

STATE OF MICHIGAN



WILLIAM G. MILLIKEN, GOVERNOR  
DEPARTMENT OF STATE POLICE  
LAW ENFORCEMENT OFFICERS  
TRAINING COUNCIL

7426 NORTH CANAL ROAD, LANSING, MICHIGAN 48913  
PHONE: (517) 322-1946

December, 1979

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Fraternal Order of Police

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SHERIFF RICHARD WEILER  
Michigan Sheriffs Association

ATTORNEY GENERAL  
DESIGNATE  
MR. JERRY ISAAC

EXECUTIVE-SECRETARY  
LESLIE VAN BEVEREN

The Honorable William G. Milliken  
Governor State of Michigan

Dear Sir:

It is my privilege to submit for your review  
the 1978-79 fiscal year Annual Report of the  
Michigan Law Enforcement Officers Training  
Council.

This annual progress report details the  
activities of M.L.E.O.T.C. during the period  
from October 1, 1978, through September 30,  
1979. The progress described herein reflects  
the efforts of the Governor and the legislature,  
as well as the law enforcement community at the  
federal, state, and local levels of government.

Respectfully submitted,

Jack W. Brown  
Chairman

:ck

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National Institute of Justice

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1978-79

ANNUAL REPORT

STATE OF MICHIGAN  
DEPARTMENT OF STATE POLICE  
LAW ENFORCEMENT OFFICERS  
TRAINING COUNCIL

86474



CHAIRMAN



Col. Gerald L. Hough  
Michigan State Police



William G. Milliken  
Governor



Mr. Frank Kelley  
Attorney General

VICE CHAIRMAN



Lieut. Jack W. Brown  
Fraternal Order of Police



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Chief John Kendall  
Mich. Assoc. of Chiefs of Police



Sheriff William Lucas  
Michigan Sheriffs Assoc.



Sheriff Kenneth Preadmore  
Michigan Sheriffs Assoc.



Sheriff Richard Weiler  
Michigan Sheriffs Assoc.

1978-79

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Attorney General Designate



Lieut. Joseph R. Falcioni  
Metropolitan Club



Sgt. Ronald Stempin  
Detroit Police Officers Associations



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to Executive Secretary



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Operations Section



Henry Bruining, Supervisor  
Basic Unit



William Nash, Supervisor  
Standards Unit



Nancy Felder, Supervisor  
Analysis Unit



Jonathan White  
Curriculum Specialist



Leslie Van Beveren  
Executive Secretary



Gary Walker, Chief  
Operations Section



Wesley Hoes  
Deputy Secretary



Patrick Judge, Chief  
Research & Develop. Section



Charles Pillsbury  
Accountant



Mary Ellen Thelen, Secretary  
Research & Develop. Section



Raymond Beach, Supervisor  
In-Service Unit



Joseph O'Connell, Supervisor  
Development Unit



Dale Rothenberger  
Training Specialist



Patricia French, Secretary  
Research & Develop. Section

M.L.E.O.T.C. STAFF



Roger Studer  
Training Specialist



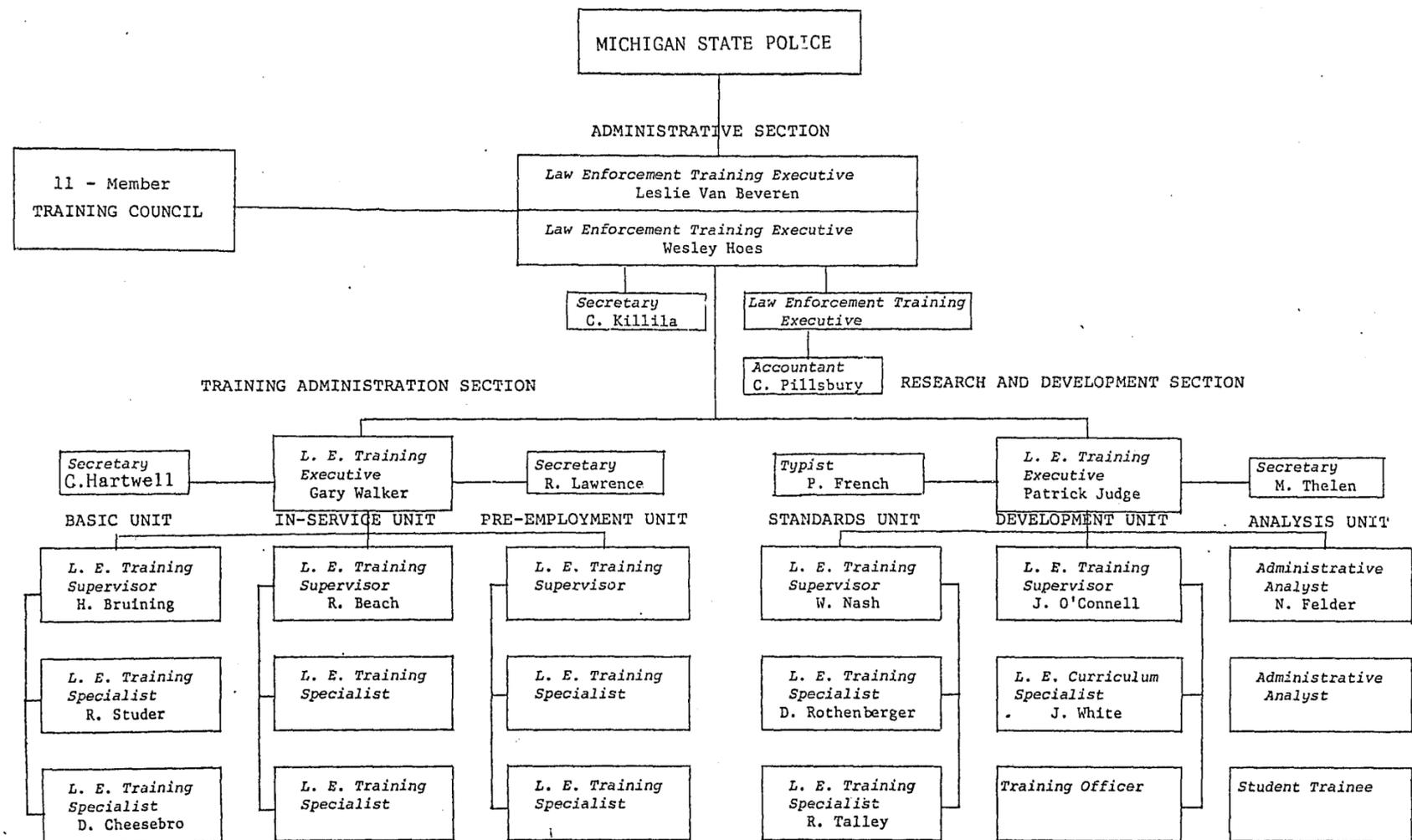
Deborah Cheesebro  
Training Specialist



Richard Talley  
Training Specialist



Ruth Lawrence  
Receptionist



PREFACE

The Council continues to support the philosophical belief that through mandated training the citizens of Michigan will have the finest law enforcement officers the discipline has to offer. With the continued support of the Executive Office, the Legislature, the discipline, and the citizens of this state, we shall move forward with improved capability to provide this service.

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SECTION I  
TRAINING COUNCIL REPORT  
1978 - 79

Meetings

The Council met ten times during the fiscal year which exceeds the statutory requirement of four regularly scheduled meetings. Following is a listing of those dates and the locations of each meeting:

11-09-78 - Lansing	05-10-79 - Lansing
12-14-78 - Lansing	06-07-79 - Lansing
01-11-79 - Lansing	07-12-79 - Lansing
03-08-79 - Detroit	08-19-79 - Lansing
04-12-79 - Lansing	09-13-79 - Traverse City

In addition to the monthly Council meetings, the following "special" meetings were held:

04-11-79 - Legislative Committee Meeting (Lansing)  
05-09-79 - Legislative Committee Meeting (Lansing)  
08-08-79 - Legislative Committee Meeting (Lansing)

Newsletter

As a service to the law enforcement agencies throughout the state, Council prepares and publishes a monthly newsletter. The information contained in it allows the administrators of participating agencies to plan for training in their respective departments.

Workshops

Traditionally, the Council has brought its regional coordinators together in one location to promote statewide uniformity in the

training process. This year, Fall and Spring workshops were held at the Ralph MacMullan Conservation Training Center at Higgins Lake.

Budget

The budget report shown in Table 1 reflects revenues and allotments reported during the last three fiscal years.

Table 1  
MLEOTC BUDGET FINANCIAL DATA

Revenue Budget:	FY 1976 - 1977		FY 1977 - 1978		FY 1978 - 1979	
State Appropriation		\$693,500		\$1,045,900		\$1,216,700
Administration	\$263,300		\$379,800		\$432,400	
Basic Training	404,100		638,500		638,500	
Matching Funds	26,100		27,600		145,800	
Federal Grants		254,900		279,000		175,700
Career Development - OCJ	234,900		249,000		145,700	
COSTER Project - OHSP	20,000		30,000		30,000	
<b>TOTAL</b>		<b><u>\$948,400</u></b>		<b><u>\$1,324,900</u></b>		<b><u>\$1,392,400</u></b>
<b>Revenue Allotment:</b>						
Administrative		\$263,300		\$ 379,800		\$ 432,400
Basic Training		404,100		638,500		638,500
Career Development		261,000		276,600		291,500
Advanced Police	48,500		33,100		39,600	
First Line Supervision	16,020		19,285		17,400	
Middle Mgt. & Executive	23,350		26,045		8,700	
Specialized Training	17,250				11,900	
Resource & Support Service	46,015					
COSTER	14,600		83,008		81,600	
Administrative	95,265		115,162		132,300	
COSTER Project		20,000		30,000		30,000
<b>TOTAL</b>		<b><u>\$948,400</u></b>		<b><u>\$1,324,900</u></b>		<b><u>\$1,392,400</u></b>

SECTION II

OPERATIONS SECTION

The Operations Section of the Law Enforcement Officers Training Council is responsible for the implementation and evaluation of training programs that are mandated or needed on a statewide basis. In order to maximize productivity, the Section is divided into three distinct training concepts. First, is the Basic Unit which is responsible for overseeing the Council mandated basic training system. Second, is the In-Service Unit which is responsible for implementing career development training programs that are needed on a regional or statewide basis. Third, is the Pre-Employment Unit which is responsible for monitoring the newly implemented pre-employment training system.

In addition to these activities, the Section was involved in budget preparation, investigation of employment standards violations, and state complaints.

Basic Training Unit

The regional training center concept utilized in Michigan continues to effectively serve law enforcement agencies within the state. Twelve (12) regional training centers conducted 31 basic training sessions during fiscal year 1978-79. Due to the fact that the Detroit Police Department did not conduct any basic training sessions, this year's total enrollment was down 600 trainees.

The overall effectiveness of the regional training centers can be seen in the following manner:

Number of Sessions:	31
Total Enrolled:	1273
Total Graduated:	1063
Eligible Live-ins:	107
* Pre-Service:	104
Average Training Cost Per Trainee:	\$514
Minimum Training Time:	8 weeks
Maximum Training Time:	21 weeks

\* In order to upgrade the educational level of entering law enforcement personnel, individuals meeting the Minimum Employment Standards and having successfully completed at least 2 years of college education are allowed to enroll in the basic training sessions under the following conditions:

1. Space available;
2. Pay all training costs;
3. Carry personal liability insurance;

- 4. Must successfully complete training;
- 5. Must be employed in a law enforcement position with full enforcement powers within (1) year of graduation.

The regional concept also accomplishes the following:

- 1. Regional law enforcement involvement.
  - a. Chiefs/sheriffs on advisory boards
  - b. Regional input on regional training needs
  - c. Regional law enforcement agencies provide qualified instructors
  - d. Assistant coordinators are provided from law enforcement departments within the region
  - e. Additional training beyond the state minimum
- 2. Most trainees commute rather than live-in thus making the regional training concept very cost effective.
- 3. Support for advanced and specialized training.

Some additional accomplishments during 1978/79:

- 1. Through administrative changes, MLEOTC now requires all trainees to be pre-registered and present on the first day of training.
- 2. The overall quality of training is steadily increasing as reflected by the MLEOTC post-test scores.
- 3. The mandatory basic training curriculum was increased from 256 hours to 296 hours plus 24 hours for regional needs training.
- 4. CÔSTER training modules were mandated.
- 5. Increased funding from 7 weeks to 8 weeks.

The following tables and charts reflect the aforementioned statistical data.

Expectations for FY 1979/80:

MLEOTC expects to accomplish the following additional goals for 1979/80:

- 1. Develop and utilize a revised post-test to evaluate training programs.
- 2. Do item analysis and provide meaningful feedback on improving instruction.
- 3. Increase live-in reimbursement.
- 4. Increase firearms qualifications to 70%.
- 5. With Research and Development Section, start physical training standards testing.

Table 2

A Listing of the Actual and Proposed  
Number of Training Sessions Offered at  
Each Training Academy by Fiscal Year

Academy	Number of Sessions			Projected 79/80
	FY 76/77	FY 77/78	FY 78/79	
Berrien-Cass-Van Buren Law Enforcement Training School (Benton Harbor)	2	2	2	2
Delta College Criminal Justice Training Center (University Center)	2	1	2	3
Detroit Metropolitan Police Academy (Detroit)	22	15	3	13
Flint Police Regional Training Academy (Flint)	1	2	1	1
Kalamazoo Regional Recruit Academy (Kalamazoo)	2	2	3	2
Macomb County Community College Criminal Justice Center (Mt. Clemens)	4	3	4	3
Michigan State Police (Lansing)	3	4	2	-
Mid-Michigan Police Academy (Lansing)	2	2	2	2
Northern Michigan Regional Criminal Justice Training Center (Marquette)	2	2	3	2
Oakland Police Academy (Royal Oak)	3	3	3	3
Southeast Regional Criminal Justice Training Center	2	-	-	-
Southern Michigan Law Enforcement Training Center (Jackson)	1	2	2	2
Wayne County Sheriff Police Training Academy (Livonia)	1	3	4	2
West State Law Enforcement Training School (Muskegon)	1	-	-	1
<b>TOTALS</b>	<b>48</b>	<b>41</b>	<b>31</b>	<b>36</b>

Table 3

Number of Basic Recruits Trained from Local,  
County, and State Agencies by Fiscal Year

Agency	Number Trained			
	FY75/76	FY76/77	FY77/78	FY78/79
No. Local Officers Trained	912	1,491	1,174	481
No. Deputy Sheriffs Trained	250	270	274	238
No. Michigan State Police Trained	37	149	339	354
No. Other Enforcement Officers Trained	93	86	81	96
<b>TOTAL TRAINED</b>	<b>1,292</b>	<b>1,996</b>	<b>1,868</b>	<b>1,169</b>

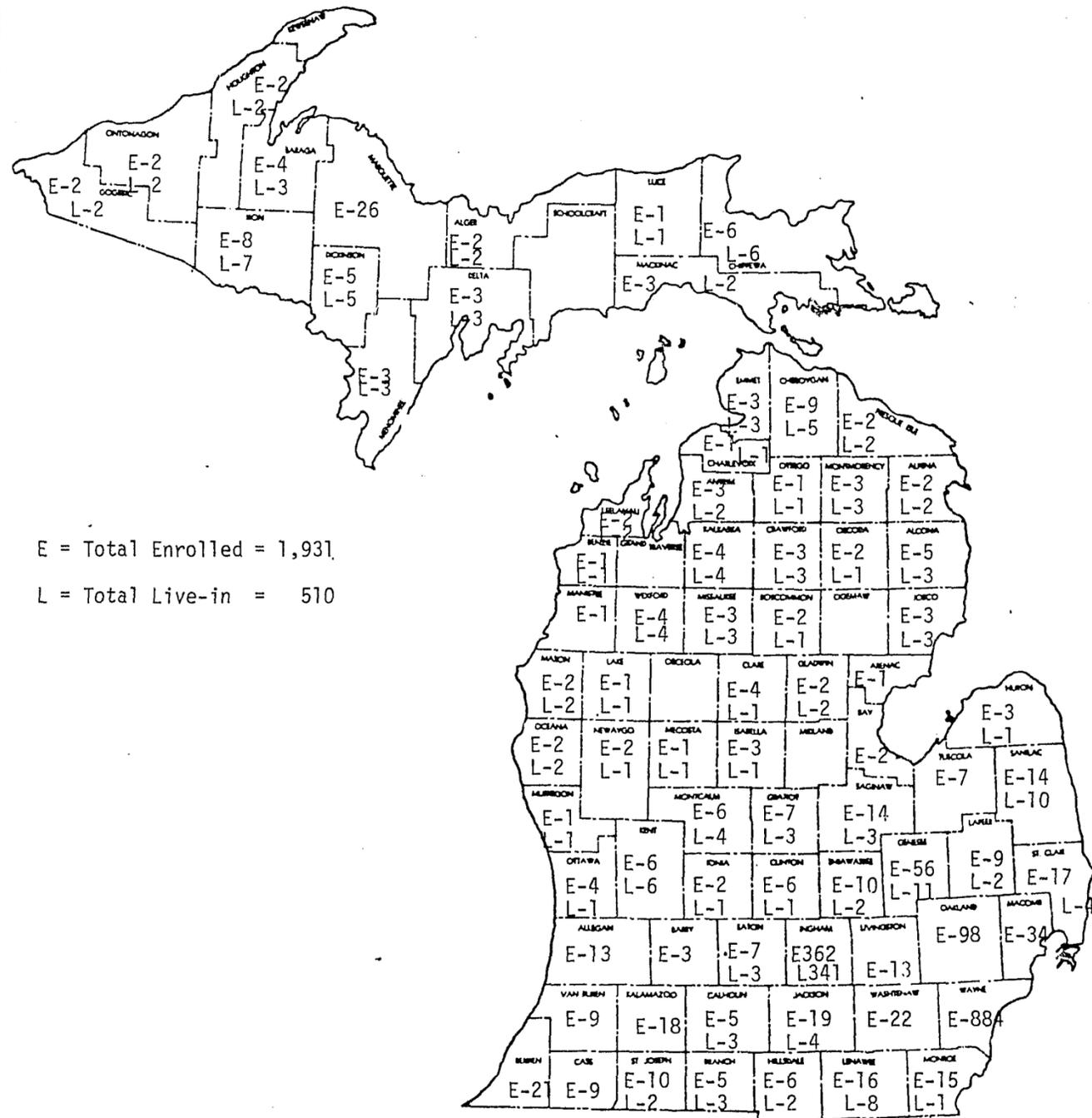
Table 4

Number of Local, County, and State Agencies  
Participating in Basic Training by Fiscal Year

Agency	Number Participating			
	FY75/76	FY76/77	FY77/78	FY78/79
No. Participating Police Depts., Townships, Villages, and Depts. of Public Safety	248	237	254	212
No. Participating Sheriff Depts.	53	65	56	61
Michigan State Police	1	1	1	1
No. Other Enforcement Agencies	31	19	21	19
<b>TOTAL PARTICIPATING</b>	<b>333</b>	<b>322</b>	<b>332</b>	<b>293</b>

12 Months Ending September 30, 77/78

\* Basic Training



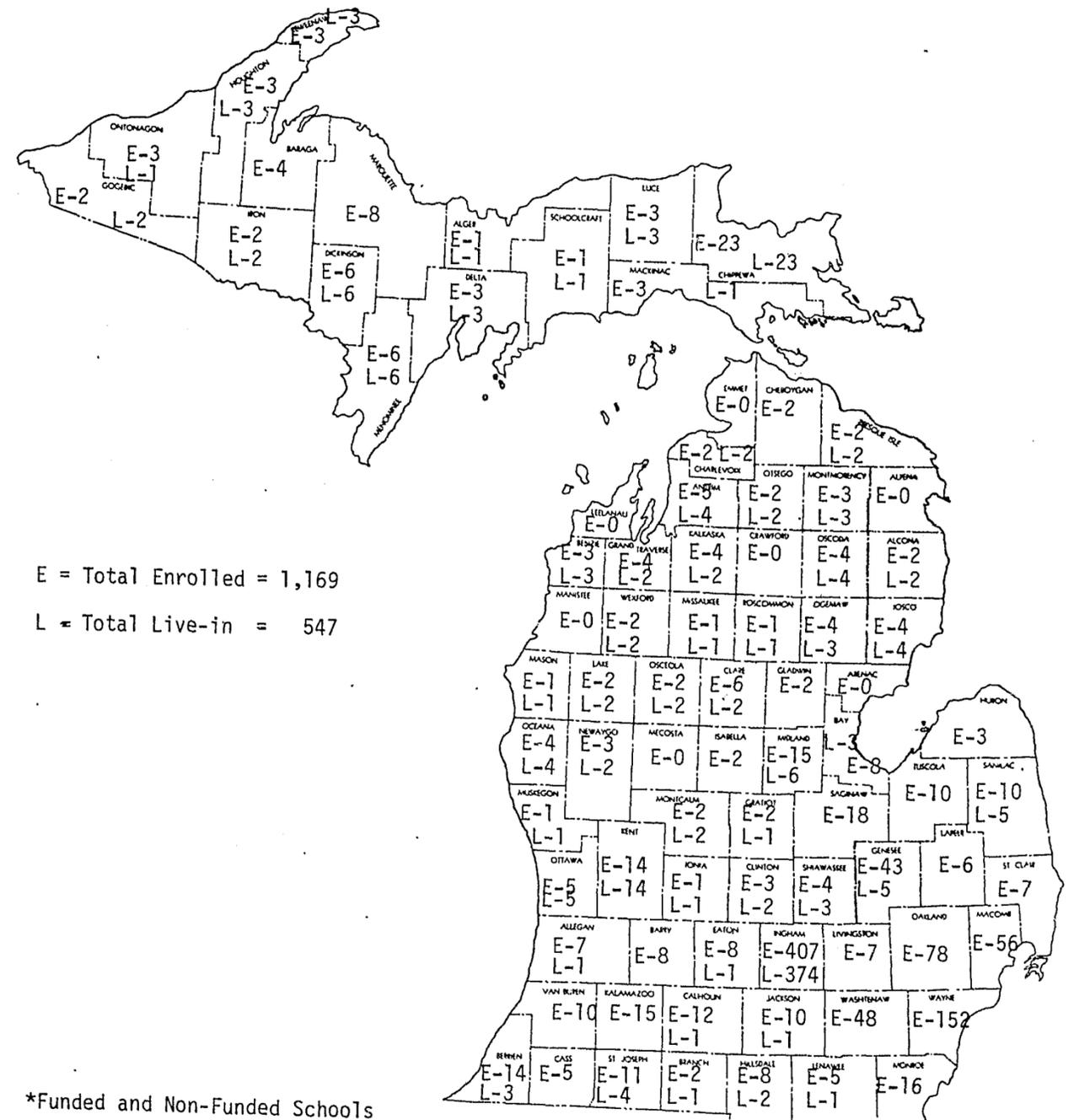
E = Total Enrolled = 1,931

L = Total Live-in = 510

\* Funded and Non-Funded Schools

12 Months Ending September 30, 78/79

\* Basic Training



E = Total Enrolled = 1,169

L = Total Live-in = 547

\*Funded and Non-Funded Schools

Table 5

Number of Participants in Mandatory Basic Training  
By Agency Affiliation for Fiscal Year 1978-79

<u>Agency</u>	<u>No. Trainees Enrolled</u>	<u>Agency</u>	<u>No. Trainees Enrolled</u>
Albion PD	3	Berrien Springs-Oronoko Twp PD	1
Alcona Co SD	2	Blackman Twp PD	1
Alger Co SD	1	Blissfield PD	1
Allegan Co SD	4	Bloomfield Twp PD	3
Allegan PD	1	Branch Co SD	1
Allen Park PD	2	Bridgeport PD	1
Alma PD	1	Brighton PD	2
Ann Arbor PD	6	Brooklyn Village PD	1
Antrim Co SD	1	Brooks Twp PD	1
Attorney General Office	11	Brown City PD	1
Augusta Village PD	1	Burr Oak PD	1
Bangor PD	1	Burton PD	2
Baraga Co SD	1	Byron PD	1
Barry Twp PD	4	Cambridge Twp PD	1
Battle Creek PD	1	Camden PD	1
Bay City PD	3	Canton Twp PD	8
Bay Co SD	1	Carleton PD	1
Beaverton PD	1	Caro PD	1
Bedford Twp PD	2	Carrollton Twp PD	1
Belleville PD	6	Carsonville PD	3
Benton Harbor PD	4	Caseville PD	1
Benzie Co SD	2	Caspian PD	1
Berkley PD	1	Cass Co SD	3
Berrien Co SD	4	Centreville PD	1

<u>Agency</u>	<u>No. Trainees Enrolled</u>	<u>Agency</u>	<u>No. Trainees Enrolled</u>
Charlevoix Co SD	1	East Jordan PD	1
Cheboygan Co SD	1	Eaton Co SD	3
Chessie System RR PD	4	Eighteenth District Court	2
Chippewa Co SD	8	Elberta PD	1
Clare Co SD	1	Ellsworth Village PD	2
Clay Twp PD	1	Emmett Twp PD	2
Clinton Twp PD	4	Escanaba DPS	2
Clio-Vienna PD	4	Estral Beach PD	1
Coleman PD	3	Ewart PD	1
Colon PD	1	Farmington Hills DPS	4
ConRail	1	Farwell PD	1
Coopersville PD	1	Flat Rock PD	1
Covert Twp PD	2	Flint PD	15
Croswell PD	1	Forsyth PD	1
Dearborn PD	4	Garden City PD	2
Deckerville PD	1	Gaylord PD	2
Delta College DPS	3	Genesee Co SD	14
Delta Co SD	1	Gibraltar PD	1
Detroit Fire Dept	5	Gladwin Co SD	1
Detroit PD	2	Gobles PD	1
DeWitt PD	1	Grand Beach PD	1
Douglas PD	1	Grand Blanc PD	2
East Detroit PD	3	Grand Ledge PD	5
Eastern Mich Univ DPS	10	Grand Rapids Parks & Rec	1

<u>Agency</u>	<u>No. Trainees Enrolled</u>	<u>Agency</u>	<u>No. Trainees Enrolled</u>
Grand Traverse Co SD	4	Huron Co SD	2
Grand Trunk & Western RR PD	7	Huron Twp PD	1
Grant PD	1	Ingham Co SD	5
Grass Lake PD	1	Inkster PD	1
Gratiot Co SD	1	Iosco Co SD	3
Green Oak Twp PD	3	Ira Twp PD	2
Grosse Ile Twp PD	1	Iron Co SD	1
Grosse Pte DPS	5	Isabella Co SD	2
Grosse Pte Farms PD	1	Jackson Co SD	1
Grosse Pte Fire Dept	4	Jackson PD	5
Grosse Pte Park PD	1	Jonesville PD	1
Grosse Pte Woods DPS	2	Kalamazoo Co Parks & Rec	2
Hamtramck PD	1	Kalamazoo Co SD	3
Hancock PD	1	Kalamazoo PD	7
Harper Woods PD	2	Kalamazoo Twp PD	1
Harrison PD	4	Kalkaska Co SD	3
Hartford PD	1	Kalkaska PD	1
Hazel Park PD	1	Kent Co SD	11
Highland Park PD	7	Keweenaw Co SD	3
Homer PD	1	Kingsford PD	6
Howard Twp PD	1	Kinross Base Conversion Authority	12
Howell PD	1	Kinross Twp PD	3
Huntington Woods DPS	1	Lake Co SD	2
Huron-Clinton Metro Authority	2	Lake Linden PD	1

<u>Agency</u>	<u>No. Trainees Enrolled</u>	<u>Agency</u>	<u>No. Trainees Enrolled</u>
Lake Odessa PD	1	Marquette Co SD	2
L'Anse PD	3	Marshall PD	2
Lansing PD	6	Mason Co SD	1
Lapeer Co Intelligence	1	Mason PD	1
Lapeer Co SD	4	Mattawan PD	3
Lawrence PD	1	Mendon PD	3
Lenawee Co SD	3	Menominee Co SD	4
Lennon PD	1	Menominee PD	2
Lexington PD	1	Meridian Twp PD	2
Lincoln Park PD	2	Metamora Village PD	1
Linden PD	1	Michigan Dept of Natural Resources	23
Litchfield PD	3	Michigan State Police	354
Livingston Co SD	1	Michigan State Univ DPS	3
Livonia PD	7	Middleville PD	2
Luce Co SD	3	Midland Co SD	5
Mackinaw Island PD	2	Midland PD	4
Macomb Co Comm Coll DPS	1	Midland Twp PD	2
Macomb Co SD	15	Milan PD	1
Madison Heights PD	3	Milford PD	2
Mancelona PD	2	Millington-Arbela Twp PD	3
Manchester PD	7	Millington PD	1
Marcellus PD	1	Missaukee Co SD	1
Marenisco Twp PD	1	Monroe Co SD	8
Marquette Co Airport	2	Monroe PD	6

<u>Agency</u>	<u>No. Trainees Enrolled</u>	<u>Agency</u>	<u>No. Trainees Enrolled</u>
Montcalm Co SD	2	Oscoda Co SD	4
Montmorency Co SD	3	Ottawa Co SD	4
Montrose Twp PD	3	Ovid PD	2
Morrice PD	1	Paw Paw PD	1
Mt. Clemens PD	2	Pennfield Twp PD	1
Newaygo PD	1	Pinconning PD	1
New Buffalo PD	1	Pittsfield Twp PD	5
New Lothrop Village PD	1	Pleasant Ridge PD	2
Niles PD	1	Plymouth PD	1
Northern Michigan Univ DPS	3	Pt Sanilac PD	1
Northville PD	3	Prairieville Twp PD	2
Norton Shores PD	1	Presque Isle Co SD	1
Novi PD	1	Quincy PD	1
Oakland Comm Coll DPS	8	Reading PD	1
Oakland Co Prosecutors Ofc	1	Redford Twp PD	7
Oakland Co Security	3	Reese PD	1
Oakland Co SD	16	Richfield Twp PD	1
Oakland Univ DPS	1	Richland Twp PD	1
Oak Park DPS	1	River Rouge Fire Dept	1
Ogemaw Co SD	4	River Rouge PD	8
Onaway PD	1	Rockford PD	1
Ontonagon Co SD	3	Roscommon Co SD	1
Osceola Co SD	1	Roseville PD	6
Oscoda-AuSable Twp PD	1	Rothbury PD	2

<u>Agency</u>	<u>No. Trainees Enrolled</u>	<u>Agency</u>	<u>No. Trainees Enrolled</u>
Royal Oak PD	1	Trenton PD	1
Royal Oak Twp PD	6	Troy PD	4
Saginaw Co SD	14	Tuscola Co SD	3
Saginaw Valley St Coll DPS	1	Tuscorora Twp PD	1
St Charles PD	1	Unionville PD	1
St Clair Co SD	2	Univ of Detroit DPS	3
St Clair PD	2	Univ of Michigan DPS	1
St Clair Shores PD	4	Van Buren Twp PD	6
St Ignace PD	1	Vernon PD	1
St Joseph Co SD	2	Wakefield PD	1
St Joseph Twp PD	1	Waldron PD	1
Saline PD	1	Walkerville PD	2
Sanford PD	1	Warren PD	6
Sanilac Co SD	1	Washtenaw Co SD	15
Saugatuck PD	1	Wayne Co Road Comm/Metro	13
Schoolcraft Co SD	1	Wayne Co SD	21
Shelby Twp PD	1	Wayne DPS	2
Somerset Twp PD	1	Wayne St Univ DPS	5
Southfield PD	2	West Bloomfield Twp PD	3
So Lyon PD	9	Wexford Co SD	2
So Range PD	1	White Lake Twp PD	2
Sparta PD	1	Williamston PD	2
Springport PD	1	Woodhaven PD	1
Sterling Heights PD	11	Worth Twp PD	1
Stoney Creek Metropark PD	1	Wyandotte PD	3
Sturgis PD	3	Ypsilanti PD	2
Three Oaks PD	1		<u>1,169</u>

In-Service Unit

Act No. 203, P.A. 1965, as amended, authorizes the Michigan Law Enforcement Officers Training Council to set categories or classifications of In-Service Training programs and minimum courses of study, along with attendance requirements for all such categories or classifications.

With the Training Act serving as the impetus, Council continued in fiscal year 1978/79 to provide and direct a Statewide In-Service Career Development Training Program. The goal of the program is to provide a statewide system of coordinated law enforcement training based on state, regional, and local needs in order that each law enforcement officer can benefit from the career development concept. To accomplish this goal, Council, in cooperation with the Office of Criminal Justice, developed a career training sequence geared to both line and command officers.

The training activities for the fiscal year addressed three (3) distinct program areas:

- Advanced Police Training (Line Level)
- First Line Supervision
- Management Development

In Advanced Police Training, Council established the goal to provide law enforcement officers engaged in "line level" enforcement tasks with quality training, which is built upon the knowledge they have acquired through basic training and experience on the job. The training constitutes a necessary phase in the overall Career Development Training Program in that it will provide a level of knowledge for further specialized training and career development.

To accomplish this goal, the following objectives were set:

1. To continue to provide Advanced Police In-Service Training on a statewide basis.

2. By 9-30-79, train 660 law enforcement officers through 22 MLEOTC certified funded training sessions.
3. To evaluate the curriculum and instructional resources currently utilized.
4. To approve and develop high quality curriculum and instructional materials.
5. To provide quality instructors, materials, and facilities for Advanced Police Training.
6. To make the training available to officers from law enforcement agencies of every size and geographical location.
7. To provide for training expenses, except trainee salary, so that officers can participate regardless of department financial resources.
8. To provide subsistence when absolutely necessary to allow officers to participate in the training regardless of the department's geographical location.

The entire funded and non-funded Advanced Police Training activities resulted in all of the stated objectives being successfully met and in some cases exceeding all expectations. There were 931 law enforcement officers trained representing a total of 281 agencies. (See Tables 6, 7, 8, and 9)

The overwhelming success of the Advanced Police Training activities can be attributed to the new In-Service Training Approval Request System, which was implemented in January of 1979. This new system allows training centers to petition Council for specific program approvals as well as funding. The submitted programs are thoroughly evaluated by Council and monitored for quality control. Successful completion of any Council approved program enables law enforcement officers to accumulate training hours that will be credited towards a Council awarded certificate.

The hours required for Council certificates are as follows:

- Advanced Police Training (80 hours)
- Basic Supervision (16 hours)
- Management Development (40 hours)
- Specialized \*

Council addressed the area of First Line Supervision by establishing the goal of providing for comprehensive basic supervision training that will ensure the effectiveness and competency of all law enforcement officers operating in that capacity. The training gained at the First Line Supervision level may truly influence the actions of the individual officer during his/her entire career. The following objectives were established as the basis for operation:

1. Introduce and explain the information necessary for First Line Supervisors in law enforcement agencies to operate efficiently and effectively.
2. Provide the participants with an opportunity to utilize the techniques and concepts taught in these programs on a variety of practical problems, thereby aiding the integration process and facilitating "back home" implementation.
3. By 9-30-79, train 300 First Line Supervisors through 10 funded training sessions at MLEOTC approved In-Service Training Centers.

The First Line Supervision training was again well received by the law enforcement discipline. The set objectives were successfully achieved in each area except in total number trained which resulted in 290 supervisors

\*No set hours required. Approved programs in this area would qualify successful participants for a certificate.

completing course requirements. Council feels the total trained figure is relatively high considering the last minute cancellations caused by the pressing time schedules of First Line Supervisors. There was a total of 85 agencies who participated in training. (See Table 7)

In addressing the Management Development area of training, Council instituted the goal of providing for comprehensive management training that will ensure the effectiveness and competency of management personnel in law enforcement.

The following objectives were set to address the Management Development goal:

1. Introduce and explain modern management methods and concepts and show how they can be integrated into today's law enforcement agencies.
2. Provide the participants with an opportunity to utilize the techniques and concepts taught in these programs on a variety of practical problems, thereby aiding the integrating process and facilitating "back home" implementation.
3. By 9-30-79, train 200 law enforcement managers through 8 funded training sessions at MLEOTC approved In-Service Training Centers.

Consistent with past years, Council remains pleased with the management training activities presented. It was quite evident from the participant evaluations that the learning experiences were valuable, thereby facilitating "back home" implementation. A total of 201 command officers received training, representing a cross section of 40 law enforcement agencies. (See Tables 7 and 11)

With the intent of gathering the perceived statewide training needs of the law enforcement discipline, Council during the past fiscal year conducted an In-Service Training Needs Assessment which was administered to a random sample

of 425 agencies. Of the 425 agencies surveyed, there were 274 responses which represented various sizes and types of enforcement bodies.

Council, in cooperation with the Regional Training Academies, will utilize the Needs Assessment data as a guide to present a series of In-Service (Career Development) Training Programs that will attempt to satisfy the reported needs in fiscal year 1979-80.

As evidenced by the reported statewide enrollment figures (1,423 total trained), In-Service Training remains a high priority need for all law enforcement agencies. Council acknowledges the importance placed on Career Development by the discipline, and therefore will continue to provide for quality In-Service Training that supports the professional growth of all law enforcement officers statewide.

Table 6  
NUMBER OF LAW ENFORCEMENT PERSONNEL  
PARTICIPATING IN VARIOUS CAREER DEVELOPMENT  
TRAINING PROGRAMS BY FISCAL YEAR

Type of Training	FY 75-76	FY 76-77	FY 77-78	FY 78-79
Advanced Police Training	448	445	617	931
Supervisory (16 hour curriculum)	329	244	253	290
Management Development (40 hour curriculum)	109	123	140	201
TOTALS	886	812	1,010	1,422

Table 7  
 NUMBER OF STATEWIDE AGENCIES PARTICIPATING IN SPECIFIC  
 CAREER DEVELOPMENT TRAINING PROGRAMS DURING FY 1978/79

AGENCY	First Line Supervision	Management Development	Advanced Training
Michigan State Police	1	1	1
County Sheriff	17	6	55
Local Police	55	24	192
Colleges/Universities	6	5	11
Other	6	4	22
<b>TOTALS</b>	<b>85</b>	<b>40</b>	<b>281</b>

Table 8  
 GRADUATES OF ADVANCED POLICE TRAINING (FUNDED)  
 FY 1978/79 BY AGENCY

AGENCY	# OF GRADUATES	AGENCY	# OF GRADUATES
ALGONAC PD	1	COVERT TWP. PD	1
ALLEGAN CO SHERIFF	2	DAVISON PD	2
BANGOR PD	1	DEARBORN PD	10
BARRY CO SHERIFF	3	DEARBORN HEIGHTS PD	4
BARRY TWP. PD	1	DELTA COMM. COLLEGE DPS	2
BATTLE CREEK PD	5	DETROIT PD	60
BATTLE CREEK TWP. PD	1	DETROIT EDISON	1
BENTON HARBOR PD	2	DOWAGIAC PD	2
BENTON TWP. PD	2	ECORSE PD	3
BERKLEY PD	3	EDMORE PD	1
BIRMINGHAM PD	5	EMMET CO SHERIFF	1
BLOOMFIELD HILLS PD	4	FARMINGTON PD	2
BLOOMFIELD TWP. PD	13	FARMINGTON HILLS PD	9
BRIDGMAN PD	1	FERNDALE PD	2
BRIGHTON PD	1	FERRIS STATE COLLEGE DPS	1
BURTON PD	2	FLAT ROCK PD	5
BAY CO SHERIFF	1	FRANKENMUTH PD	2
CANTON TWP. PD	4	FRANKLIN PD	1
CASS CITY PD	1	GARDEN CITY PD	5
CASS CO SHERIFF	4	GRAND BLANC TWP. PD	2
CENTRAL MICH. UNIV. DPS	8	GRAND HAVEN PD	8
CLARE PD	3	GRAND RAPIDS JR. COLL. DPS	1
CONRAIL	4	GRAND TRAVERSE CO SHERIFF	1
COOPERSVILLE PD	2	GRAND TRUNK RAILROAD	6

Graduates of Advanced Police Training (Funded) Cont'd.

AGENCY	# OF GRADUATES	AGENCY	# OF GRADUATES
GROSSE ISLE TWP. PD	2	LINCOLN TWP. PD	1
GROSSE PTE. WOODS PD	2	LIVONIA PD	6
HAMPTON TWP. PD	1	MADISON HEIGHTS PD	7
HAMTRAMCK PD	4	MARYSVILLE PD	3
HARTFORD PD	1	MICHIANA PD	1
HAZEL PARK PD	1	MICH. HUMANE SOC. WAYNE CO	1
HESPERIA PD	2	MICHIGAN NATIONAL GUARD	1
HIGHLAND PARK PD	2	MICHIGAN STATE POLICE	1
HILLSDALE PD	1	MIDLAND PD	2
HOLLAND PD	4	MILFORD PD	1
HOME TWP. PD	1	MISSAUKEE CO SHERIFF	1
HOWELL PD	2	MONTCALM CO SHERIFF	1
HUDSONVILLE PD	1	MT. PLEASANT PD	1
HUNTINGTON WOODS PD	3	MUSKEGON CO AIRPORT	2
INKSTER PD	1	MUSKEGON HEIGHTS PD	2
IOSCO CO SHERIFF	1	NILES TWP. PD	1
ISABELLA CO SHERIFF	1	NORFOLK & WESTERN	1
KALAMAZOO PD	2	NORTH MUSKEGON PD	1
KALAMAZOO CO SHERIFF	3	NORTHERN MICH. UNIV. DPS	1
KALAMAZOO TWP. PD	4	NORTHVILLE PD.	3
KALAMAZOO VALLEY COMM. COLL. DPS	1	NORTHVILLE TWP. PD	4
LAPEER CO SHERIFF	3	NORTHWESTERN MICH. COLL. DPS	1
LATHROP VILLAGE PD	1	NOVI PD	2
LAWRENCE PD	1	OAKLAND COMM. COLL. DPS	4
LINCOLN PARK PD	10	OAKLAND CO SHERIFF	1

Graduated of Advanced Police Training (Funded) Cont'd.

AGENCY	# OF GRADUATES	AGENCY	# OF GRADUATES
OCEANA CO SHERIFF	3	TITTABAWASSEE TWP. PD	3
OSCEOLA CO SHERIFF	1	TRENTON PD	4
OTTAWA CO SHERIFF	10	TROY PD	11
PENNFIELD TWP. PD	1	USAF SEC. PD	1
PONTIAC PD	3	UTICA PD	1
PONTIAC TWP. PD	3	WASHTENAW CO SHERIFF	6
PORTAGE PD	1	WATERFORD TWP. PD	1
REDFORD TWP. PD	6	WAYNE PD	3
REED CITY PD	2	WEBBERVILLE PD	1
RIVERVIEW PD	2	WEST BLOOMFIELD PD	1
ROSS TWP. PD	1	WEST BLOOMFIELD TWP. PD	10
ROYAL OAK PD	2	WESTERN MICHIGAN UNIV. DPS	3
ROYAL OAK TWP. PD	2	WESTLAND PD	2
SAGINAW PD	1	WHITEHALL PD	1
SAGINAW CO SHERIFF	4	WHITE LAKE TWP. PD	1
SHEPHERD PD	1	WIXOM PD	1
SOUTH LYON PD	2	WYANDOTTE PD	4
SOUTHFIELD PD	2	WYOMING PD	3
SOUTHGATE PD	3	ZILWAUKEE PD	1
SPARTA PD	1		
SPRING LAKE PD	1	TOTALS	433
ST. JOSEPH CO SHERIFF	1		
STERLING HEIGHTS PD	9		
STEVENSVILLE PD	1		
THREE RIVERS PD	1		

Table 9  
GRADUATES OF ADVANCED POLICE TRAINING (NON-FUNDED)  
FY 1978/79 BY AGENCY

AGENCY	# OF GRADUATES	AGENCY	# OF GRADUATES
ALBION PD	4	DEARBORN HEIGHTS PD	2
ADRIAN PD	1	DELTA CO SHERIFF	2
ALCONA CO SHERIFF	1	DEPT. OF SOCIAL SERVICES	6
ALLEGAN CO SHERIFF	1	DETROIT PD	8
ALPENA PD	2	DEWITT TWP. PD	2
ALPENA CO SHERIFF	3	DISTRICT COURT	2
AMERICAN BANK & TRUST	1	EAST DETROIT PD	3
ANN ARBOR PD	1	EAST LANSING PD	3
ANTRIM CO DET/UNIT	1	EATON CO SHERIFF	6
BAY CITY PD	4	ECORSE PD	2
BAY CO SHERIFF	5	ESCANABA DPS	21
BENTON HARBOR PD	2	FARMINGTON PD	1
BENZIE CO SHERIFF	2	FARMINGTON HILLS PD	3
BRANCH CO SHERIFF	1	FENTON PD	1
BURTON PD	1	FERNDALE PD	1
CALHOUN CO SHERIFF	1	FIRST STATE SAV. & LOAN	2
CANTON TWP. PD	1	FLAT ROCK PD	1
CASS CO SHERIFF	1	FLINT PD	3
CENTERLINE PD	2	FLINT TWP. PD	1
CHESSIE RAILROAD	1	FRASER PD	1
CHIPPEWA CO PROSECUTOR	1	GARDEN CITY PD	2
CHIPPEWA CO SHERIFF	11	GAYLORD PD	5
DEARBORN PD	3	GENESEE CO SHERIFF	1

Graduates of Advanced Police Training (Non-Funded) cont'd.

AGENCY	# OF GRADUATES	AGENCY	# OF GRADUATES
GLADSTONE DPS	1	KALKASKA CO SHERIFF	1
GLADWIN CO SHERIFF	2	KENSINGTON METRO PARK PD	1
GRAND HAVEN PD	1	KENT CO SHERIFF	2
GRAND LEDGE PD	4	KEWEENAW CO SHERIFF	2
GRAND TRAVERSE CO SHERIFF	8	KINROSS DPS	3
GROSSE PTE. CITY PD	3	KIRTLAND COMM. COLL. DPS	4
GROSSE PTE. FARMS PD	1	LAKE ORION PD	2
GROSSE PTE. PARK PD	30	LANSING COMM. COLL. DPS	1
GROSSE PTE. SHORES PD	3	LANSING PD	5
GROSSE PTE. WOODS PD	3	LANSING TWP. PD	3
HAMTRAMCK PD	2	LEELANAU CO SHERIFF	2
HANCOCK PD	5	LEGAL SERVICES	1
HARBOR SPRINGS PD	1	LENAWEE CO SHERIFF	1
HIGHLAND PARK PD	1	LINCOLN PARK PD	1
HILLSDALE CO SHERIFF	1	LITCHFIELD PD	1
HOLLAND PD	4	LIVONIA PD	1
HOUGHTON PD	2	MARQUETTE CO SHERIFF	7
INGHAM CO SHERIFF	4	MASON CO SHERIFF	1
INKSTER PD	1	MENOMINEE PD	1
IOSCO CO SHERIFF	1	MENOMINEE CO SHERIFF	2
ISABELLA CO SHERIFF	4	MERIDIAN TWP. PD	6
ISHPEMING PD	5	MICH CORP. & SEC. BUREAU	1
JACKSON PD	12	MICHIGAN NATIONAL BANK	1
K I SAWYER INVESTIGATIONS	2	MICHIGAN STATE POLICE	74
KALAMAZOO CO SHERIFF	1	MIDLAND PD	1

Graduates of Advanced Police Training (Non-Funded) Cont'd.

AGENCY	# OF GRADUATES	AGENCY	# OF GRADUATES
MIDLAND CO SHERIFF	1	SAULT STE. MARIE PD	23
MILFORD PD	1	SOCIAL SERVICES	9
MONROE CO SHERIFF	9	SOUTH LYON PD	4
MONTMORENCY CO SHERIFF	1	SOUTH RANGE PD	1
MT. CLEMENS PD	1	SOUTHFIELD PD	2
MUSKEGON CENTRAL DISPATCH	6	STERLING HEIGHTS PD	1
MUSKEGON PD	6	TAYLOR PD	3
MUSKEGON CO SHERIFF	4	THREE RIVERS PD	1
MUSKEGON HEIGHTS PD	1	TRAVERSE CITY PD	3
NEGAUNEE PD	5	TRENTON PD	1
NORTH MUSKEGON PD	2	TUSCOLA CO PROSECUTOR	1
NORTHWESTERN MICH. COLL. DPS	1	WARREN PD	1
NOVI PD	4	WASHTENAW CO SHERIFF	5
OAK PARK PD	2	WAYNE CO SHERIFF	4
OSCEOLA CO SHERIFF	1	WESTLAND PD	2
PETOSKEY PD	1	WEXFORD CO SHERIFF	2
PLYMOUTH PD	4	WIXOM PD	6
PORT HURON PD	2	WOODHAVEN PD	1
REDFORD TWP. PD	1	WYANDOTTE PD	2
RIVER ROUGE PD	1	WYOMING PD	1
RIVERVIEW PD	2		
ROSCOMMON CO SHERIFF	8	TOTALS	498
ROSE CITY PD	1		
SAGINAW TWP. PD	1		
ST. CLAIR SHORES PD	2		

Table 10  
GRADUATES OF FIRST LINE SUPERVISION  
FY 1978/79 BY AGENCY

AGENCY	# OF GRADUATES	AGENCY	# OF GRADUATES
ALMA PD	1	DETROIT PD	7
ALMONT PD	1	EASTERN MICHIGAN UNIV. DPS	1
ALPENA CO SHERIFF	1	ELK RAPIDS PD	1
BAY CITY PD	2	ESCANABA DPS	1
BAY CO SHERIFF	12	FENTON PD	4
BENZIE CO SHERIFF	3	FLAT ROCK PD	5
BLOOMFIELD TWP. PD	2	FLINT PD	7
BOYNE CITY PD	1	GARDEN CITY PD	4
BRANCH CO SHERIFF	1	GENESEE CO PARK & REC. COMM.	1
BUENA VISTA TWP. PD	3	GENESEE CO SHERIFF	5
BURTON PD	1	GENESEE VALLEY SECURITY	3
CANTON PD	1	GRAND BLANC TWP. PD	1
CENTRAL MICHIGAN UNIV. DPS	3	GRAND RAPIDS PD	3
CHARLEVOIX PD	2	GRAND TRAVERSE CO SHERIFF	3
CHIPPEWA CO SHERIFF	1	GROSSE PTE. FARMS PD	2
CLINTON CO SHERIFF	2	GROSSE PTE. PARK PD	4
CLIO-VIENNA PD	1	GROSSE PTE. SHORES PD	6
DAVISON PD	1	GROSSE PTE. WOODS PD	3
DEARBORN PD	12	HAMPTON TWP. PD	2
DEARBORN HEIGHTS PD	5	HAMTRAMCK PD	3
DELTA COLLEGE DPS	1	HARBOR SPRINGS PD	1
DEPT. OF CORRECTIONS	5	HARPER WOODS PD	1
DEPT. OF NATURAL RESOURCES	2	HASTINGS PD	3

Graduates of First Line Supervision Cont'd.

AGENCY	# OF GRADUATES	AGENCY	# OF GRADUATES
INGHAM CO SHERIFF	2	SAGINAW PD	16
INKSTER PD	2	SAGINAW CO SHERIFF	1
KALAMAZOO PD	2	SAGINAW VALLEY ST. COLL. DPS	1
KALAMAZOO CO SHERIFF	4	ST. CLAIR PD	1
KALKASKA PD	1	ST. CLAIR CO SHERIFF	6
LAPEER CO SHERIFF	7	ST. JOHNS PD	2
LEELANAU CO SHERIFF	1	SANFORD PD	1
LIVONIA PD	6	SAULT STE. MARIE PD	5
MACKINAW ISLAND PD	1	SPARTA PD	2
MACOMB CO SHERIFF	3	TRAVERSE CITY PD	2
MANCHESTER VILLAGE PD	1	TUSCORORA TWP. PD	1
MARYSVILLE PD	1	TUSCOLA CO SHERIFF	5
MLEOTC	2	UNIV. OF DETROIT DPS	3
MICHIGAN STATE POLICE	36	WASHTENAW CO SHERIFF	4
MIDLAND TWP. PD	3	WAYNE PD	9
MT. MORRIS PD	1	WESTLAND PD	10
NATIONAL PARK SERVICE DPS	1	WHITEHALL PD	1
OAKLAND UNIV. DPS	1	WIXOM PD	3
PORT HURON PD	1	WYANDOTTE PD	3
PRESQUE ISLE CO SHERIFF	3	TOTALS	290

Table 11  
GRADUATES OF MANAGEMENT  
FY 1978/79 BY AGENCY

AGENCY	# OF GRADUATES	AGENCY	# OF GRADUATES
ADRIAN PD	4	MLEOTC	9
ANN ARBOR PD	6	MICHIGAN STATE POLICE	11
BARRY TWP. PD	1	MONTCALM CO SHERIFF	2
CENTRAL MICH. UNIV. DPS	1	NORTHVILLE PD	1
CLARE PD	2	OAK PARK PD	2
CLIO-VIENNA PD	1	OAKLAND CO SECURITY	6
DEPT. OF NATURAL RESOURCES	3	OAKLAND UNIV. DPS	1
DETROIT PD	40	PITTSFIELD TWP. PD	2
EAST DETROIT PD	1	PLYMOUTH PD	2
EATON CO SHERIFF	4	REED CITY PD	3
FARMINGTON HILLS PD	5	SAULT STE. MARIE PD	1
FENTON PD	2	STERLING HEIGHTS PD	10
FLINT PD	3	WASHTENAW CO SHERIFF	8
GENESEE VALLEY SEC.	1	WAYNE PD	1
GRAND RAPIDS PD	4	WAYNE CO SHERIFF	3
GROSSE PTE. SHORES PD	6	WAYNE STATE UNIV. DPS	12
IMLAY CITY PD	1	WESTERN MICHIGAN UNIV. DPS	4
INGHAM CO SHERIFF	8	TOTAL	201
JACKSON PD	3		
KALAMAZOO PD	6		
KALAMAZOO CO SHERIFF	7		
LANSING COMM. COLLEGE DPS	1		
LANSING PD	13		

Pre-Employment Unit

Section 11(f) of Act No. 203, P.A. 1965, as amended, authorizes the Training Council to establish pre-service basic training programs at colleges and universities which qualify under the rules of the Council. This section was established in support of the MLEOTC goal to encourage qualified people with higher educational levels to enter law enforcement for the purpose of enhancing and upgrading the police profession and its services to the public.

Since 1972, when Ferris State College was first approved by the MLEOTC to operate a pilot Pre-Employment program, the Pre-Employment concept has proved both its potential value and feasibility. The Pre-Employment concept is a belief that law enforcement vocational objectives can be taught effectively in conjunction with academic educational objectives. The availability of basic police training certification to qualified college students will, and has, encouraged many students to seek a career in law enforcement. This last fiscal year 182 students completed pre-service training and another approximately 165 students were hired by law enforcement agencies. (See Table 12)

Following the establishment of a Pre-Employment Policies and Procedures Manual in August 1978, a series of Pre-Employment program proposals petitioned the MLEOTC for approval. Based on the Pre-Employment manual guidelines, proposed programs were reviewed by the Pre-Employment Unit, and as a result, seven Pre-Employment programs were approved for operation. Other basic training academies, along with Grand Valley State College, are also approved to offer basic police certification to pre-service candidates. However, the basic training academy system will discontinue offering pre-service training in 1982.

Pre-Employment, now operational, must meet its principal challenge; that is, to provide the highest quality education and law enforcement training to those seeking a career in law enforcement. To meet this challenge, the Pre-Employment Unit must assure the objectives set for the next fiscal year will facilitate an expeditious move to establish high quality law enforcement certification programs throughout the Pre-Employment system. In answer to this challenge, the Pre-Employment Unit has identified three primary objectives to be addressed for fiscal year 79-80. The first objective is, the Pre-Employment Unit will:

...act as a resource agent to all Pre-Employment programs for the purpose of establishing a quality Pre-Employment system.

To accomplish this vital objective, the Pre-Employment Unit will facilitate important administrative and program information to Pre-Employment programs in need of assistance. This includes encouraging the exchange of information between Pre-Employment institutions, especially new Pre-Employment institutions with experience in basic law enforcement training.

Pre-Employment's second objective will be to:

...gain support and input from Michigan law enforcement agencies concerning the Pre-Employment concept and system.

For Pre-Employment to be a success, it is essential that law enforcement agencies be aware of the Pre-Employment system and how Pre-Employment can benefit the law enforcement profession and their agencies. In addition, by establishing a general understanding among law enforcement on how Pre-Employment operates and functions, invaluable feedback and recommendations can be provided by the practicing field. Such input will help strengthen the effective quality of the Pre-Employment system.

The third objective of the Pre-Employment Unit will be to:

...monitor and evaluate Pre-Employment programs to ensure compliance with MLEOTC educational and training mandates and to provide recommendations for program improvement.

This objective is essential in assuring the Pre-Employment system continues to be one of upmost quality in providing education and training to law enforcement candidates.

Table 12

NUMBER OF PRE-SERVICE CANDIDATES TRAINED AT STATE COLLEGES AND REGIONAL TRAINING SCHOOLS FOR FISCAL YEAR 1978/1979

STATE COLLEGE	CANDIDATES COMPLETED TRAINING
Ferris State College	53
Grand Valley State College	40
Jackson Community College	1
Kalamazoo Valley Community College	27
Lake Michigan College	1
Lake Superior State College	17
Lansing Community College	15
Macomb County Community College	3
Northern Michigan University	11
Oakland Community College	9
Wayne County Sheriff Police Training Academy	5
TOTAL GRADUATES	182

SECTION III

RESEARCH AND DEVELOPMENT SECTION

The Research and Development Section of the MLEOTC is responsible for the following objectives:

- . Preparing and publishing valid standards for the selection and training of law enforcement officers.
- . Developing, implementing, and maintaining a standards information system.
- . Designing and developing competency-based training modules.
- . Operating the MLEOTC media center.

In order to manage the above projects, the section is organized along functional lines into three separate units; Standards, Analysis, and Development. In reality, much of the work is achieved as a result of a cooperative effort between the units.

Standards Unit

The Standards Unit's major effort for the year 1979 was to continue the Statewide Patrol Officer Job Analysis project. This project is designed to provide a body of information upon which decisions can be made concerning mandatory job-related selection and training standards.

Standards Unit Cont'd

With the completion of the analysis phase of the Job Analysis project, the MLEOTC now has a broad and extensive data base which constitutes a job description of the entry-level police patrol officer position in the state of Michigan. This data has been organized into a usable information base in the form of two final reports.

As stated earlier, the MLEOTC has a statutory responsibility to prepare and publish mandatory minimum selection and training standards for all entry-level law enforcement officers in the state. This represents a diverse group of agencies including railroads, airports, conservation and park police, in addition to the traditional types of agencies representing municipalities, counties and the state. Because the scope of the project was so broad, it was necessary to carefully define the occupational area of interest, the unit of analysis and the methodology for the study. What follows is a brief overview of the steps in the analysis phase and product which resulted.

Since the goal of the job analysis was to gather data that could be used to develop employment selection and training standards, a decision was made to gather data on only the entry-level patrol officer position. The research population excluded officers serving primarily in specialized functions.

Because of the complexity of the police patrol officer job, a decision was made to divide the Job Analysis project into two separate studies

Standards Unit Cont'd

hereinafter referred to as the General Study and the Physical Study.

This decision was made because the physical aspects of the job require a different methodology in order to adequately capture all of the critical dimensions of physical performance.

General Study - After reviewing many methodologies, it was decided to use the task inventory approach because this approach lent itself most readily to the future development of training curriculum.

A sample of almost 200 agencies was chosen across the state and included over 4,200 potential patrol officer respondents. The sample was stratified into 12 agency types which were used for analyses. A sample of 526 supervisory respondents was also selected from the 12 agency types to supply task factor ratings relating to task importance and training priority.

PATROL OFFICER SAMPLE

<u>Type of Agency</u>	<u>N</u>
Michigan State Police	224
Detroit Police Department	844
Large Cities/Villages/Townships (100 + full-time officers)	875
Medium Cities/Villages/Townships (30 - 99 full-time officers)	538
Small Cities/Villages/Townships (1 - 29 full-time officers)	541
Large County Sheriffs' Departments (22 + patrol officers)	516
Small County Sheriffs' Departments (1 - 21 patrol officers)	99
Colleges/Universities	144
Airports	101
Railroads	120
State Department of Natural Resources	170
Local Parks	62
TOTAL	4,234

Standards Unit Cont'd

Five booklets were constructed for data collection. One booklet was completed by patrol officer incumbents and four task factor booklets were used to collect supervisory ratings with any one supervisor completing two booklets.

Patrol Booklet

This booklet consists of five sections which were:

1. Background - 26 questions were used to allow the respondent to describe himself and his agency.
2. Complaint/Incident - 128 complaints were listed and the respondent indicated if and how he would handle the complaint.
3. Equipment and Transportation Checklist - The respondent simply indicated which of 92 items he used as part of his job.
4. Sources of Information - The respondent indicated which and to what level he had to read each of 30 sources of information.

Standards Unit Cont'd

5. Task Lists - 649 tasks were displayed in 18 duty fields and the respondent used a seven-point frequency scale to indicate which tasks he performed and how frequently.

(Task Factor Booklets

1. Consequences of Inadequate Performance - Supervisors rated the same 649 tasks for consequences of performance failure.
2. Training Priority - Supervisors rated the 649 tasks for priority for inclusion in a basic police training program.
3. Task Learning Difficulty - Supervisors rated the 649 tasks for the time required for an officer to learn to satisfactorily perform the task.
4. Task Delay Tolerance - Supervisors rated the 649 tasks for how much time can be allowed between the time the officer becomes aware the task is to be performed and the time the officer must begin performing it.

As booklets were returned they were carefully reviewed and screened. A total of 2,931 patrol booklets and 724 supervisory booklets were keypunched for analysis. The analyses were done by a staff statistician/programmer

Standards Unit Cont'd

at Michigan State University using the Statistical Package for the Social Sciences. This work was performed under the direction of the contractor, Psychological Research Consultants of Fair Oaks, California.

Throughout the analyses the data were stratified to facilitate the determination of similarities and differences in the police job as it is performed across the state. After preliminary analyses, it was determined that it would be too severely limiting to include all 12 agency types in any decision rule used to determine those tasks common to all agency types. For that reason, it was decided to work with eight traditional agency types and to report separately those tasks of significance to the specialized agencies; i.e., airport, railroad, local parks and the Department of Natural Resources.

In order to facilitate the use of the data for selection and training, the tasks were grouped into selection and training groups. The training groups composed of tasks which would logically be taught in major blocks of instruction. The training groups are as close as possible to the existing blocks of instruction in the present basic training curriculum to minimize transition problems when the curriculum is updated to reflect the job analysis findings. The tasks were also grouped into selection groups composed of tasks which require similar behaviors.

In an effort to reduce the 649 tasks in the survey instruments to a common core, several decision rules were used which involved percent of

Standards Unit Cont'd

officers performing a given task and the criticality rating for that task. These rules were applied across the eight traditional agency types. This methodology insured that each "core" task was both performed and important for each of the traditional agency types.

Those tasks which failed the decision rule test for all eight agency types but did meet the criteria for several agency types were designated "non-core" tasks. These tasks are carried along in each of the training and selection groups. It has been determined that it is not within the scope of the present project to use these "non-core" tasks. The present project is limited to developing standards and curriculum which are common on a statewide basis.

Three hundred and thirty-two tasks met all of the decision rule criteria and are grouped into 35 training task groups. The same tasks were grouped into 36 selection groups.

Every effort was made, in writing the General Study report, to carry along sufficient data, displayed in a usable format, to permit ready use of the information during the design and development phases of this project. Charts were constructed which displayed the core tasks for the eight traditional agency types by training and selection groups with values for percent performing and all four task factor ratings. Similar charts were constructed to display criticality and percent performing

Standards Unit Cont'd

data for the specialized agency types. Also, criticality and performance data are reported for all agency types for all non-core and eliminated tasks.

Ratings were collected on 129 complaints and it was found that 95 were significant to the eight traditional agency types.

Data for equipment/vehicle operation were converted to percentages for each of the 12 agency types. Equipment/vehicles used by 50% or more of the officers across the eight traditional agency types were considered to be core.

Percentages were calculated for all source materials indicating that either the source material or some description of the material is read. Material read by 50% of the officers across the eight traditional agency types were designated as core reading materials.

Physical Study. The physical study which was conducted by Wollack and Associates involved the participation of 67 agencies statewide representing the same 12 agency types used in the general study. A one-page questionnaire of the diary format was used to collect descriptive information relating to an event requiring physical activity on the part of a police officer. Usable survey instruments were collected during three one-week survey periods representing over 19,000 officer watches. The three survey periods were spread over Winter, Spring and Summer to

Standards Unit Cont'd

capture seasonal differences in the physical aspects of the job during which 3,600 incidents were reported.

The data were analyzed to determine the dimensions of physical activity involving athletic skills and defensive skills. The data were also analyzed for only those activities which officers reported as being critical across three dimensions: Loss or damage to property; injury to self or others; or escape of a subject.

Data from incidents were analyzed for criticality and non-criticality for seven athletic skills (lifting/carrying, dragging/pulling, pushing, climbing, running, jumping, crawling). For each skill the number of activities was reported along with the dimension for that activity (height, weight, etc.) and the expected annual frequency of occurrence. Whether the officer was assisted is also reported for the appropriate activities.

Data from incidents involving resistance from a subject(s) were analyzed for characteristics of the subject(s); nature of the resistance encountered; action taken by the officer; and whether the officer had to take action unassisted. The mental state of subjects were analyzed to determine whether an officer was able to reason with the subject.

Comparisons for expected annual frequency of occurrence were reported for each type of activity by each agency type. These measures were reported for all activities as well as for critical activities.

Standards Unit Cont'd

Extensive analyses were done on the relationship of events under general conditions as opposed to highly critical conditions. The results showed a very high coefficient of correlation indicating that it is proper that the job analysis be based on the overall data rather than the more restrictive data which are confined to highly critical situations. The relationships between the various physical activities were also reported. This identified those events which tend to occur jointly in actual job behavior.

Objectives. The primary objectives of the next phase of the standards development process are to design and develop specific selection and training standards and to demonstrate the linkage between the existing job descriptions and the resulting standards.

Analysis Unit

The Analysis Unit is continuing the development of a comprehensive management information system providing a vehicle for the maintenance and updating of standards supporting data as well as serving as a means for processing information in support of the Operations and Administrative functions of the Division.

A software package has been tested and purchased that will meet the data storage and retrieval needs of the Division by providing immediate access capabilities.

Analysis Unit Cont'd

During the year, a law enforcement agency census was compiled as a result of a survey conducted during the Summer of 1978. This data was used in the sample selection process for the job analysis project.

Development Unit

The major effort of the Development Unit staff was directed to the Job Analysis project.

Media Center. The Media Center provides training materials, at no cost, to law enforcement agencies and regional training centers, as well as, colleges and universities with criminal justice programs. At the present commercial rental rates, this free loan service represents a savings to those agencies of approximately \$30,000.00 a year. October of 1979 will see this service greatly expanded thanks to a federal grant funded through the Office of Criminal Justice in Lansing.

The State Police Training Division Library and the Training Council Media Center will be joined through a consortium agreement to form the Law Enforcement Resource Center. Funding will provide for the acquisition of a core collection of law enforcement monographs, additional professional journals, and a large number of audio-visual training programs to update and fill gaps in the old Media Center collection.

Appendix A

MICHIGAN LAW ENFORCEMENT OFFICERS TRAINING COUNCIL  
MINIMUM EMPLOYMENT STANDARDS  
GENERAL RULES

(By authority conferred upon the department of state police by section 9 of Act No. 203 of the public acts of 1965, as amended, being section 28.609 of the Compiled Laws of 1948.)

R 28.4101. General provisions.

Rule 1. As used in these rules, "Act" means Act No. 203 of the Public Acts of 1965, as amended, being sections 28.601 to 28.616 of the Compiled Laws of 1948. The terms defined in the act have the same meaning when used in these rules.

R 28.4102. Employment qualifications.

Rule 2. A person employed as a police officer under the act shall:

- (a) Be a citizen of the United States.
- (b) Have attained the minimum age as established by the hiring agency, which shall be not less than 18 years or as otherwise provided by law.
- (c) Have obtained a high school diploma or have attained a passing score on the general education development test indicating a high school graduation level.
- (d) Have no prior felony convictions.
- (e) Possess good moral character as determined by a favorable comprehensive background investigation covering school and employment records, home environment and personal traits and integrity. Consideration will be given to all law violations, including traffic and conservation law convictions, as indicating a lack of good character.
- (f) Possess normal hearing, normal color vision and normal visual functions and acuity in each eye correctable to 20/20. Be free from any other impediment of the senses, physically sound, in possession of his extremities and well developed physically, with height and weight in relation to each other as indicated by accepted medical standards. Be free from any physical defects, chronic diseases, organic diseases, organic or functional conditions, or mental and emotional instabilities which may tend to impair the efficient performance of his duty or which may endanger the lives of others or himself.
- (g) Successfully complete the basic police training curriculum at a council approved school.

MINIMUM EMPLOYMENT STANDARDS-GENERAL RULES (continued)

R 28.4103. Examinations, fingerprints, and certificates.

Rule 3. Before sending a person to a council approved school, the hiring agency shall:

(a) Cause the applicant to be examined by a licensed physician to determine that the applicant meets the standards set forth in subrule (f) of rule 2. A declaration of the applicant's medical history shall be made available to the examining physician and shall become a part of the background investigation.

(b) Cause the applicant to be fingerprinted and a search made of local, state, and national fingerprint files to disclose any criminal record.

(c) Conduct an oral interview to determine the applicant's acceptability for a police officer position and to assess appearance, background, and ability to communicate.

(d) Certify that the prospective trainee meets the minimum employment standards set forth in subrules (a) to (f) of rule 2.

R 28.4104. Forms

Rule 4. Form TC-01, entitled "Application for Enrollment In A Certified Academy" shall be completed and forwarded to the appropriate school coordinator before a person will be allowed to attend a council approved school.

R 28.4105. Practices and standards.

Rule 5. Recruitment and employment practices and standards shall comply with the law applicable to police officer employment.

Appendix B

PREREQUISITES FOR ENROLLMENT  
IN A REGIONAL TRAINING ACADEMY

In order to be eligible for enrollment in a Regional Training Academy, all persons employed as law enforcement officers on or after January 1, 1971, must meet all of the following conditions:

Employment:

1. The trainee applicant must meet all of the Minimum Employment Standards as published by the Council.
2. The trainee must be employed with a law enforcement agency of a city, county, township, village, or of the State.
3. The trainee must be employed in a position as a law enforcement officer with the powers, upon completion of training, to enforce the general criminal laws of the state of Michigan.
4. A law enforcement trainee must be on the payroll and receiving compensation during his training period.

Any exceptions to the above listed enrollment prerequisites must be approved by the Council.

Request for Enrollment

1. In order to properly enroll a trainee at a Regional Training Academy, the trainee's agency head (or his designate) must be the individual who enrolls the trainee. A trainee is not allowed to enroll himself in a Council approved school.
2. A TC-01 form entitled, "Application for Enrollment in a Certified Academy: must be submitted to the regional academy coordinator prior to the beginning of the school. A trainee will not be admitted to a Regional Training Academy until this regulation is complied with. Any exceptions to this regulation must be approved by MLEOTC.

ACT NO. 203, P.A. 1965

as amended by Act No. 220, P.A. 1968, Act No. 187, P.A. 1970,  
Act No. 31, P.A. 1971, and Act No. 422, P.A. 1976

AN ACT to provide for the creation of a law enforcement officers training council to provide for additional costs in criminal cases and the establishment of the law enforcement officers training fund and allocations therefrom to local agencies or government participating in a police training program.

The People of the State of Michigan enact:

Sec. 1. This act shall be known and may be cited as the "Michigan law enforcement officers training council act of 1965".

Sec. 2. As used in this act:

- (a) "Council" means the law enforcement council.
- (b) "Executive secretary" means the executive secretary of the council.
- (c) "Police officer" or "law enforcement officer" means a member of a police force or other organization of a city, county, township, village or of the state, regularly employed as such and who is responsible for the prevention and detection of crime and the enforcement of the general criminal laws of this state, but shall not include any persons serving as such solely by virtue of his occupying any other office or position.

Sec. 3. There is created the law enforcement council to carry out the intent of this act and to consist of 11 members selected as follows:

- (a) The attorney general, or his designated representative.
- (b) The commissioner of state police, or his designated representative.
- (c) Three members appointed to the council by the governor from a list of 6 active members submitted by the Michigan association of chiefs of police.
- (d) Three members appointed to the council by the governor from a list of 6 active law enforcement officials submitted by the Michigan sheriffs association.
- (e) One member appointed to the council by the governor from a list of 3 names submitted by the fraternal order of the police.
- (f) One member appointed to the council by the governor from a list of 3 names submitted by the metropolitan club.
- (g) One member appointed to the council by the governor from a list of 3 names submitted by the Detroit police officers associations.
- (h) All appointments made by the governor shall be subject to the advice and consent of the senate.

Sec. 4. All members of the council shall hold office for a term of 3 years, except that of the members first appointed from nominees submitted by the Michigan association of chiefs of police and the nominees submitted by the Michigan sheriffs association—1 shall be appointed for 3 years, 1 for 2 years, and 1 for 1 year. A vacancy caused by expiration of a term or termination of his official position in law enforcement shall be filled in the same manner as the original appointment. A member appointed to fill a vacancy created other than by expiration of a term shall be appointed for the unexpired term of the member who he is to succeed in the same manner as the original appointment. Any member may be reappointed for additional terms.

Sec. 5. The council shall designate from among its members a chairman and a vice chairman who shall serve for 1-year terms and who may be re-elected. Membership on the council shall not constitute holding a public office, and members of the council shall not be required to take and file oaths of office before serving on the council. The council shall not have the right to exercise any portion of the sovereign power of the state. No member of the council shall be disqualified from holding any public office or employment by reason of his appointment or membership on the council, nor shall he forfeit any such office or employment, by reason of his appointment hereunder, notwithstanding the provisions of any general, special or local law, ordinance or city charter.

Sec. 6. The council shall meet at least 4 times in each year at Lansing, and shall hold special meetings when called by the chairman or, in the absence of the chairman, by the vice chairman or when called by the chairman upon the written request of 5 members of the council. The council shall establish its own procedures and requirements with respect to quorum, place and conduct of its meeting and other matters.

Sec. 7. The council shall make an annual report to the governor which will include pertinent data regarding the standards established and the degree or participation of municipalities in the training programs.

Sec. 8. The members of the council shall serve without compensation but shall be entitled to their actual expenses in attending meetings and in the performance of their duties hereunder.

Sec. 9. (1) The council shall prepare and publish minimum employment standards with due consideration to varying factors and special requirements of local police agencies relative to:

- (a) Minimum standards of physical, educational, mental, and moral fitness which shall govern the recruitment, selection, and appointment of police officers.
- (b) The approval of police training schools administered by a city, county, township, village, or corporation.
- (c) Minimum courses of study, attendance requirements of at least 240 instructional hours, equipment, and facilities required at approved city, county, township, village, or corporation police training schools.

(d) The requirements in subdivision (c) shall be waived if any of the following occur:

- (i) The person has previously completed the mandatory training requirements and less than 1 year of police service, has voluntarily or involuntarily discontinued his work as a law enforcement officer, and is again employed within 1 year after discontinuing work as a police officer.
- (ii) The person has served more than 1 year and less than 5 years, has completed the mandatory training requirements, and takes employment with another police agency within 18 months of discontinued service.
- (iii) The person has served 5 years or more and takes employment with another police agency within 2 years of discontinued service.
- (iv) The person is a member of a sheriff's posse or police auxiliary temporarily engaged in the performance of his duties and while under the direction of the sheriff or police department.
- (e) Minimum qualifications for instructors at approved police training schools.
- (f) Minimum basic training requirements which regularly employed police officers excluding sheriffs shall complete before being eligible for employment.
- (g) Categories or classifications of advanced in-service training programs and minimum courses of study and attendance requirements for these categories or classifications.

(h) The establishment of subordinate regional training centers in strategic geographic locations in order to serve the greatest number of police agencies that are unable to support their own training programs.

(i) Acceptance of certified basic police training and experience received in states other than Michigan in fulfillment in whole or in part of the minimum employment standards prepared and published by the council.

(2) Notwithstanding any other provision of this statute, a regularly employed person employed on or after January 1, 1977, as a member of a police force having a full-time officer shall not be empowered to exercise all the authority of a peace officer in this state, nor employed in a position which is granted the authority of a peace officer by statute, unless the person has complied with the minimum employment standards prepared and published by the council pursuant to this section. Law enforcement officers employed before January 1, 1977, may continue their employment and

participate in training programs on a voluntary or assigned basis but failure to meet standards shall not be grounds for dismissal of or termination of employment. A law enforcement officer employed before January 1, 1977, who fails to meet the minimum employment standards established pursuant to this section and who voluntarily or involuntarily discontinues his work as a law enforcement officer may be employed with a law enforcement agency if that officer meets the requirements of subsection (1) (d) (iii).

Sec. 10. The council may enter into agreements with other agencies, colleges and universities to carry out the intent of this act.

Sec. 11. The council may:

(a) Visit and inspect a police training school, or examine the curriculum or training procedures, for which application for approval has been made.

(b) Issue certificates to police training schools qualifying under the rules of the council.

(c) Authorize the issuance of certificates of graduation or diplomas by approved police training schools to police officers who have satisfactorily completed minimum courses of study.

(d) Cooperate with state, federal, and local police agencies in establishing and conducting local or area schools, or regional training centers for instruction and training of police officers of this state, its cities, counties, townships, and villages.

(e) Make recommendations to the legislature on matters pertaining to qualification and training of police officers.

(f) Establish preservice basic training programs at colleges and universities which qualify under the rules of the council.

(g) Require a state examination for police officer certification.

Sec. 12. There shall be an executive secretary of the council who shall be appointed by the council, and who shall hold office during the pleasure of the council. He shall perform such functions and duties as may be assigned to him by the council. He shall receive compensation and reimbursement for expenses within the amounts available therefor by appropriation.

Sec. 13. There is created in the state treasury a law enforcement officers training fund, from which, the legislature shall appropriate sums deemed necessary for the purposes of this act.

Sec. 14. The amounts annually appropriated by the legislature shall be paid by the state treasurer in accordance with the accounting laws of the state upon certification of the executive secretary of the council for the purpose of reimbursing an amount not to exceed the training costs incurred for each officer meeting the recruitment standards prescribed pursuant to this act during the period covered by the allocation, plus an amount not to exceed the necessary living expenses incurred by the officer which are necessitated by training requiring that he be away from his residence overnight. If the moneys in the law enforcement officers training fund to be appropriated by the legislature for the training and living expenses are insufficient to allocate the amount for training and living purposes, the amount shall be reduced proportionately. An allocation shall not be made to a training agency or to a city, county, township, or village or agency of the state which has not, throughout the period covered by the allocation, adhered to the standards established by the council as applicable to either training or personnel or both recruited or trained by the training agency, city, county, township, or village or agency of the state during this period.

Sec. 15. A training agency, city, county, township, or village or state agency which desires to receive reimbursement pursuant to this act shall make application to the council for the reimbursement. The application shall contain information requested by the council.

This act is ordered to take immediate effect.

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**END**