – Potential Changes to Part-time Basic Process:**

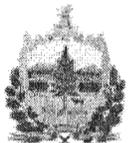
Gonyea informed the members that due to a combination of limited staffing, the associated challenges posed by limited staffing, and his request to focus the discussion on review of the full-time basic program he was requesting this process be temporarily tabled. After a brief discussion the members concurred with the request.

### **ISSUE 2 – Proposed changes to FTO process:**

Gonyea informed the members that due to a combination of limited staffing, the associated challenges posed by limited staffing, and his request to focus the discussion on review of the full-time basic program he was requesting this process be temporarily tabled. After a brief discussion the members concurred with the request.

### **ISSUE 3 – Potential topics for 2010 FTO Update:**

Gonyea informed the members that the topics for the upcoming FTO Update had not yet been finalized and he wanted to take this opportunity to solicit from the members if they had any specific topics they felt needed addressing. Tarbell spoke to emphasizing the importance of completing the paperwork accurately, how to do so, and where to find the correct forms. Tarbell also spoke to the importance of clarifying to FTO's who could sign off on accepted training to



meet the Council's requirements for Phase 3. In light of recent events within VT Policing it was also suggested that a block on proper role modeling and/or ethics also be included in the training. Several other members echoed Tarbell's comments. Gonyea informed the members he would discuss this information with staff.

Tarbell also shared that as a side discussion he would like to see the Academy offer the required Phase 2 courses within 1-3 months after each part-time school to assist agencies with completing the process with their new employees. Gonyea explained that the staff has tried to do this before unsuccessfully. The primary challenge is either lack of instructors. In the cases where instructors do exist they are limited. As a result Gonyea expressed concern in either burning out the instructors and/or losing them due to an agency head decision. This led to a request by the members to have the staff compile a list of topic areas and identify where they need support. This list will be provided to the members via e-mail to share among their respective stakeholders.

#### **ISSUE 4 – Fitness standards review:**

Taylor-Patch spoke to issues that have been identified such as using additional Cooper events in either the 300 meter dash or vertical jump as part of the fitness exam. Gonyea also shared with the members that there is currently a fitness related issue pending review at the AG's office. After a brief discussion it was agreed that the review could be incorporated into the full-time basic review process pending feedback from the AG's office.

#### **ISSUE 5 – CTO curriculum presentation:**

Gonyea informed the members that the CTO curriculum is not yet ready for presentation. Gonyea added that based on recent discussions with the two trainers sent to San Jose he has been promised a draft curriculum will be ready for review no later than the end of March 2010. Gonyea told the members his intent was to have this ready for review at the next regularly scheduled meeting in May 2010.

#### **ISSUE 6 – Leadership training update:**

Gonyea recapped the feedback received from the 1<sup>st</sup> Line Leadership school that was offered in the spring of 2009. Gonyea also recapped the process and timeline that was used to develop the overall curriculum and informed the members that he was attempting to offer the school again in late spring or summer of 2010. Gonyea also told the members that he was currently working with a similar group as used for the 1<sup>st</sup> Line Leadership, however their focus was to offer a course with a target audience of Agency Heads and the upper level command staff. Gonyea told the members that his hope was to have this course ready for delivery by fall 2010.

#### **ISSUE 7 – Review of “Suicide by Cop” scenario:**

Taylor-Patch informed the members that the issues of concern on this scenario were centered on verifying we were not teaching students that the only way to resolve and encounter with a mental health crisis is through deadly force. Gonyea explained that the scenario is designed to meet two key objectives in evaluating graduates: 1) that they can properly weigh factors such as the circumstances, department policy and training to come to the correct decision to apply deadly force and 2) that they can articulate the justification to do so referencing department policy, AOJ,

PEDA, necessity and fleeing felon concepts. Taylor-Patch and Gonyea will work on reviewing this scenario and prepare it for review by both the TAC and UOF Committees.

#### **ISSUE 8 – Full-time basic review:**

Gonyea reminded the members of the discussions held at the previous meeting and requested that the primary focus of this discussion be centered on outlining a strategy, setting priorities and establishing a timeline to review the full-time program. Highlights of the discussion between members and staff are outlined below.

1. At its initial re-design and implementation in 2000 the planned goal was for the TAC to take a minimum of a thorough paper review of the entire program every 3-5 years to ensure it remained consistent with expectations and trends for policing. We have now exceeded that goal by approximately 5 years.
2. Although aggressive the goal is to have this review completed and presented to the Council for final review and approval such that any identified changes can be implemented in the 90<sup>th</sup> Basic training class.
3. It was suggested by the members that the staff provide some global information documents by e-mail that the members could review and comment on prior to any future meetings. Several documents were identified and Gonyea & Taylor-Patch will provide those to the members in the next few days to get the process underway.
4. It was also discussed that to help expedite the review process additional meetings specific to this review may be required. One was scheduled for April 27<sup>th</sup>, 2010 with the sole purpose being to discuss in detail the comments of the review thus far.
5. The overriding theme of the review is to keep in mind that the target audience for the training is ENTRY level police officers who have statewide powers.
6. Gonyea suggested that the members consider focusing their efforts on the primary blocks of instruction first, and then expand the scope of their review outward from there as the process moves forward.
7. Tarbell suggested and the members agreed that the staff should revisit the DACUM process used as part of the research for the program currently used. In this process agency heads are queried to offer exemplary employees to provide insight as to what they do as well as what is important to accomplish the expectations of them as line officers. From here the staff can provide feedback to the TAC for consideration in their review.
8. Gonyea & Taylor-Patch reminded the members that true curriculum development means that we identify the topic areas and then work with the respective experts in those fields to determine what is required to meet those learning objectives. To that end Gonyea & Taylor-Patch reminded the members that this requires everyone step away from the concept that the program is “16 weeks” long and we “fit” whatever the end result is in that time frame – even if the material identified can be covered in 14 weeks or requires 18 weeks to properly instruct.
9. Gonyea reminded the members that anything less than a recommendation to shorten the program will certainly meet with resistance. As such the members must either be prepared to identify areas that can be removed, or be prepared to make sound arguments to convince all stakeholders as to the legitimate need to increase the program by “x” amount.
10. With regards to issues such as firearms, OC, NLUOF, etc. the members requested that these areas be discussed with the UOF committee and that their recommendations be

brought back to the TAC for consideration in the review of the overall program. Gonyea advised the members he would start that process next week at the upcoming UOF meeting.

11. As a carry over from the previous TAC meeting Gonyea & Taylor-Patch spoke to the need to elevate the scoring instruments for practicals to rubrics, making them objective rather than subjective scoring instruments.
12. Gonyea & Taylor-Patch also discussed a "radical" idea they have of presenting the patrol procedures program starting with the 90<sup>th</sup>. If it works as they believe it will, it would drastically improve the flow of the program, retention and skill building by the students, and make it far easier on the instructors and role players. They will present more on this at the meeting in April.
13. Gonyea & Taylor-Patch both spoke to the members on the issue of how generational issues may play a role in the final format of the program. For example, with the advent of technology it may be time to incorporate basic computer crimes training into the mandatory section of the program; there is a noticeable influx of younger adults who can text freely – but struggle to speak with someone face to face, etc. All of these issues will need to be examined to see what, if any role they play in shaping the final format of the program.
14. Gonyea concluded the comments by reminding the members that even if the end result of this review is that the program is fine as is – that still makes it a worthwhile endeavor to undertake.

No further business.

**Meeting adjourned: 1155**

Respectfully Submitted,

John A. Gonyea  
Sr. Training Coordinator

## Use of Force Committee Meeting 04 Mar 2010

Prepared by: John Gonyea, Sr. TC

**Members Present:** Robin Hollwedel, Robert Stebbins, Drew Bloom, Robert Kalinowski, Russ Shopland and Sr. TC J. Gonyea.

**Members Absent:** Don Keeler, Lianne Tuomey, Scott Fisher, Tom Hanley, William Sullivan (medical leave), Paul Doucette, Bart Chamberlain, Mike Sisino and Phil Call

**Observers/Presenters Present:** None

**Meeting called to order:** 1027

Gonyea explained to the members that were present he had reviewed recent meetings and was going to bring up a number of issues to make sure that nothing had been lost in the recent transition of the staff.

### **ISSUE 1 – Range Management Plan:**

Gonyea informed the members that his understanding was that the range management plan was currently tabled given the pending range improvements planned for the capital budget in FY11. Gonyea gave a quick update on the status of that process. As a side discussion the members asked if the indoor range could be left in its current location and the Academy could use the money to redo the entire range. Gonyea explained that he would share their concern with Director Baker. The members also asked if the following were, or could be factored into the final plans for range improvement: lead migration, ballistics/ricochet (re: planned concrete walls). Shopland offered the services of the F&W range management team to help with the process of developing the final plans.

### **ISSUE 2 – Data Entry in Crown Pointe:**

Gonyea informed the members that he had seen they had asked at the last meeting if it was possible to provide the Academy with written records for firearms training to be entered by Academy Staff. The members were told that the Council had mandated that all agencies submit



their training records electronically through Crown Pointe.

### **ISSUE 3 – Academy Ammunition:**

Gonyea informed the members that the staff had heard their concerns regarding the dependability and safety of the frangible ammo being used in recent classes. Gonyea informed the members that he had discussed these concerns with Director Baker and as a result the Academy had returned to purchasing ammo from Eagle Point.

### **ISSUE 4 – Patrol Rifle Instructor:**

Gonyea asked if the members believed there was a need to offer a patrol rifle school. The members present unanimously agreed that the Academy should pursue offering such a course “sooner rather than later”. There was a lengthy discussion amongst the members regarding who should teach such a school as well as where it would be held since the academy range currently does not allow rifle training. In the end the members asked Gonyea to pursue coordinating a class with the NRA to be held at Ethan Allen Firing Range. Gonyea will work to make this happen as soon as possible.

### **ISSUE 5 – Firearms/Driving week:**

Gonyea addressed concerns expressed at the previous meeting that the firearms and driving week should not occur during the same week as it results in decreased training for the candidates. Gonyea demonstrated that the candidates are receiving the same training noting that components they are used to seeing during driving week are offered at other times in the program. Gonyea extended an offer to the members to come observe and assist with this training to verify it is happening as explained.

### **ISSUE 6 – AG Review of UOF Training:**

Gonyea asked if the members would support requesting the AG’s Office to review and sign off on curriculum related to UOF topics such as; firearms, NLUOF, Impact Weapons, Ground fighting, and OC. Gonyea explained that the criminal law manual is currently reviewed annually by both the Chittenden SA’s Office as well as the AG’s office to ensure it is current with best practices and case law. Gonyea further explained that his opinion was that for such high liability areas it made sense to be proactive and have the AG’s office review such material – especially given that they are likely to review real world incidents involving such use of force. After some discussion the members agreed that this was a good idea provided that experts could meet face to face with the attorney to explain and answer questions during the review.

### **ISSUE 7 – TASER:**

Gonyea explained to the members that the Council had requested the Academy facilitate the offering of TASER training with instructions it was not funded by the Academy nor was a specific device or vendor endorsed. Gonyea further informed the members that there was a potential that the Academy could make this happen given recent requests from the field, requests from the military, recent discussions with TASER and provided the training could be offered at either Camp Johnson or Ethan Allen Firing range.

### **ISSUE 8 – Basic Firearms classroom:**

Gonyea spoke to the need to standardize the firearms instruction taught between the full and part-time basic programs. Gonyea explained that the only difference should be the depth of the discussion, not the content. Gonyea shared a proposed course outline via a powerpoint presentation for the members to review. The members agreed this was needed and requested the following changes be made to the presentation: 1) the names listed on the first page be replaced with "Reviewed by UOF Committee on (insert date), 2) the slide on UOF Continuum be changed to UOF Options, 3) a follow-up slide be inserted identical to the one used in MDTS which speaks to the type of resistance and the appropriate officer response, and 4) the take down lever on the nomenclature slide be properly identified.

### **ISSUE 9 – Firearms Instructor School:**

Drew Bloom raised discussion of pursuing a similar course to be offered to identified Firearms Instructors that would provide them with additional credentials to be recognized by the Council as Firearms Instructor Trainers. Gonyea was directed to explore these possibilities with the NRA as well as work with the committee to identify who should attend such a course.

### **ISSUE 10 – Firearms Manual updates:**

Gonyea informed the members that he had been working with Bill Sullivan to update the firearms manual for use in the full and part-time basic programs prior to Bill's illness. That project is currently on hold. Hollwedel told Gonyea that he had recently spoken with Sullivan and he believed he would be back to work within the next month. Gonyea will contact Sullivan to see if they can resume work to finish updating the manual.

### **ISSUE 11 – Basic Training Review process:**

Gonyea informed the members of the review process currently underway with the TAC. Gonyea told the members that in the TAC's opinion the UOF members should review all UOF curriculum and relay any recommendations on those topics for consideration in the final review process. Gonyea will be providing the members with all the course materials for these areas to discuss at the next meeting.

### **ISSUE 12 – Rifle use at Academy Range:**

Stebbins asked if there was any flexibility in allowing patrol rifle training at the Academy range. Gonyea explained that as he understood current policy rifle use was not allowed. Stebbins asked if there could be exceptions made provided that the training was done at 50 yards, frangible ammo was used, and there was a VCJTC firearms instructor present to oversee proper training. Gonyea told the members he would pose the question to the Director.

Gonyea informed the members that those who wished to participate would be given a tour of the new indoor range after lunch.

No further business.

**Meeting adjourned: 1216**

Respectfully Submitted,

John A. Gonyea  
Sr. Training Coordinator

SSG John Herriman  
Youth Services Coordinator  
Quarterly Report  
October - December

This quarter we saw a wide range of activity in the areas of Team Challenges, Tobacco & Alcohol Presentations and Stay On Track. The Break down is as follows,

1. Team Challenges = 5
2. Tobacco Presentations = 10
3. Alcohol Presentations = 4
4. Stay On Track = 29 classes

Stay On Track curriculum successfully completed 110 students from Wells Village School, Poultney Middle School, Poultney Elementary School and Benson Village School.

We also supported two Veterans Day Ceremonies at Currier Memorial School and Poultney Elementary School.

During this time we also assisted with the National Guard preparing them for deployment. This meant 1 day a week at Rutland Police Department and assist with SSG Herrera with his duties.

## **Domestic Violence Report, March, 2010**

### **Mandated Domestic Violence Training**

Domestic violence stakeholder leaders met on October 8<sup>th</sup>. It was decided by this group that the delivery methodology of this training would be face-to-face presentations. At each of the presentations a member(s) of a local network program would be present to make officers aware of local resources and to encourage networking.

On this same date, the Network approved the curriculum that had been created by the DV sub-committee and previously approved by the Council.

In February, 2010 there were two Domestic Violence Train-the-Trainers held. A total of 57 persons attended. One occurred at Williston Police Department and other here at the Academy. The DV TTTs were four days. The first day was a mini instructor development class and the remaining three days were used:

- to go over the curriculum,
- speak to the philosophy of the training,
- speak to the need of involving local network programs into the training, and
- discuss controversial issues that may come up during trainings (such as the practice of getting the BAC of domestic violence victims).

Trainers have begun or are about to begin training officers in the 8 hour curriculum.

### **Other Issues**

I continue to be asked to be an expert witness in Vermont district courts.

I have been asked to participate in the creation of a State model policy regarding police involved domestic violence.

I am working on a victim's rights form to be used by police officers to be given to encountered crime victims. It would fulfill police officers' statutory obligation to Vermont crime victims and more importantly give victims important information regarding their case and in general their rights in Vermont.

I am also working on a weapon seizure return form for police agencies.

The DV Council is creating a new sub-committee entitled "Legislative Review Committee". I and the DV Council representative from the Defender General's Office successfully argued that the VCJTC and Defender General's Office should have a seat on this committee.

I continue to be an active participant on other State DV related groups, to include, the DV Fatality Review Board and the Protective Order Service Task Force.

Respectfully Submitted,

  
Terrell J. Jones Anderson  
Training and Curriculum Development Coordinator – Domestic Violence

**VCJTC In-service Report  
March, 2010**

In-service course offerings continue to be offered both here and regionally. In addition, the following programs occurred:

"Interacting with People Experiencing a Mental Health Crisis," was requested and held for the Vermont Center for Independent Living (VCIL). VCIL is a group of citizens with disabilities who advocate for dignity, independence, and civil rights. They wanted to experience what the police training entails related to disability issues and to have an opportunity to provide input or address information they thought was lacking. This also enabled them to bring back information to their peers. The training was a great success and received a wonderful review from their Peer Advocacy & Community Outreach Manager. It was clear that many attended expecting to tear the training apart and were pleasantly surprised to see that they didn't have to. They were especially happy about the fact that people with disabilities were included in the curriculum development and that we regularly invite people with mental health concerns to present during the class.

The DMT DataMaster continues to replace the old DataMaster Infrared Breath-testing Device in counties all over Vermont. This training impacts all officers who process DUI's. I have been working with the Vermont Department of Health Toxicology Lab's Public Health Chemists to offer many of these trainings regionally, in an effort to give every officer ample opportunity to attend. This includes training for operators as well as those who will be "DMT Supervisors" and clerks for their agency.

Much of my time as of late has focused on the Basic Academy and assisting with programmatic issues in general.

Sincerely,

Cindy Taylor-Patch  
Training Coordinator



Subject	Location	Start	End	Duration	Stude	Total
88TH BASIC - WEEK THIRTEEN	CLASSROOM 3	Mon 11/2/2009	Sat 11/7/2009	5 days	30	150
DUI Instructors Meeting (5-Lunch)	Council Room	Mon 11/2/2009	Tue 11/3/2009	1 day	5	5
E-911 Call-Taker Certification Course	Classroom 1	Mon 11/2/2009	Sat 11/7/2009	5 days	12	60
DOC	Ropes Course	Mon 11/2/2009	Mon 11/2/2009	7 hours	13	13
DUI Instructor Meeting		Mon 11/2/09	Mon 11/2/09		5	5
Testing	C1/Gym	Tue 11/3/09	Tue 11/3/09		34	34
US PROBATION	SB/GYM	Thu 11/5/2009	Sat 11/7/2009	2 days	11	11
88TH BASIC - WEEK FOURTEEN	CLASSROOM 3	Mon 11/9/2009	Sat 11/14/2009	5 days	30	150
OC Instructor Training	Classroom 2	Mon 11/9/2009	Tue 11/10/2009	1 day	16	16
Rutland Area LE Training		Thu 11/12/09	Thu 11/12/09	2 hours	13	13
Fraudulent Documents	Classroom 1	Fri 11/13/2009	Sat 11/14/2009	1 day	14	14
Part-Time Basic - Phase I	Classroom 1	Mon 11/16/2009	Sat 11/21/2009	5 days	21	105
88TH BASIC - WEEK FIFTEEN	CLASSROOM 3	Mon 11/16/2009	Sat 11/21/2009	5 days	30	150
TAC Mtg.	Council Room	Tue 11/17/2009	Tue 11/17/2009	2 hours	6	6
BASIC INSTRUCTOR DEVELOPMENT	CLASSROOM 2	Wed 11/18/2009	Thu 11/19/2009	1 day	8	8
UOF Mtg. 2009	Council Room	Wed 11/18/2009	Wed 11/18/2009	3 hours	8	8
VACOP MEETING/E-BOARD	COUNCIL ROOM	Thu 11/19/2009	Thu 11/19/2009	2 hours	5	5
Firearms Instructor Update	C2/Range	Fri 11/20/2009	Sat 11/21/2009	1 day	22	22
88TH BASIC - WEEK SIXTEEN	CLASSROOM 3	Mon 11/23/2009	Sat 11/28/2009	5 days	30	150
Spillman - Officer Training	Computer Lab	Mon 11/23/2009	Wed 11/25/2009	1 days	4	4
K-9 In-service	wh	Sat 11/1/09	Mon 11/30/09	(30 days)	31	31
				<b>Nov. Tot</b>	<b>348</b>	<b>960</b>
88TH BASIC PRACTICALS - WEEK ONE	C3/SCENARIO	Mon 11/30/2009	Sat 12/5/2009	5 days	30	150
Testing	C1/Gym	Tue 12/1/09	Tue 12/1/09	1 day	24	24
St. Johnsbury Facility Tour	VPA (37 lunch-1)	Tue 12/1/2009	Wed 12/2/2009	1 day	37	37
Pittsford Rec - Teen Dance	Gymnasium	Fri 12/4/2009	Fri 12/4/2009	6 hours	143	143
PBT - Alco Units		Fri 12/4/09	Fri 12/4/09		15	15
88th post-basic 1st aid/cpr	C3	Mon 12/7/09	Mon 12/7/09	1 day	23	23
Basic Domestic Violence Response	Classroom 1	Mon 12/7/2009	Tue 12/8/2009	1 day	30	30
Basic CSI	C1	Tue 12/8/2009	Wed 12/9/2009	1 day	23	23
Department of Motor Vehicles/Exam	SB/Gym	Tue 12/8/2009	Thu 12/10/2009	2 days	12	23
Waiver Class	Classroom 2 - V	Tue 12/8/2009	Fri 12/11/2009	3 days	4	7
Council Meeting	Council Room	Tue 12/8/2009	Tue 12/8/2009	2.5 hours	10	10
88th post-basic Computer & Internet	C3	Tue 12/8/09	Tue 12/8/09	1 day	42	42
88th post-basic Fingerprint	C3	Wed 12/9/09	Wed 12/9/09	4 hours	29	29
88th post-basic VIN	C3	Wed 12/9/09	Wed 12/9/09	4 hours	30	30
Rutland Area LE Training	C2	Thu 12/10/09	Thu 12/10/09	2 hours	11	11
Forensic Interview & Interrogation	Classroom 1	Wed 12/9/2009	Sat 12/12/2009	3 days	13	36
88th post-basic Laser	C3	Fri 12/11/09	Fri 12/11/09	1 day	25	25
VSP Range	Firing Range	Fri 12/11/2009	Fri 12/11/2009	1 hour	2	2
DMV	Driving Pad	Fri 12/11/2009	Fri 12/11/2009	4.5 hours	4	4
88th POST-BASIC WEEK TWO	CLASSROOM 3	Mon 12/14/2009	Sat 12/19/2009	5 days	34	170
Planning to Improve Organization	Classroom1	Tue 12/15/2009	Wed 12/16/2009	1 day	21	21
BASIC INSTRUCTOR DEVELOPMENT	CLASSROOM 2	Wed 12/16/2009	Thu 12/17/2009	1 day	8	8
Spillman - Dispatcher Training	Computer Lab	Wed 12/16/2009	Fri 12/18/2009	2 days	7	7
Operation Vigilant Eagle	Classroom 1	Wed 12/16/2009	Thu 12/17/2009	1 day	13	13
VSP EVOC Instructors	Driving Simulat	Thu 12/17/2009	Thu 12/17/2009	6 hours	7	7
Pittsford Senior Luncheon	Café	Thu 11/17/09	Thu 11/17/09	3 hours	35	35
Hazmat Training	Classroom 3	Sat 12/19/2009	Mon 12/21/2009	2 days	20	20

Subject	Location	Start	End	Duration	Stude	Total
88th post-basic spillman municip	CL	Mon 12/21/20	Mon 12/21/20	1 day	10	10
88th post-basic shotgun municip	C3	Wed 12/23/09	Wed 12/23/09	1 day	4	4
88th post-basic spillman vsp	CL	Wed 12/23/09	Wed 12/23/09	1 day	10	10
VSP POST-BASIC Defensive Ta	GYM	Mon 12/21/20	Wed 12/23/09	2 days	13	26
VSP POST-BASIC	Classroom 3	Mon 12/28/20	Tue 12/29/20	1 day	10	10
VSP POST-BASIC - Shotgun	Firing Range	Tue 12/29/20	Thu 12/31/20	2 days	10	10
VSP POST-BASIC	CLASSROOM 3	Thu 12/31/20	Fri 1/1/2010	1 day	10	10
K-9 In-service	wh	Tue 12/1/09	Thu 12/31/09	(31 days)	86	86
				<b>Dec. Total</b>	<b>805</b>	<b>1111</b>
				<b>Oct. Total</b>	<b>1113</b>	<b>2029</b>
				<b>Nov. Total</b>	<b>348</b>	<b>960</b>
				<b>Dec. Total</b>	<b>805</b>	<b>1111</b>
				<b>TOTAL</b>	<b>2266</b>	<b>4100</b>
<b>Average Students Per Day</b>	<b>4100 students/68 training days= 60.3 AVERAGE STUDENTS PER DAY</b>					
Average Students Per Day	<b>60.3</b>	Oct-Dec. 2009				
	<b>56.8</b>	July-Sept 2009				
	<b>68.97</b>	Apr-Jun 2009				
	<b>48.15</b>	Jan-Mar 2009				
	<b>71.76</b>	Oct-Dec 2008				
	<b>63.6</b>	July-Sept. 2008				
	<b>64.8</b>	April-June 2008				
	<b>57</b>	Jan-Mar 2008				
	<b>68.6</b>	Oct-Dec 2007				

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February 5, 2010

Vincent Illuzzi, Esq.  
PO Box 226  
Orleans, VT 05860-0226

RE: Jason Gould of Barre Town

Dear Atty. Illuzzi:

My office represents the Town of Barre, and I have been asked to respond to your letter of February 2, 2010, so that the Town's position as to Jason Gould is clear.

The Town does not intend to change the employment status of Mr. Gould until receiving written notification from the Vermont Criminal Justice Training Council that Mr. Gould will not be eligible to attend the upcoming training session.

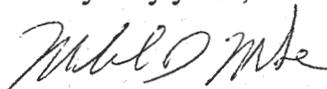
Should the Town receive such notice, it will be legally required to dismiss Mr. Gould as a full-time officer, and his employment benefits would cease. The Town does not intend to request another waiver to allow Mr. Gould to serve as a full-time officer. However, the Town would allow him to remain in service as a part-time officer. That may include allowing him to fill shifts in the vicinity of thirty to forty hours per week, so long as he remained a part-time officer as defined in 20 V.S.A. §2358(c)(3).

It should be noted that under the collective bargaining agreement (CBA) between the Town and its union police officers, there is a provision for "temporary full-time" officers which would meet the statutory definition of a part-time officer. It appears that in the discussions between Chief Stevens and Mr. Gould, some confusion may have developed around the term "full-time" due to the differences between the definitions in the CBA and 20 V.S.A. §2358(c)(2). Under the CBA, union officers have the option to fill shifts, and should they not desire to do so, the Town may use part-time or temporary full-time officers to fill those shifts; an officer would be considered part-time if they worked less than twenty hours per week, or temporary full-time if they worked more than twenty hours but were employed fewer than 100 work days per contract year.

Naturally, Mr. Gould would be eligible to apply for any open full-time position with the Barre Town Police Department, in the same manner that any other part-time officer with the Town would.

If you have any questions, please give me a call.

Very truly yours,

  
Michael D. Monte

cc: Chief Michael Stevens  
James Baker, Acting Executive Director, Vermont Criminal Justice Training Council



## Report to VCJTC on Part Time Academy Phase Research

On December 8, 2009 at the Vermont Criminal Justice Training Council quarterly meeting, the TAC was looking into whether the Part Time Academy should include practicals as part of performance based learning. A question was posed by council member, Chief Steve McQueen, to find out if agencies are just doing the minimum 60 hours required for phase three of the part time police officer certification process, or if agencies were exceeding this minimum requirement.

To obtain a part-time certification, one must successfully complete a 3-phase process. The Council has stipulated they must attend a minimum 58-hour academy (Phase 1). Upon successful completion of Phase 1, they must take a minimum 50 hours of additional training consisting of required and elective courses (Phase 2) and 60 hours in a Field Training and Evaluation Program with a Council certified Field Training Officer. To maintain their certification, part-time officers must have a minimum of 30 hours of training each year, which includes firearms re-qualification under the supervision of a Council-certified firearms instructor, first aid training unless currently certified in first aid and biennial Council-certified domestic violence training.

The purpose of this research project is to compare and analyze the number of hours that are required for the third phase of the part time police officer certification process and the number of hours that are actually being completed. The intention is to see if agencies are, on average, completing the minimum amount of hours required, or if they are exceeding the minimum hours in the phase three training process. We also looked at phase two hours that are required and compared those hours to the actual amount of phase two hours that were completed.

The research compiled represents an analysis of people who have gone through the part time police academy and successfully completed all three phases. There was a total of 317 people who went through a part time police academy class (phase one), which include 21 part time academy classes that occurred between the dates of December 31, 2004 and January 1, 2009<sup>1</sup>. Out of those 317 people, 185 people successfully completed all three phases of the part time certification process. Approximately 58.4% of candidates completed all three phases; however, this percentage is a little deceiving because it also includes the following:

- Students that had obtained Rule 8 (Basic Training Standards for Full-Time Law Enforcement Officers – Six Month Rule) and Rule 19 waivers from other states,
- Students that had gone into a full time academy class before completing the hours,
- Students that are still within the time frame to complete the hours, and
- Students who simply have not completed the hours or gone into a full time academy class and are no longer certified.

The data that was analyzed shows the hours it took for these candidates to complete both phase two and phase three, thus the success rate (58.4%) would be higher if waiver students are excluded (Rule 8 – Out of State, Rule 14 – 3/5, and Rule 19 – General Waivers).

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<sup>1</sup> Those that attended a class within the past year are still within the time frame to complete their phase two and phase three hours, thus they are pending competition of the part time training process.

Analyzing the data for students that completed all three phases, we find that the minimum number of hours completed for phase two was 50.0 hours and the maximum number of hours was 185.0. Based on this data set, the average amount of phase two hours that all students completed was 85.0 hours, the median number of hours was 80.0, and the mode (number most often seen) was 76.0 hours. With the same analysis of data we see that for phase three hours completed, the minimum number of hours was 60.0, the maximum was 425.0 hours, the average number of hours completed by all candidates for phase three was 149.6, and the median number of hours was 108.5 with a mode of 60.0 hours.

By breaking down this overall data into separate agency types, we find that there were 6 different agency types that sent students to a part time class and completed all three phases of training. These agency types were, Constables, Fish and Wildlife, Municipalities, Sheriff's Departments, Vermont State Police, and Other (which represent 1 person sent by Champlain College). Analyzing this data of agency types, we see that Municipalities are averaging the most hours in the third phase (158.6 hours), and Vermont State Police is spending the least amount of hours in phase three (68.8 hours). The municipalities also made up the largest group of students, having 85 people successfully complete all three phases, and the Sheriff's Departments were the second highest with 81 students. Municipalities also represent the agency type that completes, on average, the most amount of hours in phase two (90.1 hours), with Sheriff's Departments coming in second (82.2 hours).<sup>2</sup>

Research conducted by:  
Emily Leinoff, Castleton State College Intern

Report submitted by:  
Emily Leinoff, Castleton State College  
June Kelly, Assistant Director

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<sup>2</sup> See the attached data sheets for a complete listing of hours for each candidate.

Phase 2 Hours	Phase 3 Hours	Agency Name	Type of Agency
51	102.75	East Haven Constable	Constable
56	60	Town of Rutland	Constable
64	77	Town of Bethel	Constable
76	226	Town of Waitsfield	Constable
86.5	184.25	Town of Berlin	Constable
120	65	Town of Benson	Constable
53.5	106.5	Fish & Wildlife	Fish & Wildlife
56	92	Fish & Wildlife	Fish & Wildlife
66.5	141.75	Fish & Wildlife	Fish & Wildlife
99	103.25	Fish & Wildlife	Fish & Wildlife
50	77.5	Fair Haven Police Department	Municipality
51	62	Town of Pittsford	Municipality
53.5	61.45	Windsor Police Department	Municipality
54.5	61.5	Bellows Falls Police Department	Municipality
56	80	Vergennes Police Department	Municipality
59	102	Winhall Police Department	Municipality
59	137	Thetford Police Department	Municipality
60	67.5	Ludlow Police Department	Municipality
60	126	Vergennes Police Department	Municipality
61.5	218	St Albans City Police Department	Municipality
63	392	St Johnsbury Police Department	Municipality
64.5	425	Brandon Police Departmen	Municipality
66	178	Bristol Police Department	Municipality
66	201.5	Weathersfield Police Department	Municipality
67	72	Fair Haven Police Department	Municipality
67	184.5	Wilmington Police Department	Municipality
67	400	St Johnsbury Police Department	Municipality
67	400	St Johnsbury Police Department	Municipality
69.75	156	Rutland City Police Department	Municipality
70	60	Fair Haven Police Department	Municipality
71.5	74	Barre Town Police Department	Municipality
72	114	Williston Police Department	Municipality
73	64	Williston Police Department	Municipality
74	140.5	Windsor Police Department	Municipality
74.75	151	Rutland City Police Department	Municipality
76	67	Winooski Police Department	Municipality
76	160.5	Newport Police Department	Municipality
76	160.5	Newport Police Department	Municipality
76	403.5	St Johnsbury Police Department	Municipality
76	409	St Johnsbury Police Department	Municipality
76.5	125	Hardwick Police Department	Municipality
77	162	Barre Town Police Department	Municipality
78	62	Bennington County Sheriff's Department	Municipality
78	98	Bellows Falls Police Department	Municipality
79	401	St Johnsbury Police Department	Municipality
80	61.5	Vergennes Police Department	Municipality
80	78.5	Richmond Police Department	Municipality
80	146	Williston Police Department	Municipality
80	176	Williston Police Department	Municipality

Phase 2 Hours	Phase 3 Hours	Agency Name	Type of Agency
80	340	Chester Police Department	Municipality
80	363.5	St Johnsbury Police Department	Municipality
81	126	Rutland City Police Department	Municipality
83	136	Woodstock Police Department	Municipality
84	91	Hardwick Police Department	Municipality
84	146	Hardwick Police Department	Municipality
84.5	398	St Johnsbury Police Department	Municipality
86.5	152	Bennington Police Department	Municipality
87	60.5	Shoreham Police Department	Municipality
87	92	Ludlow Police Department	Municipality
89.5	68	Stowe Police Department	Municipality
90	90.5	Windsor Police Department	Municipality
90	90.5	Windsor Police Department	Municipality
90	162.5	Berlin Police Department	Municipality
90	307	Stowe Police Department	Municipality
90.5	110	Rutland City Police Department	Municipality
92	81	Vergennes Police Department	Municipality
94	60	Stowe Police Department	Municipality
94.5	97	Norwich Police Department	Municipality
95.5	328	Middlebury Police Department	Municipality
96	72.5	Hardwick Police Department	Municipality
96	86	Chester Police Department	Municipality
96	344.5	Springfield Police Department	Municipality
104	69	Vergennes Police Department	Municipality
106	192	Williston Police Department	Municipality
111	108.5	Windsor Police Department	Municipality
112	60.5	Castleton Police Department	Municipality
112	65	Vergennes Police Department	Municipality
112	93.5	Vergennes Police Department	Municipality
114	120	Hinesburg Police Department	Municipality
117.75	116	Castleton Police Department	Municipality
121	200	Hartford Police Department	Municipality
121	247.5	Berlin Police Department	Municipality
123	60	Fair Haven Police Department	Municipality
123	77.5	Vernon Police Department	Municipality
123	111	Milton Police Department	Municipality
124	346	Milton Police Department	Municipality
130	110.75	Grand Isle Police Department	Municipality
132	69	Hardwick Police Department	Municipality
135	83.5	Hardwick Police Department	Municipality
138	422	Winooski Police Department	Municipality
141	114	Randolph Police Department	Municipality
142	80	Chester Police Department	Municipality
142	108.5	Woodstock Police Department	Municipality
162	230	Newport Police Department	Municipality
185	81	Brattleboro Police Department	Municipality
68	70	Champlain College	Other
50	99	Chittenden County Sheriff's Department	Sheriff
50	102	Bennington County Sheriff's Department	Sheriff

Phase 2 Hours	Phase 3 Hours	Agency Name	Type of Agency
50	138	Chittenden County Sheriff's Department	Sheriff
51	206.5	Chittenden County Sheriff's Department	Sheriff
52	60	Caledonia County Sheriff's Department	Sheriff
53.5	91	Rutland County Sheriff's Department	Sheriff
53.5	136	Rutland County Sheriff's Department	Sheriff
56	80.5	Bennington County Sheriff's Department	Sheriff
56	84.5	Franklin County Sheriff's Department	Sheriff
56	105	Washington County Sheriff's Department	Sheriff
56	130	Rutland County Sheriff's Department	Sheriff
56.5	134.5	Lamoille County Sheriff's Department	Sheriff
57	124.95	Rutland County Sheriff's Department	Sheriff
57.5	103	Rutland County Sheriff's Department	Sheriff
58	72.75	Windham County Sheriff's Department	Sheriff
58	94	Windham County Sheriff's Department	Sheriff
58.5	96.5	Windham County Sheriff's Department	Sheriff
58.5	118.25	Windham County Sheriff's Department	Sheriff
59	114	Rutland County Sheriff's Department	Sheriff
60	60.5	Franklin County Sheriff's Department	Sheriff
60	61.5	Franklin County Sheriff's Department	Sheriff
60	64	Bennington County Sheriff's Department	Sheriff
60	85	Orleans County Sheriff's Department	Sheriff
60	90.5	Orange County Sheriff's Department	Sheriff
62	91	Rutland County Sheriff's Department	Sheriff
62.5	60	Windham County Sheriff's Department	Sheriff
64	77	Bennington County Sheriff's Department	Sheriff
64	94.5	Bennington County Sheriff's Department	Sheriff
65	70	Lamoille County Sheriff's Department	Sheriff
66.75	101	Addison County Sheriff's Department	Sheriff
68	75.5	Addison County Sheriff's Department	Sheriff
68	102.5	Addison County Sheriff's Department	Sheriff
69	116	Lamoille County Sheriff's Department	Sheriff
69.5	97.5	Rutland County Sheriff's Department	Sheriff
70	105	Chittenden County Sheriff's Department	Sheriff
71.5	61.5	Franklin County Sheriff's Department	Sheriff
72	126	Franklin County Sheriff's Department	Sheriff
73	89	Chittenden County Sheriff's Department	Sheriff
74	78	Rutland County Sheriff's Department	Sheriff
75	60	Bennington County Sheriff's Department	Sheriff
76	65.5	Bennington County Sheriff's Department	Sheriff
77	66.5	Franklin County Sheriff's Department	Sheriff
80	72	Bennington County Sheriff's Department	Sheriff
80	90	Bennington County Sheriff's Department	Sheriff
80	120.5	Lamoille County Sheriff's Department	Sheriff
81	71	Orleans County Sheriff's Department	Sheriff
88	64	Bennington County Sheriff's Department	Sheriff
88	110.5	Washington County Sheriff's Department	Sheriff
88	120	Grand Isle County Sheriff's Department	Sheriff
88	133.5	Orleans County Sheriff's Department	Sheriff
88.5	111.75	Windham County Sheriff's Department	Sheriff
89	68	Addison County Sheriff's Department	Sheriff

Phase 2 Hours	Phase 3 Hours	Agency Name	Type of Agency
89	92.75	Addison County Sheriff's Department	Sheriff
91	127.5	Orleans County Sheriff's Department	Sheriff
93	80	Windham County Sheriff's Department	Sheriff
95	63	Orange County Sheriff's Department	Sheriff
95	80	Orange County Sheriff's Department	Sheriff
96	62	Bennington County Sheriff's Department	Sheriff
96	64	Bennington County Sheriff's Department	Sheriff
96	172.5	Orange County Sheriff's Department	Sheriff
98	119	Lamoille County Sheriff's Department	Sheriff
98	123.5	Orange County Sheriff's Department	Sheriff
100	99.5	Orange County Sheriff's Department	Sheriff
100.5	117	Orange County Sheriff's Department	Sheriff
102	129.25	Orange County Sheriff's Department	Sheriff
104	61.5	Essex County Sheriff's Department	Sheriff
105	80.5	Franklin County Sheriff's Department	Sheriff
107.5	70.5	Bennington County Sheriff's Department	Sheriff
112	89.25	Orange County Sheriff's Department	Sheriff
113	67.5	Windham County Sheriff's Department	Sheriff
113	185.75	Washington County Sheriff's Department	Sheriff
114	72	Windham County Sheriff's Department	Sheriff
117	145.5	Grand Isle County Sheriff's Department	Sheriff
120	152	Washington County Sheriff's Department	Sheriff
122.5	165.25	Orange County Sheriff's Department	Sheriff
128	64.5	Franklin County Sheriff's Department	Sheriff
130	136	Bennington County Sheriff's Department	Sheriff
134.5	72.5	Windham County Sheriff's Department	Sheriff
142	67.3	Chittenden County Sheriff's Department	Sheriff
149	75.5	Orange County Sheriff's Department	Sheriff
151	140	Windham County Sheriff's Department	Sheriff
79	68.5	Vermont State Police	VSP
80	63	Vermont State Police	VSP
92	66	Vermont State Police	VSP
94	78	Vermont State Police	VSP
96	60	Vermont State Police	VSP
67	78	Vermont State Police-Aux	VSP-Auxillary
77.5	68	Vermont State Police-Aux	VSP-Auxillary

<b>All Agencies Total: 185</b>							
<b>Phase II Hours</b>		<b>Sheriff's Total: 81</b>					
Minimum	50.0	<b>Phase II</b>					
Maximum	185.0	Minimum	50.0				
Average	85.0	Maximum	151.0				
Median	80.0	Average	82.2				
Mode	76.0	Median	76.0				
<b>Phase III Hours</b>		<b>Phase III</b>					
Minimum	60.0	Minimum	60.0				
Maximum	425.0	Maximum	206.5				
Average	149.6	Average	97.8				
Median	108.5	Median	91.0				
Mode	60.0						
<b>Constable Total: 6</b>		<b>VSP Total: 7</b>					
<b>Phase II</b>		<b>Phase II</b>					
Minimum	51.0	Minimum	67.0				
Maximum	120.0	Maximum	96.0				
Average	75.6	Average	83.6				
Median	70.0	Median	80.0				
<b>Phase III</b>		<b>Phase III</b>					
Minimum	60.0	Minimum	60.0				
Maximum	226.0	Maximum	78.0				
Average	119.2	Average	68.8				
Median	89.9	Median	68.0				
<b>Fish &amp; Wildlife Total: 4</b>		<b>Other Total: 1</b>					
<b>Phase II</b>		<b>Phase II</b>					
Minimum	53.5	Minimum	68.0				
Maximum	99.0	Maximum	68.0				
Average	68.8	Average	68.0				
Median	61.3	Median	68.0				
<b>Phase III</b>		<b>Phase III</b>					
Minimum	92.0	Minimum	70.0				
Maximum	141.8	Maximum	70.0				
Average	110.9	Average	70.0				
Median	104.9	Median	70.0				
<b>Municipalities Total: 85</b>							
<b>Phase II</b>							
Minimum	50.0						
Maximum	185.0						
Average	90.1						
Median	83.0						
<b>Phase III</b>							
Minimum	60.0						
Maximum	425.0						
Average	158.6						
Median	114.0						

**Average Phase II & III Hours Based on Agency Type**

	All	Municipalities	Sheriff's	Constable	Fish & Wildlife	VSP	Other
Phase II	85	90.1	82.2	75.6	68.8	83.6	68
Phase III	149.6	158.6	97.8	119.2	110.9	68.8	70

Total Number of people: 317
Total Number of people who completed: 185
Percentage of people who completed all phases: 58.4%

Dates of classes
2/9/2004
4/12/2004
6/21/2004
9/13/2004
11/8/2004
1/15/2005
4/18/2005
6/20/2005
9/12/2005
11/7/2005
1/7/2006
3/13/2006
6/5/2006
9/11/2006
12/4/2006
1/13/2007
6/4/2007
1/12/2008
3/10/2008
3/23/2009
6/8/2009