

Close Up *Bulletin*

The Monthly Supplement
to the "Close Up"
Quarterly Newsletter



September Will Bring New Leadership To TCLEOSE

September brings a new leadership and a new chapter in the agency's forty-six year history. With the announced retirement of Chief Timothy Braaten, who has served since 2006 as the agency's Chief and Executive Director, a new leadership team emerges. On September 1st, the current Director of Education & Credentialing, Kim Vickers, will be assuming the role of Executive Director until he is officially sworn in on September 9th. John Helenberg, currently in charge of Field & Special Services, will be the new Director of Education and Credentialing. Director Christopher Davis will continue to serve as the Director of Enforcement & Legal while Director Brian Roth will continue to oversee the Finance and Personnel Division. TCLEOSE may have a new leadership team but the mission remains the same: To ensure that the citizens of Texas are served by highly trained and ethical law enforcement and corrections personnel by screening, developing, and monitoring resources and by setting professional standards.

TCLEOSE Trivia—How Well Do You Know TCLEOSE? Answers on Page 5

1. What year was TCLEOSE created as a state agency?
(Hint: not the year it was funded)
2. Who served as the agency's 2nd executive director?
(Hint: Wallace Beasley was the first Executive Director)
3. What year did TCLEOSE begin appointing its own investigators as peace officers?
(Hint: It was in the last two decades)

Issue # 12
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Upcoming Events:

- **2009-2011 Training Unit Ends**
August 31, 2011
- Quarterly Commission Meeting
September 8, 2011
- Annual Training Coordinators' Conference
October 31, 2011
- Quarterly Commission Meeting
December 1, 2011

Are You In Compliance For Training Unit 2009-2011?

From Christopher Davis, Director—Enforcement & Legal Division

The end of the 2009 to 2011 training unit is upon us! The current training unit ends August 31, 2011. All peace officers are required to have a total of 40 hours of training to include the only legislatively mandated course for this training unit, State and Federal Law Update Course 3181.

In an effort to minimize the number of officers determined to be non-compliant in training requirements at the end of this training unit, TCLEOSE sent out courtesy reminders to Chief Administrators and to individual officers during the summer months. A training compliance run on officer records conducted June 26th indicated over 11,400 officers in Texas still needed training hours and/or the State and Federal Law Update Course 3181.

Please check your training record and advise your officers to check their training record with TCLEOSE. There are two self-help methods an officer may use to determine how many hours of training have been reported to TCLEOSE for this current training unit. One method is to sign in to your TCLEOSE account from our main web page at www.tcleose.state.tx.us. Your account gives you access to your training record and TCLEOSE offered courses online 24/7. If you do not have an account yet, simply click on 'Create New Account' and follow the prompts. The second method for checking training is to call TCLEOSE's main telephone number at 512-936-7700 during business hours (8:00 a.m. to 5:00 p.m.) and follow the prompts for entering your PID number. A voice message will then provide the total number of hours reported to TCLEOSE for the current training unit. Please be aware this message does not reflect completion of the State and Federal Law Update Course 3181.

Officers who have been on active duty military orders for 12 months or more between September 1, 2009 and August 31, 2011 may be eligible for a military exemption from training. Please submit a written request along with copies of military orders that reflect dates totaling 12 months or more of active duty service to TCLEOSE immediately to avoid receiving non-compliance notices in September. In addition to military service waivers, officers who have been on medical leave for a total of 12 months or more during the same period of time may be eligible for a medical exemption from training. Please submit a written request along with verification of medical leave (e.g., a letter from physician) to TCLEOSE immediately.

Time is running out! Please ensure that you and your officers have completed all required training for the 2009-2011 unit. Again, all peace officers are required to have a total of 40 hours to include State and Federal Law Update Course 3181 by 8/31/2011. If you or any of your officers have questions about training compliance, please call today! Do not wait until you receive a letter from us indicating non-compliance. First time offenders will be subject to having their license suspended for 90 days. Second time offenders will be subject to having their license suspended for 180 days.

Thank you for your service.



3182 State & Federal Law Update

From Lynn Beard, Training Specialist—Education & Training Unit

When can I take it and will it count towards my required 2011 – 2013 training requirement?

It is important to be familiar with the various changes and additions to state and federal laws prior to the changes becoming in effect. As many of you have noticed State and Federal Law Update Course 3182 is already being offered by various entities, but does it count towards your 2011- 2013 training mandate? The answer is **yes**, it does count. Officers may take State and Federal Law Update Course 3182 immediately and receive credit for it. The course will reflect in the current 2009-2011 unit but will satisfy the requirement for the 2011- 2013 unit mandate. Officers will still be required to complete 40 hours of training and any additional mandated courses which may be required by their proficiency certificate level.

We encourage all officers to be aware of the current training requirements and what courses they may need. The current training requirements are as follows:

9/1/2009 through 8/31/11 - 40 training hours to include the mandatory State and Federal Law Update Course # 3181.

9/1/11 through 8/31/13 - 40 training hours to include the mandatory State and Federal Law Update Course # 3182. Additional course requirements are based on proficiency certificate levels. If an officer has a basic certificate or no certificate they are required to have the following courses prior to 8/31/13: Cultural Diversity, Special Investigative Topics and Crisis Intervention Update.

Officers holding an intermediate proficiency certificate or above have no additional course mandates other than State and Federal Law Update Course # 3182. Training requirements are assessed at the end of the training unit; therefore, officers who currently hold a basic proficiency certificate but earn an intermediate certificate prior to the end of the training unit will fall under the required training for the intermediate proficiency level certificate.

Constables, deputy constables, police chiefs, telecommunicators and jailers have separate training requirements. Please visit http://www.tcleose.state.tx.us/content/licensing_certifications.cfm for additional training information that pertains to you.



New Fees Begin September 1st

From Timothy Braaten, Executive Director

Fees Beginning September 1st

September 1st will not only bring changes to TCLEOSE staff but will bring changes to many procedures and processes we have all become accustomed to. The most noticeable change in procedures and processes will be in electronic processing and proficiency certificates.

TCLEOSE staff has been diligently working toward meeting the statutory requirements of 1701.1523 (Electronic Submission of forms, data, and documents) made by House Bill 3389 in the 81st Legislative Session. The process of meeting this statutory requirement began with Reports of Training and we are now moving to the next phase.

Beginning 9/1/2011, paper forms will no longer be accepted. All agencies will be required to submit all forms electronically. Agencies that have not purchased a subscription to TCLEDDS will be required to electronically submit Appointment of Licensee (L1), Pre Employment Separation Request (F5R), Separation of Licensee (F5), and Reports of Training through the Departmental Reporting System located on the TCLEOSE website. A \$35 electronic processing fee will be required for each document processed through the Departmental Reporting System.

In addition to the fee change above, budget reductions and riders to our budget also require us to collect fees for all peace officer, jailer, and telecommunicator proficiency certificates. As proficiency certificate levels are met, TCLEDDS will continue to automatically award and display this achievement on the personal status report (PSR) but we will no longer mail these certificates to appointing agencies. Individuals who desire a hard copy of their certificate must electronically submit an application and pay a \$35 fee per certificate. Licensees can purchase hard copy certificates to be mailed by credit card or bank draft through their online training account.



2011 Training Coordinator’s Conference

Well ladies and gentlemen... it’s late July and summer is half over. It’s time to start thinking about the 2011 Coordinator’s Conference which will take place at the Intercontinental Hotel in Addison. The conference this year will be held from Monday October 31, 2011 through Wednesday November 2, 2011. Early registration (\$100.00) is under way and rooms at the host hotel are filling quickly. We have already had more calls of interest for the 2011 conference than any previous year! If you would like more information about the 2011 Coordinator’s Conference or would like to register, please go to the TCLEOSE website and click on the link under Announcements to get all the needed information.

This year’s conference will cover a variety of subjects across the training spectrum. Subject matter will include Human Trafficking, TCJS Overview and Inspection Process, Avoiding Death by PowerPoint, Converting Instructor-Led Training to Web-Based Training, Alcohol and Ethics, and Instructor Ethics. Don’t wait until the last minute to register. Early registration ends September 30 and costs go from \$100 to \$150. We are expecting over 50 vendors and 600 attendees this year, so get ready to learn and hear some new and exciting speakers from around the state!

Trivia Answers:

From Page 1

1. What year was TCLEOSE created as a state agency?

In 1965 the Commission was created by Senate Bill (SB) 236 of the 59th Legislative Session passed Article 4413 29aa), V.C.S. No money was appropriated for agency implementation.

2. Who served as the agency's 2nd executive director?

Fred Toler was appointed as the 2nd executive director.

3. What year did TCLEOSE begin appointing its own investigators as peace officers?

1999—HB 2023 of the 76th Legislative Session authorized the executive director to commission peace officers to assist the commission administer Chapter 1701 Occupations Code.



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Dr. Johnny E. Lovejoy, II
Secretary

Patt Scheckel-Hollingsworth

James Oakley

Joseph Pennington

Joel Richardson

Ruben Villescascas

Randy Watson



Contact Information

Mailing Address:

Phone: 512-936-7700

Texas Commission on Law Enforcement
Officer Standards and Education
6330 E Highway 290, STE 200
Austin, TX 78723-1035

Fax: 512-936-7714

Website:

www.tcleose.state.tx.us

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