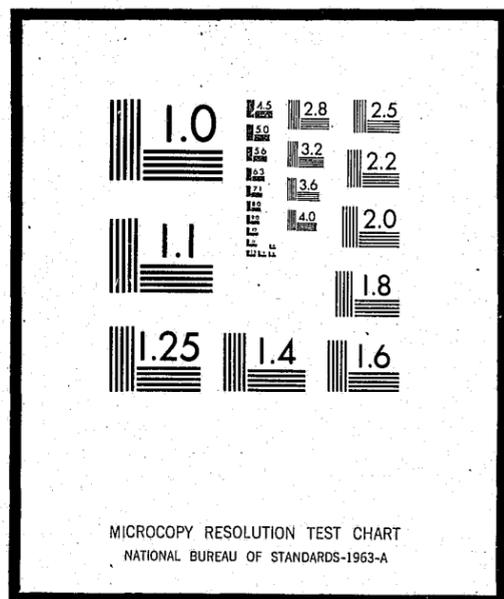


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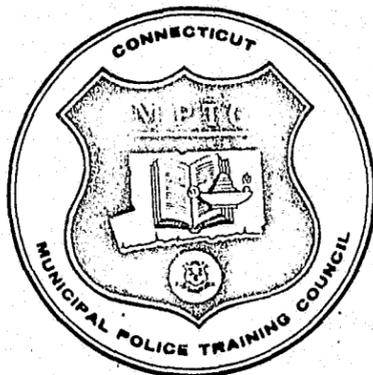
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 PART-TIME PERSONNEL
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 POLICE TRAINING
 POLICE SCIENCE EDUCATION
 CONNECTICUT
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ANNOTATION:
 POLICE TRAINING COUNCIL IS RESPONSIBLE FOR ESTABLISHING MANDATORY TRAINING REQUIREMENTS FOR PERMANENT OFFICERS AND STANDARDS FOR PART-TIME POLICE.

ABSTRACT:
 THE COUNCIL HAS UNDER ITS JURISDICTION CERTIFICATION FOR INSTRUCTORS AND TRAINING PROGRAMS, INSPECTION OF FACILITIES, AND THE POLICE ACADEMY. RECOMMENDATIONS ARE MADE FOR IN-SERVICE AND RECRUIT TRAINING. COLLEGE LEVEL POLICE EDUCATION PROGRAMS ARE ENCOURAGED. A GRANT FROM OLEA MADE POSSIBLE THE HIRING OF A PERMANENT STAFF UNTIL STATE FUNDS WERE AVAILABLE. THE PROGRAM IS CONSIDERED A SUCCESS, WITH A STAFF SELECTED, COUNCIL HEADQUARTERS SET UP, AND MANDATED POLICE TRAINING A REALITY.

Hon. John Dempsey
GOVERNOR
Chief Henry E. Keller
CHAIRMAN
Chief Thomas J. Sullivan
VICE-CHAIRMAN
Chief Samuel J. Luciano
SECRETARY
James W. Herlihy
EXECUTIVE DIRECTOR



Chief Leno T. Berniere
Chief Terrence J. McKaig
Chief Francis V. McManus
Chief Richard H. Moore
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Director
U. S. Department of Justice
Office of Law Enforcement Assistance
Washington, D. C. 20530

Dear Sir:

This Separate Project Summary is submitted under OLEA Grant 056, as directed in "Special Instructions for Grantees re Final Narrative Reports".

The Special Instructions indicated that this Project Summary is intended to be a project precis for widespread dissemination to practitioners and other interested parties who may never see the full Report. Since they may be unfamiliar with the project background, it will be described briefly.

After several unsuccessful attempts, the Connecticut Chiefs of Police Association saw the Municipal Police Training Act signed as Public Act 575 by Governor John Dempsey in 1965. It provided for the appointment of this twelve man Council to administer the law, which provided a mandatory training requirement for all candidates for the permanent position of police officer appointed on or after October 1, 1966. Without such a deadline, the law also provided for future standards for part-time policemen, certification of instructors and training programs, inspection of facilities, recommendations for in-service programs, and the encouragement of growth of college-level police education programs. The sum of \$5,000 was appropriated to support the Council.

The Chiefs' Association and the State Police Department, under Commissioner Leo J. Mulcahy, had long since agreed on the need for a centrally located Police Academy, which would be maintained by the State Police and shared by the two agencies. The Council headquarters would also be there. In 1965, Governor Dempsey signed Special Act 245, authorizing a bond issue of \$1,435,000 for construction. In effect, this changed the Council from a purely administrative to an operating agency, conducting a school as well as administering the training law.

- 2 -

Thus, in 1966, the Council faced a dilemma. Its twelve members were all in responsible primary positions, and immediately saw the need for a permanent staff. The Legislature, however, was in a two-year recess, and the insufficient budget could not be increased. An LEAA Grant was requested and approved, to enable the Council to hire an Executive Director and his Secretary. The Grant funds would support the permanent staff until July 1, 1967, when State funds would be available. The general responsibility of the Director would be to set up and organize an office, implement Council decisions and policies under the law, prepare a budget, and plan for the future. After an extensive screening of over fifty candidates, the Council unanimously selected the incumbent, James W. Herlihy, who retired as a Captain from the New York City Police Department to accept the position.

The balance of this Summary generally follows the format of previous reports, as requested.

1. LOCAL TRAINING SCHOOLS.

- a. During the Grant period, eight sessions of the Connecticut Police Academy produced 250 successful graduates of the mandated recruit training program. These courses are staffed almost entirely by the State Police training group, assisted by agents of the F.B.I. and other Federal agencies, and guest lecturers from local departments. State Police Commissioner Leo Mulcahy also generously provided use of his own Academy, with dormitory and messing facilities, and unlimited use of training aids and literature. His unstinting support has been the bulwark of Council operations.
- b. Recruit training was also conducted in Hartford and New Haven, where Recruit Schools have long been operational, and where the curriculum is more than double the required minimum. Both schools were inspected and certified, and Council diplomas are now available in both these schools, as required by law.
- c. Last Fall, the Council conducted a survey of all Police Departments in the State, seeking current information on personnel strengths by rank, the anticipated training load for the next two years, an expression of interest in refresher training for men appointed up to five years before the training deadline, and preference among various in-service training topics. There will apparently be enough recruits for at least six classes per year, and at least nine classes for men appointed in recent years before 1966. The preference for in-service training seems to be concentrated in criminal law, recent court decisions, search and seizure, and similar topics.
- d. Other parts of the Council mission are becoming defined more clearly. We feel the need for a concerted effort in three fields - a study of the need for standards of selection for

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patrolmen, a study of minimum training requirements for many part-time police in the State, and a training program for instructors. Since our recruit program will absorb all of our efforts, we have filed an application for a continuation of this Grant, to support these three goals.

- e. A Council seal was designed and approved and is now placed on stationery, notebook covers and like material.
- f. Departmental recruit schools are maintained in Hartford and New Haven, but Council diplomas are prepared for their graduates, in conformity with the Training Law.
- g. The Training Law authorizes the Council to make necessary interpretations of its provisions. A necessary part of this process is official publication of intention to adopt rules, a hearing, and other administrative steps. This has been done for two rules defining the training requirement for reappointments after a lapse in police service.
- h. Very early in each Recruit School class, the Army General Classification Test is administered as a general sampling of individual potential. In some cases, the results reflected the lack of mandatory Statewide selection standards. In order to acquaint all Departments with the value of this test as a screen of candidates, we supplied all Departments with a one-year supply of tests, to be administered by local guidance counsellors. The answer sheet is mailed to us for grading, and a confidential report is then sent to the Chief. Considerable use is being made of this process.

2. CURRICULUM AND LESSON OUTLINES.

- a. A curriculum of 160 hours has been established as the minimum mandatory requirement for all newly appointed recruits throughout the State. It seems impractical to expand it until we are ready to diminish the existing backlog of candidates.
- b. The Lesson Outlines now used are supplied by the State Police Training Staff. They will be expanded and made available for other uses as soon as our staff is recruited. In the meantime, subject files are being compiled for the monumental task of writing, editing and publishing.

3. TRAINING MATERIALS.

- a. Training Bulletins provide an ideal channel of communication from the Council to local Departments. The need was obvious, but not paramount, in view of the fact that the two-person staff could not do all that was required. Monthly meetings of the Connecticut Chiefs' Association provide an excellent

forum, for example. However, our Training Bulletin Number One was distributed with the AGCT Tests described previously, and a copy was forwarded with our Fourth Quarterly Report. This manpower problem was recognized early, and this particular Project Goal requirement was made more realistic with Grant Adjustment Number Two.

- b. In a related development, a change in needs became apparent. There was less need for consultants and travel than for training texts, films and other materials. Grant Adjustment Number Three authorized the budgetary transfer, which was put to excellent use. The materials are already in use in current recruit classes.
- c. There is an obvious need for a good basic text for recruit classes, in-service instruction, promotion preparation and every day reference. An application has been filed for a Grant under the Law Enforcement Assistance Act to write, edit, publish and distribute such a volume. If approved, the Council will undertake to print updated, replaceable pages as needed.
- d. Recognized police texts should be available locally. The State Library Department agreed to include in its monthly newsletter to all libraries within the State a list of titles recommended by the Council for acquisition. This has been very successful, and additional lists will be published.

4. INSTRUCTORS.

- a. The Council is mandated to set standards of certification for instructors. An approach to this problem was to accept applications for interim certification until a pattern began to emerge. This study continues. Necessary certificates have been designed and are ready.
- b. There was an obvious need to develop a greater pool of qualified instructors. In order to do this, and also to develop the framework for locally conducted regional schools, the State was divided into four Zones. A volunteer Coordinator and at least two Assistants were designated for each Zone. A course in Methods of Instruction was conducted for the class, and a standardized four-day course is being prepared. The Zone Staff will then offer that course to groups of Training Officers in their Zone in small classes. We expect to have many more qualified Training Officers in the near future.

5. RECORDS.

- a. The administrative record systems in our New York and New Jersey counterparts were examined, and will be used as guides for our own. Forms must be approved by another State agency, and negotiations are underway.
- b. A recruit school diploma was designed, approved and printed, and copies are now provided for graduates of our school and the two municipal academies in operation.
- c. Other administrative arrangements have been devised, such as the notices to report for school, equipment to be brought, and required notices to the Chief who sponsors a candidate.
- d. As mentioned before, the Council has begun to interpret and implement the law. A lengthy legal process is required to assure all affected local Departments of an opportunity to express contrary views; our first two rules have been processed and are in effect.

6. LIAISON.

- a. We have taken advantage of many opportunities to explain the mission and role of the Council. By law, the eight Chiefs on the Council must be selected by the Governor from the Education and Training Committee of the Connecticut Chiefs of Police Association. At the monthly meeting of the Chiefs' Association, the report of that Committee is in effect an accounting of Council progress.
- b. The State Police conducted a three-day in-service training program, which was repeated for fifteen weeks. Our Director spoke to each class, explaining the Training Law, and the Council role and mission. He has also spoken at in-service activities in local Departments.
- c. The Chief Prosecutor of the Circuit Courts in Connecticut, Mr. Arnold Markle, had been conducting, on his own time, a very popular course in arrest and search procedures, warrants and courtroom testimony. Police from all over the State attended. The amount of preparation became too great for a voluntary effort, so in his behalf, the Council became the Grantee for OLEA Grant 191, which will support the course for two years.
- d. The AGCT Tests referred to earlier have added another effective channel between Chiefs and the Council.

7. ADDITIONAL TRAINING. This part of our activities concerns the work of our Professional Development Committee, devoted to the encouragement of the growth of college-level police education programs.

- a. The Committee conducted a survey, which indicated that 700 police throughout the State were interested in advanced police educational programs.
- b. The Committee and the Director have had several conferences with the staff of the Commission for Higher Education, which is the highest ranking State agency in this field. We explained the Council mandate and role, and brought the Commission abreast of the rapid development of Police Science Programs throughout the country.
- c. Several very successful meetings were held with the Board of Trustees for the State Community College system. As a result of the initial meeting, their budget request included provisions for the setting up of Police Science Programs in two colleges in September, 1967. At a later meeting, there was preliminary discussion of a Council offer to draw up a model Police Science curriculum, which would be available as a guide for developing Programs. This concept is still being formulated.
- d. This Committee and the Executive Director have met several times with faculty representatives of the University of Hartford, where a baccalaureate Police Administration Program is being restructured.
- e. Manchester and Norwalk Community Colleges opened the Police Science Programs referred to in par. 7.c. above. The former has a full time Coordinator, while the latter expects to follow suit next Fall. The initial registration in each school exceeded expectations.
- f. In all of our missionary efforts with colleges, we were reminded of the difficulty of locating qualified instructors. The Council responded by placing a notice in "The Police Chief", the IACP publication, which resulted in a response of over twenty excellent applicants. Summaries of resumes were sent to the five colleges concerned. The Coordinator for Manchester College was chosen from this group. The Council was also successful in locating a part-time instructor to conduct the initial course at Norwalk College.
- g. Our Executive Director was selected to serve as the law enforcement representative on an Evaluation Team for the Commission for Higher Education, to review proposed college curricula.
- h. The State Personnel Department has announced a policy under which State agencies are authorized to reimburse employees for up to 50% of tuition costs in job-related college studies. This follows similar policies in some cities, and is being used as a model in efforts to encourage other cities.

8. POLICE ACADEMY.

- a. Earlier in this Report, we discussed the legislation which approved our request for a Police Academy. However, the intended site became unavailable, and legislative relief was required to remove a restrictive reference to a town. In the meantime, anticipating approval, over forty proposed locations were inspected before site was selected. We are now in the final stages of acquisition.
- b. The unexpected demands on our time, for a purpose not anticipated when our Grant application was filed, forced us to request a change in Project Goals. This was approved, and the selection of a site, and the planning of building layout was added to our missions under the Grant.
- c. Our original building plans were tailored for a smaller triangular plot. Freed of this restriction, we re-examined the specifications in the light of rapidly expanding needs, and approved an expanded concept of facilities. Since the original bond authorization will not be adequate, we plan to seek assistance under the Federal Law Enforcement Assistance Act of 1967, and will request the balance from the next session of the State Legislature. The first two of four phases are already in the preliminary planning stage.
- d. In order to add depth to our planning, we sought and received permission for a three-man team to inspect buildings, programs and operations in five other states, under Grant funds. Operating police academies were visited by the entire Council in New York City, and by the Director and two Chiefs in Ohio, Pennsylvania, Texas and Mississippi. Many features were incorporated in our plans.
- e. The area representative from OLEA, Mr. Ben Brashears, inspected our operations, building plans and site in June.

9. STAFF DEVELOPMENTS.

- a. We have already described the selection and hiring of our Executive Director. A Secretary was engaged shortly thereafter, and her salary line in the Grant was increased slightly by Grant Adjustment No. 1, because of her superior background and local wage levels.
- b. The first major task for the Director was the preparation of our initial State Budget for the two-year period, July, 1967, to June, 1969. The general concept was developed after a study of the existing method of operations. The State Police Commissioner had for some years made available his entire training staff, which was then supplemented by guest lecturers from the Federal Bureau of Investigation, other Federal and State agencies, and specialists from local

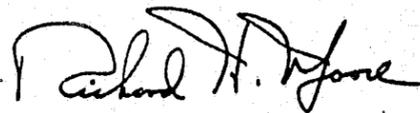
Departments. School sessions were suspended when a State Police recruit class required the entire effort of their own staff. Now, however, the mandatory training requirement began to provide a steady flow of recruit candidates which could not afford a four-month hiatus. Our Budget request sought funds for a four-man training staff, a researcher, an assistant for the Director, and clerical help. All but two positions were approved. The current Budget will provide for the start of a collection of resource material and training equipment. Job descriptions for the position of Training Officer, merged with that of Research Assistant, have been approved, and applications are being accepted now for an imminent examination.

- c. Some questions were raised about the specific provisions of our Training Law, which were used as the authority for the Council to engage a staff. The Council prepared and saw passed amendments which resolved these questions.

10. DIRECTOR'S ACTIVITIES. This Grant provided funds for travel by the Director, which were used often. Among his activities were the following:

- a. Attendance at FBI National Academy retraining conferences in July, 1966, and June, 1967, and at the IACP Convention in October, 1966.
- b. Several conferences with counterparts in the New Jersey and New York Training Councils.
- c. Initial visits to OLEA, IACP and the President's Crime Commission, in Washington. Later visits to OLEA were made with the undersigned.
- d. Attendance at the Management Institute for Police Chiefs, Harvard University, August, 1966, and a Seminar for Train-Officers in New York, December, 1966.
- e. Talks to many business and professional groups throughout the State, such as Kiwanis, Lions, Safety Councils, Municipal Finance Officers' Associations, and Town and City Managers' groups. Also before Committees of the State Legislature.
- f. Frequent reports at the monthly meetings of the Connecticut Chiefs of Police Association.
- g. Participation in regular meetings of the Connecticut Council on Crime and Delinquency, and the Public Service Council, WNHC-TV, New Haven.

GENERAL. This Grant must be considered a tremendous success by any standard. A staff was selected, a Council headquarters was set up and is functioning, and there is considerable activity in every phase of the mission assigned to the Council. Mandated police training in this State is a reality, and there are exciting prospects in the near future.



Richard H. Moore
Chief
Project Director

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