



**GUAM PEACE OFFICER STANDARDS
& TRAINING COMMISSION (POST)**
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P.O.S.T. COMMISSION MEETING MINUTES
Thursday, January 22, 2020

I. Called to Order. The P.O.S.T. (“POST”) Commission meeting of January 22, 2020, meeting was called to order at 9:12 a.m. by Mr. Robert “Bob” Camacho, POST Commission Executive Director, was held in Room 112 in the Learning Resource Center (Library) in Mangilao, Guam.

Roll Call by Agency/Department:

Member-agencies/other agencies: Please refer to the sign-in sheet. Quorum was established. Representatives from Guam Airport Police, Guam Attorney General’s Office, Guam Customs & Quarantine Agency, Department of Corrections, Unified Courts of Guam-Marshal (Judiciary), Guam Fire Department, Unified Courts of Guam-Probation (Judiciary), Department of Youth Affairs. Due to schedule conflicts the Chairman and Vice Chairperson were not in attendance.

Documents Received. Document(s)/Packet: January 22, 2020 Agenda; November 21, 2019 P.O.S.T. Minutes; Guam POST Commission Application for Instructor Certification (For Agencies) DRAFT.

II. Review and Approval of the Minutes of November 21, 2019.

MOTION

M/S/C: (Customs/DYA): Motion was made to approve the Guam P.O.S.T. Commission Meeting Minutes of Thursday, November 21, 2019, with corrections. Unanimously approved, motion adopted.

III. Chairman Remarks. *No remarks at this time.*

IV. Interim Executive Director Remarks. *No remarks at this time.*

V. Old Business.

a. **Certification Updates – Templates Emailed.** The Executive Director informed the Commission that templates were emailed to all the members and want to ensure the agencies provide a response via email as soon as possible followed by a hard copy. Some agencies have not submitted an update. The Executive Director is available to answer any questions.

The Exec. Director mentioned there were some questions regarding the PFQT.

- If you took your test prior to December 2019, this covers the 2020 cycle.
- If agencies are conducting the annual PFQT certification training sometime between March-July 2020, the Exec. Director recommends doing so during November-December, which will be closer to the annual certification training.
- Conducting the PFQT certification training during November-December will make all agencies in sync.
- Please inform the Exec. Director if agencies have any issues regarding the certification process, such as individuals not completing the information.
- Would need to know this in case there are inquiries from the Guam Legislature, which has happened in the past.
- Status of agency POST Certifications need to be submitted to the POST Executive Director which was due November 2019.
- If not already submitted, please submit these as soon as possible.

b. **In Service Training Submission.** The Executive Director mentioned that for every agency there is in service training conducted, which is part of the law.

- That aside from the academy training, there is in service training specific for each agency whether the training is a couple of months or more.
- A week can even be considered in service (internal) training.
- To date, two agencies have submitted this.

c. **Supervisor, Management, and Executive Training.** The Executive Director mentioned that this is also a requirement of the POST Commission law.

- Past issues have come up regarding funding for these training sessions.
- As discussed in previous meetings, trainings received could be leadership training in the military, FLECSI, or courses taken at a higher institution, depending on the program.
- Agencies need to have this recorded to be in compliance with the law.
- Having programs in place is also good to have as senior officers retire, can then implement for incoming officers.
- Some agencies already have something in place as part of a national program such as the PoliceOne Academy, the National Institute of Corrections, Probation and Parole, etc.
- Agencies could also adopt something online and modify it for their particular agency.
- The Exec. Director urged agencies to please complete this requirement.

VI. New Business

a. Academy course Feedback – Instructor Training Survey Evaluation. The Exec. Director mentioned that he has been receiving concerns from training officers from the different agencies with regards to how some of the training is being conducted.

- The Exec. Director further mentioned that he is unable to address any issues unless he receives some type of report.
- Suggested having an evaluation form (survey) for recruits to fill out after course completion.
- This is one way to find out what can be done to maybe make improvements.
- Also suggested having a training conference with all the agencies in April 2020.
- Can discuss any issues about these trainings with GCC and also training within the agencies.
- Want to ensure there is a consistent and standard training for every agency.
- Want to avoid agencies having different course training and all should be standardized.

-Want to ensure course requirements are embedded into the program for POST certification such as interpersonal relations, cultural sensitivity, etc.

-Dr. Richard Fee is in attendance and will discuss this further.

b. Training Records Review. A review of agency records will begin in March 2020. The Exec. Director provided a schedule attached to today's agenda so he can meet with Training Officers at their agency.

-The Exec. Dir. will not be reviewing everyone's records but to randomly check files to ensure individuals are in compliance such as having certificates complete for in service training, etc.

-That is part of the Exec. Dir.'s duty to ensure individual's records are complete and agencies are in compliance.

-The Exec. Dir. just want to ensure that should issues arise and agencies are questioned, this will show agencies are managing it records for POST Certification compliance.

-A reminder notice will also be sent out.

c. Criminal Justice (CJ) – Mr. Pete Roberto is no longer in charge of CJ at GCC and is now the Associate Dean for GCC's School of Trade and Professional Services (TPS). Mr. Jose Munoz is currently in charge of CJ. The Exec. Director will be meeting with Mr. Munoz and others in CJ for a training conference in April 2020.

d. Instructor Certification Form – Approval Vote. The Exec. Director mentioned that during the last meeting the application for instructors was discussed and a form was developed.

-The form was previously emailed to all agencies and presented for the Commission's consideration. The final form will be emailed.

-The Exc. Dir. mentioned he wanted to ensure instructors/training officers within the agencies are POST certified in accordance with the law.

-Training officers should complete the application and attach their certificates.

-This form is also for accountability to have on record that training officers are certified.

-Customs recommended a header of the title of the form be added on the following pages.

-There was a question whether the list of what the training officers are qualified to train on should be added to the application.

-Suggestion for this is training could be listed, or each agency should already have a record of the training officer's qualifications on file should an audit be conducted.

-Another suggestion is a jacket just for the training instructor's application and attachments separate from a personnel jacket.

MOTION

M/S/C: (GFD/ARFF): Motion was made to approve the form for the Guam P.O.S.T. Commission Application for Instructor Certification (For Agencies). Unanimously approved, motion adopted.

e. Training Conference – Working Session needed with Training Officers and GCC CJ. The Executive Director mentioned this will happen sometime in April 2020. This conference should take care of any unresolved issues.

f. Guards and Armed Guards – Peace Officer Status. The Executive Director is aware that there are Guards and Armed Guards employed at some of the agencies.

-That he does not see anywhere in the POST law that designates Guards and Armed Guards as Peace Officers, although there are other positions listed.

-The only way to change or add to the list is to go before the Guam Legislature.

-Agencies have brought up the issue regarding POST Certifications for the Guards and Armed Guards.

-The Exec. Dir. will do further research to help change this.

-He will be off-island for three weeks in February 2020 but can finish compiling information by March 2020.

-Asked for each agency to email the position descriptions of their Guards and/or Armed Guards.

-The Exec. Dir. will then meet with Senators regarding this.

There were discussions regarding a public hearing before the Guam Legislature similar to this.

DYA clarified they are trying to work out its position descriptions and to overall re-summarize its whole status for Peace Officer requirements their Service Worker to Corrections Officer.

-Although DYA workers are not the same status as DOC Officers, they render the same services.

-Reclassifying the status of Youth Service Workers to Youth Officers as POST Certified for Category I.

-Still working this out.

There were further discussions and the Exec. Director said he has met with the Senators and informed him the Senators are looking at law enforcement agencies overall to include the pay.

-He sent Senator Moylan each agency's pay scale

-The Exec. Dir. is not sure what the financial impact will be but that the conversation has begun.

-In the meantime, the Exec. Director would like to work on the status for the Guards and Armed Guards and requested agencies to submit to him the job description, pay scale and what POST Category they recommend. To submit these by the end of the month.

-These are currently the Guards and/or Armed Guards at the Port Police, Airport Police, and DOC.

GFD mentioned that one of the things that has happened nationally is that E911 Operators are now being classified as Responders.

-GFD is taking a proactive approach in defining the duties and responsibilities of the E911 Operators so that in future if is decided with the assistance of the POST Commission for the E911 Operators to become Responders and to be considered POST certified.

-As an example, there is currently a GFD Academy for Emergency Medical Dispatchers, a higher "hierarchy" than the E911 Operators because of the medical knowledge.

-The Emergency Medical Dispatchers are required to be nationally certified in EMS and other formal training, including a basic physical testing.

-GFD asked when they compile this, would the POST Commission or Department Heads have the authority to classify these positions.

-The Exec. Dir. mentioned it should be Department Heads but the POST Commission can work together with them because Dept. Heads would have to review the finances and the impact it will make on the department especially with the different categories.

VII. Next Scheduled Meeting. February 27, 2020 (subject to change)

VIII. Announcements/Discussion.

Customs Chief Vince Perez mentioned that he has been communicating with Senator James Moylan regarding certain initiatives the Senator is assisting for Customs.

-That he will be meeting the Senator today after the POST meeting.

-Chief Perez also mentioned a Bill the Senator drafted regarding adding a certain section to Chapter 51, which is the POST Commission law, "Relative to Authorizing the Post Commission to Establish a Standardized and Uniformed Pay Scale for Peace Officers."

-Mentioned that this has been previously discussed.

-Said he wanted to take this a step further and delineate between the certain levels such as tactical, operational and strategic.

-There will be different levels such as low, middle and high.

-Wanted to mention to the Commission that this is what is going and might change slightly.

-Want to convince the Senator to maybe adopt the Federal law enforcement pay scale and follow the parameters of how an individual qualifies.

-For example, with the Federal government, you can qualify for certain levels if you have a Degree so this will be an incentive.

-For example, with the Federal government, a degree qualifies you for a higher level.

-For Government of Guam, an example that can be used is "Law Enforcement Officer GS1 through GS15."

-As another example, if you are a Sergeant, this is a Supervisory position and falls under the Supervisory tier. Under this tier there are probably four to five levels.

-If you are a senior in this position, you are probably supervising a section and will be at the top of this tier.

-If you are supervising a squad, you are probably below the senior position.

Chief Perez further mentioned he wanted the Commission to understand that in line with POST standardizing entry requirements, this should actually go along towards establishing uniformity as far as equity for responsibilities performed on the job.

-POST members can email Chief Perez for any questions and said he should have something at the next POST Commission meeting.

-Recommend DOA to be at the next meeting.

-The Executive Director recommended inviting Senator James Moylan to the next meeting.

There were further discussions and DYA commented he is agreement with this pay scale across the board but discussions should also include retirement pay and PFQT testing liability. Ensuring 100% of actual services needed such as Workmen's Comp are covered.

Dr. Fee was introduced and provided that his background is in education and that he is a recently retired educator.

- Was at the University of Guam for a short while and then worked at the Court as a Judicial Educator.
- A lot of his responsibilities involved developing systems to track training, coordinate training, etc.
- This covered at least 450 Court employees with at least 400-500 courses/classes each year and have developed a system to monitor, track and record these.
- The Governor and Lt. Governor asked if Dr. Fee can assist Executive Director Camacho and the POST Commission in developing a similar system.
- That everything being mentioned about how to provide the POST training during the initial phase and adding workshops.
- Asked if there is any way to incorporate the initial phase into the basic training so there are no delays.
- Was asked to look at the curriculum because there is a concern about whether those attending the academies such as the Police and completing it, are they really prepared as Police Officers.
- That maybe to incorporate another week's training for on the job or specific courses, as an example, a GPD training, Customs training, etc., during the basic training.
- Understands there are approximately 800 law enforcement officers not including the Guards and anticipate an additional 100 next year.
- Dr. Fee mentioned the Governor and Lt. Governor requested for a system to track these officers.
- That while Dr. Fee was employed with the Court, they used a computerized tracking system called a Learning Management System.
- All of the employees were inputted into the system and whenever they attended a workshop/training, this was inputted into the system and are able to track this on an annual basis.
- When certifications were due, the computer will automatically prompt you.
- The system also can generate weekly reports for all agencies.
- The Executive Director and the Commission were in agreement and would appreciate Dr. Fee returning for advice.

IX. Adjournment

MOTION

M/S/C: (Customs/DYA): A motion was made to adjourn the meeting of January 22, 2020. Unanimously approved.

There being no further discussion, the meeting was adjourned at approximately 9:54 a.m.

/s/

Dated this 27th day of February 2020.

Bertha M. Guerrero
Recording Secretary