

2022-2023  
IADLEST Ohio  
POST Audit



The International Association of Directors of Law Enforcement Standards and Training (IADLEST) is an international organization of training managers and executives dedicated to the improvement of public safety personnel. IADLEST serves as the national forum of Peace Officer Standards and Training (POST) agencies, boards, and commissions as well as statewide training academies throughout the United States.

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## **SCOPE AND PURPOSE OF THE AUDIT**

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This audit was conducted pursuant to a request for proposal (RFP) issued by the Ohio Peace Officer Training Commission (OPOTC), which is affiliated with the Ohio Peace Officer Training Academy (OPOTA). The Commission requested the audit for the following purposes:

- To compare the quality control of academy oversight to other jurisdictions
- To gauge how OPOTC stands in relation to National/IADLEST best practices for its academy oversight function
- To solicit recommendations to the OPOTC Board based on the analysis above, and
- To obtain a comprehensive final report detailing the findings of the audit

It is noteworthy that two prior studies of OPOTC operations have been conducted with no clear changes topical to this review following their individual recommendations

- The audit was also directed to focus on the following areas and topics:
  - Pre-service education and training
    - Academy system
    - Curriculum development and distribution
    - Regulatory functions of academy oversight
  - Regulatory function
    - General review of OPOTC, to include a review of its authority, organization, and stance in light of best practices

### **Methodology**

The IADLEST audit team first reviewed all OPOTC and OPOTA website resources and researched Ohio State Statutes and Ohio Administrative Rules, as well as prior reviews of their operations to be cited later in this document. An on-site visit was then made to OPOTC/OPOTA facilities by the primary auditor, with an opportunity to meet with the Commission at their regularly scheduled July 2022 meeting. This was followed by in-person interviews with the Executive Director and Deputy Director, the Director of Curriculum Development and her staff, and finally, the Director of Professional Standards and her staff. Following the OPOTC Commission meeting, in-person interviews were offered, and some conducted, with OPOTC Commissioners and those POBT Academy Commanders in attendance.

Only one Commissioner appeared for an in-person interview. This resulted in an electronic survey being conducted in an effort to gather more input from the Commissioners, which received five out of ten requested responses and which are compiled in Appendix 2.

Two virtual meetings in a town hall format were conducted with invitations sent to all active OPOTC-approved POBT Commanders. Approximately 40 commanders participated in these meetings. Their comments are summarized in Appendix 3.

Analysis of all information was then conducted utilizing the IADLEST Model Standards and comparison with operations from other POST entities in other states. The results are published in this document following peer review by the audit team.

### **Recognition and Acknowledgements**

The IADLEST Audit Team appreciates the assistance and cooperation provided by OPOTC/OPOTA Executive Director Dwight Holcomb, Assistant Executive Director Richard Hardy, and their staff and provided by the OPOTC Commission members. Moreover, IADLEST commends Ohio Attorney General Dave Yost, Executive Director Holcomb, and the Commission for their proactive request for an audit. Such a philosophy is indicative of the high level of professionalism and honest intent to improve the law enforcement profession in the State of Ohio.

## **EXECUTIVE SUMMARY**

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### **Statutory and Administrative Rule Review**

The Audit Team systematically reviewed the Ohio POST in a number of steps. The initial step was a review of the statutes and related administrative rules. The purpose of this review was to determine the statutory authority for the Ohio Peace Officer Training Commission and its functions. The next step was a review of the administrative rules to determine if the rules were supported by the statute, to identify any potential conflicts between rules and statutes, to identify inconsistencies within the rules, and to identify any inconsistencies, gaps, or ambiguous areas within rules. Follow-up questions were then posed to the OPOTC Executive Director and his staff to achieve clarifications and additional information, as needed.

The OPOTC Commission and staff are generally in compliance with statutory requirements to develop rule recommendations to the Attorney General who is empowered to promulgate such rules<sup>1</sup>. As per IADLEST Model Standards for POST Administration<sup>2</sup>, OPOTC is an independent body, free from undue influence from other public safety entities and political pressures, thus limiting potential conflicts of interest. The audit team perceives there is limited engagement by the Commission members as evidenced by a limited response for in-person interviews and to an electronic survey. One Commissioner did question the autonomy of the OPOTC makeup, noting that all members are named by the Governor. However, the very strict statutory criteria in the makeup of the members limits some discretion in the naming of each position due to each individual position's requirements<sup>3</sup>.

### **Comparison with similar POST agencies**

A comparison was conducted to compare OPOTC with similar POST agencies from other states. The purpose of the comparison was to provide recommendations to the Ohio Attorney General and OPOTC regarding potential changes or modifications to current practices.

POST agencies should be utilized to incorporate other leading practices, especially in the areas of decertification, curriculum development, academy performance and instructor certification.

There are many states with similar law enforcement and civilian populations, and many with similar functioning to OPOTC. Particular comparisons were made with states with similar

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<sup>1</sup> §§ 109.73 and 109.74 Ohio Revised Code

<sup>2</sup> § 1.0.2 IADLEST Model Standards for POST Administration

<sup>3</sup> § 109.72 Ohio Revised Code

citizen-officer ratios. No state was identified that exactly paralleled the current operation and budgetary stance in Ohio. No state of this size was identified as having anywhere near the number of approved basic law enforcement academies.

The state of Texas has more basic law enforcement academies (124) but has a much larger geographic area and an overall law enforcement population of over 79,000 law enforcement officers and many more compliance personnel in 10 regions.<sup>4</sup>

California has half the number of approved basic law enforcement academies (41) and again a larger geographic area and an overall law enforcement population of 82,000 officers.<sup>5</sup> Their requirements for academy approval requires an academy self-assessment, review by a regional POST consultant, and affirmation that the school has identified an ongoing, unmet training need.

Michigan appears to most closely relate to Ohio in citizen (10.05 million) and law enforcement populations (20,000), but the Michigan Commission on Law Enforcement Standards (MCOLES) authorizes only 19 academies.<sup>6</sup>

### **Continuing Education and Training**

The IADLEST Audit Team reviewed statutory and regulatory requirements. In addition, OPOTC staff was queried regarding the development and implementation of continuing education and pre-service education and training. Commendably, the OPOTC staff has taken its statutory responsibilities seriously, and all mandated training and policies have been developed and disseminated. OPOTC has a particularly robust and competent curriculum development function, but much of their time is taken up in continuing or in-service training for incumbent officers. The amount of training is mandated by the Ohio General Assembly on an annual and changing basis, rather than directly by OPOTC and is tied to whatever funding is allotted by the Assembly. For example, the 2022 mandate for Continued Professional training is as follows<sup>7</sup>:

*For calendar year 2022, peace officers and troopers must receive 24 hours of CPT. The Ohio Peace Officer Training Commission (OPOTC) has approved the broad categories in which the required training must be completed.*

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<sup>4</sup> TCOLE Website <https://www.tcole.texas.gov/>

<sup>5</sup> California POST Website <https://www.post.ca.gov/>

<sup>6</sup> MCOLES Website <https://www.michigan.gov/mcoles>

<sup>7</sup> OPOTC Website <https://www.ohioattorneygeneral.gov/CPT>



Sixteen hours of CPT must come from the following list (the first category plus three of the others):

- *Diversity, Inclusion, Equity: 4 hours (mandatory)*
- *Responding to Mental Health: 4 hours*
- *Use of Force: 4 hours*
- *Legal Updates: 4 hours*
- *Officer Personal Wellness: 4 hours*
- *Responding to Sexual Assaults: 4 hours*
- *Domestic Violence: 4 hours*

For the final eight hours of training:

- *Categories may come from two of the remaining three categories that are listed above.*
- *Categories may come from the Ohio Collaborative Community-Police Advisory Board standards (categories already named in the top list are not repeated here):*
  - *Law Enforcement Response to Mass Protests/Demonstrations*
  - *Standards for Law Enforcement Vehicular Pursuit*
  - *Investigation of Employee Misconduct*
  - *Bias Free Policing*
  - *Law Enforcement Telecommunicator Training*
  - *Body Worn Cameras*
  - *Use of Deadly Force*
  - *Employee Recruitment and Hiring*
  - *Community Engagement*
  - *Agency Wellness*

The cost of CPT training time for officers is paid by the aforementioned legislative appropriation.

### **Pre-service, or Peace Officer Basic Training (POBT)**

POBT curriculum was developed by the former staff of OPOTA that at one time operated a basic academy and maintained a fleet of subject matter experts (SMEs) and instructors for the development of all statewide POBT academies<sup>8</sup>. The POBT academy curriculum review for a fluid number of between 60 and 80 academies approved at any given time is left to two

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<sup>8</sup> (A significant reorganization due to budget cuts in 2017 resulted in OPOTA losing 30 of the 35 instructors and subject matter experts).

of the five curriculum review personnel who appear to be overwhelmed with work and uncomfortable with performing tasks that should be performed by SMEs.

OPOTC has five (5) Compliance Specialists responsible for oversight and audit of the POBT academies in five (5) individually-assigned regions. Basic Recruit School curriculum is reviewed strictly as to the above-referenced OPOTC mandates. Other hours added to a recruit school by the training entity fall outside of OPOTC oversight.

OPOTC clearly has the statutory authority for POBT academy establishment and oversight found at § 109.73 of Ohio Revised Code:

*(2) Visit and inspect any peace officer training school that has been approved by the executive director or for which application for approval has been made;*

This section goes on to grant the commission the responsibility of recommending rules to the Attorney General for carrying out this oversight.

Authority also exists in the statute delineating the powers of the OPOTC Executive Director found at § 109.75 Ohio Revised code:

*(A) To approve peace officer training schools and firearms requalification programs administered by the state, counties, municipal corporations, and the department of natural resources, to issue certificates of approval to approved schools, and to revoke an approval or certificate;*

*(B) To certify, as qualified, instructors at approved peace officer training schools, to issue appropriate certificates to these instructors, and to revoke for good cause shown certificates of these instructors;*

*(C) To certify, as qualified, commanders at approved peace officer training schools, to issue appropriate certificates to these commanders, and to revoke for good cause shown certificates of these commanders. As used in this division, "commander" means the director or other head of an approved peace officer training school.*

OPOTC also clearly has the authority to certify certain private police and security personnel and to certify pre-service training entities<sup>9</sup>. A review of those training academies is outside of the purview of IADLEST and outside the scope of this audit, but OPOTC management expressed an interest in utilizing best practices in the oversight of these operations.

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<sup>9</sup> Ohio Revised Code § 109.78 | Certification of special police, security guards, or persons otherwise privately employed in a police capacity.

It should be noted as related to, but not directly associated with the scope of this audit, a law enforcement executive recently criticized an OPOTC Rule related to POBT standards. In particular, there was criticism of a rule disallowing certification examination of recruits who had not yet met OPOTC physical fitness requirements. While this rule (Ohio Administrative Code §109:2-1-07) could be modified to allow such, it is directly reflective of Ohio Revised Code §109.77 that prevents the OPOTC Executive Director from issuing a certificate to any trainee who has not completed all phases of POBT. Not allowing the recruit to attempt the final OPOTC licensing exam in such scenarios is a reasonable application of best practices.<sup>10</sup>

### **Regulatory Functions**

Likewise, the IADLEST Audit Team reviewed statutory and regulatory requirements and authority but only with a structural lens due to the focus of the requested audit. It also reviewed internal documents and processes and requested clarifying information from OPOTC staff during in-person interviews and subsequent communication.

The following findings and recommendations address the specific questions posed in the Request for Proposal (RFP):

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<sup>10</sup> IADLEST Minimum Standards Basic Recruit Basic Training 3.1.10 Failures

## **AUDIT TEAM FINDINGS AND RECOMMENDATIONS**

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### **Organizational Structure and Staffing**

#### **OPOTC Board**

Pursuant to Ohio Revised Statute § 109.71, the Ohio Peace Officer Training Commission is to be a division of the Ohio Attorney General's Office composed of ten members appointed by the governor with the advice and consent of the senate and selected as follows: one member representing the public; one member who represents a fraternal organization representing law enforcement officers; two members who are incumbent sheriffs; two members who are incumbent chiefs of police; one member from the bureau of criminal identification and investigation; one member from the state highway patrol; one member who is the special agent in charge of a field office of the federal bureau of investigation in this state; and one member from the department of education, trade and industrial education services, law enforcement training. One board member commented that all members being appointed by one entity was an obstacle to the OPOTC mission.

**RECOMMENDATION:** Since all of the members are appointed by the governor, the governor is encouraged to ensure the appointments represent diverse points of view to encourage and promote critical thinking and innovation.

#### **Executive Director**

Ohio Revised Code §109.73 (B) provides that the executive director shall be appointed by and serve at the pleasure of the commission with the approval of the Attorney General. The executive director shall perform such duties as the board shall prescribe. The executive director may appoint officers, employees, agents, and consultants as the executive director considers necessary, prescribe their duties, and provide for reimbursement of their expenses within the amounts available for reimbursement by appropriation and with the approval of the commission.

This statute does not clearly delineate who supervises the executive director, but it is implied by the administrative attachment to the Attorney General's Office.

**RECOMMENDATION:** Ideally the statute should be amended to provide for a single person tasked with providing supervision of the executive director. In some states, this is the Governor or the director of public safety; in others, it is the attorney general in order to provide autonomy to the agency, and that is the implication here. Regardless, the executive director needs to have a clear supervisor. Otherwise, each Board member may feel they have the ability to provide direction to the executive director and the agency.

## **OPOTC/OPOTA Staffing**

1. The provided OPOTC Organizational Chart manifests a wide and imbalanced span of control in its management structure. (See Addendum 6)
2. In particular, both the Director of Professional Standards and the Director of Curriculum Development maintain too many direct reports. Both Directors appear to be performing admirably but could be more efficiently tasked.
3. Due to published mandates for POBT curriculum, the number of subject matter experts at OPOTA needs to be enhanced in order to update curriculum on an annual basis. Many academy commanders observed stale course content and no availability of SMEs to consult with, as well as mandated topics for which there is a lack of certified instructors<sup>11</sup>.
4. While OPOTC personnel refer to Ohio as “not a POST state,” there is enough regulatory oversight authority in statute and rule to enhance the ability of compliance personnel to stretch into oversight of departmental training and employment standards auditing.

RECOMMENDATION: Another layer of managerial oversight in both Professional Standards and Curriculum Development would allow proper and manageable delegation of duties. The Advanced Training Division needs to recover personnel to serve as subject matter experts as a resource to the POBT academies and OPOTC curriculum developers. A desk audit of OPOTC staffing should be conducted to determine current duties and workload. The audit should be compared to statutory requirements for the POST Board. The results should help with assigning tasks appropriately and eliminating outdated and superficial assignments, as identified. Deficiencies should be addressed with reallocated assignments and additional staff.

In the absence of sufficient funding to hire additional SMEs for curriculum, development, review, and updates, OPOTC should consider asking departments for permission to utilize departmental SMEs, by having the departmental SMEs temporality assigned to assist OPOTC for a specific project or a specified timeframe.

Based on the before-referenced regulatory authority, in comparison to other POST agencies around the country, it appears there is currently a lack of staff to complete duties related to field auditing departments for pre-employment standards, disciplinary reporting, and annual training compliance.

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<sup>11</sup> Particularly noted were the POBT mandated topics of Blue Courage and Below 100 courses

## Police Officer Basic Training (POBT) Academies

1. OPOTC requires authorized POBT academies to be directed by an approved Academy Commander (Director).
2. There is no longer a main state-run POBT academy at OPOTA. Instead, there are in excess of eighty (80) POBT programs at public and private colleges, universities, high schools, law enforcement agencies, political subdivisions and some private entities.<sup>12</sup>
3. The largest state-affiliated academy utilized by general enrollment from multiple agencies is the Ohio Highway Patrol Academy.
4. There are 69 POBT Academy Commanders approved to operate POBT programs but are unaffiliated with any academy.
5. There are 22 academies with multiple Academy Commanders approved with some listing as many as eight (8) Commanders.
6. OPOTC provides POBT Academy Commanders with robust guidance, mostly in the form of published forms and all of this is available on the internet. Their rules also contemplate conferences and periodic meetings of Commanders. All of this is very commendable and provides resources many states lack. However, there have not been academy commanders conferences held since 2013.
7. Two prior studies of the academy structure and oversight have produced similar observations to this report and seem to have resulted in little change.<sup>13</sup>
8. The sheer number of approved academies is untenable and creates inherent consistency and quality of instruction issues, which causes inconsistencies in and quality concerns for the training recruits actually receive.
9. OPOTC Oversight by compliance personnel, while commendably performed and generally respected by academy commanders, is severely hampered by the sheer scope of their responsibilities and as such, they can only narrowly and strictly focus on trying to maintain some semblance of uniformity.
10. OPOTC Compliance personnel do not review POBT course content beyond the published minimum curriculum topics and mandated hours. While POBT Commanders are encouraged to exceed the minimum topics and hours by rule<sup>14</sup> and in the POBT Commander's Manual, there is no oversight of these hours, their propriety, and the qualifications of the instructors.

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<sup>12</sup> Approved Academy Commanders include private entities administering private security and other training overseen by OPOTC; while private security is outside the scope of IADLEST Minimum Standards, OPOTC expressed a desire to utilize IADLEST recommendations in how they oversee these programs also.

<sup>13</sup> Ohio Office of Internal Audit, November 2021 and Ohio Attorney General's Advisory Group on Law Enforcement Training, 2015

<sup>14</sup> Ohio administrative Code Rule 109:2-1-16 (D)

11. POBT academies operated by career centers are bound by statute to make a profit or break even financially.
12. POBT paperwork is described by many commanders as being onerous, oppressive, time-consuming, and antiquated (e.g., using paper documents, rather than electronic forms and spreadsheets). The roster forms and documents requiring original signatures were particularly referenced.
13. Academy annual reports are required to be filed by January 1 each year using Form SF200bas.
14. Each academy is provided a series of checklists to document proficiency testing.
15. Each academy must also document each student's successful performance of all student performance objectives (SPOs) as set out in the standard curriculum.
16. There appears to be adequate sanctioning authority in statute and rule over POBT academies and their Commanders.
17. Some Commanders noted the OPOTC Curriculum Committee meetings are not very structured or organized and not much is accomplished.

#### RECOMMENDATION:

The approval of operation of new POBT classes should be only allowed after a demonstrated need for a pre-determined number of trainee seats. While recruitment continues to be a nationwide crisis in the finding of qualified applicants, approval of POBT schools that produce very few graduates are not an efficient use of limited resources. An analysis of successful graduation rates should be conducted to analyze the need for continued operation of each academy. It is definitely recommended that OPOTC set the bar very high on the creation of any additional academies. Departmental academies should demonstrate a need to train a minimum number of employees, to be determined by OPOTC, to justify the creation of a new academy and its resulting oversight. New general academies that intend to train persons not already employed should only be allowed startup after a demonstrated ongoing and unmet need for graduates in the region of the academy's location. This can be based on a needs analysis considering the opinions from executives of potential law enforcement employers in that region.

It is recommended that all course content in all approved POBT academies be reviewed to assure proper lesson plans exist and is taught by OPOTC certified instructors. This additional workload underscores the necessity to lower the number of academies.

It is also recommended that an OPOTA POBT academy resume to full operation with adequate resources to serve as a model for any other approved POBT academy. Those states who have a POST-related academy utilize this modeling concept to encourage satellite academies to strive for improvement.

It is further recommended that the planned technology upgrades at OPOTC include portal access for POBT academies to submit paperwork digitally and for instructor and commander recertifications to be processed automatically. Academies can easily interact

real-time with testing, both student-generated and observed testing by instructors, with OPOTC utilizing portal capabilities. A records management system will also make the oversight of many academies easier and more efficient for the OPOTC compliance specialists. If the planned proprietary records management system will not accommodate this increased and more efficient technology, off-the-shelf systems are available and in use in many states.

Also recommended is the resumption of POBT Academy Commanders Conferences at least annually to improve consistency and messaging.

### **Continuing Professional Training (CPT)**

1. The amount of this training is mandated by the Ohio General Assembly on an annual and changing basis, rather than directly by OPOTC, and is tied to whatever funding is allotted by the Assembly.
2. OPOTC Curriculum Development personnel must respond annually to this amount of training and how much funding there is to pay for it.
3. OPOTC and subject matter experts have limited involvement in the determination of what training each officer must have to maintain certification and employment.
4. CPT is reviewed by OPOTC legal and the Director of Curriculum Development.

### **RECOMMENDATION:**

The Commission should task a curriculum subcommittee to determine mandatory topics on an ongoing basis with input from the law enforcement community and appropriate subject matter experts, voting on their recommendations in Commission meetings. While certainly respect should be given to statutory guidance from the General Assembly, their mandates may be reactionary and based on current events and special interests.

### **STAR Academy Program**

1. The Attorney General's STAR Academy Training Center designation was developed recently to encourage POBT academies to reach for a higher standard of professional achievement than POBT certification. This designation is achieved by submitting an application and meeting nine mandatory standards and four of several optional measures as determined by the compliance specialist conducting the review.
2. These standards are reviewed in most cases by the compliance specialist that normally audits the academy.
3. Several POBT Commanders noted the subjective nature of the ratings and that with some compliance reviews there was an inherent subjectivity with some academies never being able to achieve STAR designation.



4. Many of the standards on the OPOTC Application for STAR Academy Designation Form are simple “yes”/“no” determinations.<sup>15</sup> Some standards require documentation to be submitted to the compliance reviewer and the directions require the POBT academy to maintain those files.

**RECOMMENDATION:**

While the guidelines are fairly clear and represent good practices, the requirement to submit proofs of compliance to the reviewers should be established in much the same way as an accreditation process would work. More effort should be undertaken on the review than just looking at documents and checking boxes. To address the appearance of subjectivity or inconsistency, a team review approach should be instituted using a rotation of other compliance specialists and not the same independent regional personnel. Another good option would be to recruit reviewers that are retired or former academy commanders known to be in good standing and qualified by successful performance running an academy.

**OPOTC Certification Testing**

1. OPOTC Certification testing has been privatized using Pearson Vue Testing Centers, a national company offering centralized testing for many professions and licensures.
2. There are helpful links to this process obviously displayed on the OPOTC website.
3. OPOTC no longer offers a no-cost, centralized test at OPOTA, a service many academy commanders wished to be an option.
4. Some frustration over invoice payment and testing class size was expressed.
5. There were observations by staff and POBT commanders of a lag in testing results that didn't exist with the former centralized testing.

**RECOMMENDATION:**

There are no recommendations for improvement in testing as utilizing a vendor with regional outreach seems reasonable given the geographic diversity of the academy trainees. OPOTC should consult with the vendor to improve test result reporting and efficient payment processes. If full technology upgrade of OPOTC's systems is achieved, this testing could easily be incorporated into an OPOTC-administered exam with full records integration.

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<sup>15</sup> OPOTC Application for STAR Academy Designation Form, Rev. October 13, 2021

## **POBT Instructor Certification**

Several academy commanders expressed frustration on the process of instructor and academy commander certification:

1. There was a consensus that instructor certification standards for teaching a subject were too high. For example, advanced crash investigation certification is required to instruct the very rudimentary level of crash investigation that is taught in POBT, which basically discusses how to fill out a form.
2. Some noted that instructors with advanced degrees must still take an 80-hour instructor development course.
3. The consensus was that the instructor development course is too long. For example, the entire week of lesson plan development is unnecessary since OPOTC mandates using their lesson plans.
4. Criticism was made of new academies being approved when many academies are already having difficulty finding POBT instructors, and many instructors just walk away from teaching due to the certification/recertification process.
5. There has not been a group academy meeting or conference for 10 years.
6. There is an expressed desire to reestablish an Academy Commander's Course.
7. Some commanders stated the requirements for advanced instructor certifications need to consider online instruction since students are not allowed to stay at OPOTA due to cutbacks.
8. Not enough train-the-trainer classes are available to develop new instructors or to find people to teach the mandated commercial products like Blue Courage and Below 100.

A matrix for what experience and education is required for teaching in POBT is provided on the OPOTC website.<sup>16</sup> Also provided there are the application for POBT SMEs and Commander guidelines and applications.

### **RECOMMENDATION:**

OPOTC should consider hosting train-the-trainer schools for the mandated subjects. Moreover, due to the current lack of qualified instructors, the OPOTC should revisit the requirements for teaching specific topics to make sure the criteria are reasonable and necessary. Some exceptions to instructor qualifications could be entertained to address some of the reported difficulties, but they should be incorporated into OPOTC's Administrative Rules and voted on by the Commission. OPOTC should schedule and hold routine academy group meetings and Commander's conferences and training courses.

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<sup>16</sup> Guidelines for Basic Peace Officer Training Instructor Certification, Revised 02/13/2023

## **Review of Regulatory Functions**

### **POBT Academies and Commanders**

#### **Compliance and monitoring**

- a. OPOTC Policy requires each academy class to have an opening and closing audit by the geographically assigned compliance specialist, and requires certain in-progress documentation points between these audits. It is commendable that the OPOTC has an Academy Commander Manual and a checklist for performing academy audits. As stated before, this provides robust guidance to academy commanders. The following items are reviewed by Compliance Specialists for each class:

#### **Opening Audit**

- School Application Form
- School Calendar (review for all mandatory topics and hours)
- Drug Test Consent Form
- School Enrollment List
- Student Fingerprint Requirements
- Physical Fitness Pre-test
- Review by Certification Specialist

#### **Enrollment Packet**

- POBT must collect and maintain a complete pre-employment paperwork packet for each student that is subject to review by the Compliance Specialist.

#### **Training Requirements**

- Compliance Specialists make an appointment with POBT commanders to explain to each POBT class the training requirements necessary to take the State Certifying Exam.

#### **Ongoing Requirements**

- There are a variety of in-progress steps and documents to be completed and collected for each student that are subject to review by the Compliance Specialist.

### Closing Audit

- All documents are required to be presented to the Compliance Specialist at the closing audit of each school and before being submitted to the OPOTC Certification Specialist. Reviewed are:
  - Revised school calendar
  - Notice of schedule change form
  - Student attendance rosters
  - Student sign-in sheets
  - Notification of makeup hours form
  - Student evaluation records and student proficiency records
  - Closing letter is generated

A similar audit process is conducted for Prior Equivalency and Court Officer schools

- b. It is commendable that the auditor does not merely confirm the presence of training rosters, but also assures that each officer has met training requirements.
- c. It is commendable that the auditor does not just confirm the presence of a lesson plan, but also looks at documentation of OPOTC-mandated student performance objectives.

### RECOMMENDATION:

The development of an electronic method of performing all these steps is critical. Major improvements in the efficiency of POBT oversight could be realized by eliminating redundant and repetitive work. It would also augment the Compliance Specialists' ability to regulate the large number of POBT academies in operation, even if the recommendation to reduce the number of academies is ignored.

### Change of Status and Disciplinary Actions

- a. It is commendable that OPOTC shall receive notices of employment and change of employment status, and the OPOTC Executive Director has the authority to deny certification in the first place or to take appropriate disciplinary action on incumbent officers pursuant to statute.<sup>17</sup>
- b. Also commendably, OPOTC participates in the IADLEST National Decertification Index (NDI) process by entering decertifications and disciplinary actions and authorizing query access by employing agencies in Ohio. Currently, OPOTC has entered over 500 records of revocation, suspension and relinquishment actions.

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<sup>17</sup> Ohio Revised Code § 109.761

- c. However, the audit team received complaints regarding long delays in approvals of requests for NDI query access from agencies desiring to access and utilize NDI.

**RECOMMENDATION:**

OPOTC should review its procedures to assure that its personnel are timely processing NDI query access requests through the NDI's automated system.<sup>18</sup>

**Further review of Ohio statutes**

As with most states, the Ohio General Assembly has added several expansions to the duties and responsibilities of OPOTC. The Office of the Attorney General is required to establish rules governing training of officers in the following areas:

- Handling missing, abused and neglected children in §109.741
- Crisis Intervention in §109.742
- Firearms qualification in §109.743
- Handling domestic violence investigations in §109.744
- Human trafficking investigation in §109.745
- Companion animal interaction and behavior in §109.747
- Tactical medical professionals firearm training in §109.748
- Restraining or confining pregnant children and women in §109.749

OPOTC is further authorized to:

- Establish a Newly-Elected Sheriff School of at least three weeks by §109.80
- Determine annual continuing education requirements for troopers in §109.803
- Establish a 40-hour Newly-Appointed Chief of Police School in §109.804

The duties of the OPOTC Executive Director are contemplated in §109.75 and are as follows:

*(A) To approve peace officer training schools and firearms requalification programs administered by the state, counties, municipal corporations, and the department of natural resources, to issue certificates of approval to approved schools, and to revoke an approval or certificate;*

*(B) To certify, as qualified, instructors at approved peace officer training schools, to issue appropriate certificates to these instructors, and to revoke for good cause shown certificates of these instructors;*

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<sup>18</sup> Upon query access request, the NDI system is currently capable of generating only one automated email destination to the approving state POST entity. States are more qualified to determine the proper authority of the requestor as an officer or background investigator in their state.

(C) To certify, as qualified, commanders at approved peace officer training schools, to issue appropriate certificates to these commanders, and to revoke for good cause shown certificates of these commanders. As used in this division, "commander" means the director or other head of an approved peace officer training school.

(D) To certify peace officers and sheriffs who have satisfactorily completed basic training programs and to issue appropriate certificates to these peace officers and sheriffs;

(E) To cause studies and surveys to be made relating to the establishment, operation, and approval of state, county, and municipal peace officer training schools;

(F) To consult and cooperate with state, county, and municipal peace officer training schools for the development of advanced in-service training programs for peace officers;

(G) To consult and cooperate with universities, colleges, and institutes for the development of specialized courses of study in the state for peace officers in police science and police administration;

(H) To consult and cooperate with other departments and agencies of the state and federal government concerned with peace officer training;

(I) To perform any other acts that may be necessary or appropriate to carry out the executive director's powers and duties as set forth in sections [109.71](#) to [109.77](#) of the Revised Code;

(J) To report to the commission at each regular meeting of the commission and at any other times that the commission may require;

(K) To certify persons who have satisfactorily completed approved training programs for correction officers in full- service jails, five-day facilities, or eight-hour holding facilities or approved training programs for others who provide correction services in those jails or facilities and to issue appropriate certificates to those persons;

(L) To maintain any records associated with the powers and duties set forth in this section. Certification examinations, either before or after completion, are not public records for purposes of section [149.43](#) of the Revised Code, but the results of such examinations are public records under that section ;

(M) To certify tactical medical professionals who have satisfactorily completed approved training programs that qualify them to carry firearms while on duty under section [109.771](#) of the Revised Code and to issue appropriate certificates to such professionals.

As with many states, the Executive Director's Duties have been expanded by the Ohio General Assembly as follows:

- Allowing undercover drug officers, bailiffs, deputy bailiffs and public defender investigators to attend approved POBT schools in §109.751
- Sheriffs may attend POBT schools in §109.752
- Oversight and certification of private security guards, special police and private peace officers in §109.78
- Approve an annual firearms qualification program in §109.801

RECOMMENDATIONS: There are no critical recommendations. These primary and additional duties are similar to those of most states and indicative of best practices. One observation is that an obvious link to Ohio statutes and Administrative Rules should be established on the OPOTC website.

### **Further review of OPOTC Administrative Rules**

§ 109.2 et. seq. Peace Officer Training Commission Rules pertaining to the scope of this audit include:

- Defining "training recruits" as those trainees that are already employed by law enforcement agencies before POBT enrollment and "open enrollment students" as those trainees not affiliated or sponsored by an agency before enrollment. It further defines POBT academy directors as "commanders" in §109:2-1-02
- Rule establishing what shall be included in POBT, requirement of a high school diploma or equivalency, and who shall, who may and who may not attend POBT in §109:2-1-03
- Requirement for POBT schools to be approved by OPOTC Executive Director including requirements for minimum enrollment, maximum length of training, minimum number of instructors, and stating the application process in §109:2-1-04
- OPOTC approval of POBT Commanders, including minimum qualifications and revocation process, is required in §109:2-1-05
- Likewise, OPOTC approval of POBT instructors, including minimum qualifications and revocation process, is required in §109:2-1-06
- The requirement of issuance of an OPOTC certificate to employed officers upon successful completion of POBT, a letter of completion to open enrollment students who successfully complete POBT, and a time limitation for open enrollment students to obtain employment as a peace officer is found at §109:2-1-07
- Minimum standards for POBT facilities in §109:2-1-08
- Requirement of mandatory attendance of all portions of POBT and required documentation by academies is found at §109:2-1-09
- The requirement of each student to organize and maintain a student notebook inspected by the POBT academy, and completion of all phases of POBT before students may challenge the certification exam in §109:2-1-10

- Rules requiring creation of a POBT final examination by OPOTC and the guidelines for testing and retesting are found at §109:2-1-11
- Requirement that no person be granted permanent employment as a peace officer without successful completion of POBT and issuance of a certificate by the OPOTC Executive Director, and the guidelines for re-entry following a break in law enforcement service in §109:2-1-12
- The requirement of inclusion of all statutorily mandated subjects in OPOTC-approved POBT academies in §109:2-1-13
- The OPOTC-required topics in POBT are explained in §10-:2-1-16 and must include topics that are contained in the following units:
  - (1) Administration
  - (2) Legal
  - (3) Human relations
  - (4) Firearms
  - (5) Driving
  - (6) Investigation
  - (7) Traffic
  - (8) Patrol
  - (9) Civil disorders
  - (10) Subject control
  - (11) First aid
  - (12) Physical conditioning
  - (13) Homeland security

RECOMMENDATIONS: There are no critical recommendations. The requirements of these promulgated rules are consistent with practices in other states, minimum standards, and indicative of best practices. An obvious link to these rules should be established on the OPOTC website.

### **Examination of Prior Reviews of Internal Processes and Requirements**

#### **Ohio Office of Internal Audit Report, November 2021**

An internal audit was requested by the OPOTC Director of Professional Standards in 2015. They reviewed many of the same concerns expressed in the scope for this requested audit. Observations and Recommendations to OPOTC included:

- Compliance specialist workloads as expressed in the regional division assignments were unequally distributed.
- Implement an electronic documentation submission portal to reduce the need for on-site travel and develop forms which can be transmitted into the current records management system electronically, rather than requiring redundant data entry.



- Eliminate the use of physically mailed documents in the audit process.
- Assess which audits could be performed remotely to reduce travel time and expenses.
- Remove redundancies between audit stages, such as review of student paper work, which is partially reviewed at the opening audit prior to the Student Enrollment List being finalized.
- The possibility of charging fees to fund these oversight functions was recommended and statutory authority to do so was cited<sup>19</sup>.

RECOMMENDATIONS: The workload of each compliance specialist was not specifically calculated during the conduct of the current audit because it was in the internal audit, but we did not detect any change in regional assignments. The workload overall continues to be exceptional and not ideal. The IADLEST audit team cannot disagree with any of the observations and recommendations of the 2021 audit.

### Ohio Attorney General’s Advisory Group on Law Enforcement Training, 2015

A prior Attorney General commissioned a 16-person advisory committee to review the state of law enforcement training in Ohio and its impact on police-community relations. This overarching review and report touches on areas outside the scope of this IADLEST review of OPOTC and OPOTA. However, the Attorney General’s group made several observations and recommendations pertinent to the subject at hand:

- Noted there were 62 approved POBT academies in operation in 2015
- Stated that additional compliance personnel were needed to assure adequate oversight of the large number of approved POBT academies
- Recommended OPOTC establish minimum performance standards for POBT academies
- Asked for changes in the academy model and strongly urged a reduction in the number of academies to ensure more reasonable management and better trained officers
- Suggested data-driven approach to reduction in the number of academies to 10-12
- Requested the resumption of full operations of OPOTA basic academies at the London and Richfield campuses
- Standardized, on-going evaluations of OPOTC certified instructors
- OPOTC mandated order of topics and lesson plans taught without exception
- Urged a substantial increase in POBT minimum hours from 605

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<sup>19</sup> Ohio Revised Code §109.73 (C) (5)

- Asked that all physical skills testing be observed by OPOTC personnel, not just the Physical Fitness exam
- Construction of Scenario Villages for realistic training at OPOTA campuses
- Asked for Continuing Professional Training (CPT) hours to be a mandatory 40-hour minimum, instead of varying number of hours, with some years having a minimal number prior to 2015

RECOMMENDATION: There appears to have been action taken on several of the above recommendations. Minimum hours of POBT have been increased to 740, and there is a mandatory order of training and mandatory curriculum published in the POBT Commanders Manual that are subject to audit. However, there have been more than 20 new academies approved for operation. All of the other observations and suggestions cannot be disagreed with and are indicative of better and exceptional practices.

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**Audit Conclusion**

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This audit report is intended to be utilized as a resource for possible improvements in operations of the OPOTC and OPOTA. The Audit Team understands that some of the recommendations may take time to implement or may never be implemented due to financial or other restraints and priorities. However, this resource will be useful for future planning and a good tool to utilize for the next strategic plan development process.

Again, we thank the OPOTC staff for the support they provided, their patience with the myriad questions, and their quick responses. We also commend them for their professionalism and dedication to their mission.

Respectfully submitted by:

**Brian Grisham**, IADLEST Deputy Director

**Dan Zivkovich**, Past President of IADLEST; MA POST Director (ret.)

**Kelly Alzaharna**, IADLEST Program Manager

**Mark Damitio**, IADLEST Program Manager

## OPOTC Statutes

Section 109.71 | Ohio peace officer training commission created - definitions.

[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

***Effective:***

*March 22, 2019*

***Latest Legislation:***

*Senate Bill 229, House Bill 79, House Bill 49 - 132nd General Assembly*

There is hereby created in the office of the attorney general the Ohio peace officer training commission. The commission shall consist of ten members appointed by the governor with the advice and consent of the senate and selected as follows: one member representing the public; one member who represents a fraternal organization representing law enforcement officers; two members who are incumbent sheriffs; two members who are incumbent chiefs of police; one member from the bureau of criminal identification and investigation; one member from the state highway patrol; one member who is the special agent in charge of a field office of the federal bureau of investigation in this state; and one member from the department of education, trade and industrial education services, law enforcement training.

This section does not confer any arrest authority or any ability or authority to detain a person, write or issue any citation, or provide any disposition alternative, as granted under Chapter 2935. of the Revised Code.

Pursuant to division (A)(9) of section [101.82](#) of the Revised Code, the commission is exempt from the requirements of sections [101.82](#) to [101.87](#) of the Revised Code.

As used in sections [109.71](#) to [109.801](#) of the Revised Code:

(A) "Peace officer" means:

(1) A deputy sheriff, marshal, deputy marshal, member of the organized police department of a township or municipal corporation, member of a township police district or joint police district police force, member of a police force employed by a metropolitan housing authority under division (D) of section [3735.31](#) of the Revised Code, or township constable, who is commissioned and employed as a peace officer by a political subdivision of this state or by a metropolitan housing authority, and whose primary duties are to preserve the peace, to protect life and property, and to enforce the laws of this state, ordinances of a municipal corporation, resolutions of a township, or regulations of a board of county commissioners or board of township trustees, or any of those laws, ordinances, resolutions, or regulations;

(2) A police officer who is employed by a railroad company and appointed and commissioned by the secretary of state pursuant to sections [4973.17](#) to [4973.22](#) of the Revised Code;

(3) Employees of the department of taxation engaged in the enforcement of Chapter 5743. of the Revised Code and designated by the tax commissioner for peace officer training for purposes of the delegation of investigation powers under section [5743.45](#) of the Revised Code;

(4) An undercover drug agent;

(5) Enforcement agents of the department of public safety whom the director of public safety designates under section [5502.14](#) of the Revised Code;

(6) An employee of the department of natural resources who is a natural resources law enforcement staff officer designated pursuant to section [1501.013](#), a natural resources officer appointed pursuant to section [1501.24](#), a forest-fire investigator appointed pursuant to section [1503.09](#), or a wildlife officer designated pursuant to section [1531.13](#) of the Revised Code;

(7) An employee of a park district who is designated pursuant to section [511.232](#) or [1545.13](#) of the Revised Code;

(8) An employee of a conservancy district who is designated pursuant to section [6101.75](#) of the Revised Code;

(9) A police officer who is employed by a hospital that employs and maintains its own proprietary police department or security department, and who is appointed and commissioned by the secretary of state pursuant to sections [4973.17](#) to [4973.22](#) of the Revised Code;

- (10) Veterans' homes police officers designated under section [5907.02](#) of the Revised Code;
- (11) A police officer who is employed by a qualified nonprofit corporation police department pursuant to section [1702.80](#) of the Revised Code;
- (12) A state university law enforcement officer appointed under section [3345.04](#) of the Revised Code or a person serving as a state university law enforcement officer on a permanent basis on June 19, 1978, who has been awarded a certificate by the executive director of the Ohio peace officer training commission attesting to the person's satisfactory completion of an approved state, county, municipal, or department of natural resources peace officer basic training program;
- (13) A special police officer employed by the department of mental health and addiction services pursuant to section [5119.08](#) of the Revised Code or the department of developmental disabilities pursuant to section [5123.13](#) of the Revised Code;
- (14) A member of a campus police department appointed under section [1713.50](#) of the Revised Code;
- (15) A member of a police force employed by a regional transit authority under division (Y) of section [306.35](#) of the Revised Code;
- (16) Investigators appointed by the auditor of state pursuant to section [117.091](#) of the Revised Code and engaged in the enforcement of Chapter 117. of the Revised Code;
- (17) A special police officer designated by the superintendent of the state highway patrol pursuant to section [5503.09](#) of the Revised Code or a person who was serving as a special police officer pursuant to that section on a permanent basis on October 21, 1997, and who has been awarded a certificate by the executive director of the Ohio peace officer training commission attesting to the person's satisfactory completion of an approved state, county, municipal, or department of natural resources peace officer basic training program;
- (18) A special police officer employed by a port authority under section [4582.04](#) or [4582.28](#) of the Revised Code or a person serving as a special police officer employed by a port authority on a permanent basis on May 17, 2000, who has been awarded a certificate by the executive director of the Ohio peace officer training commission attesting to the person's satisfactory completion of an approved state, county, municipal, or department of natural resources peace officer basic training program;
- (19) A special police officer employed by a municipal corporation who has been awarded a certificate by the executive director of the Ohio peace officer training commission for satisfactory completion of an approved peace officer basic training program and who is employed on a permanent basis on or after March 19, 2003, at a municipal airport, or other municipal air navigation facility, that has scheduled operations, as defined in section 119.3 of Title 14 of the Code of Federal Regulations, 14 C.F.R. 119.3, as amended, and that is required to be under a security program and is

governed by aviation security rules of the transportation security administration of the United States department of transportation as provided in Parts 1542. and 1544. of Title 49 of the Code of Federal Regulations, as amended;

(20) A police officer who is employed by an owner or operator of an amusement park that has an average yearly attendance in excess of six hundred thousand guests and that employs and maintains its own proprietary police department or security department, and who is appointed and commissioned by a judge of the appropriate municipal court or county court pursuant to section [4973.17](#) of the Revised Code;

(21) A police officer who is employed by a bank, savings and loan association, savings bank, credit union, or association of banks, savings and loan associations, savings banks, or credit unions, who has been appointed and commissioned by the secretary of state pursuant to sections [4973.17](#) to [4973.22](#) of the Revised Code, and who has been awarded a certificate by the executive director of the Ohio peace officer training commission attesting to the person's satisfactory completion of a state, county, municipal, or department of natural resources peace officer basic training program;

(22) An investigator, as defined in section [109.541](#) of the Revised Code, of the bureau of criminal identification and investigation who is commissioned by the superintendent of the bureau as a special agent for the purpose of assisting law enforcement officers or providing emergency assistance to peace officers pursuant to authority granted under that section;

(23) A state fire marshal law enforcement officer appointed under section [3737.22](#) of the Revised Code or a person serving as a state fire marshal law enforcement officer on a permanent basis on or after July 1, 1982, who has been awarded a certificate by the executive director of the Ohio peace officer training commission attesting to the person's satisfactory completion of an approved state, county, municipal, or department of natural resources peace officer basic training program;

(24) A gaming agent employed under section [3772.03](#) of the Revised Code;

(25) An employee of the state board of pharmacy designated by the executive director of the board pursuant to section [4729.04](#) of the Revised Code to investigate violations of Chapters 2925., 3715., 3719., 3796., 4729., and 4752. of the Revised Code and rules adopted thereunder.

(B) "Undercover drug agent" has the same meaning as in division (B)(2) of section [109.79](#) of the Revised Code.

(C) "Crisis intervention training" means training in the use of interpersonal and communication skills to most effectively and sensitively interview victims of rape.

(D) "Missing children" has the same meaning as in section [2901.30](#) of the Revised Code.

(E) "Tactical medical professional" means an EMT, EMT-basic, AEMT, EMT-I, paramedic, nurse, or physician who is trained and certified in a nationally recognized



tactical medical training program that is equivalent to "tactical combat casualty care" (TCCC) and "tactical emergency medical support" (TEMS) and who functions in the tactical or austere environment while attached to a law enforcement agency of either this state or a political subdivision of this state.

(F) "EMT-basic," "EMT-I," and "paramedic" have the same meanings as in section [4765.01](#) of the Revised Code and "EMT" and "AEMT" have the same meanings as in section [4765.011](#) of the Revised Code.

(G) "Nurse" means any of the following:

(1) Any person who is licensed to practice nursing as a registered nurse by the board of nursing;

(2) Any certified nurse practitioner, clinical nurse specialist, certified registered nurse anesthetist, or certified nurse-midwife who holds a certificate of authority issued by the board of nursing under Chapter 4723. of the Revised Code;

(3) Any person who is licensed to practice nursing as a licensed practical nurse by the board of nursing pursuant to Chapter 4723. of the Revised Code.

(H) "Physician" means a person who is licensed pursuant to Chapter 4731. of the Revised Code to practice medicine and surgery or osteopathic medicine and surgery. *The Legislative Service Commission presents the text of this section as a composite of the section as amended by multiple acts of the General Assembly. This presentation recognizes the principle stated in [R.C. 1.52\(B\)](#) that amendments are to be harmonized if reasonably capable of simultaneous operation.*

*Last updated February 2, 2022 at 4:37 PM*

## Section 109.72 | Members - organization.

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[Ohio Revised Code](#)

[Title 1 State Government](#)

[Chapter 109 Attorney General](#)

***Effective:***

*December 2, 1996*

***Latest Legislation:***

Ohio peace officer training commission member terms shall be for three years, commencing on the twentieth day of September and ending on the nineteenth day of September. Each member shall hold office from the date of appointment until the end of the term to which the member was appointed. Any member appointed to fill a vacancy occurring prior to the expiration of the term for which the member's predecessor was appointed shall hold office for the remainder of such term. Any member shall continue in office subsequent to the expiration date of the member's term until the member's successor takes office, or until a period of sixty days has elapsed, whichever occurs first. An interim chairperson shall be appointed by the governor until such time as the commission elects a permanent chairperson.

Any member of the commission appointed pursuant to section [109.71](#) of the Revised Code as an incumbent sheriff, incumbent chief of police, representative of the state highway patrol, state department of education, federal bureau of investigation, and bureau of criminal identification and investigation, shall immediately, upon termination of holding such office, cease to be a member of the commission, and a successor shall be appointed.

The commission shall meet at least four times each year. Special meetings may be called by the chairperson and shall be called by the chairperson at the request of the attorney general or upon the written request of five members of the commission. The commission may establish its own requirements as to quorum and its own procedures with respect to the conduct of its meetings and other affairs; provided, that all recommendations by the commission to the attorney general pursuant to section [109.74](#) of the Revised Code shall require the affirmative vote of five members of the commission.

Membership on the commission does not constitute the holding of an office, and members of the commission shall not be required to take and file oaths of office before serving on the commission. The commission shall not exercise any portion of the sovereign power of the state.

The members of the commission shall receive no compensation for their services but shall be allowed their actual and necessary expenses incurred in the performance of their duties.

No member of the commission shall be disqualified from holding any public office or employment, nor shall the member forfeit any such office or employment, by reason of

appointment to the commission, notwithstanding any general, special, or local law, ordinance, or city charter to the contrary.

December 2, 1996 – House Bill 670 - 121st General Assembly [ [View December 2, 1996 Version](#) ]

## Section 109.73 | Rule recommendations.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### ***Effective:***

*April 12, 2021*

### ***Latest Legislation:***

*Senate Bill 68, House Bill 24 - 133rd General Assembly*

( A) The Ohio peace officer training commission shall recommend rules to the attorney general with respect to all of the following:

(1) The approval, or revocation of approval, of peace officer training schools administered by the state, counties, municipal corporations, public school districts, technical college districts, and the department of natural resources;

(2) Minimum courses of study, attendance requirements, and equipment and facilities to be required at approved state, county, municipal, and department of natural resources peace officer training schools;

(3) Minimum qualifications for instructors at approved state, county, municipal, and department of natural resources peace officer training schools;

(4) The requirements of minimum basic training that peace officers appointed to probationary terms shall complete before being eligible for permanent appointment, which requirements shall include training in the handling of the offense of domestic violence, other types of domestic violence-related offenses and incidents, and protection orders and consent agreements issued or approved under section [2919.26](#) or [3113.31](#) of the Revised Code; crisis intervention training; and training in the handling of missing children and child abuse and neglect cases; and training in handling violations of section [2905.32](#) of the Revised Code; and the time within which such basic training shall be completed following appointment to a probationary term;

(5) The requirements of minimum basic training that peace officers not appointed for probationary terms but appointed on other than a permanent basis shall complete in order to be eligible for continued employment or permanent appointment, which requirements shall include training in the handling of the offense of domestic violence, other types of domestic violence-related offenses and incidents, and protection orders and consent agreements issued or approved under section [2919.26](#) or [3113.31](#) of the Revised Code, crisis intervention training, and training in the handling of missing children and child abuse and neglect cases, and training in handling violations of section [2905.32](#) of the Revised Code, and the time within which such basic training shall be completed following appointment on other than a permanent basis;

(6) Categories or classifications of advanced in-service training programs for peace officers, including programs in the handling of the offense of domestic violence, other types of domestic violence-related offenses and incidents, and protection orders and consent agreements issued or approved under section [2919.26](#) or [3113.31](#) of the Revised Code, in crisis intervention, and in the handling of missing children and child abuse and neglect cases, and in handling violations of section [2905.32](#) of the Revised Code, and minimum courses of study and attendance requirements with respect to such categories or classifications;

(7) Permitting persons, who are employed as members of a campus police department appointed under section [1713.50](#) of the Revised Code; who are employed as police officers by a qualified nonprofit corporation police department pursuant to section [1702.80](#) of the Revised Code; who are appointed and commissioned as bank, savings and loan association, savings bank, credit union, or association of banks, savings and loan associations, savings banks, or credit unions police officers, as railroad police officers, or as hospital police officers pursuant to sections [4973.17](#) to [4973.22](#) of the Revised Code; or who are appointed and commissioned as amusement park police officers pursuant to section [4973.17](#) of the

Revised Code, to attend approved peace officer training schools, including the Ohio peace officer training academy, and to receive certificates of satisfactory completion of basic training programs, if the private college or university that established the campus police department; qualified nonprofit corporation police department; bank, savings and loan association, savings bank, credit union, or association of banks, savings and loan associations, savings banks, or credit unions; railroad company; hospital; or amusement park sponsoring the police officers pays the entire cost of the training and certification and if trainee vacancies are available;

(8) Permitting undercover drug agents to attend approved peace officer training schools, other than the Ohio peace officer training academy, and to receive certificates of satisfactory completion of basic training programs, if, for each undercover drug agent, the county, township, or municipal corporation that employs that undercover drug agent pays the entire cost of the training and certification;

(9)(a) The requirements for basic training programs for bailiffs and deputy bailiffs of courts of record of this state and for criminal investigators employed by the state public defender that those persons shall complete before they may carry a firearm while on duty;

(b) The requirements for any training received by a bailiff or deputy bailiff of a court of record of this state or by a criminal investigator employed by the state public defender prior to June 6, 1986, that is to be considered equivalent to the training described in division (A)(9)(a) of this section.

(10) Establishing minimum qualifications and requirements for certification for dogs utilized by law enforcement agencies;

(11) Establishing minimum requirements for certification of persons who are employed as correction officers in a full-service jail, five-day facility, or eight-hour holding facility or who provide correction services in such a jail or facility;

(12) Establishing requirements for the training of humane society agents under section [1717.061](#) of the Revised Code, including, without limitation, a requirement that the agents receive instruction on traditional animal husbandry methods and training techniques, including customary owner-performed practices;

(13) Permitting tactical medical professionals to attend approved peace officer training schools, including the Ohio peace officer training academy, to receive training of the type described in division (A)(14) of this section and to receive certificates of satisfactory completion of training programs described in that division;

(14) The requirements for training programs that tactical medical professionals shall complete to qualify them to carry firearms while on duty under section [109.771](#) of the Revised Code, which requirements shall include at least the firearms training specified in division (A) of section [109.748](#) of the Revised Code;

(15) Procedures and requirements for a portion of basic training that peace officers complete in proper interactions with civilians during traffic stops and other in-person encounters as specified in division (B)(4) of section [109.803](#) of the Revised Code and including the topics of instruction listed for active duty peace officers under divisions (B)(4)(a) to (d) of that section.

(B) The commission shall appoint an executive director, with the approval of the attorney general, who shall hold office during the pleasure of the commission. The executive director shall perform such duties assigned by the commission. The executive director shall receive a salary fixed pursuant to Chapter 124. of the Revised Code and reimbursement for expenses within the amounts available by appropriation. The executive director may appoint officers, employees, agents, and consultants as the executive director considers necessary, prescribe their duties, and provide for reimbursement of their expenses within the amounts available for reimbursement by appropriation and with the approval of the commission.

(C) The commission may do all of the following:

(1) Recommend studies, surveys, and reports to be made by the executive director regarding the carrying out of the objectives and purposes of sections [109.71](#) to [109.77](#) of the Revised Code;

(2) Visit and inspect any peace officer training school that has been approved by the executive director or for which application for approval has been made;

(3) Make recommendations, from time to time, to the executive director, the attorney general, and the general assembly regarding the carrying out of the purposes of sections [109.71](#) to [109.77](#) of the Revised Code;

(4) Report to the attorney general from time to time, and to the governor and the general assembly at least annually, concerning the activities of the commission;

(5) Establish fees for the services the commission offers under sections [109.71](#) to [109.79](#) of the Revised Code, including, but not limited to, fees for training, certification, and testing;

(6) Perform such other acts as are necessary or appropriate to carry out the powers and duties of the commission as set forth in sections [109.71](#) to [109.77](#) of the Revised Code.

(D) In establishing the requirements, under division (A)(12) of this section, the commission may consider any portions of the curriculum for instruction on the topic of

animal husbandry practices, if any, of the Ohio state university college of veterinary medicine. No person or entity that fails to provide instruction on traditional animal husbandry methods and training techniques, including customary owner-performed practices, shall qualify to train a humane society agent for appointment under section [1717.06](#) of the Revised Code.

*The Legislative Service Commission presents the text of this section as a composite of the section as amended by multiple acts of the General Assembly. This presentation recognizes the principle stated in [R.C. 1.52\(B\)](#) that amendments are to be harmonized if reasonably capable of simultaneous operation.*

*Last updated May 3, 2021 at 12:26 PM*

## Section 109.731 | Prescribed forms.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### **Effective:**

March 21, 2017

### **Latest Legislation:**

Senate Bill 199 - 131st General Assembly

(A)(1) The attorney general shall prescribe, and shall make available to sheriffs an application form that is to be used under section [2923.125](#) of the Revised Code by a person who applies for a concealed handgun license and an application form that is to be used under section [2923.125](#) of the Revised Code by a person who applies for the renewal of a license of that nature. The attorney general shall design the form to enable applicants to provide the information that is required by law to be collected, and shall update the form as necessary. Burdens or restrictions to obtaining a concealed handgun

license that are not expressly prescribed in law shall not be incorporated into the form. The attorney general shall post a printable version of the form on the web site of the attorney general and shall provide the address of the web site to any person who requests the form.

(2) The Ohio peace officer training commission shall prescribe, and shall make available to sheriffs, all of the following:

(a) A form for the concealed handgun license that is to be issued by sheriffs to persons who qualify for a concealed handgun license under section [2923.125](#) of the Revised Code and that conforms to the following requirements:

(i) It has space for the licensee's full name, residence address, and date of birth and for a color photograph of the licensee.

(ii) It has space for the date of issuance of the license, its expiration date, its county of issuance, the name of the sheriff who issues the license, and the unique combination of letters and numbers that identify the county of issuance and the license given to the licensee by the sheriff in accordance with division (A)(2)(c) of this section.

(iii) It has space for the signature of the licensee and the signature or a facsimile signature of the sheriff who issues the license.

(iv) It does not require the licensee to include serial numbers of handguns, other identification related to handguns, or similar data that is not pertinent or relevant to obtaining the license and that could be used as a de facto means of registration of handguns owned by the licensee.

(b) A series of three-letter county codes that identify each county in this state;

(c) A procedure by which a sheriff shall give each concealed handgun license, replacement concealed handgun license, or renewal concealed handgun license and each concealed handgun license on a temporary emergency basis or replacement license on a temporary emergency basis the sheriff issues under section [2923.125](#) or [2923.1213](#) of the Revised Code a unique combination of letters and numbers that identifies the county in which the license was issued and that uses the county code and a unique number for each license the sheriff of that county issues;

(d) A form for a concealed handgun license on a temporary emergency basis that is to be issued by sheriffs to persons who qualify for such a license under section [2923.1213](#) of the Revised Code, which form shall conform to all the requirements set forth in divisions (A)(2)(a)(i) to (iv) of this section and shall additionally conspicuously specify that the license is issued on a temporary emergency basis and the date of its issuance.



(B)(1) The Ohio peace officer training commission, in consultation with the attorney general, shall prepare a pamphlet that does all of the following, in everyday language:

(a) Explains the firearms laws of this state;

(b) Instructs the reader in dispute resolution and explains the laws of this state related to that matter;

(c) Provides information to the reader regarding all aspects of the use of deadly force with a firearm, including, but not limited to, the steps that should be taken before contemplating the use of, or using, deadly force with a firearm, possible alternatives to using deadly force with a firearm, and the law governing the use of deadly force with a firearm.

(2) The attorney general shall consult with and assist the commission in the preparation of the pamphlet described in division (B)(1) of this section and, as necessary, shall recommend to the commission changes in the pamphlet to reflect changes in the law that are relevant to it. The attorney general shall publish the pamphlet on the web site of the attorney general and shall provide the address of the web site to any person who requests the pamphlet.

(3) The attorney general shall create and maintain a section on the attorney general's web site that provides information on firearms laws of this state specifically applicable to members of the armed forces of the United States and a link to the pamphlet described in division (B)(1) of this section.

(C) The Ohio peace officer training commission shall maintain statistics with respect to the issuance, renewal, suspension, revocation, and denial of concealed handgun licenses under section [2923.125](#) of the Revised Code and the suspension of processing of applications for those licenses, and with respect to the issuance, suspension, revocation, and denial of concealed handgun licenses on a temporary emergency basis under section [2923.1213](#) of the Revised Code, as reported by the sheriffs pursuant to division (C) of section [2923.129](#) of the Revised Code. Not later than the first day of March in each year, the commission shall submit a statistical report to the governor, the president of the senate, and the speaker of the house of representatives indicating the number of concealed handgun licenses that were issued, renewed, suspended, revoked, and denied under section [2923.125](#) of the Revised Code in the previous calendar year, the number of applications for those licenses for which processing was suspended in accordance with division (D)(3) of that section in the previous calendar year, and the number of concealed handgun licenses on a temporary emergency basis that were issued, suspended, revoked, or denied under section [2923.1213](#) of the Revised

Code in the previous calendar year. Nothing in the statistics or the statistical report shall identify, or enable the identification of, any individual who was issued or denied a license, for whom a license was renewed, whose license was suspended or revoked, or for whom application processing was suspended. The statistics and the statistical report are public records for the purpose of section [149.43](#) of the Revised Code.

(D) As used in this section, "concealed handgun license" and "handgun" have the same meanings as in section [2923.11](#) of the Revised Code.

## Section 109.74 | Attorney general may adopt and promulgate rules and regulations.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### ***Effective:***

*December 2, 1996*

### ***Latest Legislation:***

*House Bill 670 - 121st General Assembly*

The attorney general, in accordance with Chapter 119. of the Revised Code, has discretion to adopt and promulgate any or all of the rules and regulations recommended by the Ohio peace officer training commission to the attorney general pursuant to section [109.73](#) of the Revised Code. When the attorney general promulgates any rule or regulation recommended by the commission, the attorney general shall transmit a certified copy thereof to the secretary of state.

## Section 109.741 | Rules governing training of peace officers in handling of missing children and child abuse and neglect cases.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### ***Effective:***

*April 5, 2007*

### ***Latest Legislation:***

*House Bill 571 - 126th General Assembly*

The attorney general shall adopt, in accordance with Chapter 119. or pursuant to section [109.74](#) of the Revised Code, rules governing the training of peace officers in the handling of missing children, missing persons, and child abuse and neglect cases. The rules shall specify the amount of that training necessary for the satisfactory completion of basic training programs at approved peace officer training schools, other than the Ohio peace officer training academy and the time within which a peace officer is required to receive that training, if the peace officer is appointed as a peace officer before receiving that training.

## Section 109.742 | Rules governing training of peace officers in crisis intervention.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

**Effective:**

October 16, 2009

**Latest Legislation:**

House Bill 1 - 128th General Assembly

The attorney general shall adopt, in accordance with Chapter 119. or pursuant to section [109.74](#) of the Revised Code, rules governing the training of peace officers in crisis intervention. The rules shall specify the amount of training necessary for the satisfactory completion of basic training programs at approved peace officer training schools, other than the Ohio peace officer training academy.

## Section 109.743 | Administrative rules.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

**Effective:**

December 2, 1996

**Latest Legislation:**

House Bill 670 - 121st General Assembly

The attorney general shall adopt, in accordance with Chapter 119. of the Revised Code or pursuant to section [109.74](#) of the Revised Code, rules governing firearms requalification programs that are required by section [109.801](#) of the Revised Code. At a minimum, the rules shall prohibit a firearms requalification program from being used to fulfill the requirements of section [109.801](#) of the Revised Code until after the program is approved by the executive director of the Ohio peace officer training commission pursuant to section [109.75](#) of the Revised Code.

## Section 109.744 | Rules governing training of peace officers in handling of offense of domestic violence.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### ***Effective:***

*October 16, 2009*

### ***Latest Legislation:***

*House Bill 1 - 128th General Assembly*

The attorney general shall adopt, in accordance with Chapter 119. of the Revised Code or pursuant to section [109.74](#) of the Revised Code, rules governing the training of peace officers in the handling of the offense of domestic violence, other types of domestic violence-related offenses and incidents, and protection orders and consent agreements issued or approved under section [2919.26](#) or [3113.31](#) of the Revised Code. The provisions of the rules shall include, but shall not be limited to, all of the following:  
(A) A specified amount of training that is necessary for the satisfactory completion of basic training programs at approved peace officer training schools, other than the Ohio peace officer training academy;

(B) A requirement that the training include, but not be limited to, training in all of the following:

- (1) All recent amendments to domestic violence-related laws;
- (2) Notifying a victim of domestic violence of the victim's rights;
- (3) Processing protection orders and consent agreements issued or approved under section [2919.26](#) or [3113.31](#) of the Revised Code.

## Section 109.745 | Training for investigating and handling crime of trafficking in persons.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

***Effective:***

*June 27, 2012*

***Latest Legislation:***

*House Bill 262 - 129th General Assembly*

(A) The attorney general shall provide training for peace officers in investigating and handling violations of section [2905.32](#) of the Revised Code. The training shall include all of the following:

- (1) Identifying violations of section [2905.32](#) of the Revised Code;
- (2) Methods used in identifying victims of violations of section [2905.32](#) of the Revised Code who are citizens of the United States or a foreign country, including preliminary interviewing techniques and appropriate questioning methods;

- (3) Methods for prosecuting persons who violate section [2905.32](#) of the Revised Code;
  - (4) Methods of increasing effective collaboration with nongovernmental organizations and other social service organizations in the course of a criminal action regarding a violation of section [2905.32](#) of the Revised Code;
  - (5) Methods for protecting the rights of victims of violations of section [2905.32](#) of the Revised Code, including the need to consider human rights and the special needs of women and children who are victims of violations of that section and to treat victims as victims rather than as criminals;
  - (6) Methods for promoting the safety of victims of violations of section [2905.32](#) of the Revised Code, including the training of peace officers to quickly recognize victims of a violation of any of those sections who are citizens of the United States or citizens of a foreign country.
- (B) Any organization, person, or other governmental agency with an interest and expertise in trafficking in persons may submit information or materials to the attorney general regarding the development and presentation of the training required under this section. The attorney general, in developing the training required by this section, shall consider any information submitted pursuant to this division.

## Section 109.747 | Rules governing training of peace officers on companion animal encounters and companion animal behavior.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

***Effective:***

*September 29, 2015*

***Latest Legislation:***

*House Bill 64 - 131st General Assembly*

The attorney general shall adopt, in accordance with Chapter 119. of the Revised Code or pursuant to section [109.74](#) of the Revised Code, rules governing the training of peace officers on companion animal encounters and companion animal behavior. The provisions of the rules shall include all of the following:

(A) A specified amount of training that is necessary for satisfactory completion of basic training programs at approved peace officer training schools, other than the Ohio peace officer training academy;

(B) The time within which a peace officer is required to receive that training, if the peace officer is appointed as a peace officer before receiving that training;

(C) A requirement that the training include training in all of the following:

(1) Handling companion animal-related calls or unplanned encounters with companion animals, with an emphasis on canine-related incidents and the use of nonlethal methods and tools in handling an encounter with a canine;

(2) Identifying and understanding companion animal behavior;

(3) State laws and municipal ordinances related to companion animals;

(4) Avoiding a companion animal attack;

(5) Using nonlethal methods to defend against a companion animal attack.

(D) As used in this section, "companion animal" has the same meaning as in section [959.131](#) of the Revised Code.

## Section 109.748 | Rules governing the training of tactical medical professionals to carry firearms.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)



***Effective:***

*June 1, 2018*

***Latest Legislation:***

*House Bill 79 - 132nd General Assembly*

The attorney general shall adopt, in accordance with Chapter 119. or pursuant to section [109.74](#) of the Revised Code, the following rules:

(A) Rules governing the training of tactical medical professionals to qualify them to carry firearms while on duty under section [109.771](#) of the Revised Code. The rules shall specify the amount of training necessary for the satisfactory completion of training programs at approved peace officer training schools, other than the Ohio peace officer training academy. The rules shall include all of the following:

(1) For all such professionals, a requirement that the professional shall receive firearms training through a program approved by the Ohio peace officer training commission and training in any additional subjects deemed necessary by the Ohio peace officer training commission.

(2) For such professionals seeking certification to carry a rifle or carbine, a requirement that, in addition to the training described in division (A)(1) of this section, the professional shall receive training with respect to the carrying and use of rifles and carbines through a program approved by the Ohio peace officer training commission.

(B) Rules authorizing and governing the attendance of tactical medical professionals at approved peace officer training schools, including the Ohio peace officer training academy, to receive training to qualify them to carry firearms while on duty under section [109.771](#) of the Revised Code, and the certification of the professionals upon their satisfactory completion of training programs providing that training.

## Section 109.749 | Training materials on restraining or confining pregnant children or women.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

***Effective:***

*April 12, 2021*

***Latest Legislation:***

*House Bill 1 - 133rd General Assembly*

The attorney general shall provide training materials to law enforcement, court, and corrections officials on the provisions of sections [2152.75](#) and [2901.10](#) of the Revised Code to train employees on proper implementation of the requirements of those sections.

## Section 109.75 | Powers and duties of peace officer training commission executive director.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

***Effective:***

*June 1, 2018*

***Latest Legislation:***

*House Bill 79 - 132nd General Assembly*

The executive director of the Ohio peace officer training commission, on behalf of the commission, shall have the following powers and duties, which shall be exercised with the general advice of the commission and only in accordance with section [109.751](#) of the Revised Code and the rules adopted pursuant to that section, and with the rules adopted by the attorney general pursuant to sections [109.74](#), [109.741](#), [109.742](#), and [109.743](#) of the Revised Code:

(A) To approve peace officer training schools and firearms requalification programs administered by the state, counties, municipal corporations, and the department of natural resources, to issue certificates of approval to approved schools, and to revoke an approval or certificate;

(B) To certify, as qualified, instructors at approved peace officer training schools, to issue appropriate certificates to these instructors, and to revoke for good cause shown certificates of these instructors;

(C) To certify, as qualified, commanders at approved peace officer training schools, to issue appropriate certificates to these commanders, and to revoke for good cause shown certificates of these commanders. As used in this division, "commander" means the director or other head of an approved peace officer training school.

(D) To certify peace officers and sheriffs who have satisfactorily completed basic training programs and to issue appropriate certificates to these peace officers and sheriffs;

(E) To cause studies and surveys to be made relating to the establishment, operation, and approval of state, county, and municipal peace officer training schools;

(F) To consult and cooperate with state, county, and municipal peace officer training schools for the development of advanced in-service training programs for peace officers;

(G) To consult and cooperate with universities, colleges, and institutes for the development of specialized courses of study in the state for peace officers in police science and police administration;

(H) To consult and cooperate with other departments and agencies of the state and federal government concerned with peace officer training;

(I) To perform any other acts that may be necessary or appropriate to carry out the executive director's powers and duties as set forth in sections [109.71](#) to [109.77](#) of the Revised Code;

(J) To report to the commission at each regular meeting of the commission and at any other times that the commission may require;

(K) To certify persons who have satisfactorily completed approved training programs for correction officers in full- service jails, five-day facilities, or eight-hour holding facilities or approved training programs for others who provide correction services in those jails or facilities and to issue appropriate certificates to those persons;

(L) To maintain any records associated with the powers and duties set forth in this section. Certification examinations, either before or after completion, are not public records for purposes of section [149.43](#) of the Revised Code, but the results of such examinations are public records under that section ;

(M) To certify tactical medical professionals who have satisfactorily completed approved training programs that qualify them to carry firearms while on duty under section [109.771](#) of the Revised Code and to issue appropriate certificates to such professionals.

## Section 109.751 | Attendance of undercover drug agents, bailiffs, deputy bailiffs or public defender investigators at basic training programs.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

***Effective:***

*September 14, 2016*

***Latest Legislation:***

*Senate Bill 293 - 131st General Assembly*

(A) The executive director of the Ohio peace officer training commission shall neither approve nor issue a certificate of approval to a peace officer training school pursuant to section [109.75](#) of the Revised Code unless the school agrees to permit, in accordance with rules adopted by the attorney general pursuant to division (C) of this section, undercover drug agents to attend its basic training programs. The executive director shall revoke approval, and the certificate of approval of, a peace officer training school that does not permit, in accordance with rules adopted by the attorney general pursuant to division (C) of this section, undercover drug agents to attend its basic training programs.

This division does not apply to peace officer training schools for employees of conservancy districts who are designated pursuant to section [6101.75](#) of the Revised Code or for a natural resources law enforcement staff officer, forest-fire investigators, wildlife officers, or natural resources officers of the department of natural resources.

(B)(1) A peace officer training school is not required to permit an undercover drug agent, a bailiff or deputy bailiff of a court of record of this state, or a criminal investigator employed by the state public defender to attend its basic training programs if either of the following applies:

- (a) In the case of the Ohio peace officer training academy, the employer county, township, municipal corporation, court, or state public defender or the particular undercover drug agent, bailiff, deputy bailiff, or criminal investigator has not paid the tuition costs of training in accordance with section [109.79](#) of the Revised Code;
- (b) In the case of other peace officer training schools, the employing county, township, municipal corporation, court, or state public defender fails to pay the entire cost of the training and certification.

(2) A training school shall not permit a bailiff or deputy bailiff of a court of record of this state or a criminal investigator employed by the state public defender to attend its basic training programs unless the employing court of the bailiff or deputy bailiff or the state public defender, whichever is applicable, has authorized the bailiff, deputy bailiff, or investigator to attend the school.

(C) The attorney general shall adopt, in accordance with Chapter 119. or pursuant to section [109.74](#) of the Revised Code, rules governing the attendance of undercover drug agents at approved peace officer training schools, other than the Ohio peace officer training academy, and the certification of the agents upon their satisfactory completion of basic training programs.

## Section 109.752 | Sheriff attending peace officer basic training programs.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### ***Effective:***

*December 2, 1996*

### ***Latest Legislation:***

*House Bill 670 - 121st General Assembly*

Any sheriff may attend and be awarded a certificate by the executive director of the Ohio peace officer training commission attesting to the satisfactory completion of any state, county, municipal, or department of natural resources peace officer basic training program that has been approved by the executive director under section [109.75](#) of the Revised Code or is offered at the Ohio peace officer training academy.

## Section 109.76 | Peace officers not exempted from civil service.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

**Effective:**

August 26, 1977

**Latest Legislation:**

House Bill 1 - 112th General Assembly

Nothing in sections [109.71](#) to [109.77](#) of the Revised Code shall be construed to except any peace officer, or other officer or employee from the provisions of Chapter 124. of the Revised Code.

## Section 109.761 | Reports of appointment to peace officer training commission.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

**Effective:**

October 16, 2009

**Latest Legislation:**

House Bill 1 - 128th General Assembly

(A)(1) Each agency or entity that appoints or employs one or more peace officers shall report to the Ohio peace officer training commission all of the following that occur on or after February 20, 2002:

(a) The appointment or employment of any person to serve the agency or entity as a peace officer in any full-time, part-time, reserve, auxiliary, or other capacity;

(b) The termination, resignation, felony conviction, death, or guilty plea as specified in division (F) of section [109.77](#) of the Revised Code of any person who has been appointed to or employed by the agency or entity as a peace officer in any full-time, part-time, reserve, auxiliary, or other capacity and is serving the agency or entity in any of those peace officer capacities.

(2) An agency or entity shall make each report required by this division not later than ten days after the occurrence of the event being reported. The agency or entity shall make the report in the manner and format prescribed by the executive director of the Ohio peace officer training commission.

(B) Each agency or entity that appoints or employs one or more peace officers or state highway patrol troopers shall annually provide to the Ohio peace officer training commission a roster of all persons who have been appointed to or employed by the agency or entity as peace officers or troopers in any full-time, part-time, reserve, auxiliary, or other capacity and are serving, or during the year covered by the report have served, the agency or entity in any of those peace officer or trooper capacities. The agency or entity shall provide the roster in the manner and format, and by the date, prescribed by the executive director of the Ohio peace officer training commission.

(C) The Ohio peace officer training commission shall prescribe the manner and format of making reports under division (A) of this section and providing annual rosters under division (B) of this section and shall prescribe the date by which the annual rosters must be provided.

## Section 109.77 | Certificate of completion of basic training program necessary for appointment.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

***Effective:***

*September 14, 2016*



***Latest Legislation:***

*Senate Bill 293 - 131st General Assembly*

(A) As used in this section:

- (1) "Felony" has the same meaning as in section [109.511](#) of the Revised Code.
- (2) "Companion animal" has the same meaning as in section [959.131](#) of the Revised Code.

(B)(1) Notwithstanding any general, special, or local law or charter to the contrary, and except as otherwise provided in this section, no person shall receive an original appointment on a permanent basis as any of the following unless the person previously has been awarded a certificate by the executive director of the Ohio peace officer training commission attesting to the person's satisfactory completion of an approved state, county, municipal, or department of natural resources peace officer basic training program:

(a) A peace officer of any county, township, municipal corporation, regional transit authority, or metropolitan housing authority;

(b) A natural resources law enforcement staff officer, forest-fire investigator, wildlife officer, or natural resources officer of the department of natural resources;

(c) An employee of a park district under section [511.232](#) or [1545.13](#) of the Revised Code;

(d) An employee of a conservancy district who is designated pursuant to section [6101.75](#) of the Revised Code;

(e) A state university law enforcement officer;

(f) A special police officer employed by the department of mental health and addiction services pursuant to section [5119.08](#) of the Revised Code or the department of developmental disabilities pursuant to section [5123.13](#) of the Revised Code;

(g) An enforcement agent of the department of public safety whom the director of public safety designates under section [5502.14](#) of the Revised Code;

(h) A special police officer employed by a port authority under section [4582.04](#) or [4582.28](#) of the Revised Code;

(i) A special police officer employed by a municipal corporation at a municipal airport, or other municipal air navigation facility, that has scheduled operations, as defined in section 119.3 of Title 14 of the Code of Federal Regulations, 14 C.F.R. 119.3, as amended, and that is required to be under a security program and is governed by aviation security rules of the transportation security administration of the United

States department of transportation as provided in Parts 1542. and 1544. of Title 49 of the Code of Federal Regulations, as amended;

(j) A gaming agent employed under section [3772.03](#) of the Revised Code.

(2) Every person who is appointed on a temporary basis or for a probationary term or on other than a permanent basis as any of the following shall forfeit the appointed position unless the person previously has completed satisfactorily or, within the time prescribed by rules adopted by the attorney general pursuant to section [109.74](#) of the Revised Code, satisfactorily completes a state, county, municipal, or department of natural resources peace officer basic training program for temporary or probationary officers and is awarded a certificate by the director attesting to the satisfactory completion of the program:

(a) A peace officer of any county, township, municipal corporation, regional transit authority, or metropolitan housing authority;

(b) A natural resources law enforcement staff officer, park officer, forest officer, preserve officer, wildlife officer, or state watercraft officer of the department of natural resources;

(c) An employee of a park district under section [511.232](#) or [1545.13](#) of the Revised Code;

(d) An employee of a conservancy district who is designated pursuant to section [6101.75](#) of the Revised Code;

(e) A special police officer employed by the department of mental health and addiction services pursuant to section [5119.08](#) of the Revised Code or the department of developmental disabilities pursuant to section [5123.13](#) of the Revised Code;

(f) An enforcement agent of the department of public safety whom the director of public safety designates under section [5502.14](#) of the Revised Code;

(g) A special police officer employed by a port authority under section [4582.04](#) or [4582.28](#) of the Revised Code;

(h) A special police officer employed by a municipal corporation at a municipal airport, or other municipal air navigation facility, that has scheduled operations, as defined in section 119.3 of Title 14 of the Code of Federal Regulations, 14 C.F.R. 119.3, as amended, and that is required to be under a security program and is governed by aviation security rules of the transportation security administration of the United States department of transportation as provided in Parts 1542. and 1544. of Title 49 of the Code of Federal Regulations, as amended.

(3) For purposes of division (B) of this section, a state, county, municipal, or department of natural resources peace officer basic training program, regardless of

whether the program is to be completed by peace officers appointed on a permanent or temporary, probationary, or other nonpermanent basis, shall include training in the handling of the offense of domestic violence, other types of domestic violence-related offenses and incidents, protection orders and consent agreements issued or approved under section [2919.26](#) or [3113.31](#) of the Revised Code, crisis intervention training, and training on companion animal encounters and companion animal behavior. The requirement to complete training in the handling of the offense of domestic violence, other types of domestic violence-related offenses and incidents, and protection orders and consent agreements issued or approved under section [2919.26](#) or [3113.31](#) of the Revised Code does not apply to any person serving as a peace officer on March 27, 1979, and the requirement to complete training in crisis intervention does not apply to any person serving as a peace officer on April 4, 1985. Any person who is serving as a peace officer on April 4, 1985, who terminates that employment after that date, and who subsequently is hired as a peace officer by the same or another law enforcement agency shall complete training in crisis intervention as prescribed by rules adopted by the attorney general pursuant to section [109.742](#) of the Revised Code. No peace officer shall have employment as a peace officer terminated and then be reinstated with intent to circumvent this section.

(4) Division (B) of this section does not apply to any person serving on a permanent basis on March 28, 1985, as a park officer, forest officer, preserve officer, wildlife officer, or state watercraft officer of the department of natural resources or as an employee of a park district under section [511.232](#) or [1545.13](#) of the Revised Code, to any person serving on a permanent basis on March 6, 1986, as an employee of a conservancy district designated pursuant to section [6101.75](#) of the Revised Code, to any person serving on a permanent basis on January 10, 1991, as a preserve officer of the department of natural resources, to any person employed on a permanent basis on July 2, 1992, as a special police officer by the department of mental health and addiction services pursuant to section [5119.08](#) of the Revised Code or by the department of developmental disabilities pursuant to section [5123.13](#) of the Revised Code, to any person serving on a permanent basis on May 17, 2000, as a special police officer employed by a port authority under section [4582.04](#) or [4582.28](#) of the Revised Code, to any person serving on a permanent basis on March 19, 2003, as a special police officer employed by a municipal corporation at a municipal airport or other municipal air navigation facility described in division (A)(19) of section [109.71](#) of the Revised Code, to any person serving on a permanent basis on June 19, 1978, as a state university law enforcement officer pursuant to section [3345.04](#) of the Revised Code and who, immediately prior to June 19, 1978, was serving as a special police officer designated under authority of that section, or to any person serving on a permanent basis on September 20, 1984, as a liquor control investigator, known after June 30, 1999, as an

enforcement agent of the department of public safety, engaged in the enforcement of Chapters 4301. and 4303. of the Revised Code.

(5) Division (B) of this section does not apply to any person who is appointed as a regional transit authority police officer pursuant to division (Y) of section [306.35](#) of the Revised Code if, on or before July 1, 1996, the person has completed satisfactorily an approved state, county, municipal, or department of natural resources peace officer basic training program and has been awarded a certificate by the executive director of the Ohio peace officer training commission attesting to the person's satisfactory completion of such an approved program and if, on July 1, 1996, the person is performing peace officer functions for a regional transit authority.

(C) No person, after September 20, 1984, shall receive an original appointment on a permanent basis as a veterans' home police officer designated under section [5907.02](#) of the Revised Code unless the person previously has been awarded a certificate by the executive director of the Ohio peace officer training commission attesting to the person's satisfactory completion of an approved police officer basic training program. Every person who is appointed on a temporary basis or for a probationary term or on other than a permanent basis as a veterans' home police officer designated under section [5907.02](#) of the Revised Code shall forfeit that position unless the person previously has completed satisfactorily or, within one year from the time of appointment, satisfactorily completes an approved police officer basic training program.

(D) No bailiff or deputy bailiff of a court of record of this state and no criminal investigator who is employed by the state public defender shall carry a firearm, as defined in section [2923.11](#) of the Revised Code, while on duty unless the bailiff, deputy bailiff, or criminal investigator has done or received one of the following:

(1) Has been awarded a certificate by the executive director of the Ohio peace officer training commission, which certificate attests to satisfactory completion of an approved state, county, or municipal basic training program for bailiffs and deputy bailiffs of courts of record and for criminal investigators employed by the state public defender that has been recommended by the Ohio peace officer training commission;

(2) Has successfully completed a firearms training program approved by the Ohio peace officer training commission prior to employment as a bailiff, deputy bailiff, or criminal investigator;

(3) Prior to June 6, 1986, was authorized to carry a firearm by the court that employed the bailiff or deputy bailiff or, in the case of a criminal investigator, by the state public defender and has received training in the use of firearms that the Ohio peace officer training commission determines is equivalent to the training that otherwise is required by division (D) of this section.

(E)(1) Before a person seeking a certificate completes an approved peace officer basic training program, the executive director of the Ohio peace officer training commission shall request the person to disclose, and the person shall disclose, any previous criminal conviction of or plea of guilty of that person to a felony.

(2) Before a person seeking a certificate completes an approved peace officer basic training program, the executive director shall request a criminal history records check on the person. The executive director shall submit the person's fingerprints to the bureau of criminal identification and investigation, which shall submit the fingerprints to the federal bureau of investigation for a national criminal history records check.

Upon receipt of the executive director's request, the bureau of criminal identification and investigation and the federal bureau of investigation shall conduct a criminal history records check on the person and, upon completion of the check, shall provide a copy of the criminal history records check to the executive director. The executive director shall not award any certificate prescribed in this section unless the executive director has received a copy of the criminal history records check on the person to whom the certificate is to be awarded.

(3) The executive director of the commission shall not award a certificate prescribed in this section to a person who has been convicted of or has pleaded guilty to a felony or who fails to disclose any previous criminal conviction of or plea of guilty to a felony as required under division (E)(1) of this section.

(4) The executive director of the commission shall revoke the certificate awarded to a person as prescribed in this section, and that person shall forfeit all of the benefits derived from being certified as a peace officer under this section, if the person, before completion of an approved peace officer basic training program, failed to disclose any previous criminal conviction of or plea of guilty to a felony as required under division (E)(1) of this section.

(F)(1) Regardless of whether the person has been awarded the certificate or has been classified as a peace officer prior to, on, or after October 16, 1996, the executive director of the Ohio peace officer training commission shall revoke any certificate that has been awarded to a person as prescribed in this section if the person does either of the following:

(a) Pleads guilty to a felony committed on or after January 1, 1997;

(b) Pleads guilty to a misdemeanor committed on or after January 1, 1997, pursuant to a negotiated plea agreement as provided in division (D) of section [2929.43](#) of the Revised

Code in which the person agrees to surrender the certificate awarded to the person under this section.

(2) The executive director of the commission shall suspend any certificate that has been awarded to a person as prescribed in this section if the person is convicted, after trial, of a felony committed on or after January 1, 1997. The executive director shall suspend the certificate pursuant to division (F)(2) of this section pending the outcome of an appeal by the person from that conviction to the highest court to which the appeal is taken or until the expiration of the period in which an appeal is required to be filed. If the person files an appeal that results in that person's acquittal of the felony or conviction of a misdemeanor, or in the dismissal of the felony charge against that person, the executive director shall reinstate the certificate awarded to the person under this section. If the person files an appeal from that person's conviction of the felony and the conviction is upheld by the highest court to which the appeal is taken or if the person does not file a timely appeal, the executive director shall revoke the certificate awarded to the person under this section.

(G)(1) If a person is awarded a certificate under this section and the certificate is revoked pursuant to division (E)(4) or (F) of this section, the person shall not be eligible to receive, at any time, a certificate attesting to the person's satisfactory completion of a peace officer basic training program.

(2) The revocation or suspension of a certificate under division (E)(4) or (F) of this section shall be in accordance with Chapter 119. of the Revised Code.

(H)(1) A person who was employed as a peace officer of a county, township, or municipal corporation of the state on January 1, 1966, and who has completed at least sixteen years of full-time active service as such a peace officer, or equivalent service as determined by the executive director of the Ohio peace officer training commission, may receive an original appointment on a permanent basis and serve as a peace officer of a county, township, or municipal corporation, or as a state university law enforcement officer, without complying with the requirements of division (B) of this section.

(2) Any person who held an appointment as a state highway trooper on January 1, 1966, may receive an original appointment on a permanent basis and serve as a peace officer of a county, township, or municipal corporation, or as a state university law enforcement officer, without complying with the requirements of division (B) of this section.

(I) No person who is appointed as a peace officer of a county, township, or municipal corporation on or after April 9, 1985, shall serve as a peace officer of that county,

township, or municipal corporation unless the person has received training in the handling of missing children and child abuse and neglect cases from an approved state, county, township, or municipal police officer basic training program or receives the training within the time prescribed by rules adopted by the attorney general pursuant to section [109.741](#) of the Revised Code.

(J) No part of any approved state, county, or municipal basic training program for bailiffs and deputy bailiffs of courts of record and no part of any approved state, county, or municipal basic training program for criminal investigators employed by the state public defender shall be used as credit toward the completion by a peace officer of any part of the approved state, county, or municipal peace officer basic training program that the peace officer is required by this section to complete satisfactorily.

(K) This section does not apply to any member of the police department of a municipal corporation in an adjoining state serving in this state under a contract pursuant to section [737.04](#) of the Revised Code.

*Last updated December 14, 2021 at 2:06 PM*

## Section 109.771 | Authority of tactical medical professionals to carry firearms.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### ***Effective:***

*June 1, 2018*

### ***Latest Legislation:***

*House Bill 79 - 132nd General Assembly*



(A) A tactical medical professional may carry firearms while on duty in the same manner, to the same extent, and in the same areas as a law enforcement officer of the law enforcement agency the professional is serving, if all of the following apply:

(1) The law enforcement agency that the tactical medical professional is serving has specifically authorized the professional to carry firearms while on duty.

(2) The tactical medical professional has done or received one of the following:

(a) The professional has been awarded a certificate by the executive director of the Ohio peace officer training commission, which certificate attests to satisfactory completion of an approved state, county, or municipal basic training program or a program at the Ohio peace officer training academy that qualifies the professional to carry firearms while on duty and that conforms to the rules adopted under section [109.748](#) of the Revised Code.

(b) Prior to or during employment as a tactical medical professional and prior to the effective date of this section, the professional has successfully completed a firearms training program, other than one described in division (A)(2)(a) of this section, that was approved by the Ohio peace officer training commission.

(B) A tactical medical professional to whom division (A) of this section applies and who is carrying one or more firearms under authority of that division has protection from potential civil or criminal liability for any conduct occurring while carrying the firearm or firearms to the same extent as a law enforcement officer of the law enforcement agency the professional is serving has such protection.

## Section 109.78 | Certification of special police, security guards, or persons otherwise privately employed in a police capacity.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

***Effective:***



May 17, 2000

**Latest Legislation:**

*Senate Bill 137 - 123rd General Assembly*

(A) The executive director of the Ohio peace officer training commission, on behalf of the commission and in accordance with rules promulgated by the attorney general, shall certify persons who have satisfactorily completed approved training programs designed to qualify persons for positions as special police, security guards, or persons otherwise privately employed in a police capacity and issue appropriate certificates to such persons. Application for approval of a training program designed to qualify persons for such positions shall be made to the commission. An application for approval shall be submitted to the commission with a fee of one hundred twenty-five dollars, which fee shall be refunded if the application is denied. Such programs shall cover only duties and jurisdiction of such security guards and special police privately employed in a police capacity when such officers do not qualify for training under section [109.71](#) of the Revised Code. A person attending an approved basic training program administered by the state shall pay to the agency administering the program the cost of the person's participation in the program as determined by the agency. A person attending an approved basic training program administered by a county or municipal corporation shall pay the cost of the person's participation in the program, as determined by the administering subdivision, to the county or the municipal corporation. A person who is issued a certificate for satisfactory completion of an approved basic training program shall pay to the commission a fee of fifteen dollars. A duplicate of a lost, spoliated, or destroyed certificate may be issued upon application and payment of a fee of fifteen dollars. Such certificate or the completion of twenty years of active duty as a peace officer shall satisfy the educational requirements for appointment or commission as a special police officer or special deputy of a political subdivision of this state.

(B)(1) The executive director of the Ohio peace officer training commission, on behalf of the commission and in accordance with rules promulgated by the attorney general, shall certify basic firearms training programs, and shall issue certificates to class A, B, or C licensees or prospective class A, B, or C licensees under Chapter 4749. of the Revised Code and to registered or prospective employees of such class A, B, or C licensees who have satisfactorily completed a basic firearms training program of the type described in division (A)(1) of section [4749.10](#) of the Revised Code. Application for approval of a basic firearms training program shall be made to the commission. An application shall be submitted to the commission with a fee of one hundred dollars, which fee shall be refunded if the application is denied.

A person who is issued a certificate for satisfactory completion of an approved basic firearms training program shall pay a fee of ten dollars to the commission. A duplicate of a lost, spoliated, or destroyed certificate may be issued upon application and payment of a fee of five dollars.

(2) The executive director, on behalf of the commission and in accordance with rules promulgated by the attorney general, also shall certify firearms requalification training programs and instructors for the annual requalification of class A, B, or C licensees under Chapter 4749. of the Revised Code and registered or prospective employees of such class A, B, or C licensees who are authorized to carry a firearm under section [4749.10](#) of the Revised Code. Application for approval of a training program or instructor for such purpose shall be made to the commission. Such an application shall be submitted to the commission with a fee of fifty dollars, which fee shall be refunded if the application is denied.

(3) The executive director, upon request, also shall review firearms training received within three years prior to November 23, 1985, by any class A, B, or C licensee or prospective class A, B, or C licensee, or by any registered or prospective employee of any class A, B, or C licensee under Chapter 4749. of the Revised Code to determine if the training received is equivalent to a basic firearms training program that includes twenty hours of handgun training and five hours of training in the use of other firearms, if any other firearm is to be used. If the executive director determines the training was received within the three-year period and that it is equivalent to such a program, the executive director shall issue written evidence of approval of the equivalency training to the licensee or employee.

(C) There is hereby established in the state treasury the peace officer private security fund, which shall be used by the Ohio peace officer training commission to administer the training program to qualify persons for positions as special police, security guards, or other private employment in a police capacity, as described in division (A) of this section, and the training program in basic firearms and the training program for firearms requalification, both as described in division (B) of this section. All fees paid to the commission by applicants for approval of a training program designed to qualify persons for such private police positions, basic firearms training program, or a firearms requalification training program or instructor, as required by division (A) or (B) of this section, by persons who satisfactorily complete a private police training program or a basic firearms training program, as required by division (A) or (B) of this section, or by persons who satisfactorily requalify in firearms use, as required by division (B)(2) of section [4749.10](#) of the Revised Code, shall be transmitted to the treasurer of state for deposit in the fund. The fund shall be used only for the purpose set forth in this division.

(D) No public or private educational institution or superintendent of the state highway patrol shall employ a person as a special police officer, security guard, or other position in which such person goes armed while on duty, who has not received a certificate of having satisfactorily completed an approved basic peace officer training program, unless the person has completed twenty years of active duty as a peace officer.

## Section 109.79 | Ohio peace officer training academy.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

***Effective:***

*September 30, 2021*

***Latest Legislation:***

*House Bill 110 - 134th General Assembly*

(A) The Ohio peace officer training commission shall establish and conduct a training school for law enforcement officers of any political subdivision of the state or of the state public defender's office. The school shall be known as the Ohio peace officer training academy. No bailiff or deputy bailiff of a court of record of this state and no criminal investigator employed by the state public defender shall be permitted to attend the academy for training unless the employing court of the bailiff or deputy bailiff or the state public defender, whichever is applicable, has authorized the bailiff, deputy bailiff, or investigator to attend the academy.

The Ohio peace officer training commission shall develop the training program, which shall include courses in both the civil and criminal functions of law enforcement officers, a course in crisis intervention with six or more hours of training, training in the handling of missing children and child abuse and neglect cases, and training on companion animal encounters and companion animal behavior, and shall establish rules governing qualifications for admission to the academy. The commission may require competitive examinations to determine fitness of prospective trainees, so long

as the examinations or other criteria for admission to the academy are consistent with the provisions of Chapter 124. of the Revised Code.

The Ohio peace officer training commission shall determine tuition costs sufficient in the aggregate to pay the costs of operating the academy. Tuition paid by a political subdivision of the state or by the state public defender's office shall be deposited into the state treasury to the credit of the peace officer training academy fee fund, which is hereby established. The attorney general shall use money in the fund to pay costs associated with operation of the academy. The costs of acquiring and equipping the academy shall be paid from appropriations made by the general assembly to the Ohio peace officer training commission for that purpose, from gifts or grants received for that purpose, or from fees for goods related to the academy.

The Ohio peace officer training commission shall create a gaming-related curriculum for gaming agents. The Ohio peace officer training commission shall use money distributed to the Ohio peace officer training academy from the Ohio law enforcement training fund to first support the academy's training programs for gaming agents and gaming-related curriculum. The Ohio peace officer training commission may utilize existing training programs in other states that specialize in training gaming agents.

The law enforcement officers, during the period of their training, shall receive compensation as determined by the political subdivision that sponsors them or, if the officer is a criminal investigator employed by the state public defender, as determined by the state public defender. The political subdivision may pay the tuition costs of the law enforcement officers they sponsor and the state public defender may pay the tuition costs of criminal investigators of that office who attend the academy.

If trainee vacancies exist, the academy may train and issue certificates of satisfactory completion to peace officers who are employed by a campus police department pursuant to section [1713.50](#) of the Revised Code, by a qualified nonprofit corporation police department pursuant to section [1702.80](#) of the Revised Code, or by a railroad company, who are amusement park police officers appointed and commissioned by a judge of the appropriate municipal court or county court pursuant to section [4973.17](#) of the Revised Code, or who are bank, savings and loan association, savings bank, credit union, or association of banks, savings and loan associations, savings banks, or credit unions, or hospital police officers appointed and commissioned by the secretary of state pursuant to sections [4973.17](#) to [4973.22](#) of the Revised Code, provided that no such officer shall be trained at the academy unless the officer meets the qualifications established for admission to the academy and the qualified nonprofit corporation police department; bank, savings and loan association, savings bank, credit union, or

association of banks, savings and loan associations, savings banks, or credit unions; railroad company; hospital; or amusement park or the private college or university that established the campus police department prepays the entire cost of the training. A qualified nonprofit corporation police department; bank, savings and loan association, savings bank, credit union, or association of banks, savings and loan associations, savings banks, or credit unions; railroad company; hospital; or amusement park or a private college or university that has established a campus police department is not entitled to reimbursement from the state for any amount paid for the cost of training the bank, savings and loan association, savings bank, credit union, or association of banks, savings and loan associations, savings banks, or credit unions peace officers; the railroad company's peace officers; or the peace officers of the qualified nonprofit corporation police department, campus police department, hospital, or amusement park.

The academy shall permit investigators employed by the state medical board to take selected courses that the board determines are consistent with its responsibilities for initial and continuing training of investigators as required under sections [4730.26](#) and [4731.05](#) of the Revised Code. The board shall pay the entire cost of training that investigators receive at the academy.

The academy shall permit tactical medical professionals to attend training courses at the academy that are designed to qualify the professionals to carry firearms while on duty under section [109.771](#) of the Revised Code and that provide training comparable to training mandated under the rules required by division (A) of section [109.748](#) of the Revised Code. The executive director of the Ohio peace officer training commission may certify tactical medical professionals who satisfactorily complete the training courses. The law enforcement agency served by a tactical medical professional who attends the academy may pay the tuition costs of the professional.

(B) As used in this section:

(1) "Law enforcement officers" include any undercover drug agent, any bailiff or deputy bailiff of a court of record, and any criminal investigator who is employed by the state public defender.

(2) "Undercover drug agent" means any person who:

(a) Is employed by a county, township, or municipal corporation for the purposes set forth in division (B)(2)(b) of this section but who is not an employee of a county sheriff's department, of a township constable, or of the police department of a municipal corporation or township;

(b) In the course of the person's employment by a county, township, or municipal corporation, investigates and gathers information pertaining to persons who are suspected of violating Chapter 2925. or 3719. of the Revised Code, and generally does not wear a uniform in the performance of the person's duties.

(3) "Crisis intervention training" has the same meaning as in section [109.71](#) of the Revised Code.

(4) "Missing children" has the same meaning as in section [2901.30](#) of the Revised Code.

(5) "Companion animal" has the same meaning as in section [959.131](#) of the Revised Code.

*Last updated July 23, 2021 at 8:12 AM*

## Section 109.80 | Basic training course for sheriffs - continuing education.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### ***Effective:***

*December 2, 1996*

### ***Latest Legislation:***

*House Bill 670, House Bill 351 - 121st General Assembly*

(A) The Ohio peace officer training commission shall develop and conduct a basic training course lasting at least three weeks for appointed and newly elected sheriffs appointed or elected on or after January 1, 1988, and shall establish criteria for what constitutes successful completion of the course. The basic training course shall include instruction in contemporary law enforcement, criminal investigations, the judicial process, civil rules, corrections, and other topics relevant to the duties and operations of the office of sheriff. The commission shall offer the course every four years within six months after the general election of sheriffs in each county and at other times when it

is needed to permit sheriffs to attend within six months after appointment or election. The course shall be conducted by the Ohio peace officer training academy. The council shall provide that not less than two weeks of the course conducted within six months after the general election of sheriffs in each county shall be conducted prior to the first Monday in January next after that general election.

(B) The attorney general shall appoint a continuing education committee, consisting of not fewer than five nor more than seven members, including but not limited to, members of the Ohio peace officer training commission and sheriffs. The commission and the committee jointly shall determine the type of continuing education required for sheriffs to complete the requirements of division (E) of section [311.01](#) of the Revised Code and shall establish criteria for what constitutes successful completion of the requirement. The committee shall approve the courses that sheriffs may attend to complete the continuing education requirement and shall publish an approved list of those courses. The commission shall maintain a list of approved training schools that sheriffs may attend to complete the continuing education requirement. Upon request, the committee may approve courses other than those courses conducted as part of a certified law enforcement manager program.

(C) Upon presentation of evidence by a sheriff that because of medical disability or for other good cause that the sheriff is unable to complete the basic or continuing education requirement, the commission may waive the requirement until the disability or cause terminates.

(D) As used in this section, "newly elected sheriff" means a person who did not hold the office of sheriff of a county on the date the person was elected sheriff of that county. *The Legislative Service Commission presents the text of this section as a composite of the section as amended by multiple acts of the General Assembly. This presentation recognizes the principle stated in [R.C. 1.52\(B\)](#) that amendments are to be harmonized if reasonably capable of simultaneous operation.*

## Section 109.801 | Annual firearms requalification program.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

**Effective:**

March 28, 2019

**Latest Legislation:**

House Bill 228 - 132nd General Assembly

(A)(1) Each year, any of the following persons who are authorized to carry firearms in the course of their official duties shall complete successfully a firearms requalification program approved by the executive director of the Ohio peace officer training commission in accordance with rules adopted by the attorney general pursuant to section [109.743](#) of the Revised Code: any peace officer, sheriff, chief of police of an organized police department of a municipal corporation or township, chief of police of a township police district or joint police district police force, superintendent of the state highway patrol, state highway patrol trooper, or chief of police of a university or college police department; any parole or probation officer who carries a firearm in the course of official duties; any corrections officer of a multicounty correctional center, or of a municipal-county or multicounty-municipal correctional center, established under section [307.93](#) of the Revised Code who carries a firearm in the course of official duties; the house of representatives sergeant at arms if the house of representatives sergeant at arms has arrest authority pursuant to division (E)(1) of section [101.311](#) of the Revised Code; any assistant house of representatives sergeant at arms; the senate sergeant at arms; any assistant senate sergeant at arms; any tactical medical professional; or any employee of the department of youth services who is designated pursuant to division (A)(2) of section [5139.53](#) of the Revised Code as being authorized to carry a firearm while on duty as described in that division.

(2) No person listed in division (A)(1) of this section shall carry a firearm during the course of official duties if the person does not comply with division (A)(1) of this section.

(B) The hours that a sheriff spends attending a firearms requalification program required by division (A) of this section are in addition to the sixteen hours of continuing education that are required by division (E) of section [311.01](#) of the Revised Code.

(C) As used in this section, "firearm" has the same meaning as in section [2923.11](#) of the Revised Code.



## Section 109.803 | Continuing professional training for peace officers and troopers.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### ***Effective:***

*September 30, 2021*

### ***Latest Legislation:***

*House Bill 110 - 134th General Assembly*

(A)(1) Subject to divisions (A)(2) and (B) of this section, every appointing authority shall require each of its appointed peace officers and troopers to complete up to twenty-four hours of continuing professional training each calendar year, as directed by the Ohio peace officer training commission. The number of hours directed by the commission, up to twenty-four hours, is intended to be a minimum requirement, and appointing authorities are encouraged to exceed the number of hours the commission directs as the minimum. The commission shall set the required minimum number of hours based upon available funding for reimbursement as described in this division. If no funding for the reimbursement is available, no continuing professional training will be required.

(2) An appointing authority may submit a written request to the peace officer training commission that requests for a calendar year because of emergency circumstances an extension of the time within which one or more of its appointed peace officers or troopers must complete the required minimum number of hours of continuing professional training set by the commission, as described in division (A)(1) of this section. A request made under this division shall set forth the name of each of the appointing authority's peace officers or troopers for whom an extension is requested, identify the emergency circumstances related to that peace officer or trooper, include documentation of those emergency circumstances, and set forth the date on which the request is submitted to the commission. A request shall be made under this division not

later than the fifteenth day of December in the calendar year for which the extension is requested.

Upon receipt of a written request made under this division, the executive director of the commission shall review the request and the submitted documentation. If the executive director of the commission is satisfied that emergency circumstances exist for any peace officer or trooper for whom a request was made under this division, the executive director may approve the request for that peace officer or trooper and grant an extension of the time within which that peace officer or trooper must complete the required minimum number of hours of continuing professional training set by the commission. An extension granted under this division may be for any period of time the executive director believes to be appropriate, and the executive director shall specify in the notice granting the extension the date on which the extension ends. Not later than thirty days after the date on which a request is submitted to the commission, for each peace officer and trooper for whom an extension is requested, the executive director either shall approve the request and grant an extension or deny the request and deny an extension and shall send to the appointing authority that submitted the request written notice of the executive director's decision.

If the executive director grants an extension of the time within which a particular appointed peace officer or trooper of an appointing authority must complete the required minimum number of hours of continuing professional training set by the commission, the appointing authority shall require that peace officer or trooper to complete the required minimum number of hours of training not later than the date on which the extension ends.

(B) With the advice of the Ohio peace officer training commission, the attorney general shall adopt in accordance with Chapter 119. of the Revised Code rules setting forth minimum standards for continuing professional training for peace officers and troopers and governing the administration of continuing professional training programs for peace officers and troopers. The rules adopted by the attorney general under division (B) of this section shall do all of the following:

(1) Allow peace officers and troopers to earn credit for up to four hours of continuing professional training for time spent while on duty providing drug use prevention education training that utilizes evidence-based curricula to students in school districts, community schools established under Chapter 3314., STEM schools established under Chapter 3326., and college-preparatory boarding schools established under Chapter 3328. of the Revised Code.

(2) Allow a peace officer or trooper appointed by a law enforcement agency to earn hours of continuing professional training for other peace officers or troopers appointed by the law enforcement agency by providing drug use prevention education training under division (B)(1) of this section so that hours earned by the peace officer or trooper providing the training in excess of four hours may be applied to offset the number of continuing professional training hours required of another peace officer or trooper appointed by that law enforcement agency.

(3) Prohibit the use of continuing professional training hours earned under division (B)(1) or (2) of this section from being used to offset any mandatory hands-on training requirement.

(4) Require a peace officer to complete training on proper interactions with civilians during traffic stops and other in-person encounters, which training shall have an online offering and shall include all of the following topics:

(a) A person's rights during an interaction with a peace officer, including all of the following:

(i) When a peace officer may require a person to exit a vehicle;

(ii) Constitutional protections from illegal search and seizure;

(iii) The rights of a passenger in a vehicle who has been pulled over for a traffic stop;

(iv) The right for a citizen to record an encounter with a peace officer.

(b) Proper actions for interacting with a civilian and methods for diffusing a stressful encounter with a civilian;

(c) Laws regarding questioning and detention by peace officers, including any law requiring a person to present proof of identity to a peace officer, and the consequences for a person's or officer's failure to comply with those laws;

(d) Any other requirements and procedures necessary for the proper implementation of this section.

(C) The attorney general shall transmit a certified copy of any rule adopted under this section to the secretary of state.

(D) As used in this section:

- (1) "Peace officer" has the same meaning as in section [109.71](#) of the Revised Code.
- (2) "Trooper" means an individual appointed as a state highway patrol trooper under section [5503.01](#) of the Revised Code.
- (3) "Appointing authority" means any agency or entity that appoints a peace officer or trooper.

*Last updated July 23, 2021 at 8:12 AM*

## Section 109.804 | Chief of police training course; equivalency; deferral.

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[Ohio Revised Code](#)

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[Title 1 State Government](#)

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[Chapter 109 Attorney General](#)

### ***Effective:***

*December 27, 2017*

### ***Latest Legislation:***

*Senate Bill 37 - 132nd General Assembly*

(A) The Ohio peace officer training commission shall develop and conduct a chief of police training course lasting forty hours for newly appointed chiefs of police appointed on or after January 1, 2018. The commission shall determine the course topics, which shall include diversity training with an emphasis on historical perspectives and community-police relations, and shall establish criteria for what constitutes successful completion of the course. The commission shall conduct the course at the Ohio peace officer training academy and shall offer the course at least semiannually.

(B) A newly appointed chief of police may request an equivalency exemption from a portion of the forty hours of the chief of police training course by submitting to the Ohio peace officer training commission, not more than ten calendar days following the person's appointment as a chief of police, evidence of training or qualification in the subject area of the exempted portion.

(C) Upon presentation of evidence by a newly appointed chief of police that because of a medical disability or other good cause the newly appointed chief of police is unable to complete the chief of police training course, the Ohio peace officer training commission may defer the requirement for the newly appointed chief of police to complete the chief of police training course until the disability or cause terminates.

(D) A newly appointed chief of police appointed on or after January 1, 2018, shall attend a chief of police training course conducted by the Ohio peace officer training commission pursuant to division (A) of this section not later than six months after the person's appointment as a chief of police. While attending the chief of police training course, a newly appointed chief of police shall receive compensation in the same manner and amounts as if carrying out the powers and duties of the office of chief of police. The costs of conducting the chief of police training course shall be paid from state funds appropriated to the attorney general. The cost of meals, lodging, and travel of a newly appointed chief of police attending the chief of police training course shall be paid from the budget of the entity for which the newly appointed chief of police was appointed.

(E) As used in this section:

"Newly appointed chief of police" means a person appointed chief of police under section [505.49](#), [737.05](#), or [737.15](#) of the Revised Code or any administrative official that is responsible for the daily administration and supervision of peace officers in a law enforcement agency who did not hold the office of chief of police on the date the person was appointed chief of police.

"Law enforcement agency" means a municipal or township police department, or any other entity authorized by statute to appoint peace officers to enforce criminal laws and who have the statutory power of arrest. "Law enforcement agency" does not include a county sheriff's office, the state highway patrol, or the bureau of criminal identification and investigation.

*Last updated May 24, 2021 at 3:36 PM*

# OPOTC Rules

## 109:2 | Peace Officer Training Commission

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[Ohio Administrative Code](#)

### Chapter

[Chapter 109:2-1 | Basic Training Program](#)

[Chapter 109:2-2 | Tactical Medical Professional](#)

[Chapter 109:2-3 | Private Basic Course Training Program](#)

[Chapter 109:2-4 | Outside Employment Policy](#)

[Chapter 109:2-5 | Basic Course Training Program for Bailiffs and Deputy Bailiffs](#)

[Chapter 109:2-6 | Basic Course Training Program for Criminal Investigators Employed by State Public](#)

[Chapter 109:2-7 | Law Enforcement Canine Units and Evaluators](#)

[Chapter 109:2-9 | Corrections Training for Jail Personnel](#)

[Chapter 109:2-11 | Jail Training Program for Five Day Facilities](#)

[Chapter 109:2-13 | Firearms Re-qualifications Program](#)

[Chapter 109:2-15 | Humane Agent Training Course](#)

[Chapter 109:2-18 | Continuing Professional Training for Peace Officers and Troopers](#)

## Rule 109:2-1-01 | Forms.

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

### ***Effective:***

November 7, 2019

### ***Promulgated Under:***

[119.03](#)

All forms referenced in this chapter can be found online at <https://www.ohioattorneygeneral.gov/law-enforcement/ohio-peace-officer-training-academy/opotc-resources> or by contacting the Ohio peace officer training academy at [askopota@Ohioattorneygeneral.gov](mailto:askopota@Ohioattorneygeneral.gov)

## Rule 109:2-1-02 | Definitions.

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

*January 16, 2016*

***Promulgated Under:***

119.03

When used in Chapter 109:2-1 of the Administrative Code

- (A) "Commission" means the Ohio peace officer training commission;
- (B) "Commander" means the director or other head of a peace officer training school;
- (C) "Executive director" means the executive director of the Ohio peace officer training commission;
- (D) "Basic course" means the training prescribed in rule [109:2-1-16](#) of the Administrative Code which has been approved by the executive director, in writing, as meeting or exceeding the minimum standards prescribed in rule [109:2-1-16](#) of the Administrative Code;
- (E) "Peace officer" means:
  - (1) Any person appointed as a peace officer pursuant to division (A) of section [109.71](#) of the Revised Code.
  - (2) Any other person designated as such for purposes of peace officer training and certification by the Ohio general assembly.
- (F) "School" means any basic training program for peace officers as certified by the executive director of the Ohio peace officer training commission;
- (G) "Statutorily mandated training" means training required by the legislature pursuant to sections [109.73](#), [109.741](#), [109.742](#), [109.744](#), [109.745](#), and [109.747](#) of the Revised Code.
- (H) "Training recruit" means a fulltime employee of a law enforcement agency whose primary duty is to attend and successfully complete the basic course and who, upon completion of the basic course, is appointed as a peace officer by that agency;
- (I) "Open enrollment student" means a person who is not employed by a law enforcement agency and has not received an appointment as a peace officer, but has successfully completed all basic school admission requirements of the Ohio peace officer training commission.



(J) "Peace officer disqualifying offense" means any offense which would preclude an individual from performing the functions of a peace officer, including any offense under section [2923.13](#) of the Revised Code.

(K) "Trooper" means an individual appointed as a state highway patrol trooper under section [5503.01](#) of the Revised Code.

(L) "Veteran" means anyone who is serving or has served under honorable conditions in any component of the armed forces, including the national guard and reserve.

## Rule 109:2-1-03 | Ohio peace officer basic training program course.

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

### ***Effective:***

January 1, 2017

### ***Promulgated Under:***

[119.03](#)

(A) Who is required to complete the basic course:

- (1) Those persons set out in division (A) of section [109.71](#) of the Revised Code;
- (2) A training recruit as defined in paragraph (H) of rule [109:2-1-02](#) of the Administrative Code;
- (3) Any person employed in a position statutorily required to complete the basic training course.

(B) Who may attend the basic course

- (1) An open enrollment student as defined in paragraph (I) of rule [109:2-1-02](#) of the Administrative Code.

(C) No person shall attend the basic course if any of the following apply:

(1) The person is subject to a weapons disability pursuant to section [2923.13](#) of the Revised Code;

(2) The person is under indictment, has pleaded guilty to or been convicted of a felony;

(3) The person is currently registering as a sex offender, child-victim offender, or arson offender;

(4) The person is under indictment or otherwise charged with an offense under Chapter 2925., 3719., or 4729. of the Revised Code that involves the illegal possession, use, sale, administration, or distribution of or trafficking in a drug of abuse; a misdemeanor offense of violence; or a violation of section [2903.14](#) of the Revised Code.

(5) Except as otherwise provided in paragraphs (C)(1), (C)(2), or (C)(3) of this rule, the person, within three years of applying to attend the basic course, has been convicted of or pleaded guilty to an offense under Chapter 2925, 3719, or 4729 of the Revised Code that involves the illegal possession, use, sale, administration, or distribution of or trafficking in a drug of abuse; or has been convicted of or pleaded guilty to a misdemeanor offense of violence;

(6) Except as otherwise provided in paragraphs (C)(1), (C)(2), or (C)(3) of this rule, the person, within three years of applying to attend the basic course, has been convicted of or pleaded guilty to an offense under Chapter 2913. of the Revised Code or a municipal ordinance that is substantially similar to an offense under Chapter 2913. of the Revised Code.

(D) All persons attending the basic course shall possess a high school diploma or certificate of high school equivalency.

(E) Statement of purpose.

(1) It shall be clearly understood that the basic course described is designed as an absolute minimum program. Commanders are encouraged to exceed this minimum program wherever possible.

(2) Nothing in this chapter shall limit or be construed as limiting the authority of a commander, the civil service commission, or other appointing authority, to enact rules and regulations which establish a higher standard of training above the minimum required by the rules of this chapter.

(F) Local matters

Instruction in such matters as department rules and regulations, local ordinances, personnel policies and procedures may be given entirely upon local initiative. No portion of the instructional time devoted to this training or other non-commission required topics shall be credited against the hours of instruction required under rule [109:2-1-16](#) of the Administrative Code.

## Rule 109:2-1-04 | Approval of schools.

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

### ***Effective:***

March 2, 2015

### ***Promulgated Under:***

[119.03](#)

(A) Schools which meet all of the requirements set forth in rules [109:2-1-05](#), [109:2-1-06](#), [109:2-1-08](#), and [109:2-1-16](#) of the Administrative Code shall be approved by the executive director. The approval shall be given in writing.

(B) Schools may, in addition to those requirements set forth in paragraph (A) of this rule, require that each person enrolled in training sanctioned by the commission be given a physical examination, a psychological examination, and a background investigation to determine fitness and eligibility for attending and completing the basic course. Any person determined to be unfit or ineligible will not be admitted to any training that is a component of the basic course.

(C) Request for school approval.

Twenty-one calendar days prior to the start of a training school, the commander shall forward to the executive director, an application package which shall include forms required by the executive director.

(D) Revocation of school approval.

(1) The executive director may revoke the approval of any school for failure to maintain the minimum state standards as set forth in this rule and rules [109:2-1-05](#), [109:2-1-06](#), [109:2-1-08](#), and [109:2-1-16](#) of the Administrative Code or any other rule or policy established by the Ohio peace officer training commission for conducting the basic training program. The executive director shall notify the commander of the school in writing of this revocation and shall advise the commander that the commander may request a hearing before the commission as provided in sections [119.06](#) and [119.07](#) of the Revised Code. The commission shall conduct the hearing as required by sections [119.01](#) to [119.13](#) of the Revised Code.

(E) Enrollees, instructors and time for school.

The commander must have prior written approval from the executive director to conduct the school. The school:

- (1) Must have a minimum of ten students enrolled.
- (2) Must have a minimum of ten commission-approved instructors.
- (3) May not extend more than one year.
- (4) For any deviation from paragraph (E)(1), (E)(2) or (E)(3) of this rule, the commander must have prior written approval from the executive director.

(F) Within three calendar days after the school has begun, the commander shall forward to the executive director, on forms supplied by the executive director, a revised student enrollment list and an enrollment package which shall include, for each enrollee, forms required by the executive director.

## **Rule 109:2-1-05 | Approval of school commanders.**

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

*July 1, 2017*

*Promulgated Under:*

119.03

Each commander is required to have the approval of the executive director to conduct a school. Such approval will be based upon the submission of a typewritten statement of qualifications by the person seeking approval to be designated a commander on a form prescribed by the executive director. All persons seeking approval to be a school commander on or after January 1, 2000, who have not previously been designated a school commander shall conform to the minimum qualifications for certification as a commander and must be associated with an established or proposed school.

(A) Minimum qualifications for certification of commander shall be as follows:

(1) High school graduate or possession of a "General Education Development" certificate; and

(2) Seven years of experience as a full-time law enforcement officer, two of which must be as a full-time law enforcement supervisor;

(3) Completion of ninety quarter hours or sixty semester hours at an accredited college or university.; and

(4) Professional references from three current police administrators of the rank of lieutenant or above; and

(5) No convictions for a felony, crime of moral turpitude, offense of violence, sexually oriented or child-victim oriented offense, or any other peace officer disqualifying offense.

(6) For applicants applying to be commanders on or after the date of this amendment, completion of a commander training program approved by the executive director.

(B) Upon receipt and verification of a application form for commander certification and completion of an Ohio peace officer training commission commander conference, the executive director may issue a certificate to the applicant. Should the executive director refuse to issue a certificate, the notice of this action shall be sent to the applicant. Unless the decision was of a ministerial nature, the applicant shall be advised that he or she may request a hearing before the commission as provided in

sections [119.06](#) and [119.07](#) of the Revised Code. The commission shall conduct the hearing as required by sections [119.01](#) to [119.13](#) of the Revised Code.

(C) Certification shall be renewed every five years. At least sixty days and no more than ninety days prior to expiration of the certificate, the individual shall submit, on a form prescribed by the executive director, an application for renewal that indicates the applicant has complied with the following:

- (1) The applicant has conducted a least two basic training academies within the renewal period;
- (2) The applicant has attended at least one commander conference within the renewal period if commander conferences are offered; and
- (3) The applicant has completed at least twenty-four hours of training relevant to conducting and overseeing a peace officer basic training academy.

(D) Denial of issuance or renewal of certificate, or revocation of certificate

The executive director shall deny, refuse to renew, or revoke the certification of any commander for the following reasons:

- (1) Failure to meet the minimum qualifications for certification of a commander listed in paragraph (A) of this rule
- (2) A commander's evaluation reflecting unacceptable performance; or
- (3) Conviction for a felony, crime of moral turpitude, offense of violence, sexually oriented or child-victim oriented offense, or any other peace officer disqualifying offense; or
- (4) Absence from two consecutive commander's conferences; or
- (5) Violation of rules promulgated under this chapter; or
- (6) For any other good cause shown.

The executive director shall notify the commander in writing of this decision. Unless the decision was of a ministerial nature, the commander shall be advised that he or she may request a hearing before the commission as provided in sections [119.06](#) and [119.07](#) of the Revised Code. The commission shall conduct the hearing as required by sections [119.01](#) to [119.13](#) of the Revised Code.

(E) Suspension of certificate

The executive director may suspend the certification of any commander that is charged with felony, crime of moral turpitude, offense of violence, sexually oriented or child-victim oriented offense, or any other peace officer disqualifying offense. The executive director shall notify the commander in writing of this decision. The commander shall be advised that he or she may request a hearing before the commission as provided in sections [119.06](#) and [119.07](#) of the Revised Code. The commission shall conduct the hearing as required by sections [119.01](#) to [119.13](#) of the Revised Code.

## Rule 109:2-1-06 | Approval of instructors.

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

January 1, 2018

***Promulgated Under:***

[119.03](#)

All persons requesting approval or renewal as an instructor on or after January 1, 2000, shall submit a statement of qualifications for each subject or unit of subjects for which the person is seeking approval on a form provided by the executive director. The course content of the peace officer basic training program shall be as outlined in rule [109:2-1-16](#) of the Administrative Code.

(A) Minimum qualifications for unit instructor certification shall be as follows:

- (1) High school graduate or possession of a "General Education Development" certificate;
- (2) Five years of relevant, full-time law enforcement experience;
- (3) Completion of an instructor training program approved by the executive director consisting of a minimum of forty clock hours which shall include

instruction in the theories of learning and adult education, teaching techniques, lesson plan development and usage, behavioral objectives, student evaluation and measurement, role playing, the use of audio-visual aids and an exercise in practice teaching.

Instructor training programs taught at the Ohio peace officer training academy; by the department of education; the state highway patrol; a college or educational institution or other programs which in the opinion of the executive director are equivalent to those set out, will be acceptable;

(4) Completion of an instructor-level training program approved by the executive director, which will allow a person to learn specific knowledge and skills in a unit for which certification is requested; and

(5) Recommendation of a current basic training school commander.

(B) Minimum qualifications for special subject instructor certification shall be as follows:

(1) A high school graduate or possession of a "General Education Development" certificate; and

(a) Possession of a license in a particular discipline such as medical doctors, attorneys, nurses, judges, teachers of special subjects related to the basic course; or

(b) Recognition for competency in law enforcement related areas such as probation, corrections, health, fire, drug enforcement, traffic or other special subject or skill areas in which the person has a minimum of five years of full-time experience and training in the subject area to be taught, three years of which must be based on full-time experience.

(2) Recommendation of a current basic training school commander;

(3) Special subject instructors shall not be eligible for approval for the driving or firearms units and in no case shall a special subject instructor be approved for more than five topics in the basic course.

(C) Renewal of unit and special subject instructor certification:



(1) Instructors certified by unit shall renew their certificate every three years. At least sixty days and no more than ninety days prior to expiration of the certificate, the instructor shall file with the executive director an application for renewal on a form supplied by the executive director. The instructor shall also file:

(a) Written evidence from the educational or training facility where the instructor received the training documenting that the instructor has successfully completed, within the past three years, a minimum of twenty-four clock hours of training in topics related to the basic training curriculum.

(b) Written evidence from the school commander or administrator that the instructor has taught in two approved peace officer basic training schools for a minimum total of twenty-four teaching hours within the past three years.

(2) Persons certified as special subject instructors shall renew their certificate every three years. At least sixty days and no more than ninety days prior to expiration of the certificate, the instructor shall file with the executive director an application for renewal on a form supplied by the executive director. The instructor shall also file:

(a) Written evidence from the educational or training facility where the instructor received the training documenting that the instructor has successfully completed, within the past three years, a minimum of twelve clock hours of training in topics related to the basic training curriculum.

(b) Written evidence from the school commander or administrator that the instructor has taught in two approved peace officer basic training schools for a minimum total of twelve teaching hours within the past three years.

(D) Denial of certification, denial of renewal of certification, suspension of certification, or revocation of certification:

Should the executive director refuse to issue or renew a certificate, or should the executive director suspend or revoke a certificate, notice of this action shall be sent to the applicant. Unless the decision is of a ministerial nature, the applicant shall be advised that he or she may request a hearing before the commission as provided in sections [119.06](#) and 119.07 of the Revised Code. The commission shall conduct the hearing as required by sections [119.01](#) to [119.13](#) of the Revised Code.

(E) Grounds for denial or revocation of instructor certification

- (1) Failure to meet the minimum qualifications for instructor certification listed in paragraphs (A) and (B) of this rule.
- (2) Failure to meet renewal criteria;
- (3) Failure to meet renewal deadline;
- (4) Submission of falsified records, application, or other documentation;
- (5) Unacceptable performance evaluations;
- (6) Conviction of a felony, a crime of moral turpitude, an offense of violence, a sexually oriented or child-victim oriented offense, or any other peace officer disqualifying offense;
- (7) Any other good cause shown.

If an instructor's certification is revoked for any of the listed reasons, notice of this action shall be sent and any requested hearing shall be conducted as required in paragraph (D)(1) of this rule.

(F) The executive director may suspend the certification of any instructor that is charged with any felony, crime of moral turpitude, offense of violence, sexually oriented or child-victim oriented offense, or any other peace officer disqualifying offense.

## Rule 109:2-1-07 | Certificate of completion.

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

June 9, 2006

***Promulgated Under:***

119.03

(A) Upon successful completion of an approved peace officer basic training course, a person appointed to a peace officer position described in division (A) of section [109.71](#) of the Revised Code or a person employed in a position statutorily required to complete the basic training course, shall be awarded a certificate of completion by the executive director.

(B) A person successfully completing a basic course who is not a peace officer or who is not statutorily required to complete training and receive certification will be issued a letter of completion by the executive director.

(1) If within one year of the completion of training, the person receives an appointment as a peace officer or is employed in a position that statutorily requires a basic training certificate, a certificate of completion will be awarded provided no additional training requirements have been mandated. If additional training requirements have been mandated, this additional training must be completed before a basic training certificate is awarded.

(2) If more than one year but less than two years after completion of training, a person receives an appointment as a peace officer or obtains employment in a position that statutorily requires peace officer certification, the person shall attend the refresher course prescribed by the executive director before the person may perform the functions of a peace officer. Upon completion of the prescribed refresher course, a certificate of completion of basic training will be awarded. If the person does not complete the refresher course within one year of the appointment date, the person shall not be eligible to receive a certificate and will be required to repeat the entire basic training course.

(3) If more than two years after completion of training a person does not receive an appointment as a peace officer, the person shall successfully complete the peace officer basic training course before he or she may perform the functions of a peace officer.

(4) If a member of the national guard or a military reservist is mobilized to active duty in the uniformed services after completion of training and prior to appointment as a peace officer, the time in active duty in the uniformed services shall not be included in calculating the period of time after completion of training for purposes of paragraphs (B)(2) and (B)(3) of this rule.

**Rule 109:2-1-08 | School facilities.**

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

January 1, 2000

***Promulgated Under:***

[119.03](#)

Each school shall have available:

- (A) A classroom with adequate heating, lighting, ventilation and restroom facilities;
- (B) A chalkboard and chalk, or equivalent;
- (C) Tables and chairs suitable for writing or seats with an arm for writing;
- (D) Audio visual equipment;
- (E) A lectern, stand, or table for the instructor's use;
- (F) A gymnasium or large indoor area for teaching defensive tactics and other physical skills topics supplied with appropriate training and safety equipment;
- (G) Access to a commission-approved firearms range;
- (H) Access to a commission-approved driving range.
- (I) Any other equipment or facilities as required by the executive director.

**Rule 109:2-1-09 | Attendance.**

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

July 1, 2014

***Promulgated Under:***

119.03

(A) Attendance shall be required of each individual at all sessions of the basic course.

(B) The commander shall be responsible for maintaining an accurate record of attendance for each student attending the basic course. The commander shall forward such records to the executive director at the completion of training.

**Rule 109:2-1-10 | Notebook and eligibility requirements for the state certification examination.**

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

January 1, 2000

***Promulgated Under:***

119.03

(A) Each individual in the basic course shall maintain a notebook during the course and shall submit such notebook to the commander for inspection. The notebook shall be evaluated as satisfactory or unsatisfactory by the commander. The notebook shall contain appropriate entries of pertinent material covered during the classroom sessions of the basic course. Among the factors to be evaluated in the notebook are: sufficiency

of course content, organization, appropriateness of material, regularity of entries, neatness, accuracy and legibility. Notebooks and the grades assigned to them by the commander are subject to review by the executive director at any time.

(B) No person shall participate in the final written examination who has been evaluated as unsatisfactory for units of instruction in driving, first aid, firearms and unarmed self-defense; the student notebook or any other area designated by the Ohio general assembly or the commission.

## Rule 109:2-1-11 | Examination.

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

### ***Effective:***

*April 21, 2022*

### ***Promulgated Under:***

119.03

(A) The Ohio peace officer training commission will prepare and facilitate a final examination for each person completing the basic course at a commission-approved basic training school. Each student recommended for certification must pass the final written examination with a minimum score to be determined by the commission.

(1) The results of this examination shall be made known to the commander within five business days of the date administered. Persons failing to achieve the designated minimum score shall be given one retest. This test must be completed within the window of testing eligibility provided to the student.

(2) The results of the retest shall be made known to the commander within five business days of the date administered. Students who fail the retest shall not be permitted to take the final written examination again until they successfully complete another peace officer basic training course at a commission-approved basic training school.

(B) The Ohio peace officer training commission will prepare and facilitate an examination for each person seeking prior equivalency certification under paragraph (B)(3) of rule [109:2-1-12](#) of the Administrative Code. The examination shall assess the prior equivalency applicants knowledge of constitutional and statutory law specific to Ohio. Each prior equivalency applicant seeking certification under paragraph (B)(3) of rule [109:2-1-12](#) of the Administrative Code must pass the written examination with a minimum score to be determined by the commission.

(1) The results of this examination shall be made known to the prior equivalency applicant within five business days of the date administered. Persons failing to achieve the designated minimum score shall be given one retest. This test must be completed within the window of testing eligibility provided to the student.

(2) The results of the retest shall be made known to the prior equivalency applicant within five business days of the date administered. Applicants who fail the retest shall not be permitted to take the written examination described in paragraph (B) of this rule. The applicant will not be permitted to complete the written examination described in paragraph (A) of this rule unless and until the applicant successfully completes a peace officer basic training course at a commission-approved basic training school.

(3) No applicant shall be permitted to take or retake the test specified in paragraph (B) of this rule if any of following apply:

(a) One or more of the circumstances set forth in paragraph (C) of rule [109:2-1-03](#) of the Administrative Code;

(b) The applicant has previously been demoted, discharged, or resigned in connection with one or more of the circumstances set forth in paragraph (C) of rule [109:2-1-03](#);

(c) The applicant has previously been demoted, discharged, or resigned in connection with conduct involving dishonesty, alleged criminal misconduct, or an alleged violations of a citizens civil rights;

(d) The applicants certificate or license to function as a peace officer has previously been surrendered or revoked in any jurisdiction, is currently suspended in any jurisdiction, or is subject to pending disciplinary action in any jurisdiction.

*Last updated April 21, 2022 at 8:12 AM*

**Rule 109:2-1-12 | Certification before service and re-entry requirements.**

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***Effective:***

April 21, 2022

***Promulgated Under:***

[119.03](#)

(A)

(1) No person shall, after January 1, 1966, receive an original appointment on a permanent basis as a peace officer unless such person has previously been awarded a certificate by the executive director attesting to satisfactory completion of the basic course prescribed in rule [109:2-1-16](#) of the Administrative Code.

(2) No person shall, after January 1, 1989, be permitted to perform the functions of a peace officer or to carry a weapon in connection with peace officer duties unless such person has successfully completed the basic course and has been awarded a certificate of completion by the executive director.

(3) All peace officers employed by a county, township, or municipal corporation of the state of Ohio on January 1, 1966, and who have either completed at least sixteen years of full-time active service as such peace officer or have completed equivalent service as determined by the executive director, may receive an original appointment on a permanent basis and serve as a peace officer of a county, township, or municipal corporation, or as a state university law enforcement officer without receiving a basic training certificate signed by the executive director.

(B) Credit for prior equivalent training or education:

(1) An individual who has successfully completed prior law enforcement training or education and who is appointed, or seeking an appointment, as a peace officer in



Ohio may request credit for that portion of the basic training course which is equivalent to training previously completed. Training or education which shall be accepted includes, but is not limited to, training or education certified by another state, another government agency, military service, the state highway patrol or a college, university or other educational institution.

(2) The applicant shall provide to the executive director documented evidence of the training. The executive director shall review the record of the prior training or education and determine the training the person shall be required to complete in a commission-approved basic training school.

(3) Applicants that have five or more years of full-time experience in a position in another state that is substantially similar to that of an Ohio peace officer or as a full-time sworn agent employed by a federal law enforcement agency, and has been employed in that position within the previous four years, shall only be required to complete statutorily mandated peace officer basic training topics and other peace officer basic material specific to Ohio.

(4) Credit for equivalent training may also be given under this rule for experience when the applicant can, through a means that the executive director has approved in advance, demonstrate to the executive director a level of proficiency that is equivalent to the proficiency required to complete one or more portions of the basic training course.

(5) All applicants, regardless of the amount of credit received, shall be required to sit for and successfully complete a statewide certification exam set forth in rule [109:2-1-11](#) of the Administrative Code and, prior to carrying a firearm during the course of their official duties, shall successfully complete a firearms requalification course pursuant to section [109.801](#) of the Revised Code.

(6) If the applicant disputes any of the training assigned by the executive director, he or she may request a hearing before the commission as provided in sections [119.06](#) and [119.07](#) of the Revised Code. The commission shall conduct the hearing as required by sections [119.01](#) to 119.13 of the Revised Code.

(7) Evidence of successful completion of a commission approved basic training course shall not be accepted for prior equivalent credit.

(C) All persons who have previously been appointed as a peace officer and have been awarded a certificate of completion of basic training by the executive director, or those peace officers described in paragraph (A)(3) of this rule who terminate their appointment from an agency, will have their training eligibility reviewed by the executive director upon reappointment.

Upon appointing a person to a peace officer position as described in division (A) of section [109.71](#) of the Revised Code, or up to ninety days prior to appointing a person to a peace officer position, the appointing agency shall submit a request for the executive director to evaluate the officer's training and eligibility to perform the functions of a peace officer. Such request will be made on a form provided by the executive director and shall be submitted immediately upon appointing the officer.

(D) Breaks in service/requirements for update training evaluations:

(1) All persons who have previously been appointed as a peace officer and have been awarded a certificate of completion of basic training by the executive director, or those peace officers described in paragraph (A)(3) of this rule who have had no appointment as either a peace officer or a trooper for one year or less, shall remain eligible for re-appointment as a peace officer and shall not be required to complete additional, specialized training to remain eligible for re-appointment as a peace officer.

(2) All persons who have previously been appointed as a peace officer and have been awarded a certificate of completion of basic training by the executive director or those peace officers described in paragraph (A)(3) of this rule who have not been appointed as either a peace officer or a trooper for more than one year but less than four years, shall, within one year of the re-appointment date as a peace officer, successfully complete a refresher course prescribed by the executive director. This course and appropriate examination must be approved by the executive director and shall be sufficient in content and subject material to refresh that officer's knowledge of the role, function, and practices of a peace officer in light of that officer's past training and experience. Officers have one year from the date of re-appointment to complete the refresher course, and may perform the functions of a peace officer during that period. In the event specialized training has been mandated during the period between the date of the original appointment and the re-appointment date, said individual shall be required to successfully complete that mandated specialized training within one year of re-appointment as a peace officer or else demonstrate to the executive director a level of proficiency in that area of specialized training that is equivalent to the proficiency of one who has completed such training.

(3) All persons who have previously been appointed as a peace officer and have been awarded a certificate of completion of basic training by the executive director or those peace officers described in paragraph (A)(3) of this rule who have not been appointed as either a peace officer or a trooper for more than four years shall, upon re-appointment as a peace officer, complete the basic training course at a

commission-approved basic training school prior to performing the functions of a peace officer.

(4) Notwithstanding the training requirements set forth in paragraphs (D)(1), (D)(2), and (D)(3) of this rule, a member of the national guard or a military reservist who has previously been appointed as a peace officer and has been awarded a certificate of successful completion of basic training by the executive director or those peace officers described in paragraph (A)(3) of this rule who are members of the national guard or military reserves and have not been appointed as a peace officer for one year or more due to active duty in the uniformed services, when such absence from the appointment is as a direct result of the person's mobilization to active duty service, shall, upon return from active duty, be immediately eligible for appointment as a peace officer and shall not be required to meet the training requirements set forth in paragraphs (D)(1), (D)(2), and (D)(3) of this rule provided that they present satisfactory evidence of the service member's discharge under honorable conditions or release under honorable conditions from active duty or national guard duty within six months after the discharge or release.

(E) Any person who has been appointed as a peace officer and has been awarded a certificate of completion of basic training by the executive director and has been elected or appointed to the office of sheriff shall be considered a peace officer during the term of office for the purpose of maintaining a current and valid basic training certificate. Any training requirements required of peace officers, including continuing professional training pursuant to section [109.803](#) of the Revised Code, shall also be required of sheriffs who wish to maintain a current and valid peace officer certificate during their term in office.

(F) Any person who has been awarded a certificate of completion of basic training by the executive director and has been appointed as a deputy inspector general under section [121.48](#) of the Revised Code shall be considered a peace officer during the term of the deputy inspector general's appointment for the purpose of maintaining a current and valid basic training certificate. Any training requirements required of peace officers, including continuing professional training pursuant to section [109.803](#) of the Revised Code, shall also be required of deputy inspector generals who wish to maintain a current and valid peace officer certificate.

(G) Every person who has been re-appointed as a peace officer and who must complete training pursuant to paragraph (D)(1) or (D)(2) of this rule shall cease performing the functions of a peace officer and shall cease carrying a weapon unless the person has, within one year from the date of re-appointment, received documentation from the executive director that certifies that person's compliance with the training requirements listed in this rule.

(H) The executive director may extend the time for completion of the training requirements based upon written application from the appointing authority of the individual. Such application will contain an explanation of the circumstances which create the need for the extension. Factors which may be considered in granting or denying the extension include, but are not limited to, serious illness of the individual or an immediate family member, the absence of a reasonably accessible training course, or an unexpected shortage of manpower within the employing agency. Based on the circumstances in a given case, the executive director may modify the completion date for any training assigned. An extension shall generally be for ninety days, but in no event may the executive director grant an extension beyond one hundred eighty days.

(1) Should the executive director deny the request for an extension, he shall notify and advise the appointing authority that the appointing authority may request a hearing before the commission as provided in sections [119.06](#) and [119.07](#) of the Revised Code. The commission shall conduct the hearing as required by sections [119.01](#) to 119.13 of the Revised Code.

(2) The provisions of paragraph (F) of this rule shall remain in effect until such time as the commission makes the determination to grant or deny the request.

(I) This rule shall not be construed to preclude a township, county, or municipal corporation from establishing time limits for satisfactory completion of the basic course and re-entry requirements of less than the maximum limits prescribed by the commission. If a township, county, or municipal corporation has adopted time limits less than the maximum limits prescribed above, such time limits shall be controlling.

*Last updated April 21, 2022 at 8:12 AM*

## Rule 109:2-1-13 | Statutorily mandated training.

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[Ohio Administrative Code](#)

/

[109:2](#)

/

[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

*April 21, 2022*

***Promulgated Under:***

119.03

(A) The commission shall include training and set a minimum number of hours in basic training to cover the topics described in sections [109.741](#), 109.742, 109.744, 109.745, 109.747, and division (B)(4) of section [109.803](#) of the Revised Code.

(1) The number of hours of training in basic training on handling missing children, missing persons, and child abuse and neglect cases shall be no less than six hours.

(2) The number of hours of training in basic training on crisis intervention, as defined in division (C) of section [109.71](#) of the Revised Code, shall be no less than one hour.

(3) The number of hours of training in basic training on handling domestic violence offenses shall be no less than six hours.

(4) The number of hours of training in basic training on investigating and handling the crime of trafficking in persons shall be no less than six hours.

(5) The number of hours of training in basic training on companion animal encounters and companion animal behavior shall be no less than one hour.

(6) The number of hours of training in basic training on proper interactions with civilians during traffic stops and other in-person encounters as set forth in division (B)(4) of section [109.803](#) of the Revised Code.

(B) Peace officers that began peace officer basic training prior to March 3, 1979 shall have two years from January 1, 2017 to provide documentation to the executive director of the commission of successful completion of training covering all subjects listed in paragraph (A) of this rule.

(C) Peace officers that began peace officer basic training prior to April 4, 1985 shall have two years from January 1, 2017 to provide documentation to the executive director of the commission of successful completion of training covering subjects listed in paragraphs (A)(1), (A)(2), (A)(4), and (A)(5) of this rule.

(D) Peace officers that began peace officer basic training prior to April 9, 1985 shall have two years from January 1, 2017 to provide documentation to the executive director of the commission of successful completion of training covering subjects listed in paragraphs (A)(1), (A)(4), and (A)(5) of this rule.

(E) Peace officers that began peace officer basic training prior to July 1, 2012 shall have two years from January 1, 2017 to provide documentation to the executive director of

the commission of successful completion of training covering subjects listed in paragraphs (A)(4) and (A)(5) of this rule.

(F) Peace officers that began peace officer basic training prior to October 1, 2015 shall have two years from January 1, 2017 to provide documentation to the executive director of the commission of successful completion of training covering subjects listed in paragraphs (A)(5) of this rule.

(G) Applicants seeking prior equivalency certification under paragraph (B)(3) of rule [109:2-1-12](#) of the Administrative Code shall have one year from the date upon which the prior equivalency applicant successfully completed the certification examination to provide documentation to the executive director of the commission of successful completion of approved covering all subjects listed in paragraph (A) of this rule.

(H) The executive director may extend the time for completion of these training requirements upon written request from the appointing authority prior to the expiration of the two year time frame for completing the required training. Such request shall contain an explanation of the emergency circumstances which created the need for the extension. The application shall set forth the name of the peace officer for whom the extension is requested, the emergency circumstances, including documentation, for which the extension is requested, and the date on which the request was submitted to the commission. Factors which may be considered in granting or denying such requests include, but are not limited to, serious illness of the individual or an immediate family member, prolonged military service, or an unexpected shortage of manpower within the appointing agency. Based upon the emergency circumstances in any given case, the executive director may extend the required completion date. Extensions shall be for ninety days, absent a finding by the executive director that special circumstances exist for a longer extension.

(I) The executive director shall either grant or deny the request for extension within thirty days after the date on which the request was received by the commission. The executive director shall send written notice of the decision to the appointing authority.

(J) Any peace officer who fails to comply with the requirements set forth in paragraphs (B) to (F) of this rule shall cease carrying a firearm and shall cease performing the functions of a peace officer until such time as evidence of compliance is filed with the executive director. This rule does not apply to peace officers for whom an extension of time has been granted by the executive director.

*Last updated April 21, 2022 at 8:12 AM*

**Rule 109:2-1-16 | Explanation of the basic training course.**

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

*January 1, 2016*

***Promulgated Under:***

119.03

(A) The course content and curriculum of the peace officer basic training program shall be established by the recommendation of the Ohio peace officer training commission and upon approval of the attorney general. It shall be sufficient in content and subject material to provide the student with a strong basic knowledge of the role, function, and practices of a peace officer.

(B) The units, topics, hours, and lesson plan content for the basic course shall be taught in their entirety.

(C) The basic training course shall be comprised of topics that are contained in the following units.

- (1) Administration
- (2) Legal
- (3) Human relations
- (4) Firearms
- (5) Driving
- (6) Investigation

- (7) Traffic
- (8) Patrol
- (9) Civil disorders
- (10) Subject control
- (11) First aid
- (12) Physical conditioning
- (13) Homeland security

(D) It is understood that the course content and curriculum recommended by the Ohio peace officer training commission and approved by the attorney general are established as mandatory minimums to be eligible to obtain certification. Schools, school commanders, and instructors are encouraged to exceed the minimums as they deem appropriate.

Reasonable latitude shall be granted to instructors to deliver the material in a manner deemed most effective and to permit the use of instructional methods and material deemed to be the most appropriate and useful, provided the content of the lesson plan approved by commission is covered in its entirety.

## Rule 109:2-1-17 | Public notices of meetings of the Ohio peace officer training commission.

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[Ohio Administrative Code](#)

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[109:2](#)

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[Chapter 109:2-1 | Basic Training Program](#)

***Effective:***

*January 1, 2000*

***Promulgated Under:***



119.03

(A) Any person may determine the time and place of all regularly scheduled meetings of the Ohio peace officer training commission, place and purpose of all special meetings, of the Ohio peace officer training commission by writing to the "Executive Director, Ohio Peace Officer Training commission, P.O. Box 309, London, Ohio 43140." Notices of meetings may be also obtained by calling (614) 466-7771 during the hours of eight a.m. to five p.m., Monday through Friday.

(B) Any representative of the news media may obtain notice of all special meetings by requesting, in writing, that such notice shall be provided. A request for such notification shall be addressed to: "Executive Director, Ohio Peace Officer Training Commission, P.O. Box 309, London, Ohio 43140." The request shall provide the name of the individual media representative to be contacted, the person's mailing address and a maximum of two telephone numbers where the person can be reached. The executive director shall maintain a list of all representatives of the news media who have requested notice of special meetings pursuant to this rule.

In the event of a special meeting, not of an emergency nature, the executive director shall notify all media representatives on the list of such meeting by doing one of the following:

(1) Sending written notice, which must be mailed no later than four calendar days prior to the day of the special meeting;

(2) Notifying such representatives by telephone not later than twenty-four hours prior to the special meeting. Such telephone notice shall be completed if a message has been left for the representative, or if, after reasonable effort, the executive director has been unable to provide such telephone notice.

(C) The executive director shall maintain a list of all persons who have requested, in writing, notice of all meetings of the Ohio peace officer training commission at which specific subject matters designated by such persons are scheduled to be discussed. Any person may, upon payment of an annual fee in the amount of two dollars and fifty cents, have their names placed on such list. The executive director shall, no later than five days prior to each meeting, send by first class mail an agenda of the meeting to such persons.

## ADDENDUM 2 – Ohio Peace Officer Training Commissioner Survey

The IADLEST Audit Team posed the following questions to the Ohio Peace Officer Training (OPOTC) Commissioners:

*The International Association of Directors of Law Enforcement Standards and Training (IADLEST) Audit Team would appreciate input from the members of OPOTC about the requested audit which includes several aspects of the Board's jurisdiction, primarily the Commission's Oversight of the various academies approved to conduct Basic Training in Ohio. The audit is being conducted pursuant to a Request for Proposal (RFP) issued by the Attorney General in March, 2022.*

### Ohio Peace Officer Training Commissioners Survey

**Q1 Recognizing the OPOTC Board's mission of ensuring quality pre-service education and training, do you feel there are any obstacles that would prevent you and the other commissioners' ability to fulfill that role?**

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	It is difficult to appropriately address the quality of education and training provided by the academies due to the number of academies and the number of "auditors."	10/25/2022 5:10 PM
2	None at this time.	10/24/2022 8:09 AM
3	No	10/19/2022 10:39 AM
4	No	10/18/2022 10:17 AM
5	Being appointed by the governor	10/17/2022 1:35 PM

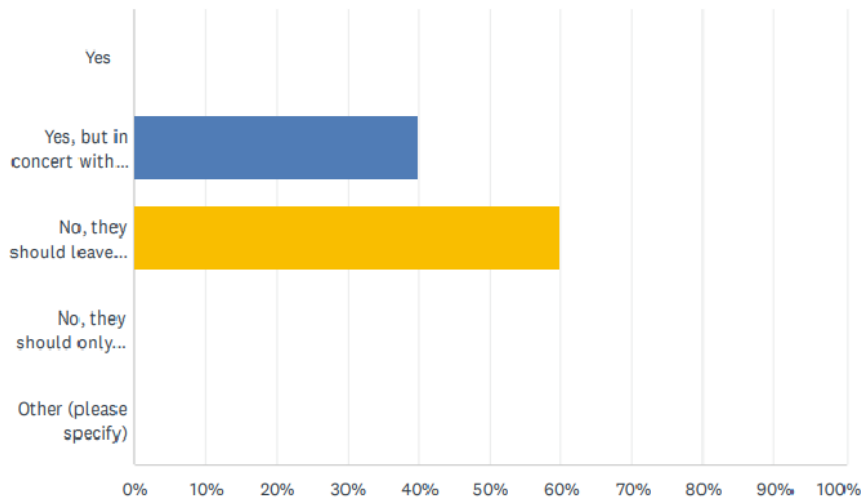
**Q2 Recognizing the OPOTC Board's mission of ensuring adequate oversight of the various pre-service academies, do you feel there are any obstacles that would prevent you and the other commissioners' ability to fulfill that role?**

Answered: 4 Skipped: 1

#	RESPONSES	DATE
1	See above	10/25/2022 5:10 PM
2	None at this time.	10/24/2022 8:09 AM
3	No	10/19/2022 10:39 AM
4	No	10/18/2022 10:17 AM

**Q3 Do you feel the Ohio legislative body is the proper entity to mandate all content in the law enforcement pre-service basic training curriculum?**

Answered: 5 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	0.00% 0
Yes, but in concert with OPOTC	40.00% 2
No, they should leave mandatory topics to the OPOTC, its staff, and subject matter experts	60.00% 3
No, they should only mandate specific topics that rise to the level of statutory importance	0.00% 0
Other (please specify)	0.00% 0

## Q4 What do you feel is working well in the efforts of OPOTC to oversee the many basic academies in Ohio?

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	The work of the staff who do the "inspections" know their roles and work to make sure the academies they oversee are complying with the requirements set forth in the ORC/OAC	10/25/2022 5:10 PM
2	Consistent rules, guidelines, curriculum that is relevant, relatable and necessary for all officers to complete. Fair and accurate due process for hearings. Continue to provide trainings that officers are equipped to understand and deal with community members that struggle with trauma, chemical dependency and mental health issues.	10/24/2022 8:09 AM
3	Curriculum	10/19/2022 10:39 AM
4	The general oversight of the many basic academies in Ohio. The OPOTC's role is very important to ensuring all Academies are closely aligned.	10/18/2022 10:17 AM
5	modernization	10/17/2022 1:35 PM

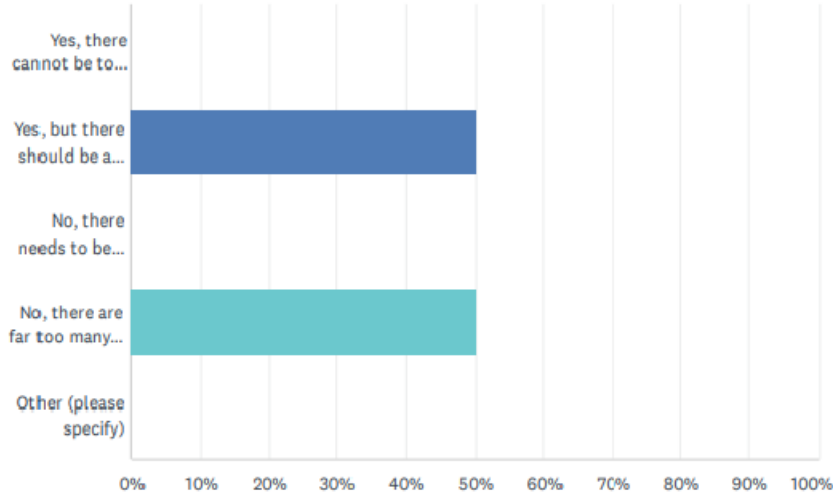
## Q5 What do you think needs to be improved in the OPOTC basic academy oversight process?

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	There needs to be more oversight at each individual academy	10/25/2022 5:10 PM
2	Continue to vet and screen all cadets coming into the workforce to ensure we have competent, capable and even tempered.	10/24/2022 8:09 AM
3	More advanced IT systems to manage the work and remove all paper base processes.	10/19/2022 10:39 AM
4	Nothing	10/18/2022 10:17 AM
5	OPOTA should be hosting an academy and running classes in London	10/17/2022 1:35 PM

### Q6 Do you think the number of approved basic training academies is appropriate?

Answered: 4 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes, there cannot be too many options for basic training	0.00%	0
Yes, but there should be a high standard for starting any new academies	50.00%	2
No, there needs to be more approved academies	0.00%	0
No, there are far too many academies for adequate OPOTC oversight	50.00%	2
Other (please specify)	0.00%	0

### Q7 Within the scope of this audit, is there anything else you can think of that is important for the IADLEST Team to know?

Answered: 3 Skipped: 2

#	RESPONSES	DATE
1	Not at this time.	10/24/2022 8:09 AM
2	No	10/19/2022 10:39 AM
3	Nothing at this time.	10/18/2022 10:17 AM

### **ADDENDUM 3 – OPOTC Academy Commander Input**

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The IADLEST Audit Team met in “Town Hall” settings with certified Ohio Peace Officer Training (OPOTC) Academy Commanders. With an overall participation of approximately 36 participants, all active Commanders were invited to one live and two virtual meetings with the following invitation:

*The International Association of Directors of Law Enforcement Standards and Training (IADLEST) has been commissioned by the Ohio Attorney General and OPOTC to conduct an audit of OPOTC oversight of the various pre-service basic training academies in Ohio. The audit team is holding a virtual town hall meeting via Zoom, and your input is invited at the below meeting. I will be conducting the meeting and we very much desire it to be an informative session on what works and what may need to be improved in the oversight of your academy.*

The following comments were received:

- It has been a while since we had a group academy commander meeting or conference. It would be nice to have one every 18 months or so.
- Commander updated training requirements are ambiguous—currently leadership training is required to maintain commander certification; a commander who misses a date has to attend a commander school again.
- It is very difficult to find and replace instructors due to 80-hour specialized training requirement; maybe there are not enough train-the-trainer offerings; current module requiring instruction in lesson plan development is not needed if OPOTC is going to provide exclusive lesson plans that are mandatory; certain advanced training requirements for instructors are too high—i.e., POBT traffic instructors are required advanced training when they are only teaching how to observe and fill out a crash report form and drug instructors need much higher credentials than to teach basic drug identification and enforcement; no one sends officers to Instructor Development classes because they will lose them to academies; OPOTC “wipes out” instructors immediately upon failure to get training when a brief remediation would be appropriate.....
- Full required POBT curriculum (except for legal) is outdated and needs refreshing. The drastic cut back of OPOTA personnel stopped the updating of course content by the experts who developed them.
- Curriculum committee meetings before OPOTC meetings are not structured and have no real agenda; there are lots of announcements

about curriculum committees being formed but then there is no follow-up

- There needs to be a physical fitness standard for POBT pre-entry and final evaluation established out of OPOTA, not outdated Cooper Institute or someone else's standard. Final exam standards are very old, and pre-test 5-6 years old.
- Some POBT learning outcomes require training that is far too advanced for basic academy and more appropriate for advanced training at the agency level. We don't have enough time to cover the basics. Examples: syndicated products like Blue Courage, Below 100, Radar/LIDAR, etc.
- Ohio should not be allowing the creation of additional academies when the existing ones can't find enough instructors.
- Generally, academies are treated consistently or inconsistently from each other depending on the field agent.
- Most commanders were complimentary of their field agents and knew what to expect
- Commanders felt that unannounced inspections were good to "keep them and their instructors on their toes."

# Model Standards for Recruit (New Officer)

## Basic Training

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### 3.0 Basic Training

Commission regulations authorized by state law should establish minimum standards for the accreditation, administration, and delivery of basic training programs required for professional certification or licensing of entry-level police and corrections officers and other such officers, regardless of whether such programs are delivered by state-run academies, individual police agencies, institutions of higher learning, or a combination thereof.

**NOTE:** Due to the difference in national and international police and corrections officer standards and training programs, the following standards may not be totally applicable to some training or educational programs. It is recognized that each commission must abide by its own state, provincial or national standards and regulations.

#### **3.0.1 Purpose**

The purpose of basic training should be to provide a supportive and nurturing environment that will encourage future officers to be humanistic, compassionate, empathetic, culturally aware and career-oriented; skilled in the use of discretion; able to identify and solve problems in traditional and non-traditional but acceptable ways; proficient in the use of weapons; proficient in the ethical and effective use of both deadly and non-deadly force; and respectful of constitutional limitations on their authority.

#### **3.0.2 Core Competencies**

Minimum curriculum requirements for basic training programs should identify a set of core competencies required for satisfactory performance of entry-level tasks. These competencies should include both knowledge and skills identified through a job task analysis, and additional abilities in areas such as professional orientation, human relations, verbal communication, critical thinking, universal respect at all times, and the ethical use of discretion consistent with the role of police law enforcement and corrections officers in a free society.

#### **3.0.3 Matriculation Requirements**

Institutions, academies, and agencies offering basic training courses should be encouraged to adopt entry standards for their programs that are designed to assure that graduates meet the professional standards for certification, are eligible for hire by a criminal justice agency, have an aptitude for success as an officer, and will uphold the honor and integrity of the profession.



### **3.0.4 Medical Examination**

Students, as a condition of admission to basic programs, should be required to submit to a medical examination by a licensed physician familiar with the aspects of the curriculum that require physical strength, agility, flexibility and aerobic capacity and who, on a pass/fail basis, certifies that the prospective student can, in the physician's opinion, safely perform the course work required.

### **3.0.5 Transcripts**

Students should be required to present transcripts of all prior education and training as a precondition of admission into a basic training program.

### **3.0.6 Student Records**

The items contained in standards 3.0.2 through 3.0.5 above should become a permanent part of the candidate's training records. This record should be available to the commission and to the staff and management of the basic course provider. Medical records should be kept in separate files or with restricted access. A student's files should be released only to the student's employing or sponsoring agency, if any, or to commission officials, unless the student has given written permission for others to access them or a valid court order exists. Student records are protected under federal law by the Buckley Amendment. Records should be retained for at least the record retention period required by state law, either in the form of hard copy, computer files, or other court-acceptable media.

### **3.0.7 Training Course Records**

The commission should promulgate standards for the documentation of curriculum and the keeping of historical records for a period mandated by the established record retention schedule for each basic training class, to include lesson plans, copies of audiovisual aids, tests and examinations, attendance records, student and instructor evaluations, course schedules, and instructor certifications and résumés.

### **3.0.8 Forms and Procedures**

Commission administrative regulations should require that each institution have a policy that prescribes the forms and procedures for documenting the candidate's pre-employment or pre-basic requirements. Forms for each requirement should be developed and made available to agencies that will use the services of the training institution. When the candidate arrives for training at the institution, his or her training records should be inclusive and in a manageable format.

### **3.0.9 Basic Course Administration**

Institutions and agencies providing basic training should be required by commission regulation to have a policy manual or course management guide which outlines the procedures to be followed in conducting the basic course. The policies should be directed toward delineating the acceptable and unacceptable behavior of employees and staff, as well as the students.

### **3.0.10 Academy Assessment and Accreditation**

Commission staff should conduct academy training audits to assure that training academies are adhering to commission rules and regulations, are using prescribed lesson plans and assessment instruments, are

utilizing only certified instructions, and are complying with record-keeping requirements. Academies should also be encouraged to work toward accreditation as a mechanism for achieving best practices and demonstrating they meet the highest standards of the profession.

## **3.1 Scope**

Written policies should describe the rules of the institution as they apply to the students, and each student upon entry should be issued a copy of the rules and acknowledge receipt of them in writing.

### **3.1.1 Orientation**

The commission should require that each agency, institution, or academy offering a basic course set aside a block of time at the beginning of the course for verbal orientation of the students and an explanation of the relevant institution rules and matriculation requirements.

### **3.1.2 Rules**

Written policies should describe the rules of the institution as they apply to the students, and each student upon entry should be issued a copy of the rules and acknowledge receipt of them in writing.

### **3.1.3 Discipline**

The rules should describe the process for charging a student for a rules violation, the penalty for such a violation, and the appeal process.

### **3.1.4 Records**

The rules should describe the records to be maintained for every student who receives any training and the method used to provide a validated transcript of such training. Records maintenance rules should be compatible with state and federal laws concerning student records.

### **3.1.5 Facility**

The rules should prescribe facility requirements commensurate to the curricula to be taught by the institution. Curricula activities such as driver training, firearms training, practical exercises and any other training program mandating special needs should have access to adequate facilities that provide an adequate training environment and provide for the safety of the students and staff. The facilities should be designed to adequately provide the specific training needed to meet the course objectives.

### **3.1.6 Grading**

Student grading policies should be established in terms of pass/fail, re-testing in regards to a failure (if permitted), appeal of test results, and necessary repeating of a subject area if a failure is substantiated or in case of excessive absence from class. Remedial or re-training, when permitted, should be applied in an equitable manner.

### **3.1.7 Attendance**

Attendance at courses should be mandated. If a percentage of time is allowed for excused absences (for any reason), the percentage of time a student is allowed to be absent and still pass the course should be set and published by the commission. The policy should also delineate whether a student is able to make up and missed instructional hours

### **3.1.8 Testing**

Methods of developing test questions conforming to the performance objectives stated in the course should be explained to each student. The test development process should be stated in procedural format, outlining exactly how the testing program is administered. Required education and/or reading levels should be stated here as well, with references to existing statutory or administrative code requirements.

### **3.1.9 Counseling**

Training staff advisors and/or counselors should be available to discuss personal or training matters with the students. Remedial study habits should be suggested, along with advice to provide the student with every opportunity to do well in the courses. Peer counseling and mental health programs for recruits are strongly encouraged to promote career long officer wellness.

### **3.1.10 Failures**

The commission must establish rules and regulations regarding the setting of objective standards for assessing student performance and the criteria for successful completion of training. The commission must also establish rules, regulations, and policies for dealing with academic and performance failures. Should it be determined that the student who is failing can be successfully trained, remedial training should be provided, if permitted by commission rules and regulations.

## ADDENDUM 5 – OPOTC Application for STAR Academy Designation

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**DAVE YOST**  
OHIO ATTORNEY GENERAL



Ohio Peace Officer Training Commission  
Office 800-346-7682  
P.O. Box 309, London, OH 43140  
[www.OhioAttorneyGeneral.gov](http://www.OhioAttorneyGeneral.gov)

### Application for STAR Academy designation

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Designation as an Ohio Attorney General’s STAR Training Center denotes a higher professional standard of excellence among current, or future, basic academies approved by the Ohio Peace Officer Training

Commission (OPOTC). OPOTC-approved basic academies voluntarily pursue the STAR designation, reinforcing their belief that “raising the bar” is essential to producing top cadets for the law enforcement agencies that employ them and the communities they serve. For consideration as an Ohio Attorney General’s STAR Training Center, an OPOTC-approved basic academy must meet established criteria. The academy seeking the designation is responsible for providing and retaining necessary compliance documentation or evidence, which is subject to review by OPOTC staff members during the term of designation.

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#### Applicant information

School name:

School number:

\_\_\_\_\_

\_\_\_\_\_

Facility address:

\_\_\_\_\_

---

Commander name (typed)

Signature

Date

---

CEO name (typed)

Signature

Date

---

Compliance specialist name (typed)

Signature

Date

## MANDATORY CRITERIA

MUST MEET ALL OF THE FOLLOWING:	YES	NO	OPOTC ONLY: Compliance specialist initials
The commander of record has set hours of availability (no fewer than 4-6 per week) for cadets to contact him/her.	<input type="radio"/>	<input type="radio"/>	
The academy conducts periodic academic assessments (no fewer than four) to gauge cadets' retention of student performance objectives.	<input type="radio"/>	<input type="radio"/>	
The academy conducts periodic physical fitness standard assessments (no fewer than four) to gauge the cadets' progress and ability to pass the final physical assessment at the 50th percentile or better.	<input type="radio"/>	<input type="radio"/>	
The academy requires the cadets to wear a standardized uniform: a duty belt with training tools (red/blue guns, Tasers, O.C., etc.).	<input type="radio"/>	<input type="radio"/>	
The academy has a written policy regarding discipline and enforces it. The policy addresses both minor and major infractions and spells out disciplinary procedures, including reporting, retention and removal from peace officer basic training.	<input type="radio"/>	<input type="radio"/>	
The academy provides for cadet evaluations of each instructor. <ol style="list-style-type: none"> <li>1. Evaluations may be completed voluntarily by cadets at the completion of a topic, with cadets having the option to remain anonymous.</li> <li>2. The commander of record reviews these evaluations and addresses any concerns.</li> </ol>	<input type="radio"/>	<input type="radio"/>	
Eighty-five percent (85%) of the cadets who attempt the final physical fitness assessment pass at the 50th percentile or better.	<input type="radio"/>	<input type="radio"/>	
Eighty-five percent (85%) of the cadets eligible to sit for the state certification exam pass it.	<input type="radio"/>	<input type="radio"/>	
The academy schedules more than 10 instructors per academy.	<input type="radio"/>	<input type="radio"/>	

### OPTIONAL CRITERIA

MUST MEET AT LEAST FOUR OF THE SECTIONS LISTED HERE AND ON THE NEXT PAGE:	YES	NO	OPOTC ONLY: Compliance specialist initials
<p>The academy offers cadet training that is not part of, or is above and beyond, the OPOTC curriculum in two or more of the following areas<sup>20</sup>:</p> <ol style="list-style-type: none"> <li>1. Communication skills: This includes, but is not limited to, basic writing skills, interpersonal communication skills and public speaking.</li> <li>2. Additional certifications: This includes, but is not limited to, Taser, ASP, O.C. spray and less-than-lethal alternatives.</li> <li>3. Financial wellness courses: This includes, but is not limited to, personal finance awareness, deferred compensation and retirement planning.</li> <li>4. Officer wellness courses: This includes, but is not limited to, instruction on developing healthy habits and coping mechanisms to combat hypervigilance and burnout.</li> <li>5. Community relations: This includes, but is not limited to, procedural justice/legitimacy, cultural competence and implicit bias</li> <li>6. De-escalation: This includes, but is not limited to, crisis intervention training and conflict resolution.</li> </ol>	<input type="radio"/>	<input type="radio"/>	
<p>The academy actively assists students in job placement, a process that includes but is not limited<sup>1</sup>:</p> <ol style="list-style-type: none"> <li>1. Helping cadets create a resume and prepare for both the job application process and job interviewing.</li> <li>2. Setting aside time for agency recruiting officers to address the cadets regarding employment opportunities, the hiring process, pay and benefits, and so on.</li> </ol>	<input type="radio"/>	<input type="radio"/>	

<sup>20</sup> Non-OPOTA/class hours; cannot intrude on minimum class hours.  
2022-2023 IADLEST Ohio POST Audit

Cadets receive more than the minimum training i	<input type="radio"/>	<input type="radio"/>	
1. Subject control 2. Building searches 3. Stops and approaches 4. Driving 5. Firearms 6. Impact weapons 7. Search and seizure	8. Civil liability 9. Physical fitness 10. Ethics 11. Report writing 12. Community diversity 13. Crisis intervention		

### OPTIONAL CRITERIA

	YES	NO	OPOTC ONLY: Compliance specialist initials
The academy creates and/or maintains an advisory board to develop and continue engagement with representatives from area law enforcement, community leaders and educators.	<input type="radio"/>	<input type="radio"/>	
The academy pursues and/or maintains training for cadets on technological devices such as body cameras, drones, etc.	<input type="radio"/>	<input type="radio"/>	
The academy has a ride-along internship program accessible to all cadets.	<input type="radio"/>	<input type="radio"/>	
The academy provides annual instructor in-service training (a minimum of two hours a year) separate from instructor certification or renewal.	<input type="radio"/>	<input type="radio"/>	
At least 80% of the academy's cadets are commissioned within one year of completion of the state certification exam. This option applies to the cadet class that has most recently surpassed the one year mark since taking the exam.	<input type="radio"/>	<input type="radio"/>	

Upon review of this STAR Academy Application and supporting documentation, I recommend approval of the STAR Academy designation to this applicant.

Compliance specialist name (typed)

Signature

Date

**Richard Hardy**

Digitally signed by Richard Hardy  
DN: CN=Richard Hardy  
Reason: I am approving this document  
Location: your signing location here  
Date: 2022.03.16.11:27:37-0400  
Foxit PDF Editor Version: 11.2.1

Dir. of professional standards name (typed)

Signature

Date

AGO staff designee name (typed)

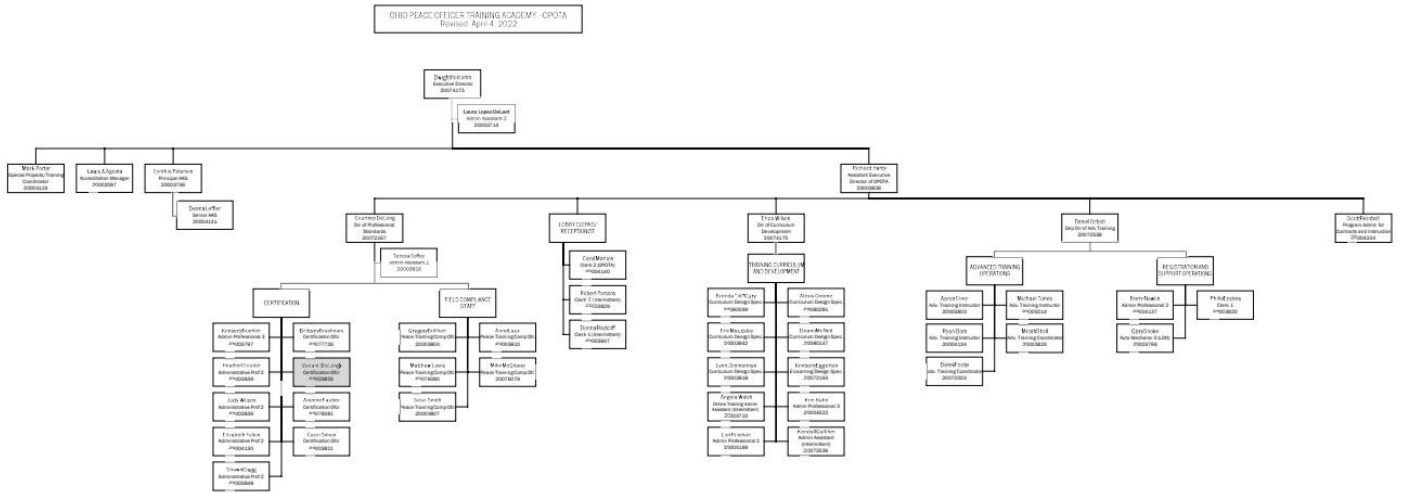
Signature

Date

Valid through:



# ADDENDUM 6 – OPOTC/OPOTA Organizational Chart



**ADDENDUM 7—Comparison to POST Agencies in Other States**

**OHIO AND MISSOURI**

Data Query	Ohio	Missouri
<b>State Population</b>	11.74 Million	6 Million
<b>Number of Police Officers</b>	26,179	14,554
<b>Staff Size</b>	15	9 FT 1PT
<b>Budget</b>	\$4,700,000	\$600,000
<b>Number of Training Hours for Basic Certification</b>	740	Minimum is now 600 or 1,000 hours (State Highway Patrol and Conservation Agents), <a href="https://revisor.mo.gov/main/OneSection.aspx?section=590.040&amp;bid=30322&amp;hl=">https://revisor.mo.gov/main/OneSection.aspx?section=590.040&amp;bid=30322&amp;hl=</a>
<b>Other pre-requisites for Basic certification</b>	<p>Completion of National Web Check to determine any weapons disability pursuant to <a href="#">Section 2923.13 - Ohio Revised Code   Ohio Laws</a>;</p> <p>Successfully complete a drug screen, pass a criminal background check, and meet certain minimum standards based on a physical fitness assessment that includes sit-ups, pushups, and a 1.5-mile run.</p>	<p>Fingerprint-based criminal history search, 21 years old, high school diploma, US Citizen: <a href="https://www.sos.mo.gov/cmsimages/adrules/csr/current/11csr/11c75-13.pdf">https://www.sos.mo.gov/cmsimages/adrules/csr/current/11csr/11c75-13.pdf</a></p>
<b>Who/Which body establishes Basic training curriculum?</b>	The Education and Policy Section develops curriculum for basic training programs. Commission staff oversees training requirements and curriculum. All curriculum approved by the commission.	Missouri POST Commission: <a href="https://revisor.mo.gov/main/OneSection.aspx?section=590.040&amp;bid=30322&amp;hl=">https://revisor.mo.gov/main/OneSection.aspx?section=590.040&amp;bid=30322&amp;hl=</a>

<b>How are curriculum changes made?</b>	Attorney General generates changes to be reviewed/approved by commission	POST Commission using appointed basic training subject matter experts and with the consensus of the basic training directors.
<b>Are instructors POST certified?</b>	Yes.	All basic training instructors are licensed by the Director of Public Safety based upon the standards set by the POST Commission : <a href="https://revisor.mo.gov/main/OneSection.aspx?section=590.060&amp;bid=30324&amp;hl=">https://revisor.mo.gov/main/OneSection.aspx?section=590.060&amp;bid=30324&amp;hl=</a> and <a href="https://www.sos.mo.gov/cmsimages/adrules/csr/current/11csr/11c75-14.pdf">https://www.sos.mo.gov/cmsimages/adrules/csr/current/11csr/11c75-14.pdf</a>
<b>Number of academies in the State?</b>	80	22
<b>Who "runs" the academy/academies?</b>		Some are operated by law enforcement agencies. Some are operated by colleges and universities, and some (Missouri Sheriffs' Association Basic Training Center) are governed by a board: <a href="https://dps.mo.gov/dir/programs/post/training.php">https://dps.mo.gov/dir/programs/post/training.php</a>
<b>Are there continuing education requirements for certification?</b>	24 hours for 2022	Yes, a peace officer license is issued, not a certification. <a href="https://revisor.mo.gov/main/OneSection.aspx?section=590.050&amp;bid=30323&amp;hl=">https://revisor.mo.gov/main/OneSection.aspx?section=590.050&amp;bid=30323&amp;hl=</a> and <a href="https://www.sos.mo.gov/cmsimages/adrules/csr/current/11csr/11c75-15.pdf">https://www.sos.mo.gov/cmsimages/adrules/csr/current/11csr/11c75-15.pdf</a>
<b>Who reviews/approves relevance for CE courses?</b>	General Assembly decides hours Commission decides topics	Licensed training centers are audited by POST staff every three years. CE courses are reviewed during the audit. Unlicensed training providers (law enforcement agencies and private businesses) must submit their courses to POST for pre-approval. <a href="https://www.sos.mo.gov/cmsimages/adrules/csr/current/11csr/11c75-15.pdf">https://www.sos.mo.gov/cmsimages/adrules/csr/current/11csr/11c75-15.pdf</a>
<b>Impact of failure to complete CE?</b>		The officer's license is made Inactive if they fail to complete their annual CE requirements. An officer with an Inactive license cannot maintain a law

		enforcement commission. Once the CE training is completed and reported to POST, license can be reactivated
<b>Who/Which body establishes certification standards?</b>		The POST Commission: <a href="https://revisor.mo.gov/main/OneSection.aspx?section=590.050&amp;bid=30323">https://revisor.mo.gov/main/OneSection.aspx?section=590.050&amp;bid=30323</a>

### OHIO AND COLORADO

Data Query	Ohio	Colorado
<b>State Population</b>	11.74 Million	5.9 Million
<b>Number of Police Officers</b>	26,179	13,410
<b>Staff Size</b>	15	17
<b>Budget</b>	\$4,700,000	\$7.3
<b>Number of Training Hours for Basic Certification</b>	740	556
<b>Other pre-requisites for Basic certification</b>		HS diploma or equivalent, CPR/First Aid, valid DL or ID
<b>Who/Which body establishes Basic training curriculum?</b>	The Education and Policy Section develops curriculum for basic training programs. Commission staff oversees training requirements and curriculum. All curriculum approved by the commission.	POST Board sets the standards. Individual academies are required to create the lesson plans that meet the standards.

<b>How are curriculum changes made?</b>	Attorney General generates changes to be reviewed/approved by commission	POST Board must adopt changes to the standards. Recommended changes normally come from POST Staff or one of the Subject Matter Expert Committees.
<b>Are instructors POST certified?</b>	Yes.	No. There are some specific requirements for skills instructors. Academic instructors just have to have sufficient knowledge/experience to teach subject matter.
<b>Number of academies in the State?</b>	80	35
<b>Who "runs" the academy/academies?</b>		POST has regulatory authority over the academies (ensuring they meet standards). Academy director's run their own academies.
<b>Are there continuing education requirements for certification?</b>	24 hours for 2022	24 for 2022 to include 12 hours of perishable skill and 12 hours determined by each individual agency.  Prior to 2021, there were annual in-service training requirements, but it only impacted grant funding to the agency. Starting in 2021, individual peace officers could be held accountable for not completing in-service training by suspending certification until they have completed the training.
<b>Who reviews/approves relevance for CE courses?</b>	General Assembly decides hours Commission decides topics	Agency executives (who hold the liability for training) decide if the training meets their standards to be counted toward annual in-service training.
<b>Impact of failure to complete CE?</b>		Individual: Suspension of certification until training is completed, or revocation. Agency: Loss of all POST Training Grant funds for six months, including subscription to Police1 Academy.
<b>Who/Which body establishes certification standards?</b>		POST Board, with guidance from statute.

## OHIO AND MARYLAND

Data Query	Ohio	Maryland
<b>State Population</b>	11.74 Million	6.2 Million
<b>Number of Police Officers</b>	26,179	16,000
<b>Staff Size</b>	15	87 total (10 for Police & Corrections Commissions)
<b>Budget</b>	\$4,700,000	10.6 Million
<b>Number of Training Hours for Basic Certification</b>	740	750
<b>Other pre-requisites for Basic certification</b>	<p>Completion of National Web Check to determine any weapons disability pursuant to <a href="#">Section 2923.13 - Ohio Revised Code   Ohio Laws</a>;</p> <p>Successfully complete a drug screen, pass a criminal background check, and meet certain minimum standards based on a physical fitness assessment that includes sit-ups, pushups, and a 1.5-mile run.</p>	<p>A. Certification Requirements.</p> <p>(1) The Commission shall certify an individual as a police officer who:</p> <p>(a) Meets all selection standards under Regulation .04 of COMOR 12; 21-years old, U.S. citizen or permanent legal U.S. resident who is honorably discharged from U.S. Armed Forces and has an application for U.S. citizenship pending approval, high school diploma or G.E.D.; eligible to possess and use a handgun, clear background investigation, criminal history, psychological exam, valid driver's license, and drug screen.</p>

		<p>(b) Completes the applicable training under Regulation .09 of COMOR 12; and</p> <p>(c) Completes a field training program under Regulation .17 of COMAR 12.</p> <p>Must meet selection standards of the Police Training and Standards Commission (PTSC) under COMAR 12.04.01.00 – 12.04.01.18 (<a href="#">click here</a>)</p>
<b>Who/Which body establishes Basic training curriculum?</b>	The Education and Policy Section develops curriculum for basic training programs. Commission staff oversees training requirements and curriculum. All curriculum approved by the commission.	Police Training and Standards Commission (PTSC) establishes/approves the mandated Training Objectives. Each academy develops their own lesson plans and training based upon the PTSC Objectives.
<b>How are curriculum changes made?</b>	Attorney General generates changes to be reviewed/approved by commission	Made by each Training Academy based upon Commission mandates and legislative changes.
<b>Are instructors POST certified?</b>	Yes.	Yes. Anyone who instructs more than 3 hours in a PTSC approved course is required to be certified by the PSTC. ( <a href="#">click here</a> )
<b>Number of academies in the State?</b>	80	20
<b>Who "runs" the academy/academies?</b>		One (1) is State-wide Training Center under the Commission's supervision, three (3) run by Community Colleges and sixteen (16) run by police agencies.
<b>Are there continuing education requirements for certification?</b>	24 hours for 2022	Yes, each year every officer in the rank of First Line Supervisor and below must successfully complete at least 18 hours of in-service training and ALL officers who are issued a firearm must train and qualify with that type of firearm each year.

<b>Who reviews/approves relevance for CE courses?</b>	General Assembly decides hours Commission decides topics	The PTSC authorizes/approves application towards the mandated 18 hours. However, the training entity develops and approves specific content.
<b>Impact of failure to complete CE?</b>		Officer certification lapses and will not renew until training is completed. Failure to complete training or qualify with a firearm requires the Police Chief/Sheriff to remove the firearm effective January 1 <sup>st</sup> 0001 Hours.
<b>Who/Which body establishes certification standards?</b>		The Police Training and Standards Commission



## OHIO AND MASSACHUSETTS

Data Query	Ohio	Massachusetts
<b>State Population</b>	11.74 Million	7.9 Million
<b>Number of Police Officers</b>	26,179	20,000
<b>Staff Size</b>	15	74
<b>Budget</b>	\$4,700,000	
<b>Number of Training Hours for Basic Certification</b>	740	897
<b>Other pre-requisites for Basic certification</b>	<p>Completion of National Web Check to determine any weapons disability pursuant to <a href="#">Section 2923.13 - Ohio Revised Code   Ohio Laws</a>;</p> <p>Successfully complete a drug screen, pass a criminal background check, and meet certain minimum standards based on a physical fitness assessment that includes sit-ups, pushups, and a 1.5-mile run.</p>	21-years old; HS diploma; basic academy; CPR; good moral character and fitness; interview; psychological
<b>Who/Which body establishes Basic training curriculum?</b>	The Education and Policy Section develops curriculum for basic training programs. Commission staff oversees training requirements and curriculum. All curriculum approved by the commission.	Municipal Police Training Committee (MPTC)
<b>How are curriculum changes made?</b>	Attorney General generates changes to be reviewed/approved by commission	When laws/policy changes

		Curriculum is reviewed 1/3 annually (3-year rolling basis)
<b>Are instructors POST certified?</b>	Yes.	MPTC certifies instructors
<b>Number of academies in the State?</b>	80	15
<b>Who "runs" the academy/academies?</b>		All academies fall under MPTC
<b>Are there continuing education requirements for certification?</b>	24 hours for 2022	40 hours annually
<b>Who reviews/approves relevance for CE courses?</b>	General Assembly decides hours Commission decides topics	MPTC sets the standards Annually surveys officers; 20-30 topics narrowed Chiefs narrow topics to 10
<b>Impact of failure to complete CE?</b>		Administratively de-certified until training is completed
<b>Who/Which body establishes certification standards?</b>		POST (independent agency)

## OHIO AND WISCONSIN

Data Query	Ohio	Wisconsin
<b>State Population</b>	11.74 Million	5.9 Million
<b>Number of Police Officers</b>	26,179	13,730
<b>Staff Size</b>	15	10 FT, 5 PT
<b>Budget</b>	\$4,700,000	\$4,200,000
<b>Number of Training Hours for Basic Certification</b>	740	720
<b>Other pre-requisites for Basic certification</b>	<p>Completion of National Web Check to determine any weapons disability pursuant to <a href="#">Section 2923.13 - Ohio Revised Code   Ohio Laws</a>;</p> <p>Successfully complete a drug screen, pass a criminal background check, and meet certain minimum standards based on a physical fitness assessment that includes sit-ups, pushups, and a 1.5-mile run.</p>	60 college credits if pre-service if hired by an agency first they have 5 years from date of hire to get 60 college credits.

<b>Who/Which body establishes Basic training curriculum?</b>	The Education and Policy Section develops curriculum for basic training programs. Commission staff oversees training requirements and curriculum. All curriculum approved by the commission.	POST (Training and Standards Bureau) develops the curriculum; Governor appointed Law Enforcement Standards Board approves the training used in the academies.
<b>How are curriculum changes made?</b>	Attorney General generates changes to be reviewed/approved by commission	Curriculum designers look at changes to state statute, work with advisory committees made up of instructors and practitioners and keep up on technology to incorporate into the curriculum. Once they develop the curriculum it goes to curriculum advisory committee made up of chiefs and sheriffs and then goes to Law Enforcement Standards Board for final approval.
<b>Are instructors POST certified?</b>	Yes.	Yes.
<b>Number of academies in the State?</b>	80	22
<b>Who "runs" the academy/academies?</b>		Each academy must use Law Enforcement Standards Board instructors and approved curriculum, and go through an audit every two years to ensure they are following procedures set forth by POST and the Law Enforcement Standards Board. 5 field reps audit academy classes, testing, and final skills scenarios.
<b>Are there continuing education requirements for certification?</b>	24 hours for 2022	24 hours By statute must shoot an annual handgun qualification course and attend 4 hours of Law Enforcement Standards Board approved pursuit training every two years, both of which count towards the 24 hours.
<b>Who reviews/approves relevance for CE courses?</b>	General Assembly decides hours Commission decides topics	Wisconsin is a locally controlled state. Outside the two statutory requirements (handgun qualification course and pursuit training) it is up to the Executive Officer in each agency to determine what counts and what doesn't count towards the required 24 hours. The Law Enforcement Standards Board has allowed

		officers to do up to 12 hours of in-service training online each year.
<b>Impact of failure to complete CE?</b>		If an officer does not successfully complete the 24 hours, handgun qual course, or pursuit training, they may be decertified. Officers who have specific circumstances such as being deployed in the military, injured, etc. can get a waiver to extend the time to complete that training. If they get an extension, all training must be made up. It is not bypassed.
<b>Who/Which body establishes certification standards?</b>		POST (Training and Standards Bureau) makes the recommended standards and then they are approved by the Law Enforcement Standards Board.

### OHIO AND TENNESSEE

Data Query	Ohio	TENNESSEE
<b>State Population</b>	11.74 Million	7 Million
<b>Number of Police Officers</b>	26,179	18,000
<b>Staff Size</b>	15	11
<b>Budget</b>	\$4,700,000	\$12,640,700 (all but \$520,700 pass-thru money)

<b>Number of Training Hours for Basic Certification</b>	740	488
<b>Other pre-requisites for Basic certification</b>	<p>Completion of National Web Check to determine any weapons disability pursuant to <a href="#">Section 2923.13 - Ohio Revised Code   Ohio Laws</a>;</p> <p>Successfully complete a drug screen, pass a criminal background check, and meet certain minimum standards based on a physical fitness assessment that includes sit-ups, pushups, and a 1.5-mile run.</p>	<ol style="list-style-type: none"> <li>1. Be at least eighteen (18) years of age;</li> <li>2. Be a citizen of the United States, or a permanent legal resident of the United States who is an honorably discharged veteran of the United States armed forces pursuant to § 38-8-105(d);</li> <li>3. Be a high school graduate or possess its equivalent, which shall include a general educational development (GED(R)) certificate;</li> <li>4. Not have been convicted of or pleaded guilty to or entered a plea of nolo contendere to any felony charge or to any violation of any federal or state laws or city ordinances relating to force, violence, theft, dishonesty, gambling, liquor, controlled substances or controlled substance analogues;</li> <li>5. Not have been released or discharged under any other than honorable discharge from any of the armed forces of the United States;</li> <li>6. Have the person's fingerprints on file with the Tennessee bureau of investigation;</li> <li>7. Have passed a physical examination by a licensed physician or a nurse practitioner or physician assistant, so long as the task is expressly included in the written protocol</li> </ol>

		<p>developed jointly by the supervising physician and the nurse practitioner or physician assistant, whichever is applicable, setting forth the range of services that may be performed by the nurse practitioner or physician assistant;</p> <ol style="list-style-type: none"> <li>8. Have a good moral character as determined by a thorough investigation conducted by the employing agency; and</li> <li>9. Have been certified by a Tennessee licensed health care provider qualified in the psychiatric or psychological field as being free from any impairment, as set forth in the current edition of the Diagnostic and Statistical Manual of Mental Disorders (DSM) of the American Psychiatric Association at the time of the examination, that would, in the professional judgment of the examiner, affect the applicant's ability to perform an essential function of the job, with or without a reasonable accommodation.</li> <li>10. Not have been previously decertified as a law enforcement officer by the Commission; and</li> <li>11. (l) Not have previously voluntarily surrendered his/her certification as a law enforcement officer.</li> </ol>
<p><b>Who/Which body establishes Basic training curriculum?</b></p>	<p>The Education and Policy Section develops curriculum for basic training programs. Commission staff oversees training requirements and curriculum. All curriculum approved by the commission.</p>	<p>POST Commission approves the Basic Law Enforcement Course.</p>

<b>How are curriculum changes made?</b>	Attorney General generates changes to be reviewed/approved by commission	POST Commission
<b>Are instructors POST certified?</b>	Yes.	Yes
<b>Number of academies in the State?</b>	80	11
<b>Who "runs" the academy/academies?</b>		Schools/academies certified by the Commission.
<b>Are there continuing education requirements for certification?</b>	24 hours for 2022	40 hours
<b>Who reviews/approves relevance for CE courses?</b>	General Assembly decides hours Commission decides topics	POST Commission



<p><b>Impact of failure to complete CE?</b></p>		<p>Failure to complete annual in-service training, for whatever reason, shall be reported to the Commission by submitting a request for waiver and written explanation documenting the reason the officer failed to comply.</p> <p>1110-06-.05</p> <ol style="list-style-type: none"> <li>1. Failure of a certified officer to complete the in-service training course successfully, including all mandatory training programs, will result in the officer's loss of eligibility for the pay supplement in T.C.A. § 38-8-111.</li> <li>2. (2) Failure of a certified officer to complete another in-service training course successfully, including all mandatory training programs, during the next calendar year will result in the officer's loss of certification.</li> </ol>
<p><b>Who/Which body establishes certification standards?</b></p>		<p>POST Commission</p>

## **IADLEST Auditor Biographies**

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### **Brian Grisham, Esq.**

Brian Grisham is the Deputy Director of the International Association of Directors of Law Enforcement Standards and Training (IADLEST) and has been a member since 1998. In 2016 he was elected President and has served in many roles on the executive board since 2011. He retired as the longest-serving Director of the Tennessee Law Enforcement Training Academy (TLETA) and Executive Secretary of the Tennessee Peace Officer Standards and Training (POST) Commission in January of 2022 having served in those roles since April 2005. Prior to that, he served as Assistant Director since 1997. In addition to instructional and administrative duties at the academy, he has served as an investigator and legal advisor to the P.O.S.T. Commission. He has served as assistant to the Commissioner and staff attorney for the Tennessee Department of Safety. Grisham received his law degree from the Nashville School of Law in 1989 and his B.S. from Middle Tennessee State University in 1984. Grisham's law enforcement experience includes service with the Department of Safety's Criminal Investigations Division, MTSU Police Department, and prior service with TLETA. He has been a licensed attorney since 1989 and has training certifications in criminal law, firearms instruction, asset forfeiture, police management, and courtroom security. Grisham serves as a member of the Tennessee Public Safety Network providing training and critical incident stress debriefing and peer support, and is a member of the Tennessee Voices for Victims Advisory Council. He is a graduate of the Tennessee Government Executive Institute and the FBI National Law Institute. In 2011, Grisham was appointed to the Governor's Subcabinet for Public Safety and in 2020 was given a leadership role in the Governor's Law Enforcement Reform Task Force.

### **Dan Zivkovich**

Dan Zivkovich has 38 years of policing experience that includes oversight of training and training standards and administrative oversight of agencies and systems. Dan began his policing career as a state trooper in Wyoming, where he spent eight years in charge of the agency's hiring and promotional processes and its training programs, including recruit trooper training. Dan then became the director of the Wyoming Law Enforcement Academy, the state's only police training facility. The facility included classrooms, firearms ranges, defensive tactics room, driving pad, dormitory rooms, and a cafeteria.

After five years at the law enforcement academy, Dan was appointed as the chief of police in Jackson, Wyoming. There he oversaw the police department of a tourist town with daily populations estimated at almost 100,000 people. The department had 24 sworn officers and included a victim/witness unit, canine units, a mounted police unit, a bomb technician, the town's animal shelter, a school resource officer, and community service (civilian) officers.

In 2009, Dan was named the executive director of the Massachusetts Municipal Police Training Committee. There, he oversaw the agency tasked by statute with setting training standards for and delivering training to the Commonwealth's municipal, University of Massachusetts, and environmental police officers. He participated in various committees and made multiple presentations regarding Peace Officer Standards and Training (POST) systems. He retired from that position in 2019.

Dan has a Bachelor of Science degree in Criminal Justice Administration from Bellevue University and is a graduate of the FBI National Academy. He is also a life member of the International Association of Directors of Law Enforcement Standards and Training (IADLEST), serving two terms as its president. He is a member of various other policing organizations and has consulted on police training and standards nationally and internationally.

### **Kelly Alzaharna**

Kelly Alzaharna provides project management for the IADLEST Partner Advisory Committee. She also serves as the Accreditation Committee chair. Kelly's law enforcement career started in 1987, where she worked as a municipal and university police officer, and received law enforcement instructor certification prior to accepting a police officer position in Alaska. Her Alaska law enforcement experience began in 1990, with the North Slope Borough Police Department in Barrow. She served in many capacities: as a sergeant, she created the department's training unit and worked as an instructor trainer, instructor, field training officer, and patrol supervisor. As a lieutenant her assignments included investigations unit supervisor, and tactical team and patrol unit commander. In 2007, she promoted to captain, leading the Operations Division and in March 2008 was appointed Chief of Police. During her tenure as Chief she accepted an appointment to the Alaska Police Standards Council (APSC), which is responsible for the eligibility, training, and certification standards for police and correctional officers. In April 2011, Kelly accepted the Training Coordinator position with the APSC, then served as its Executive Director until leaving Alaska in 2015. In 2019, she was appointed as Director of the New Mexico Department of Public Safety's Law Enforcement Academy Division and as Director of the New Mexico Law Enforcement Academy Board, serving through March 2022. Kelly is a graduate of New Mexico State University with a bachelor's degree in Human Resource Management and from Azusa Pacific University with a master's degree in Organizational Leadership. She is a graduate of the FBI National Academy and the IACP's Women's Leadership Institute.

### **Mark Damitio**

Mark Damitio manages the Law Enforcement Academy and POST Agency Accreditation and Audits program for IADLEST and provides project management for the current USDOT COPS Every Officer is a Leader, Regional Training Hubs and Agency Certification projects plus the USDOT NHTSA Below 100 project. He also serves as the IADLEST webinar administrator. Mark

collaborates with staff and partners on potential grant applications. Mark provided valuable technical assistance in this audit.

Mark began his involvement with law enforcement in 1971 with the Thurston County Sheriff's Office, Olympia, Washington, as a volunteer. In 1978, he was hired as a police officer by the Kent, Washington, Police Department. He graduated as the top academic student of the Seattle Police Academy class #104. In 1982, he was appointed as the department Training Coordinator.

From 1988 to 1997, Mark served with the Washington State Criminal Justice Training Commission beginning as an Assistant Training Coordinator and rising to Division Manager for In-service Training. He was appointed Deputy Director of the New Mexico Department of Public Safety Training & Recruiting Division in July 1997. He supervised the day-to-day operations of the New Mexico Law Enforcement Academy and was responsible for the licensing and POST compliance of ten satellite law enforcement academies. From 2004 to 2015, Mark was a Deputy Assistant Director at the Kansas Law Enforcement Training Center, where he was responsible for the Continuing Education program. Mark is a graduate of Highline Community College with an associate degree in Administration of Justice, and from the University of Washington with a bachelor's degree in Society and Justice.

He is a graduate of the FBI Northwest Law Enforcement Command College and the Central States LEEDS. He holds Law Enforcement Executive Certifications from the Washington State Criminal Justice Training Commission and the New Mexico Law Enforcement Academy.

## Resources

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- Ohio Laws and Administrative Rules:
  - <https://codes.ohio.gov/ohio-revised-code/section-109.71>
    - Specifically Section 109.71 et seq (OPOTC), 109.79 et seq (OPOTA), and OPOTC Rules and Regulations, Chapter 109:2
- Ohio Peace Officer Training Commission Website:  
<https://www.ohioattorneygeneral.gov/opotc>
- OPOTC Agency Resources: <https://www.ohioattorneygeneral.gov/Law-Enforcement/Ohio-Peace-Officer-Training-Academy/OPOTC-Resources> (select tab)
- OPOTC Commander and Instructor Resources:  
<https://www.ohioattorneygeneral.gov/Law-Enforcement/Ohio-Peace-Officer-Training-Academy/OPOTC-Resources> (select tab)
- OPOTC Certification Examination Resources:  
<https://www.ohioattorneygeneral.gov/Law-Enforcement/Ohio-Peace-Officer-Training-Academy/OPOTC-Resources> (select tab)
- OPOTC POBT Commander Manual, Effective July 15, 2021
- OPOTC Application for STAR Academy Designation Form, Rev. October 13, 2021
- OPOTA Organizational Chart, Revised April 4, 2022
- Ohio Office of Internal Audit Report, November 2021
- Ohio Attorney General’s Advisory Group on Law Enforcement Training, 2015