

# Georgia Peace Officer Standards and Training Council

## Executive Director's Message

*The Honorable Nathan Deal, Governor  
Members of the Georgia General Assembly  
Citizens of the State of Georgia*



**I** respectfully submit the Fiscal Year 2013 Annual Report of the Georgia Peace Officer Standards and Training Council.

The Council is committed to being recognized as a leader in the law enforcement community. This leadership is being accomplished through the various initiatives that P.O.S.T. has implemented.

The P.O.S.T. Operations Division is responsible for providing administrative support with various projects and special services. Some of the projects that are currently in the works are:

- *Field testing of Certification Exam*
- *Upgrade of the POST website, with increased functionality*

In FY13, the Certification and Training Division included but were not limited to:

- *Updated POST Data Gateway functions to assist agencies with the use of this technology*
- *Implemented re-certification for peace officers and initiated re-certification training classes*
- *Issued suspensions for failure to complete the 2013 required annual training*

P.O.S.T. has also made great strides in the investigation process. The Investigations Division currently has eight full time investigators, one part-time investigator, and one vacant position, serving regions throughout the State.

I am proud of Georgia P.O.S.T. Council's accomplishments for Fiscal Year 2013. It is my desire that as you read this report you will see that we are committed to the law enforcement community and to the citizens of Georgia. We look to the future with excitement, knowing that there are many goals yet to be realized.

Respectfully Yours,  
Ken Vance, Executive Director

# MISSION



*It is the mission of the Georgia Peace Officer Standards and Training Council (P.O.S.T.) to provide the citizens of Georgia with qualified, professionally trained, ethical and competent peace officer and criminal justice professionals.*

*The Georgia P.O.S.T. Council administers the regulatory process, sets the standards for training and certification, and provides essential technical assistance to the law*

# VISION

**P.O.S.T. envisions a professionally trained and ethical criminal justice profession. This is accomplished by:**

- ✓ *Establishing and implementing high standards, developing and facilitating contemporary training curricula and programs.*
- ✓ *Holding criminal justice professionals to a higher standard.*
- ✓ *Providing the citizens of Georgia with the best protection in the nation.*

## **Georgia P.O.S.T. Council**

*The Georgia Peace Officer Standards and Training Council (P.O.S.T.) was established in 1970 by the Georgia General Assembly as a regulatory body. The composition of the Council, its power, and function is established in Title 35 Chapter 8 of the Official Code of Georgia, Annotated. The Council consists of nineteen voting members and is supported by an advisory board. The voting members include:*

<b>Sheriff Mike Yeager, Chairman</b>	<b>A Peace Officer</b>
<b>Chief Brian Golden, Vice-Chairman</b>	<b>A Peace Officer</b>
<b>Sheriff Mike Jolley- Secretary</b>	<b>A County Sheriff</b>
<b>Mayor Margaret Evans</b>	<b>A City Manager or Mayor</b>
<b>Commissioner Tom McMichael</b>	<b>A County Commissioner</b>
<b>Chief Keith Glass</b>	<b>Chief of Police</b>
<b>Commissioner James R. Williams Jr.</b>	<b>Association County Commissioners of Ga. or Designee</b>
<b>Lt. Steve Hyman</b>	<b>A Municipal Police Officer other than a Chief of Police</b>
<b>Sgt. Dolly Johnson</b>	<b>A Municipal Police Officer Other than a Chief of Police</b>
<b>Mayor Bill Trapnell</b>	<b>President of the Georgia Municipal Association Or Desingee</b>
<b>Inspector Garry Moore</b>	<b>Director of the Georgia Bureau of Investigation or Designee</b>
<b>Mr. Don Banks</b>	<b>Member other than the Attorney General</b>
<b>Chief Frank Waits</b>	<b>President of the Georgia Association of Chiefs of Police</b>
<b>Warden Johnny Weaver</b>	<b>President of the Georgia Prison Wardens' Association</b>
<b>Sheriff Howard Sills</b>	<b>President of the Georgia Sheriffs' Association</b>
<b>Major Stephen Adams</b>	<b>President of the Peace Officers Association of Georgia</b>
<b>Director Michael Nail</b>	<b>The Chairman of the State Board of Pardons and Paroles or Designee</b>
<b>Director Stan Cooper</b>	<b>The Commissioner of Corrections or Designee</b>
<b>Lt. Col. Russell Powell</b>	<b>The Commissioner of the Department of Public Safety</b>

## **Georgia P.O.S.T. Council Advisory Members**

*The advisory members are appointed by the Council Chairman, and it is their responsibility to serve in an advisory capacity and represent a cross section of the criminal justice system. The advisory members are:*

<b>Deputy Comm. Michael McNeely</b>	<b>Department of Juvenile Justice</b>
<b>Director Tim Bearden- State Officer</b>	<b>Georgia Public Safety Training Center</b>
<b>Executive Director Frank V. Rotondo- Association Director</b>	<b>Georgia Association of Chiefs of Police</b>
<b>Executive Vice President Terry Norris- Association Director</b>	<b>Georgia Sheriffs' Association</b>
<b>Cpt. Walter Rabon</b>	<b>Dept. of Natural Resources</b>
<b>Dr. Archie Rainey- Academician</b>	<b>Columbus State University</b>
<b>Lt. Barry Woodward</b>	<b>Communications Division</b>
<b>Marshal Steve Smith- Marshal</b>	<b>Richmond County Marshal's Office</b>
<b>Director Angie Holt</b>	<b>Georgia Internal Affairs Investigators Association</b>
<b>Dean Tom Bojo Technical College System</b>	<b>Ga. Northwestern Technical College</b>
<b>Chief Jimmy Williamson Campus Police</b>	<b>University of Georgia Police Dept.</b>

# Georgia Peace Officer Standards and Training Council

**Sheriff Mike Yeager, Chairman**

**Chief Bryan Golden, Vice-Chairman**

**Sheriff Mike Jolley, Secretary**

## **Training Standards Committee:**

James (Bubba) Williams,  
Chairman  
Mike Jolley, Vice-Chairman  
Margaret Evans  
Steve Hyman  
Billy Trapnell  
Russell Powell  
Johnny Weaver

## **Advisory Members:**

Tim Bearden  
Steve Smith  
Terry Norris  
Barry Woodward  
Walter Rabon  
Tom Bojo

## **Probable Cause Committee:**

Michael Nail, Chairman  
Dolly Johnson, Vice-  
Chairman  
Mike Yeager  
Keith Glass  
Bryan Golden

## **Executive Committee:**

Mike Yeager, Chairman  
Bryan Golden, Vice-  
Chairman  
Sheriff Mike Jolley, Secretary  
Michael Nail, PCC  
James (Bubba) Williams,  
Training Stds.  
Tom McMichael, Cert.

## **Certification Committee:**

Tom McMichael, Chairman  
Garry Moore, Vice-Chairman  
Don Banks  
Stephen Adams  
Howard Sills  
Frank Waits  
Stan Cooper

## **Advisory Members:**

Frank Rotondo  
Archie Rainey  
Angie Holt  
Michael McNeely  
Jimmy Williamson

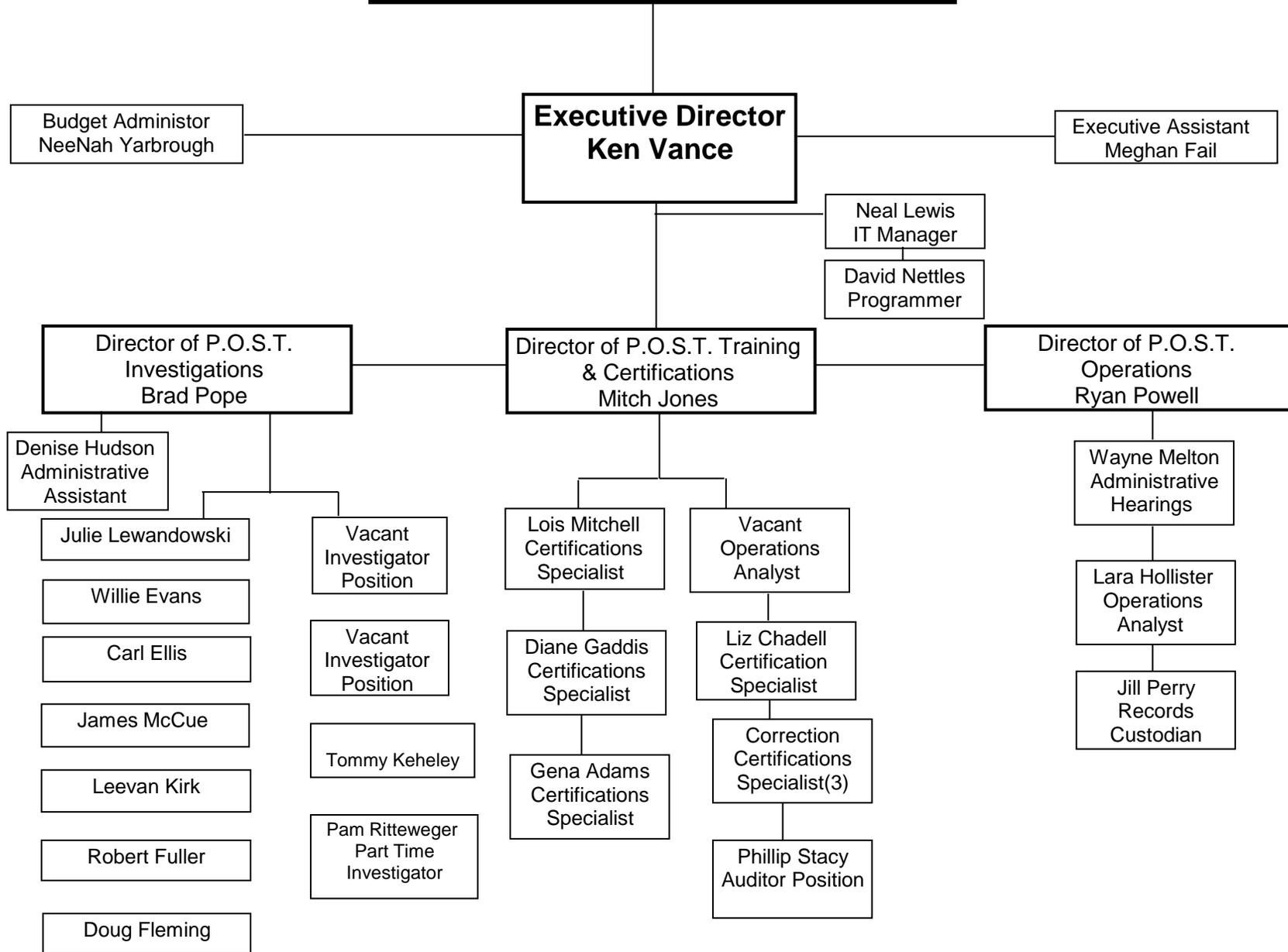
## Georgia P.O.S.T. Council Staff Executive Director

*The Council's rules and policies are executed by a professional and clerical staff, which operates under the supervision of the Executive Director. The Executive Director is responsible for planning, organizing and directing the administration of a statewide program involving over 58,000 officers actively employed by over 1000 agencies.*



- ◆ Appointed by Governor Sonny Perdue as Executive Director of the Georgia Peace Officer Standards and Training Council, August 15, 2007 - Present
- ◆ Georgia College & State University, Director of Public Safety/University Police Chief, October 1, 1982 – August 15, 2007
- ◆ City of Milledgeville- Councilman, 1981 - Present
- ◆ Baldwin County Board of Education, High School English Teacher, 1980-1985
- ◆ Baldwin County Sheriff's Department, Deputy Sheriff, 1976-1982
- ◆ Monroe Police Department, Peace Officer, 1975-1976
- ◆ Peace Officer Standards & Training Council-Executive Board- Chairman & Vice-Chairman: Probable Cause Committee-Chairman
- ◆ State of Georgia Municipal Training Institute-Chairman, 8 years
- ◆ State of Georgia E-911 Board
- ◆ Georgia Municipal Association Board of Directors
- ◆ University of Arkansas, Master of Fine Arts
- ◆ Georgia College, Bachelor of Arts
- ◆ Young Harris College, Associate of Arts Degree

# Georgia P.O.S.T. Council



## Purpose

*The purpose of the Georgia P.O.S.T. Council is to ensure that only qualified and well-trained persons are certified as peace officers in this state. In order to attain the goals, the Council has been given the statutory authority to enforce those qualifications and training requirements enumerated by laws to:*

- ✓ Research, plan, and establish policy relative to peace officer training
- ✓ Develop, adopt, and issue advanced or professional peace officer certificates based on education, training, and experience
- ✓ Determine whether a peace officer candidate has met legal pre-employment and training requirements
- ✓ Refuse to grant a certificate or to discipline certified peace officers and exempt officers who have not met or have failed to maintain the minimal standards of acceptable and prevailing practices of peace officers
- ✓ Provide technical assistance as requested by law enforcement units
- ✓ Provide and administer the certification of persons qualified to operate speed detection devices and withdraw and suspend such certifications
- ✓ Establish minimum qualifications for school directors and certify those qualified
- ✓ Certify instructors and withdraw or suspend such certifications
- ✓ Establish and modify the curriculum, including methods of instruction, composing the basic course
- ✓ Evaluate schools annually for recertification
- ✓ Withdraw or suspend certification of schools or school directors who fail to continue to meet or maintain, at any given time, the criteria and qualifications required
- ✓ Enforce those qualifications and training requirements enumerated by laws
- ✓ Ensure standards are maintained by peace officers
- ✓ Take corrective action against officers who violate standards
- ✓ Develop and adopt quality training for all peace officers

*The staff of the Georgia P.O.S.T. Council consists of the Executive Office and 3 divisions:*

- *Certification and Training Standards Division*
- *Investigations Division*
- *P.O.S.T. Operations*

# Certification and Training Standards Division

*The primary function of the Certification and Training Standards Division is to ensure compliance, by agencies and peace officers, of qualifications and training requirements enumerated in the P.O.S.T. Act. Some major responsibilities include:*

- Process applications for peace officer certification
- Issue of basic certification
- Certify speed detection device operators
- Provide technical assistance to agencies
- Processing of specialty certifications
- General and Specialty Instructors Certification

- Division Reports:**
- Agency rosters
  - Demographic reports
  - Individual personnel and training histories
  - Agency deficiency reports

## Certification of Peace Officers

*All employees of any agency that are granted the full rights and powers under the definition of a peace officer as defined by the P.O.S.T. Act must be certified by P.O.S.T.*

*Peace officer applicants must complete ALL certification requirements before employment. Once the pre-employment requirements are met, an authorization for training is issued.*

*Certifications issued by the Council include:*

### BASIC CERTIFICATIONS

- Basic Law Enforcement
- GBI Investigator
- Sheriff
- Communications Officer
- Narcotics Agent
- Correctional Officer
- Probation Officer
- Parole Officer
- Jail Officer
- Forensic Scientist (GBI only)
- Basic Juvenile Correctional Officer
- Municipal Probation Officer
- Communication Officer

### SPECIALTY CERTIFICATIONS

- Radar
- Laser
- Vascar
- Field Training Officer
- Identification Technician
- Departmental Training Officer
- General & Specialty Instructors
- Career Development Certifications
- Arson Investigator
- Bomb Technician
- Handler of Animal Trained to Detect Explosives
- Senior and Master Instructor Trainer

## Recognition of Law Enforcement Agencies

*All agencies covered by the P.O.S.T. Act or those permitted to voluntarily comply with the Act can be recognized by P.O.S.T. Those requesting recognition must submit to P.O.S.T. a copy of the ordinance or law that established their authority as a law enforcement agency, along with a request for recognition from appointing authority. Once approved, the agency is supplied with an identification number and all paperwork necessary to conduct business with P.O.S.T.*

# CERTIFICATION PROCESS



1. Application Signed and Notarized
2. Criminal / Traffic History Complete
3. Background / Oath Information )
4. Physician's Affidavit ( M.D./ Surgeon)
5. High School or GED Certificate
6. Military Information if Applicable
7. Entrance Exam
8. NCIC / GCIC Printout is Complete
9. Processed GCIC-FBI Fingerprint cards

**APPLICATION SUBMITTED AND REVIEWED TO DETERMINE IF QUALIFIED  
O.C.G.A 35-8-8**

**APPLICANT IS EMPLOYED BY A LAW ENFORCEMENT AGENCY or APPLIES TO ATTEND BASIC L.E. COURSE AS A PRE-SERVICE CANDIDATE**



*POST FORM 2*

**APPLICANT COMPLETES MANDATORY BASIC TRAINING  
O.C.G.A. 35-8-9**



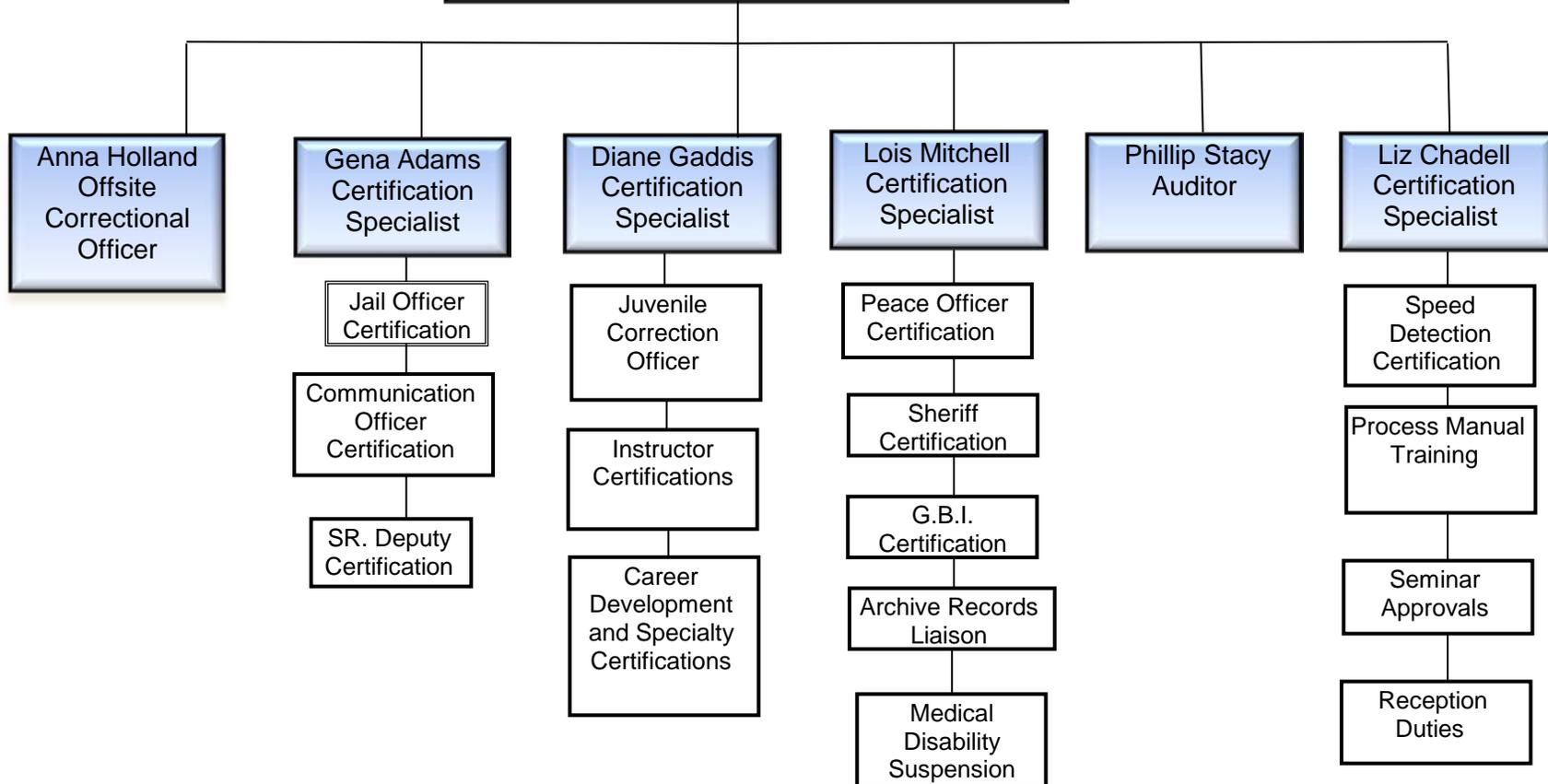
**CERTIFICATION AWARDED BY P.O.S.T. COUNCIL**

**NOTIFICATION / COMPLETED POST FORM 2 SENT TO P.O.S.T. HEADQUARTERS ADVISING SUCCESSFUL COMPLETION**



# Georgia P.O.S.T. Council Certification & Training Standards Division

**Mitch Jones**  
Division Director



<b>PEACE OFFICER STATISTICS</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
<b>BASIC CERTIFICATIONS</b>						
Peace Officer	2,278	2,041	2,105	1,958	2,117	1,756
Chaplain	15	35	22	20	0	0
Jail Officer	1,872	1,758	1,476	1,246	1,317	1,353
Communication Officer	401	582	683	401	396	414
Juvenile Correctional Officer	514	555	388	343	577	669
State Correctional Officer	2,088	1,268	1,091	1,142	1,881	2,021
Parole & Probation Officer	158	170	153	152	179	191
GBI Agent	42	0	0	0	16	0
County Correctional Officer	0	0	0	0	0	0
<b>TOTAL BASIC</b>	<b>7,368</b>	<b>6,409</b>	<b>5,918</b>	<b>5,262</b>	<b>6,483</b>	<b>6,404</b>
<b>EXEMPT REGISTRATIONS</b>						
Peace Officer(Retired)	7	0	1	2	2	5
Federal Officer	19	9	12	0	0	0
<b>TOTAL BASIC EXEMPT</b>	<b>26</b>	<b>9</b>	<b>13</b>	<b>2</b>	<b>2</b>	<b>5</b>
<b>SPECIALTY CERTIFICATIONS</b>						
Arson Investigator	16	10	17	25	24	15
Field Training Officer	636	456	541	464	570	595
Radar Operator	1,299	3,017	2,944	3,130	1,072	681
Instructor	894	672	669	581	640	924
I.D. Technician	31	44	24	41	0	0
Laser Operator	709	610	748	660	640	690
Sheriff	0	0	6	2	0	12
Traffic Accident Reconstruction	0	0	0	0	0	8
<b>CAREER DEVELOPMENT</b>						
Intermediate	195	174	146	224	186	225
Advanced	119	115	104	150	141	141
Supervisory	60	112	162	143	156	166
Management	24	66	90	74	76	95
Executive	4	9	10	8	9	9
Senior Instructor Trainer	63	31	31	29	46	66
Master Instructor Trainer	4	8	5	4	8	5
Senior Deputy	26	51	37	30	44	9
Departmental Training Officer	7	0	15	36	36	20
Bomb Techs. & Animal Handler	16	16	8	12	16	7
Jail Training Officer	6	11	12	1	9	1
Comm. Training Officer	20	21	8	5	1	0
Crime Scene Tech	0	0	0	0	26	23
<b>TOTAL SPECIALTY CERTIFICATIONS</b>	<b>4,129</b>	<b>5,423</b>	<b>5,577</b>	<b>5,619</b>	<b>3,700</b>	<b>3,692</b>
<b>TOTAL ALL CERTIFICATIONS</b>	<b>11,523</b>	<b>11,841</b>	<b>11,508</b>	<b>10,883</b>	<b>10,185</b>	<b>10,101</b>

## Training Standards Division

The **Training Standards Division** is responsible for the functions related to development, evaluation and management of peace officer training. Other major responsibilities include:

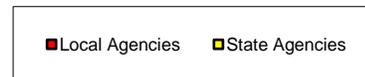
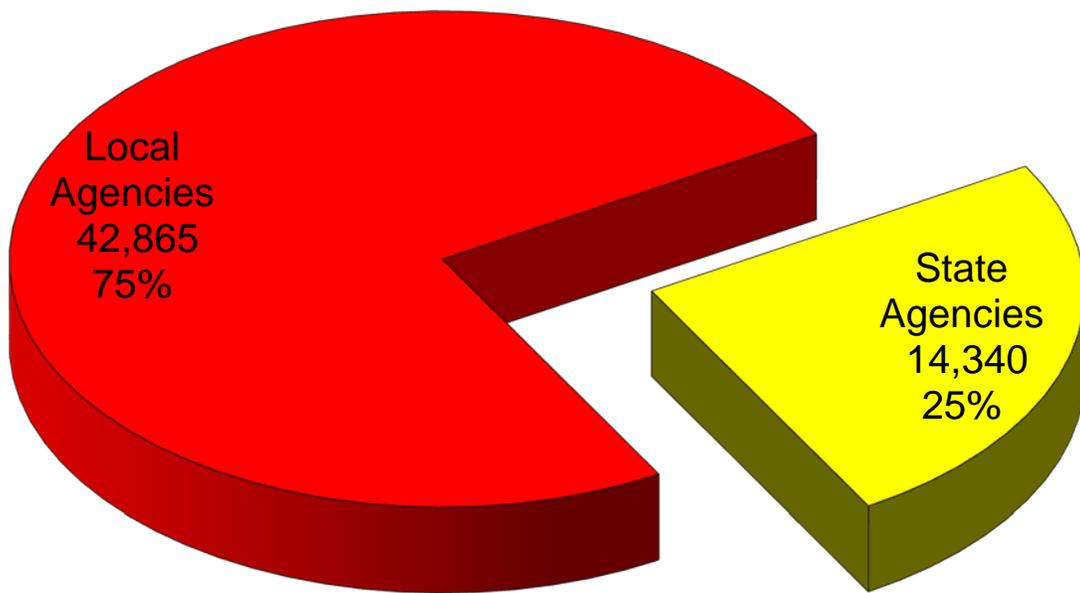
- Curriculum development, modification and maintenance
- Examination development and validation
- Administration of required exams
- Research and development
- Performing quality control functions on basic and advanced-level training
- Processing of school, school director, and functions relating to instructor certification
- Development and coordination of the Instructor Training Course
- Out-of-State course equivalency ratings for approval/disapproval
- Technical assistance to ten regional police academies
- Processing and evaluating new course recognition requests

### Special Operations of the Training Standards Division

The **Training Standards Division** has additional responsibilities that ensure the peace officers of Georgia are receiving the highest quality and most up to date training that is available. These responsibilities include, but are not limited to:

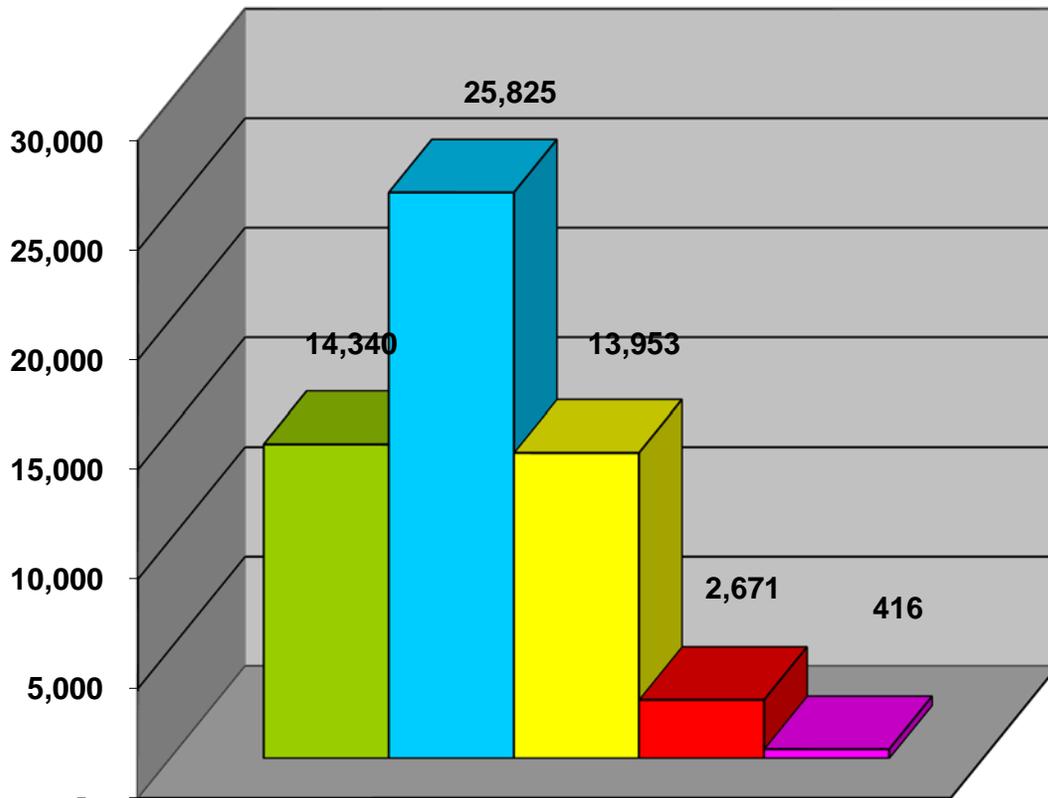
- Continuous update of the Basic Law Enforcement Master Question Bank
- Continue to score and validate the POST Entrance Exam to guarantee compliance with E.E.O.C. guidelines and ensure that no adverse impact occurs with any protected classes of persons
- Process and review Basic Course Completion packages (50-60 yearly) to ensure compliance with POST rules and policy
- Process and review peace officers' requests for waiver of the 20 hour annual training requirement

# Georgia Peace Officers

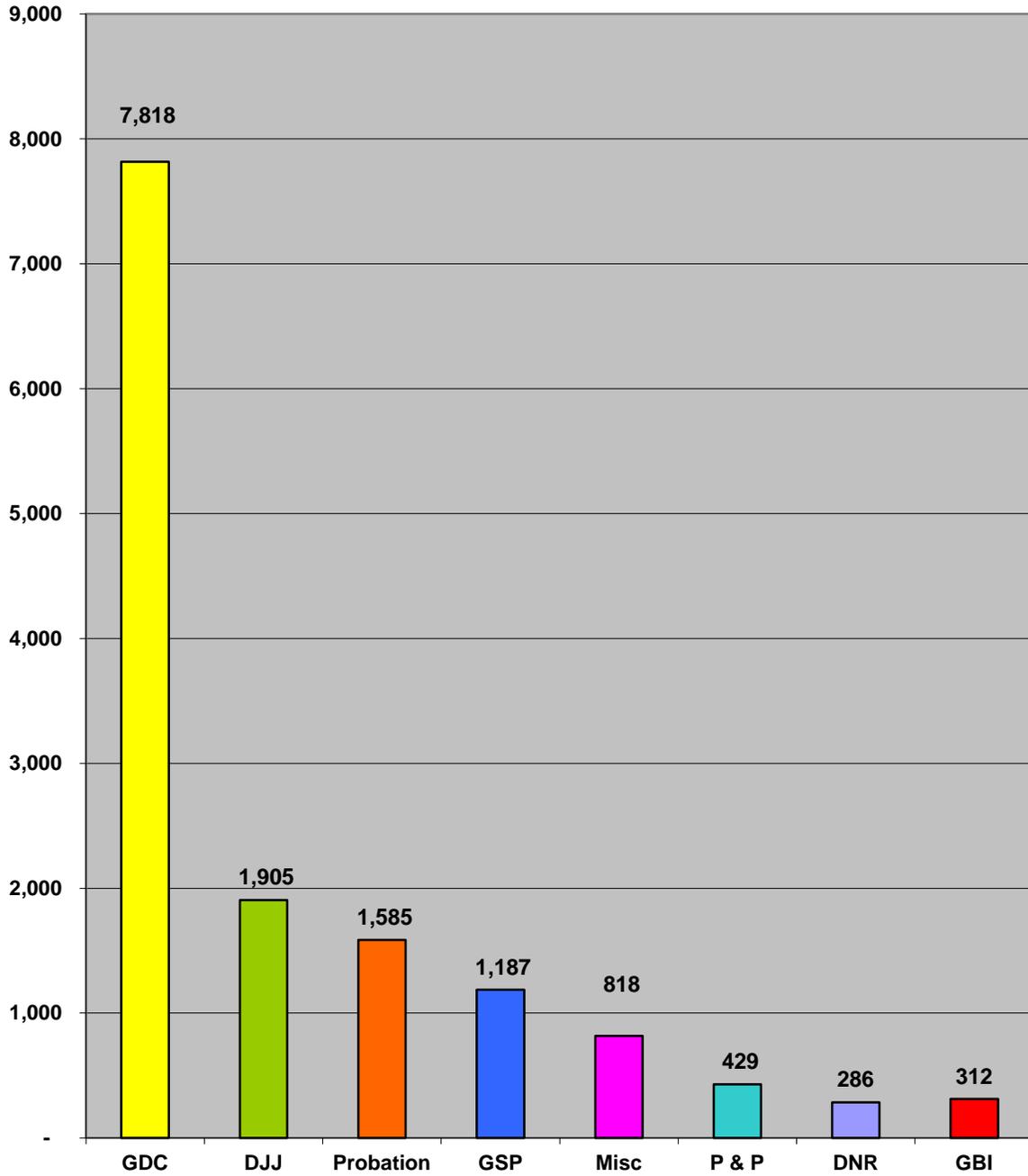


**Total 57,205**

# Peace Officer Population by Government Type



# Employed by State Agencies



## *Investigations Division*

*The Georgia Peace Officer Standards and Training Council has discretionary authority by law, to discipline officers. Disciplinary action is taken in the form of sanctions against an officer's certification. Action is based on the preponderance of evidence that they were in violation of the P.O.S.T. Act (O.C.G.A. §35-8 as amended).*

### *Discipline/Investigation of Officers*

*This division is responsible for investigating terminations of officers, suspensions of more than 30 days, and alleged criminal involvement of any officer. The investigator then reports to the P.O.S.T. Council Probable Cause Committee (PCC) for further action/recommendation. The PCC recommends a sanction to the Council, which may include: (a) Revocation of Certification; (b) Suspension of Certification; (c) Probation; or (d) Sanctions as permitted by Law, (O.C.G.A. 35-8-7.1(11)). During FY 201 there were 111 felony arrest/indictment suspension orders issued.*

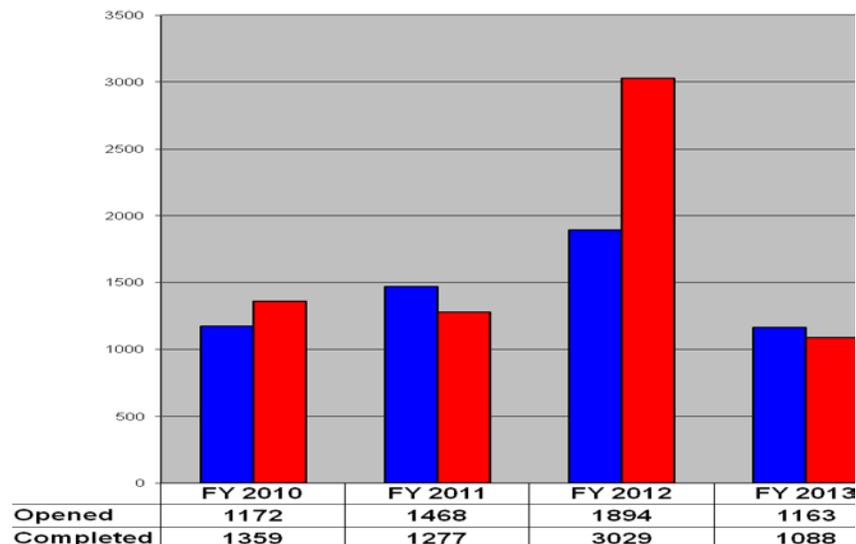
### *Audits of Law Enforcement Agencies*

*P.O.S.T. audits agencies that fall under the P.O.S.T. Act for compliance with the Act. P.O.S.T. received approval to hire a full time Auditor, but due to lack of funding this position could not be filled and remains vacant; therefore, no agency audits were performed resulting in no compliance violations.*

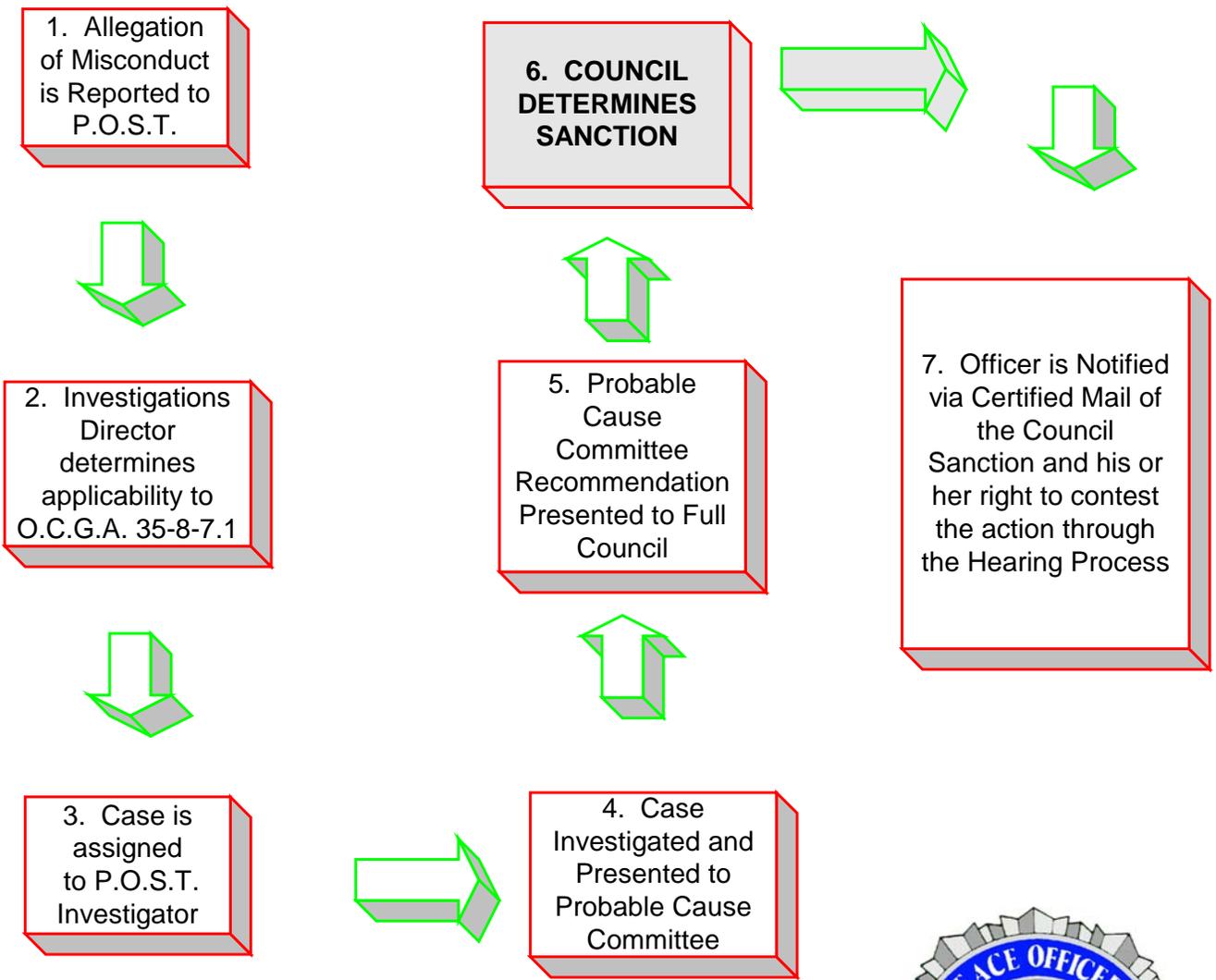
### *Technical Assistance*

*The investigation division also provides technical assistance to the law enforcement agencies and their officers in matters relating to the P.O.S.T. Act.*

## **Case Statistics**



**GEORGIA PEACE OFFICER  
STANDARDS AND TRAINING  
COUNCIL  
Investigations Division**



## *Hearings*

*Officers are entitled to challenge sanctions imposed on their certification by the Georgia Peace Officer Standards and Training Council. The officer's due process is afforded through an administrative hearing in accordance with the Georgia Administrative Procedures Act (O.C.G.A. §50-13).*

*It is estimated that over 15% of the officers sanctioned by the Council appeal within the allotted fifteen (15) day period by filing a written request for a hearing. Once received, a "pre-hearing conference" is scheduled with the affected officer, the officer's legal representative, and a member of the Attorney General's Office. During a pre-hearing conference, a negotiated settlement is explored. The Attorney General makes a recommendation as to whether to proceed to a formal hearing or suggest an alternative.*

*Unsettled cases are forwarded to the Office of State Administrative Hearings (O.S.A.H.). A Special Assistant Administrative Law Judge is assigned by the Chief Judge of O.S.A.H. to preside in a contested case and schedules a complete evidentiary hearing in the disputed matter. Upon conclusion, the Judge will render a "Final Decision" (conclusion is the same as Council's action) or an "Initial Decision" (conclusion differs from Council's action). Initial Decisions are reviewed by the Georgia Peace Officer Standards and Training Council through a "Final Agency Review". Officers may appeal all decisions in Superior Court as a matter of law. During Fiscal year 2013 there were 165 pre-hearing conferences held.*

**GEORGIA PEACE OFFICER  
STANDARDS AND TRAINING COUNCIL  
Administrative Hearings**

OFFICER IS NOTIFIED  
VIA CERTIFIED MAIL  
OF SANCTION  
IMPOSED BY P.O.S.T.  
COUNCIL

CASE IS  
FORWARDED FOR  
A PRE-HEARING  
CONFERENCE TO  
BE SCHEDULED

OFFICER  
CHALLENGES  
SANCTION / REQUEST  
HEARING

SETTLEMENT  
REACHED /  
APPROVED BY  
CHAIRMAN

FILE DUPLICATED  
& FORWARDED TO  
ATTORNEY  
GENERAL'S OFFICE

PREHEARING  
CONFERENCE  
A.G. / RESPONDENT/  
AND P.O.S.T.

PROCEED TO  
FULL HEARING

A.L.J. DECISION IS  
SAME AS COUNCIL  
FINAL ACTION

A.L.J. DECISION IS  
DIFFERENT THAN COUNCIL  
FINAL AGENCY REVIEW

OFFICE OF STATE  
ADMINISTRATIVE  
HEARINGS  
CONDUCTS  
HEARING

OFFICER MAY APPEAL A.L.J.  
DECISION OR AGENCY DECISION IN  
SUPERIOR COURT

## ***P.O.S.T. Operations Division***

*The **P.O.S.T. Operations Division** is responsible for providing administrative support and special services. Other major responsibilities include:*

- Certification Examination
- Custodian of Records- Open Records Request
- Curriculum Revision
- Special Projects
- Media Relations
- Rule Revisions
- Networking/Computer System Maintenance
- Technology Support for Headquarters & Field Officers

*During FY 2013 P.O.S.T. responded to approximately 5,012 Open Records Requests. This Division is tasked with searching for and implementing new processes that will make the agency more efficient.*

### ***Maintenance of P.O.S.T. Computer System/Peace Officer Records***

*P.O.S.T.'s Data Communications Section maintains the following records on the P.O.S.T. computer system:*

- |  |  |
|--|--|
| <b><i>A. Personnel History</i></b>   | <b><i>G. Training Course Completions</i></b> |
| <b><i>B. Employment History</i></b>  | <b><i>H. Certification/Registration</i></b>  |
| <b><i>C. Discipline</i></b>  | <b><i>I. Terminations</i></b>                |
| <b><i>D. Training Courses</i></b>  | <b><i>J. Agencies</i></b>                    |
| <b><i>E. Chief Executives</i></b>  | <b><i>K. Advanced Certification</i></b>      |
| <b><i>F. Sheriffs'; Wardens'; and Chiefs'<br/>Current Training Histories</i></b> |  |

*P.O.S.T. maintains employment, certification and training records on over 115,000 officers. Of these, over 58,000 are actively employed in their field of certification.*

# P.O.S.T. Operations Division

**Director  
Ryan Powell**

**Operations Analyst  
Lara Hollister**

Monitors Probation Cases &  
Schedules Hearings

**Records Custodian  
Jill Perry**

Process Open Records  
Requests

*Major Accomplishments this past year were:*

- Rules Revisions*
- Field Testing the Certification Exam*
- Implementation of Officer Re-Certification*

