



SIGNED ORIGINAL SUBMITTED ON JANUARY 25, 2019

Ohio Peace Officer Training Commission Meeting
Thursday, November 8, 2018
held at the
Ohio Peace Officer Training Academy
1650 State Route 56 SW
London, Ohio 43140

November 8, 2018 Minutes

A. Opening
Call to Order

Chair Vernon Stanforth called the meeting to order at 10:00 a.m.
Sheriff Heldman led the Pledge of Allegiance.
Ms. Donna Long called the Roll Call.

Commission members present

Sheriff Vernon Stanforth, Chair
Colonel Paul Pride-Vice Chair
SAC Stephen Anthony
Lt. James Fitsko
Chief Clayton Harris
Sheriff Michael Heldman
Dr. Emily Passias
Mr. Stephen Schumaker
Dr. Reginald Wilkinson

Commission members absent

Chief Kimberley Jacobs

Guests and Staff
Attorney General’s Office

Ms. Mary Davis, Executive Director-OPOTC Staff
Mr. James Burke, Director Advanced Training-OPOTA Staff
Mr. Justin Hykes, Deputy Director-OPOTC Staff
Ms. Donna Long, OPOTC Secretary-OPOTC Staff
Ms. Brittany Brashears-OPOTC Staff
Ms. Julia Brinksneider-Ohio Attorney General’s Office
Ms. Kim Buehler-OPOTC Staff
Ms. Jill Cury-OPOTC Staff
Ms. Courtney DeLong-OPOTC Staff
Mr. Tony Ortiz-OPOTC Staff
Ms. Sarah Pierce-Ohio Attorney General’s Office

Guests

Chief Lee Graf-Springfield Police Department
Captain Chuck Jones-Ohio State Highway Patrol
Mr. Bob Meador-Columbus Division of Police
Ms. Sharon Montgomery-Ohio State University
Mr. Tim Sansbury-Columbus Division of Police
Mr. Jerry Snay-Stark State College Academy
Mr. Douglas Swartz-Canal Fulton Police Department
Mr. Paul R. Weber-Cleveland State
Mr. Matthew Wells-Ohio Department of Education
Mr. Ellis Pete Willis-Sinclair College, Dayton
Mr. Dave Wiseman-Delaware County Sheriff's Office

B. Chair Report

Sheriff Vernon Stanforth, Chair

Chair Stanforth welcomed the guests and asked those in attendance to introduce themselves and then moved for approval of the minutes.

MOTION

Dr. Wilkinson moved to approve the minutes of the September 13, 2018, meeting. The motion was seconded by Sheriff Heldman. No discussion was forthcoming; a vote was taken and passed unanimously. Yes-9 / No-0/ Absent-1.

Chair Stanforth advised there was nothing to report at this time, but deferred to Ms. Pierce with a legal update for the Commission. Ms. Pierce advised the Commission they had been named as a defendant in a law suit in Lawrence Common Pleas Court. Ms. Pierce gave an overview of where they were in the process. A gentleman who attended a training class at Collins Career Center alleges that the instructor put him in a choke hold type situation, which injured him. He has sued a number of people; the instructor, Collins Career Center, and the Commission as well. Ms. Pierce filed a motion to dismiss the Commission from the law suit. Basically, this particular class was not an OPOTA course, stating none of OPOTA's courses have a similar maneuver in their lesson plans. Also, if the gentleman wanted to sue the Commission for money he would have to go through the Court of Claims. After filing the motion; the plaintiff's lawyer contacted Ms. Pierce and offered to voluntarily dismiss the Commission; which she agreed to. Ms. Pierce stated that Mr. Henry and Mr. Hykes were up to speed if there were any legal questions we can adjourn into executive session to discuss. Ms. Pierce had copies of the complaint and the motion filed if any of the Commissioners wanted to see them.

Chair Stanforth asked if any one felt the need to go into executive session? The Commissioners felt no need for executive session, but Dr. Wilkinson asked if the Commission wasn't indemnified by the Attorney General's Office or somebody in case these kinds of cases do go forward in our individual complicity. Ms. Pierce stated they would be sued as a body not as individuals. She doesn't believe there is any indemnification from the Attorney General Office, but if there was a monetary judgment against the Commission it wouldn't come from the Commission members. That concluded the Chair report.

C. Curriculum Committee

Chief Kimberley Jacobs, Committee Chair

In the absence of Committee Chair Jacobs, Ms. Davis advised there was nothing to report at this time. That concluded the Curriculum report.

D. Legislative Committee

Chief Clayton Harris, Committee Chair

Committee Chair Harris referred to Mr. Hykes for the School Resource Officer "SRO" Draft Rules and updates.

Mr. Hykes stated there were a few items to discuss today. First the “SRO” Training, the bill was recently passed by the Legislature mandating all school SROs in the state get at least 40 hours of training. The Commission is required to have rules regarding the training, Mr. Hykes referred to **(Handout 1)** SRO Draft rules. There’s talk of another amendment, but these rules will not be affected. The rules lay out who is allowed to conduct the training, which is the national association of school resource officers, the Ohio school resource officer association, or the Ohio peace officers’ training academy. The handout goes over the process for getting training programs approved, which requires the curriculum is turned into OPOTC, which is reviewed assuring it meets our standards. Once approved, they will be required to resubmit their curriculum for review and approval by the executive director at least once every five years. Also covered in the rules are the training topics and requirements, which are minimum requirements. Training entities are encouraged to exceed the training required by this rule. This includes any other topics the Commission may choose to include at a later date. Also covered in the handout are instructor, facilities and how agencies academies will document training. If the Commission wanted to set an instructor to student ratio they could include that as well.

Dr. Passias asked is this a both directions desire if we have the desire for them to update their curriculum or if the training program has a desire to update the curriculum; clarifying that it is either way. Dr. Passias asked that it be clarified that any updates must be submitted to the executive director for review and re-approval. Dr. Passias clarified any other topics the Commission requires would trigger this review for all training programs. Mr. Hykes confirmed all of Dr. Passias’ concerns and will sent out draft changes to the Commissioners.

Mr. Meador asked when this rule was effective. Mr. Hykes stated these are just drafts, which haven’t been filed with JCARR yet, one they are approved by the Commission they would go to JCARR. They will most likely not meet this schedule for the legislature cycle; it would most likely be in January 2019. The rules wouldn’t be in effect until sometime in January or February.

Mr. Meador asked if an SRO calls in sick, can an untrained officer in SRO be put in that officer’s place at the school, or is the only option to leave the school left uncovered. Mr. Hykes stated his understanding is they have a year to get the training. So, if you had a substitute SRO that is something that can be covered between the school and the district. There’s to be a Memorandum of Understanding “MOU” between the school and the district; that could be something covered in the agreement. Mr. Meador responded in a year and a half to two years if we have a shortage and end up having someone sick, injured or training we would not be permitted to put an officer who is not certified SRO in the school? Mr. Hykes stated he would review the bill again to double check it. Mr. Hykes stated they also have to be assigned to the school as a resource officer.

Sheriff Heldman stated in his county we have SRO by the MOU under the new law we are saying we will cover the school if the SRO is sick for one or two days, and that it may not be an SRO at that time. The school is alright with that. Chair Stanforth responded you mentioned the one year window; he would assume if someone was appointed today, they would have a whole year to go to the mandated training. So, the substitutes would fall under that same window, it may require changes in the MOU. He don’t feel anything would need to be changed, they are still a certified police officer who is being assigned to school. Mr. Meador questions if the statute mandates that anyone within the school has to have that training. Mr. Hykes will double check and get back with him.

Sheriff Heldman asked, using the corrections academy as an example, can a group of sheriffs or police chiefs get together and put on a school? Mr. Hykes stated not the way the statute is written. It only considers programs mentioned above; the national association of school resource officers, the Ohio school resource officer association, or the Ohio peace officers’ training academy. Dr. Passias asked for the citation for the code? Mr. Hykes stated 3313.951, our rule making authority is section (C).

Mr. Graft asked if existing SROs would be grandfathered in? Mr. Hykes believes they are grandfathered in, but will double check it. Chair Stanforth confirmed the date was still November 1, 2018. The Chair asked if there was a motion with the appropriate changes to the rules.

MOTION:

Dr. Passias moved for the draft rules for the School Resource Officer Training be approved with the changes discussed. The motion was seconded by Chief Harris. A vote was taken and passed unanimously. Y-9/N-0/Absent-1.

DISCUSSION:

Sheriff Heldman would like to have group SRO training in a county somewhere, is that a possibility with the amendment. Ms. Davis responded the amendment would allow for it to be an OPOTA advanced training course and like our many of our other courses, we could take it regionally. Mr. Hykes added he felt the Ohio Association would also be willing to offer that as well. Chair Stanforth stated if he wanted to open it up the easiest thing to do would be go through OPOTA.

The next item discussed was **(Handout 2)** removing military extension time limits. OAC 109:2-1-12(D)(4) Update. Mr. Hykes stated due to questions in our break in service requirements from veterans, we did some research and found it didn't match up to the veterans rights statutes. On **(Handout 2)** Certification before service and re-entry requirements on page 3, (D)(4). It used to read if you had a break in service less than 4 years and were a veteran you weren't required to take any training. Now we have extended that so even if the break in service is over 4 years, upon providing documentation the veteran was a member of the national guard or military reserves and providing service member's discharge under honorable conditions or release under honorable condition from active duty or national guard duty within six months after the discharge or release would be immediately eligible for appointment as a peace officer.

The other change needed to the peace officer break in service was the provision by added by the last budget bill for deputy inspector generals. As long as they are working for the deputy inspector general their peace officer certificate stays current. Even though it's not a peace officer position, we wouldn't actually be tracking that as a break in service. Now both the veterans and the deputy inspector general match up with statutes.

(Handouts 3 and 4) cover the military extensions for corrections basic training OAC 109:2-9-11 and jailer basic training OAC 109:2-11-11. There will be one for private security firearms as well, but are holding off to assure anything we did wouldn't conflict with anything the private security commission were doing on their end; we want the rules to flow together. It will probably be in January when it is presented.

Dr. Passias clarified an individual who is subject to this who's in the military would need to take action within 6 months; beyond 6 months they would be subject to the required training. Mr. Hykes responded correct.

Chair Stanforth hearing no questions asked if there was a motion.

MOTION:

Sheriff Heldman made the motion to approval the revisions to OAC 109:2-1-12. Colonel Pride seconded the motion. With no further discussion a vote was taken and passed unanimously. Y-9/N-0/Absent-1.

MOTION:

Chief Harris made the motion to approval the revisions OAC 109:2-9-11 and OAC 109:2-11-11. Dr. Wilkinson seconded the motion. With no further discussion a vote was taken and passed unanimously. Y-9/N-0/Absent-1.

That concluded the Curriculum report.

E. House Committee

Colonel Paul Pride, Committee Chair

Committee Chair Pride and the House Committee met prior to this meeting. There were three items addressed and there is one item for discussion. The first order of business was the recommendation for the Ohio Peace Officer Training Commission Chair for 2019. The House Committee is the nominating body for the board positions. Each commissioner serves a 3 year appointment and the Chair position is nominated and voted on every November.

MOTION:

Committee Chair Pride and the House Committee made the recommendation of Vernon Stanforth as the 2019 Ohio Peace Officer Training Commission Chairperson. Dr. Wilkinson seconded the motion. After a brief discussion, a vote was taken and passed unanimously. Commission Chair Stanforth abstained from the vote. Y-8/N-0/Absent-1.

DISCUSSION:

Committee Chair Pride asked how many years this would be for the Commission Chair? Chair Stanforth responded jokingly one year at a time; but he believes he took the Chairmanship in 2005. Dr. Wilkinson stated it was a point of personal privilege to announce our Chairperson is going to be the National President of the National Sheriff's Association in 2022-2023. Chair Stanforth confirmed stating he is currently the National Treasurer. Dr. Wilkinson stated we are in good hands.

For the second order of business Committee Chair Pride turned it over to Mr. Schumaker. Mr. Schumaker stated the second order of business was to consider who would be the Vice Chair. Mr. Schumaker and SAC Anthony both felt Colonel Pride should continue as Vice Chair.

MOTION:

Stephen Schumaker made the recommendation that Colonel Pride be appointed as the Vice Chair of the Ohio Peace Officer Training Commission. Chief Harris seconded the motion. With no discussion a vote was taken and passed unanimously. Colonel Pride abstained from the vote. Y-8/N-0/Absent-1.

Committee Chair Pride stated the third item of business was the 2019 calendar for the Commission meetings. The OPOTC currently meets the second Thursday of every other month beginning in January at 10:00 a.m. The House Committee voted to continue with the current schedule for 2019; which would be January 10th, March 14th, May 9th, July 11th, September 12th and November 14th.

MOTION:

Committee Chair Pride recommended the 2019 Calendar as purposed above. SAC Anthony seconded the motion. With no discussion a vote was taken and passed unanimously. Y-9/N-0/Absent-1.

Committee Chair Pride stated the last item to discuss was requested during the House Committee Meeting. We have been asked to consider the change of location for a couple of the Commission Meetings. Chair Stanforth shared a little history regarding trying to move the meetings around, there was one held at Columbus Division of Police during the renovations of this building with a moderate turnout. We tried to go to Richfield for Commission Meetings and for hearings with poor turnout. We have always struggled with attendance of Commission Members when we've tried to have the meetings up north. One meeting there wasn't enough for a quorum. It is a burden on the staff due to moving everything up there, the traveling and meeting time which takes away an entire day. We would certainly consider it if there was a special occasion that highlighted an event or if it was necessary to move a meeting. That was the Chair's historical prospective, but if the Commission wants to choose otherwise it could be discussed.

SAC Anthony stated maybe Mr. Meador not realizing we've done it in the past with modest success was thinking about trying it again with 1 or 2 meetings. Mr. Meador stated there are people who travel here from Northeast Ohio and I've offered in the House Committee meeting and offer again the use of Columbus Division of Police which is more centrally located; Richfield maybe with proper notification could be better attended. Mr. Meador has been coming to the meetings since 2015 and the meetings have always been in London. It's the matter of thinking of our team mates across the state, which was the foundation of his suggestion. Chair Stanforth responded if Columbus wants to offer to hold a meeting at their location it's something that we could consider and wouldn't be prohibited as long as we had adequate notice to make proper arrangements. That concluded the House Committee report.

F. Continuing Professional Training Committee
Sheriff Michael Heldman, Committee Chair

Committee Chair Heldman stated there was nothing to report, that concluded the Continuing Professional Training Committee report.

Staff Reports

G. Commission and Academy Updates
Mary Davis, Executive Director

Ms. Davis acknowledged the OPOTC/A staff for the Law Enforcement Conference. Most of the Commissioners and a lot in attendance today were able to attend the Conference; which was flawless and was a great event. Due to a core team consisting of Kelly Cain, Donna Long, Brittney Brashears, Judy Wilson, Kim Hahn and Lori Rinehart who plan months for the conference and the many staff members who assist as we draw closer to the event, who all put in the time and effort to make it possible to pull off this event. She thanked everyone for their hard work and to everyone for showing up and helping to honor the award winners.

Also announced at the conference was the addition of the warden's house to the OPOTA facility and the training village. Through a mutual MOU, we have received access to that which will be added to the training village. It will be used a lot for crime scene courses, we will outfit the garage and finished apartment above the garage which will allow us to simulate the duplex stair entries for SWAT or patrol officers. We will utilize simunitions in the upstairs apartment. General Services completed the cleaning and we are in the process of ordering furniture and other training equipment and props. The plan is for courses to be using the facility in early 2019.

Ms. Davis invited Mr. Schumaker to speak regarding the training village, which was his vision. This technically could be his last meeting. Mr. Schumaker stated if you walk around the academy today you will see the evidence placards everywhere because a photographing course is going on and we anticipate a lot more of those classes will be in there. The house has a lot of versatility as far as other scenario based entries and exercises we can have; the grounds around the house. We have the scenario shoot house in the back, the 180 simulator, the regular scenario house and we will have the warden's house. So in theory you could have scenarios that start in one facility and go to another facility and then get in a car with precautions of going across the way and a scenario that would go on over into a residential type structure. It really is at this point and time not only for crime scene but we are getting to the point where we can put on a lot of scenarios that will really task the officers and will be scenarios that last a significant length of time utilizing both simulators, live actors, simunitions type work. It opens up a tremendous possibility for training for law enforcement training officers to give state of the art training that is as realistic as possible to prepare our officers for what they face out there.

Dr. Wilkinson stated in thinking about the shootings in California yesterday, these mass shootings; is this something we have a curriculum for? Is that different than just the individual scenarios we have or is there something in the works that is different from what existed before or is what existed before still adequate? Ms. Davis responded we have numerous courses that deal with responding to threats; whether it's shootings or like the Ohio State situation someone with a knife. We have multiple courses that address that, from setting up a command post to officers responding, to those after incident actions and how to help the community recover from it. Dr. Wilkinson asked is there anything that should be done to update that training? Are there any new dynamics? Unfortunately, Mr. Burke is out today, he would be the one to answer that. When she last spoke with staff, her understanding was that historically law enforcement has learned that different approaches and waiting for backup is not the way to go, you need to go in and try to address that threat; which is what we teach.

SAC Anthony stated that is in line with what the FBI does, they sponsor the alert training and equivalence training down in Texas. From a tactical prospective this has been trained for many years in the way it's revolved as far as for active law enforcement on the scene, there's also been leadership training with that. He isn't sure if OPOTA does it more from a prospective of the folks on the scene, the coordination and the things that need to be done from the response respective, from a tactical respective, or a response respective from any sheriff or officer. That training as far as what he can say is pretty robust to the way of most agencies. Mr. Schumaker added with the facilities we've developed we can train situations; he anticipates in the future there will be training situations where you have group of officers and suddenly they are responding to multiple threats or multiple locations at the same time. There is

tremendous possibility. You're only limited by the imagination of our training officers and how they develop the course.

Ms. Davis reminded the agencies in attendance and agencies that read the minutes about the annual rosters we send out and process every year. In the past few years CPT training as been added to the annual rosters; we all know there was no CPT mandated for this year; however 2 years ago the Commission passed a rule that the legislative mandates that over the years have been passed that all officers have training in, for example: Missing Children, Missing Persons, Companion Animal Encounters, and Humane Trafficking, there's a dozen topics to be completed by the end of this year; which is what will be reported on the 2018 rosters, which is to be completed by January 1, 2019. Everything per topic is available through eOPOTA.

Chief Harris and Sheriff Heldman's re-appointments have come through and are official. Ms. Davis stated earlier this would be Mr. Schumaker's last meeting; it will also be SAC Stephen Anthony last meeting as well. SAC Anthony thanked everyone, stating it has been a real honor to serve on the Commission the last 7 ½ years. The work the staff does to make all the peace officers and citizens in Ohio as safe as they can be is nothing short of amazing. There's a lot to be proud of in what OPOTA does and the Commissioners do their best to be a part of that. Mr. Anthony thanked everyone, saying it's been really nice to be a part of it. Mr. Schumaker replied to SAC Anthony this has been a tremendous privilege, which he believes they've made significant progress over the last 8 years and a number of different areas of training.

He is very excited about this academy and the progress this academy has made and the distribution of stress induced scenario training throughout the entire state, 34,000 peace officers have access to at OPOTA or regionally. He believes that type of training saves lives, both to our officers and the general public. He believes that process is going to continue; there's a tremendous group of people here to work with. Mr. Schumaker thanked everyone, stating he really had a great time being a part of this organization.

Ms. Davis stated that completed the staff reports.

H. Old Business

Sheriff Vernon Stanforth, Chair

Chair Stanforth asked if there was any old business; with none forthcoming, that concluded the old business report.

I. New Business

Sheriff Vernon Stanforth, Chair

Chair Stanforth asked if there was any other new business?

Chief Harris made an offer to the board to assist in a certain area. Over the past year or longer he has been involved with some amazing research involving augmented and virtual training. He sees it as very important for where we stand in the State of Ohio; with what we've done so far and then take it to another level. He doesn't know which committee it would fall under, but he would like to offer some of the research and some of the things they are doing at the college to the entire State to see where it fits into training for law enforcement across the State.

Chair Stanforth asked if it was a completed report, something he could bring to the January meeting, Chief Harris stated no, there's still a lot of work going forward. He thinks this Commission or OPOTA themselves should be somewhat involved in looking at how this important information is going to assist officers in Ohio and wants to bring some of that forward to make that happen.

Ms. Davis stated that she would love to get that information from him. It is not something that has been brought to the Commission, but even as late as this past summer; Mr. Burke and Ms. Davis had traveled and meet with some companies who were doing a lot of virtual reality training. Recently, Mr. Ortiz has put them in contact with a couple different entities in the hopes that we can bring virtual academy training to the agencies, which would be more affordable for them and us. But she wasn't aware of the research side Chief Harris was doing and she would like to get together or if there's someone who could get in contact with Mr. Burke that would be excellent and right in line with what we have been exploring.

J. Guest Forum
Sheriff Vernon Stanforth, Chair

The Chair asked if any guest had any concerns they'd like to bring before the Commission?

The Chair asked if there were any further concerns from the guest; with none forthcoming the Chair entertained the motion to adjourn.

MOTION:

Chief Harris moved to adjourn the meeting. Dr. Passias seconded the motion. A vote was taken and passed unanimously. Y-9 / N-0 / Absent 1.

Time: 10:56 a.m.



Chair, Vernon Stanforth

These transcripts are not verbatim. Audio recordings are available upon request.

HANDOUT 1

109:2-8 School Resource Officer Training

109:2-8-01 Definitions

When used in Chapter 109:2-8 of the Administrative Code:

- (A) "Commission" means Ohio peace officer training commission;
- (B) "Executive director" means the executive director of the commission;
- (C) "Peace Officer" has the same meaning as in division (A)(1) of section [109.71](#) of the Revised Code;
- (D) "School resource officer" means a peace officer who is appointed through a memorandum of understanding between a law enforcement agency and a school district to provide services to a school district or school as described in this section;
- (E) "Training entity" means the national association of school resource officers, the Ohio school resource officer association, or the Ohio peace officer training academy;
- (F) "Curriculum" means all the course materials used to conduct school resource officer training, including lesson plans, student performance objectives, and student evaluations or examinations.
- (G) "School resource officer training" means a training program run by an approved training entity that satisfies the training requirements in section 3313.951(B)(1)(b) and 3313.951(B)(3) of the Revised Code and this chapter of the Ohio Administrative Code.

109:2-8-02 Approval of Training Programs

- (A) After the effective date of this rule, no training entity shall conduct school resource officer training unless their curriculum has been approved by the commission.
- (B) Training entities seeking approval to conduct school resource officer training shall submit their curriculum to the executive director for approval.
- (C) At least once every five years, or when curriculum updates are desired, training entities shall resubmit their curriculum for review and approval by the executive director to ensure that course materials are current.
- (D) Training entities are encouraged to continually update their curriculum to incorporate current best practices for both the course materials as well as methods of instruction.
- (E) At any time the executive director may request to review a portion or all of a training entity's curriculum.
- (F) The executive director shall approve training entities if their curriculum meets the requirements of rules 109:2-8-03 and 109:2-8-04.
- (G) If the executive director does not approve, or revokes approval of, a training entity's curriculum, the executive director shall notify the training entity in writing and shall advise the training entity that they 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.

(H) 109:2-8-03 Training Requirements

(A) Approved school resource officer training curriculum shall cover the following topics:

- (1) School campuses;
- (2) School building security needs and characteristics;
- (3) The nuances of law enforcement functions conducted inside a school environment, including:
 - (a) Understanding the psychological and physiological characteristics consistent with the ages of the students in the assigned building or buildings;
 - (b) Understanding the appropriate role of school resource officers regarding discipline and reducing the number of referrals to juvenile court; and
 - (c) Understanding the use of developmentally appropriate interview, interrogation, de-escalation, and behavior management strategies.
- (4) The mechanics of being a positive role model for youth, including appropriate communication techniques which enhance interactions between the school resource officer and students;
- (5) Providing assistance on topics such as classroom management tools to provide law-related education to students and methods for managing the behaviors sometimes associated with educating children with special needs;
- (6) The mechanics of the laws regarding compulsory attendance, as set forth in Chapter 3321. of the Revised Code;
- (7) Identifying the trends in drug use, eliminating the instance of drug use, and encouraging a drug-free environment in schools;
- (8) Any other topics the commission requires.

(B) Training entities shall also meet any instructor to student ratios as set by the executive director.

(C) These training topics and requirements are minimum requirements. Training entities are encouraged to exceed the training required by this rule.

109:2-8-04 Instructors, facilities and documentation of training.

- (A) Scheduling, facilities, instructors, testing, and documentation of training will be the responsibility of each training entity. Training on all curriculum approved by the commission must be provided.
- (B) Each training entity shall issue certificates of completion to peace officers that successfully complete the training program.
- (C) The training shall be conducted only by instructors who meet at least one of the following criteria:
 - (a) The individual has five years of full-time law enforcement experience and meets at least one of the following criteria:
 - (i) The individual is a commission-certified peace officer basic training instructor; or
 - (ii) The individual has, at a minimum, a four-year college degree; or
 - (iii) The individual has completed an instructional skills course approved by the executive director; or
 - (b) The individual is a certified or licensed professional and is providing instruction in a subject area directly related to the field for which the individual is certified or licensed.
 - (c) The individual and the training program the individual is conducting has been pre-approved by the executive director.
- (D) Training entities shall maintain records of attendance and certificates of completion for peace officers that successfully complete school resource officer training. All such records shall be kept on file by the training entity in accordance with their records retention schedules, but in no event should the records be retained less than five years. The records shall be made available to the executive director for inspection upon request.
- (E) Law enforcement agencies shall maintain certification records for peace officers appointed by that agency that function as a school resource officer in accordance with their records retention schedules.

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

(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 training or education and who is appointed 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 make a determination of 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 within the previous four years shall only be required to complete all statutorily mandated peace officer basic training topics as well as topics that contain 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 the 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, 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 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 [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.

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HANDOUT 3

109:2-9-11 Credit for prior equivalent training, and training requirements upon re-appointment.

(A) Credit for prior equivalent training or education.

- (1) An individual who has successfully completed prior training or education, other than basic training for full-service corrections officers under the auspices of the Ohio peace officer training commission, and who is required to complete the corrections school as prescribed in rule [5120:1-8-18](#) of the Administrative Code may request credit for that portion of the curriculum 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; a branch of the 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 make a determination of the training the person shall be required to complete in a commission-approved corrections training school.
- (3) Credit for equivalent training may also be given under this rule for experience when the applicant, through a means that the executive director has approved in advance, demonstrates 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.
- (4) 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 section [119.06](#) or [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.

(B)

- (1) Upon appointing a person to a correctional officer position as described in paragraph (F) of rule [109:2-9-01](#) of the Administrative Code, 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 correctional officer. Such request will be made on a form provided by the executive director and shall be submitted immediately upon appointing the officer.
- (2) Persons who have completed required training and who have not been appointed as a correctional officer for one year or less shall remain eligible for appointment and shall not be required to complete additional specialized or other training to remain eligible for appointment.
- (3) Persons who have completed required training and who have not been appointed as a correctional officer for more than one year but less than four years shall, within one year of appointment, successfully complete any specialized training, and any other training deemed appropriate by the appointing authority.
- (4) Persons who have completed required training and who have not been appointed as a correctional officer for more than four years shall, upon appointment, complete entry level training required of their position as prescribed in rule [109:2-9-02](#) of the Administrative Code.
- (5) Notwithstanding the training requirements set forth in paragraphs (B)(2), (B)(3), and (B)(4) of this rule, a member of the national guard or a military reservist who has previously been appointed as a correctional officer and has been awarded a certificate of successful completion of basic training by the executive director and has not been appointed as a correctional 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 correctional officer and shall not be required to meet the training requirements set forth in paragraphs (B)(2), (B)(3), and (B)(4) 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.

HANDOUT 4

109:2-11-11 Time requirements for certification, credit for prior equivalent training, and training requirements upon re- appointment.

- (A) All persons described in paragraph (G) of rule 109:2-11-01 of the Administrative Code shall successfully complete training required for their position as prescribed in rule 5120:1-10-18 of the Administrative Code as well as any other training prescribed by the executive director.
- (B) Persons described in paragraphs (H) and (I) of rule 109:2-11-01 of the Administrative Code may complete the training prescribed in rules 5120:1-10-18 and 5120:1-12-18 of the Administrative Code and as is prescribed by the executive director. Ohio peace officer training commission approved training for the persons described in this paragraph is optional for the local agency.
- (C) Credit for prior equivalent training or education.
 - (1) An individual who has successfully completed prior training or education, other than basic training for twelve-day or twelve- hour facility corrections officers under the auspices of the Ohio peace officer training commission, and who is required to complete the jailer training school as prescribed in rule 5120:1-10-18 or 5120:1-12-18 of the Administrative Code may request credit for that portion of the curriculum which is equal to training previously completed. Training or education which will be accepted may include, but is not limited to: training or education certified by another state; another government agency; a branch of the 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 make a determination of the training the person shall be required to complete in a commission approved jailer training school.
 - (3) Persons who have received training in subject control within the previous two years may petition for waiver of that training with proper documentation.
 - (4) Persons holding current, nationally recognized first aid and CPR cards may petition for waiver of that training with proper documentation.
 - (5) No credit shall be given under this rule for experience which is not part of a formal training or educational program.
 - (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 section 119.06 or 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.
- (D) Re-appointment. Training requirements
 - (1) Upon appointing a person to a corrections officer position as described in paragraph (G) or (I) of rule 109:2-11-01 of the Administrative Code, 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 corrections officer. Such request will be made on a form provided by the executive director and shall be submitted immediately upon appointing the officer.
 - (2) All persons who have completed required training and who have not been appointed as a corrections officer for less than one year may maintain their eligibility for re-appointment provided no specialized training has been mandated. If specialized training has been mandated, the specialized training shall be completed within one year of re-appointment.
 - (3) All persons who have completed required training and who have not been appointed as a corrections officer for one year or more but less than four years shall, within one year of re-appointment, successfully complete any specialized training, any training deemed appropriate by the appointing authority, and successfully complete the state examination as prescribed in rule 109:2-11-10 of the Administrative Code.

- (4) All persons who have completed required training and who have not been appointed as a corrections officer for more than four years shall, upon re-appointment, complete entry level training required of their position as prescribed in rule 109:2-11-02 of the Administrative Code.
- (5) Notwithstanding the training requirements set forth in paragraphs (D)(2), (D)(3), and (D)(4) of this rule, a member of the national guard or a military reservist who has previously been appointed as a corrections officer and has been awarded a certificate of successful completion of basic training by the executive director and has not been appointed as a corrections 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 corrections officer and shall not be required to meet the training requirements set forth in paragraphs (D)(2), (D)(3), and (D)(4) 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 .

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