

MAINE STATE LEGISLATURE

The following document is provided by the
LAW AND LEGISLATIVE DIGITAL LIBRARY
at the Maine State Law and Legislative Reference Library
<http://legislature.maine.gov/lawlib>



Reproduced from electronic originals
(may include minor formatting differences from printed original)

***Maine Department of Public Safety
Maine Criminal Justice Academy***

2011 Annual Report to The Joint Standing Committee on Criminal
Justice and Public Safety



**“Serving the people of Maine by promoting the highest level of
professional standards and performance through training”**

***Maine Criminal Justice Academy
Board of Trustees
Mr. Brian MacMaster, Chair
April 2012***

TABLE OF CONTENTS

	Page
Table of Contents	2
Maine Criminal Justice Academy Board of Trustees	3
Letter from Chairman of the Board of Trustees	4
2011 Board of Trustee Actions	5
Letter from the Maine Criminal Justice Academy Director	6
Maine Criminal Justice Academy Vision & Values Statement	9
About the Academy	10
Organizational Chart	11
Summary of Training Activities	12
Six Year Budget Information	14
Significant Events	15
Appendix A	
Certified Municipal, County, and State Law Enforcement / Corrections Officers.....	18
Appendix B	
Municipal Police and Sheriff Departments Number of Personnel by Category	20
Appendix C	
Maine Criminal Justice Academy In-Service Training.....	24
Appendix D	
Maine Criminal Justice Academy Regional In-Service Training	30
Appendix E	
Training for Exempt Law Enforcement Agencies	32
Appendix F	
Guidelines for Regional Training Coordinators.....	35

MAINE DEPARTMENT OF PUBLIC SAFETY

Commissioner, John E. Morris

MAINE CRIMINAL JUSTICE ACADEMY

Director, John B. Rogers

BOARD OF TRUSTEES

Chairman, Brian MacMaster

Director of Investigations, Office of the Attorney General

Commissioner John E. Morris, ex-officio

Maine Department of Public Safety

Commissioner Joseph Ponte, ex-officio

Maine Department of Corrections

Attorney Gen. William J. Schneider, ex-officio

Represented by **Brian MacMaster (Chair)**

Director of Investigations –AG’s Office

Colonel Joel T. Wilkinson, ex-officio

Chief of the Maine Warden Service

Colonel Robert A. Williams, ex-officio

Chief of the Maine State Police

Corrections Officer Levon Travis

Non-Supervisory Corrections Officer

Representative

Two Bridges Regional Jail

District Attorney Geoffrey A. Rushlau

Non-Law Enforcement CJ Agency

Representative

Knox County District Attorney’s Office

Ms. Roberta Tibbetts

Educator Representative

Waterville, Maine

Town Manager Richard Davis

Municipal Official Representative

Farmington, Maine

Sheriff James P. Madore

Sheriff’s Representative

Aroostook County Sheriff’s Office

Chief Bradley Paul

Municipal Police Chief Representative

Saco Police Department

Ms. Linda Smithers

Citizen Representative

Starks, Maine

Detective Lincoln Ryder

Municipal Police Officer Representative

Waterville Police Department

Thomas P. Peters II, P.A.

Citizen Representative

Lewiston, Maine

Deputy Chief Amy Berry (Vice-Chair)

Municipal Police Officer Representative

South Portland Police Department

Mr. Linwood Carman Jr.

Federal Law Enforcement Agency

Representative

U.S. Transportation Security Administration

Ms. Elizabeth Ward Saxl

Citizen Representative

Manchester, Maine

BOARD OF TRUSTEES

Maine Criminal Justice Academy

April 1, 2012

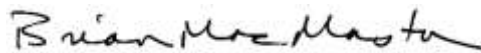
Senator Garrett Paul Mason, Senate Chairman
Representative Gary E. Plummer, House Chairman
Members of the Joint Standing Committee
on Criminal Justice and Public Safety
Room 436 State House
Augusta, Maine 04333-0003

Dear Senator Mason, Representative Plummer, and Committee Members:

The Board of Trustees of the Maine Criminal Justice Academy is pleased to present its annual report to the Joint Standing Committee on Criminal Justice and Public Safety. This report is required by 25 M.R.S.A. § 2809, which states in part that “the purpose of the report is to provide the Legislature [with] annual information on the law governing law enforcement training in order to ensure that appropriate and timely training is accomplished.” The Board is confident that the Committee will find this report informative and responsive to the requirement for its production.

The Board of Trustees, as well as the director and staff of the academy, stand ready to assist the Committee in its consideration of law enforcement and corrections training issues, and would be happy to appear before the Committee to elaborate on any issue or matter associated with the report or the academy.

Sincerely,



BRIAN MACMASTER
Chair
Board of Trustees

MAINE CRIMINAL JUSTICE ACADEMY

BOARD OF TRUSTEES ACTIONS: 2011

Type of Board Action	Jan	Mar	May	Jun	Sep	Oct	Dec	Total
Basic Law Enforcement Waivers	2	3	1	1	3	0	2	12
Basic Corrections Waivers	0	1	0	0	0	0	0	1
Extension for Basic Law Enforcement Training	0	1	2	0	1	1	0	5
Extension for Basic Corrections Training	0	0	0	0	0	0	0	0
Extension for Judicial Marshal Training	0	0	0	0	0	0	0	0
Executive Certification	1	0	0	1	2	2	1	7
Intermediate Law Enforcement Certification	1	1	1	1	0	0	0	4
Advanced Law Enforcement Certification	1	0	0	0	0	0	0	1
Instructor Certification	0	23	28	0	1	0	19	70
Firearms Instructor Certification	0	0	0	18	0	0	0	18
Crash Reconstruction Certification	4	3	1	4	1	0	0	13
Canine Handler Team Certification (Patrol and Detector)	1	0	1	5	1	0	11	19
Canine Trainer Certification (Regular and Assistant)	0	0	0	2	1	4	4	11
Drug Recognition Certification	1	0	0	18	0	0	0	19
Municipal Ordinance Prosecutor Certification	0	27	0	0	0	0	0	27
Tactical Team Certification	0	1	0	0	0	0	2	3
Course Certification	0	0	1	0	1	0	1	3
Consent Agreements and/or Suspensions of Certification	0	2	1	4	0	1	1	8
Revocation or Voluntary Surrender, of Corrections & Law Enforcement Certification	0	5	8	1	0	0	1	15
Waiver of Conviction to Attend Academy Program	0	1	0	1	0	0	1	3

Note: There were no meetings in February, April, July, August or November 2011



Paul R. LePage
Governor

STATE OF MAINE
Department of Public Safety
MAINE CRIMINAL JUSTICE ACADEMY
15 Oak Grove Road
Vassalboro, Maine 04989



John E. Morris
Commissioner

John B. Rogers
Director

April 1, 2012

Senator Garrett Paul Mason, Senate Chairman
Representative Gary E. Plummer, House Chairman
Joint Standing Committee on Criminal Justice and Public Safety
Room 436 State House
Augusta, Maine 04333-0003

Senator Mason, Representative Plummer and Committee Members:

I would like to thank you and the Board of Trustees for all the hard work you do for the Maine Criminal Justice Academy. As I write my 10th annual report reflecting on this past year, I look very much to the future of where the Academy is headed. I see many positive changes coming for the Director and the Staff, as well as the involvement of the Board of Trustees.

The Academy is the central training facility for state, county and municipal law enforcement and corrections officers. The campus is located at the former Oak Grove-Coburn School in Vassalboro, Maine. From 1972 until December 28, 2000, the Academy was located at 93 Silver Street in Waterville, at the former Thomas College facility. The Academy has twelve (12) classrooms, four (4) conference rooms, a full cafeteria and can house 130 students. The building has a state of the art special training center, an indoor running track and formal parade grounds.

The mission of the Maine Criminal Justice Academy is to provide the highest level of training within given resources, to law enforcement and correctional officers in the State. By statute, the Academy is required to provide a basic training program for all full-time law enforcement officers, all part-time law enforcement officers, all county and state correctional officers, all court security officers and all capitol police officers. The Academy also coordinates the 8 Regional Training Districts across the state, many of which provides academy certified training and other training to officers in remote areas.

The Academy has a staff of eleven (11) full-time people and operates with an annual FY12 budget of \$1,766,059, a decrease of \$175,519. This Special Revenue account comes from 3% of the traffic fine money and student fees from tuition, meals, lodging and other miscellaneous fees. The Academy budget was also increased by \$75,000 in Federal Money from the Byrne Grant to fund a new Use of Force Training Simulator to replace one that was more than 20 years old. In addition to the full-time staff, the Academy relies heavily on volunteer instructors from state, county and municipal law enforcement agencies, county and state corrections agencies and others in the criminal justice fields. During 2011, the Academy had 16,363 instructor hours donated from 109 different agencies for Regional, In-service, Law Enforcement Pre-service, and Basic Corrections training as well as the Basic Law Enforcement Training Program.

During 2004, the Academy completed a Job and Task Analysis (JTA) on what law enforcement officers do in the field. From this information, we have set a new course and curriculum goals and objectives for the BLETP. The staff is continuing to work on the process of writing the new curriculum using adult learning principles and integrating a “community policing philosophy” and “ethics” into as many courses as possible. The Academy provides many instructor development classes in order to train students to become future volunteer instructors. We hope the final product will be finished in late 2013.

In 2006, we completed work with the National Institute of Corrections (NIC) to completely redo the Basic Corrections Program. We started by NIC and MCJA completing a JTA and then NIC provided some technical assistance to the Academy on a revision of the Basic Corrections Program. The Board of Trustees and the Academy staff are working to revamp the Basic Corrections program to bring it up to date with new standards. We hope the final product will be finished in late 2012.

In 2008, the Academy Board started to look at the Law Enforcement Preservice Course (LEPS). After analyzing the goals and objectives of the current course and the way it was delivered, the Board voted to offer it in 3 phases. **Phase 1** would be 40 hours of on-line topics that we hired a curriculum writer to produce the lesson plans. The Justice Planning Management Associates (JPMA) will be taking the lesson plans and offer them on-line. After passing Phase 1, student will then pass the physical fitness test before going to Phase 2. **Phase 2** of the program will be 80 hours of scenario based training and technical topic issues. Once an officer has Phase 1 and 2 behind them, the officer can be hired into **Phase 3** which will be 80 hours of supervised field training. This new 200 hour LEPS course was doubled from the old LEPS course and has been finally implemented in September 2011.

The Academy produces the lesson plans with the help of content experts for mandatory in-service training and JPMA puts these lesson plans into electronic format for officers to use. This year, JPMA charged \$50.00 per person to access the mandatory training topics along with the rest of their on-line library. This resulted in cost savings to agencies for not having to pay tuition, salary, overtime replacement and travel costs. The 2011 mandatory training topics for law enforcement officers that were offered on-line were: New Law/Recent Court Decision Updates, Dealing with Emotionally Disturbed Persons (adult and juvenile), Pursuit and Response to Calls, and Stress in Law Enforcement. Firearms had to be given in house because officers need to qualify with their service weapon on the range. The 2011 mandatory training topics for correctional officers were: New Law Updates, Professional Boundaries to include PREA/Ethics, Unarmed Self-defense Refresher and 2 electives on approved topics, not to include OHSA or Department of Labor requirements.

The Board of Trustees of the Academy awards certificates to Law Enforcement and Corrections Officers, Executives, Instructors, Canine Teams, Drug Recognition Experts, Traffic Reconstruction Experts, and others. The Board continues to update the mandatory standards for the 12 mandated policies for law enforcement agencies in the State. The Board also certifies all new courses, and grants waivers and extensions to law enforcement and corrections officers in emergency or extenuating circumstances, as well as decertifies law enforcement and corrections officers. During 2011, the Board had a very busy year dealing with potentially decertifiable conduct and/or convictions for law enforcement and correctional officers. They dealt with 42 cases slightly down from 54 in 2010.

During calendar year 2011, the Academy provided the following training:

- 99 students (89 in 2010) graduated from the **Basic Law Enforcement Training Programs (BLETP)**, 720 hours in length (2 programs).
- 140 students (240 in 2010) completed the **Law Enforcement Pre-Service Training Program (LEPS)**, 100 hours in length (5 programs).

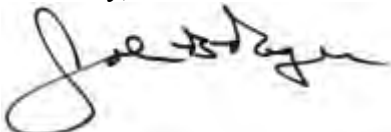
- 120 students (151 in 2010) graduated from the **Basic Corrections Officer Training Program (BCOR)**, 80 hours in length (14 programs).
- The Academy conducted 152 **In-Service Training Programs**, (163 in 2010), of which 1,213 officers (1,379 in 2010) attended for a total of 31,984 training hours (33,365 in 2010).
- 31 training programs (47 in 2010) were conducted in the 8 **Regional Training Districts** across the State, of which 618 officers (927 in 2010) attended for a total of 4,180 training hours (3,894 in 2010).

During calendar year 2011, the Academy Board of Trustee actions were as follows:

- 12 Waivers (15 in 2010) of the 18-week Basic Law Enforcement Training Program were granted.
- 5 Extensions (0 in 2010) to attend the Basic Law Enforcement Training Program were granted for emergency or extenuating circumstances.
- 1 Waivers (0 in 2010) of the 2-week Basic Corrections Training Program was granted.
- 0 Extensions (0 in 2010) to attend the Basic Corrections Training Program were granted for emergency or extenuating circumstances.
- 7 Executive Certifications (8 in 2010) were granted.
- 4 Intermediate Certifications (8 in 2010) were granted.
- 2 Advanced Certifications (2 in 2010) were granted.
- 70 Instructor Certifications (63 in 2010) were granted.
- 13 Crash Re-constructionist Certifications (6 in 2010) were granted.
- 18 Firearms Instructor Certifications (15 in 2010) were granted.
- 19 Canine Team Certifications (30 in 2010) were granted.
- 1 Canine Team Trainer Certifications (2 in 2010) were granted.
- 11 Assistant Canine Team Trainer Certifications (0 in 2010) were granted.
- 19 Drug Recognition Certifications (2 in 2010) were granted.
- 27 Municipal Ordinance Prosecutor Certifications (15 in 2010) were granted.
- 0 Chaplain Certifications (4 in 2010) were granted.
- 3 New Courses (6 in 2010) were approved.
- 3 Tactical Team Certifications (1 in 2010) was granted.
- 8 Consent Agreements and/or Suspensions of Certifications (4 in 2010)
- 15 Law Enforcement/Corrections Officers (20 in 2010) voluntarily surrendered their certificates of eligibility or had their certifications revoked for criminal conduct or failure to meet Board required training.
- 3 Waivers (3 in 2010) of convicted persons to attend Academy programs were granted.

Again, I want to thank the members of the Joint Standing Committee on Criminal Justice and Public Safety for all the hard work you do and for your support of the Maine Criminal Justice Academy. I would like to extend to your committee members on behalf of my staff, the Board of Trustees and myself, any assistance, advice or guidance we can give you or to help you in your committee work, as it relates to the Maine Criminal Justice Academy.

Sincerely,



John B. Rogers, Director
Maine Criminal Justice Academy

MAINE CRIMINAL JUSTICE ACADEMY

VISION

The Maine Criminal Justice Academy serves the people of Maine by promoting the highest level of professional standards and performance through the training of criminal justice personnel.

To achieve this we shall strive to:

- Merit public confidence in the criminal justice system;
- Provide high quality training;
- Promote a work environment of mutual respect, support and trust;
- Advance policies and procedures developed in the interest of public safety and service;
- Encourage cooperation and coordination among criminal justice agencies.

VALUES

We in the Criminal Justice Academy value..

..Integrity

In order to merit public confidence, we need to be diligent, understanding, and maintain high ethical standards.

..Continuous Improvement

We vigorously strive for excellence and continuously seek to improve the quality of our standards.

..Teamwork

We promote teamwork by encouraging each individual member of the staff to foster:

- Open and honest communication;
- Trust and respect;
- Loyalty to the organization.

..Accountability

Working responsibly to understand the needs of criminal justice agencies and the public.

..Awareness

A sensitivity to the competing demands of family, work, friends, and our mental, physical and emotional health.

ABOUT THE ACADEMY

The origin of organized law enforcement training in Maine dates back to the late 1960's when the Federal Law Enforcement Assistance Agency made funds available through the Maine Criminal Justice Planning and Assistance Agency for improving the operation of the criminal justice system. Using this as seed money, the Maine Municipal Association initiated a two-week law enforcement training program offered in the Portland, Augusta, and Bangor regions. A Board of Directors, consisting of law enforcement officials, was charged with overseeing the program and encouraging law enforcement agencies to support the training.

The early 1970's saw passage of the Mandatory Training Act for law enforcement and in 1972 the former Thomas College in Waterville was purchased to provide permanent facilities for the Maine Criminal Justice Academy. Since that time, the scope of activities at the Academy has steadily increased. In 1990, new legislation required that all law enforcement officers, state, county and municipal, who have the power of arrest and the authority to carry a firearm come under the purview of the Academy's Board of Trustees. This has greatly increased the responsibilities and tasks of the Academy.

The Maine Criminal Justice Academy is responsible for the development and implementation of comprehensive training programs both at the Academy and through outreach programs across the state.



With this responsibility the Academy is providing:

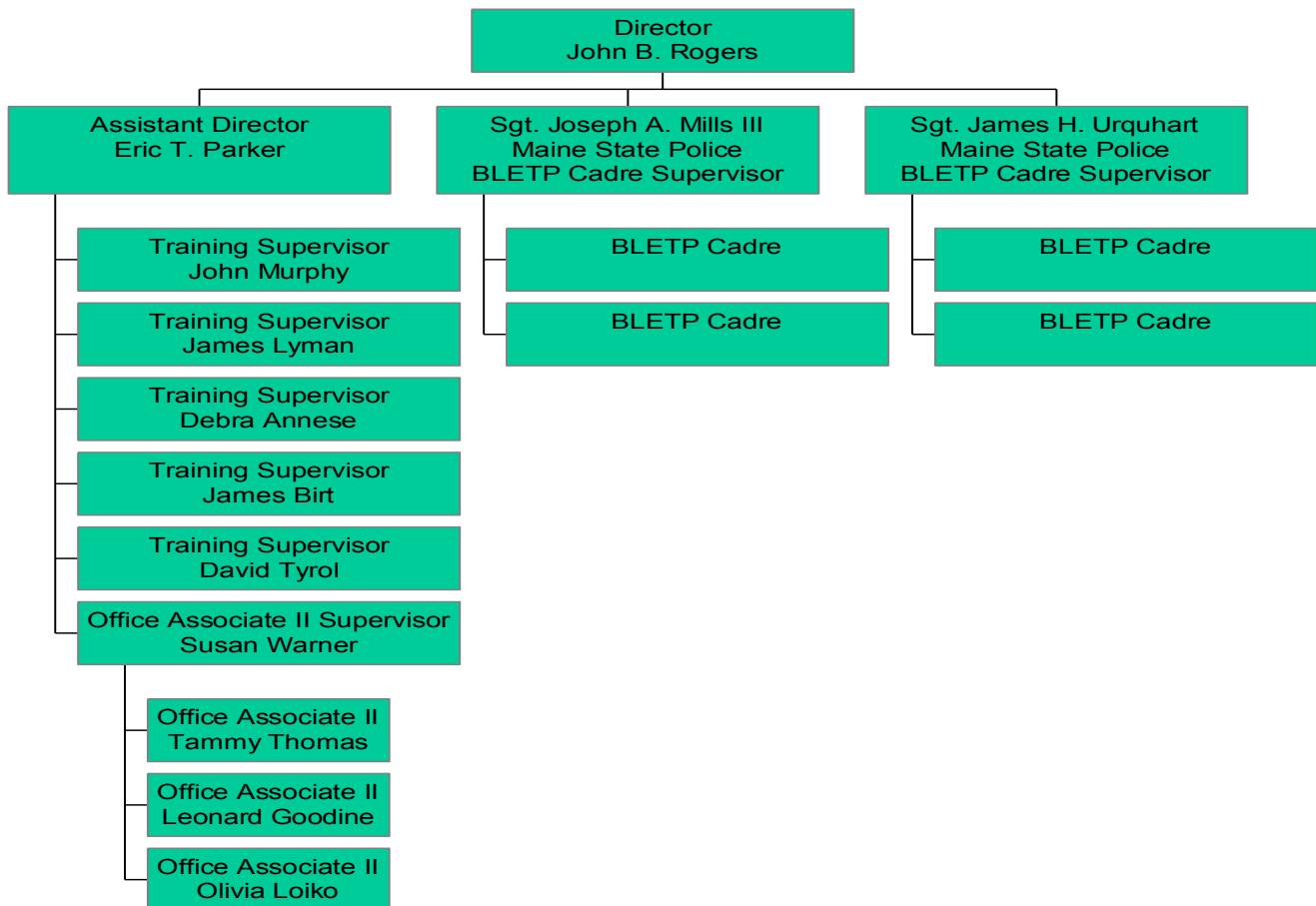
1. A residential training facility to accommodate the needs of Maine's criminal justice professionals;
2. A training delivery system to reach all parts of the State.
3. A centralized administrative structure which promotes coordination and communication; and
4. A repository of support services that promotes research, management, and training activities of all types.

The citizens of Maine have a reasonable expectation that extensive training is provided to criminal justice personnel, particularly those responsible for dealing with emergency situations, which could involve life and death decisions. Court decisions have held that it is the responsibility of criminal justice agencies to ensure that their personnel receive training, which supports the quality performance these citizens expect and deserve. At present, the Maine Criminal Justice Academy is the primary vehicle for Maine criminal justice agencies to meet these obligations.

Maine Department of Public Safety

Maine Criminal Justice Academy

January 1, 2012



SUMMARY OF TRAINING ACTIVITIES FOR 2011

LAW ENFORCEMENT TRAINING

Basic Police Training

The basic training for law enforcement officers for the calendar year 2011 consists of the following:

- 2 Basic Law Enforcement Training Programs (720 hours) for 99 students.
- 5 Pre-Service Law Enforcement Courses (100 hours) for 140 students.



In-Service Training

The Academy sponsored 152 specialized in-service training classes for 1,213 students totaling 31,984 training hours and 31 regional in-service training classes for 618 students totaling 4,180 training hours. Of the Regional Training Districts, only Region 1, 2 and 3 did any training. Region 4, 5, 6, 7, and 8 did not do any regional training as many agencies continue to use the on-line training option to complete Board mandated refresher training or officers completed local training, which is not Academy sanctioned. The Academy wrote and provided lesson plans for these mandated topics. Justice Planning Management Associates (JPMA) then developed this course for on-line competency-based training. The classes included: New Law / Recent Court Decision Updates, Dealing with Emotionally Disturbed Person (adult and juvenile), Pursuits and Responses to Calls, and Stress in Law Enforcement.

During 2007, we joined forces with the Northeast Counterdrug Training Center (NCTC) in Fort Indiantown Gap, Annville, Pennsylvania. NCTC offers top quality training for law enforcement at no cost. They requested a partnership with MCJA so they could offer courses to a larger audience. We agreed to trial run, both the quality of the training and the response from the Maine law enforcement community. The response was tremendous. The evaluations indicated that these courses are professionally taught and a great deal of value to the officers attending. Our partnership has allowed Maine officers to receive free training that could never be offered here because of fiscal strains both at the state and local level. Maine citizens believe quality programs free to Maine officers is the best bargain going. We hope to continue this partnership with NCTC in 2012. The NCTC courses offered in 2011 were:

- Interview and Interrogation
- Leadership and Mastering Performance
- Tactical Narcotics Debriefing

The 2011 mandatory in-service training requirements for law enforcement officers was:

- Two (2) hours of New Law / Recent Court Decision Updates.
- Two (2) hours of Dealing with Emotionally Disturbed Person (adult and juvenile).
- Two (2) hours of Pursuits and Responses to Calls.
- Two (2) hours of Stress in Law Enforcement.
- Two (2) hours of MCJA Firearms Qualifications.

Corrections Training

The training for corrections officers consisted of the following:

- 14 Basic Corrections Courses (80 hours).
- Unarmed Self-Defense for Corrections (40 hours).
- Methods of Instruction (40 hours).
- Firearms Instructor Development (80 hours).

The 2011 mandatory in-service training requirements for correctional officers was:

- One (1) unit of New Law Updates.
- One (1) unit of Professional Boundaries to include PREA/Ethics.
- One (1) unit of Unarmed Self-defense Refresher.
- Two (2) units of approved elective training set by the facility, which cannot be OSHA or Department of Labor Requirements.

Exempt Law Enforcement Agencies

The Board of Trustees received information from law enforcement agencies that are not certified by the Academy. Letters received from these agencies regarding their training are included in Appendix E.

- (1) Department of Corrections – Probation and Parole Division
- (2) Department of Conservation – Forestry Division

SIX YEAR BUDGET

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Federal Fund	\$353,479	\$0	\$0	\$0	\$200,000	\$75,000
Other Special Revenue	\$1,554,792	\$1,712,794	\$1,657,160	\$1,981,609	\$1,941,578	\$1,766,059
Totals	\$1,908,268	\$1,712,794	\$1,657,160	\$1,981,609	\$2,141,578	\$1,841,059
Positions	11.0	11.0	11.0	11.0	11.0	11.0
Personal Services	\$711,945	\$737,862	\$754,596	\$802,878	\$821,258	\$801,850
All Other	\$1,196,323	\$854,932	\$880,564	\$1,178,731	\$1,320,320	\$964,209
Capital	\$0	\$120,000	\$22,000	\$0	\$0	\$75,000
Totals	\$1,908,268	\$1,712,794	\$1,657,160	\$1,981,609	\$2,141,578	\$1,841,059

SIGNIFICANT EVENTS

1976 - Municipal School increases from a ten-week program to twelve weeks. Regional law enforcement in-service training implemented.

1977 - Dispatcher training curriculum developed.

1978 - Basic Corrections Training Course developed. A system of reporting by corrections agencies is added to law enforcement reporting. Instructor Certification Program implemented. The Methods of Instruction Course is developed.

1979 - Regional training certification by the Board of Trustees initiated. Supervision, Mid-Management, and Executive Development courses implemented. Arson investigation, team concept, developed. Reserve Officer Training curriculum and standards developed as directed by the Legislature.

1980 - Mandatory in-service training for corrections officers takes effect. Advanced Arson Investigation curriculum developed. Domestic Violence Course developed. Law Enforcement Task Analysis initiated.

1981 - Radar Operator's Course developed. Highway Safety film collection catalogued, maintained, and circulated. Specialized Instructor Certification program initiated. Intermediate and Advanced Officer Certification implemented. Firearms Instructor Course developed. Intoxilyzer Operator Certification initiated.

1982 - Final report on the Law Enforcement Task Analysis is completed. Municipal/County Basic Police School curriculum revised. Emergency Vehicle Operator's Course developed.

1983 - Training for part-time and reserve police officers is mandated by the Legislature. A statewide survey to identify all part-time police officers is completed. Verification and suspension procedures for certification of police officers is initiated.

1984 - The Honeywell computer system is installed. Basic Warden School is established at the Academy. Court Security Course developed. ALERT Test required as entrance standard for police officers. Canine Handlers Course developed. Certificates of Eligibility required of all police officers. A Task Analysis for Corrections Officers is initiated.

1985 - Academy responsible for administration of Justice Assistance Act funds for Maine. Background investigation manual.

1986 - Technical Assistance Program for small law enforcement agencies is initiated. Municipal Ordinance Prosecutor's Course developed.

1987 - Report on the Academy published by the Academy Review Committee. Basic Training for public safety dispatchers initiated. Entry level Corrections Officers Task Analysis published.

1988 - Semi-Automatic Weapons training initiated. Academy auditorium renovated. Recommended Physical Fitness Standards published. Terminal Operators Certification. All Points Bulletin established. Advisory Committee on Correction established. Drug Abuse Resistance Education (D.A.R.E.) instructor program.

1989 - Law Enforcement Officers Manual standardized. New Basic Corrections Training Curriculum established. New Standardized Field Sobriety Test developed. Oak-Grove Coburn purchased. Statewide State Law Enforcement Task Analyses completed.

1990 - Pre-Service Training Curriculum established. Statewide Regional In-Service Training Plan adopted. State Law Enforcement Training Curriculum adopted. Certification Test instituted.

1991 - Drug Recognition Technicians certified. D.A.R.E. officers trained with Maine mentors. Community Police Strategies developed. Provided technical assistance for business crime prevention projects.

1992 - New Decertification standards. Civil Rights training for all Law Enforcement agencies. Bloodborne Pathogens training for trainers. A.G. Task Force Report on the use of force.

1993 - Law Enforcement Agency Profile Survey conducted a joint effort MCJA/UMO Graduate Program. Total Quality Management training was initiated.

1994 - Added two citizen positions to the Board, bringing the Board membership to 17 members. Extended employment probationary period to one year after graduation from the basic law enforcement course. Increased the minimum age requirement for entry into the Municipal/County Basic Police School to 21 years of age, or 20 years of age if the applicant has an associate's degree or 60 hours of post secondary education. Upgraded computer networking capabilities to include regional offices.

1995 - The Board established minimum physical fitness and academic standards for all officers entering the Municipal / County Basic Police School. The Board also developed eight minimum policy and procedure standards that were distributed to all law enforcement agencies in order for them to submit to the Board the eight policies required by legislation. Effective January 1, 1996 each law enforcement agency is required to report to the Academy all excessive use of force complaints and the disposition of those complaints. A report from the Board was submitted to the Criminal Justice Committee recommending the implementation of joint training of Municipal, County and State Police.

Program recommendations to the Board of Trustees for revision of the curriculum was done.

1996 - Academy received a federal grant to strengthen community policing in Maine by effectively responding to domestic violence cases.

1997 - Governor Angus King submitted a ten million dollar bond package to the Appropriations Committee for the renovation or construction of a new Criminal Justice Academy.

1998 - The Legislature appropriated \$11,271,203 to renovate the former Oak-Grove Coburn school and construct a specialized training facility.

1999 - The Maine Criminal Justice Academy Board of Trustees, following a recommendation from the Law Enforcement Advisory Committee established mandatory annual in-service training requirements for the year 2000. The Board of Trustees is also working to establish entrance standards for the combined Law Enforcement Basic Training Course and the entrance requirements for tuition students.

2000 - The Maine Criminal Justice Academy's staff and programs moved to a new facility in Vassalboro, Maine. This was also the first year that all law enforcement officers were required to complete mandatory in-service refresher training.

2001 - During this year the 1st Basic Law Enforcement Training Program involving eighteen weeks of training combining State, municipal and county law enforcement officers was conducted at the new Maine Criminal Justice Academy's facility in Vassalboro, Maine.

2003 - The Academy accepted the first two tuition students into the Basic Law Enforcement Training Program. The Academy also applied for and received a federal grant to conduct a Job & Task Analysis of the Basic Law Enforcement Training Program to update the curriculum.

2004 - The Academy completed a job & task analysis of the Basic Law Enforcement Training Program. New Goals and Objectives were identified and implemented.

2005 - The Academy offered nine courses “*on-line*” to assist agencies in complying with Board mandated training for law enforcement officers. More than 7,500 courses were completed on-line saving agencies tens of thousands of dollars in officer overtime, travel and replacement costs.

2007 – The Academy entered into a partnership with Northeast Counterdrug Training Center out of Pennsylvania to put on tuition free training in Maine for topics such as: Interview and Interrogation, Identifying Deceptive Behavior, Leadership and Mastering Performance, School Resource Officer, Advance School Resource Officer, Video Surveillance Techniques and other management type courses. This partnership should continue for many years.

2007 – The Academy closed the Southern Maine office, which was located at the Southern Maine Community College in South Portland.

2008 – The Academy had a 3rd parking lot constructed adjacent to Building A which can hold another 57 vehicles.

2009 – The Academy was allowed to hire Kate Faragher Houghton as a contract curriculum writer. The main focus will be on the new Law Enforcement Preservice Program. The Academy was also able to contract with 2 agencies for full-time Cadre for the Basic Law Enforcement Training Program (BLETP). These contract Cadre positions are for a 2 year period and designed to give Cadets consistent training from BLETP class to BLETP class.

2011 – The Academy received a federal grant to replace the 20+ year old records management system. Informa, Inc. was selected, which will allow for more accurate information to be entered, online registration for training classes and for all criminal justice agencies in Maine to enter their own training records. The Academy closed the library and reopened it as a student lounge. The MCJA Student Benefit Fund purchased furniture, LCD projector, Blue Ray DVD player, surround sound system and a gaming port for the LCD projector.

2012 – The Academy received a federal grant to replace a 15+ year old Firearms Training Simulator. Meggitt Systems, Inc was selected because this new Use of Force Training Simulator will allow for Firearms, OC Spray, Taser, Impact Tools and Flashlights to be used for training options. This advanced system will better prepare officers.

APPENDIX A

Certified Municipal, County and State Law Enforcement and Corrections Officers

Appendix A
Certified Municipal, County and State Law Enforcement / Corrections Officers

Agency Categories Municipal / County Officers	# of Depts.	# of Authorized Full-Time Police	# of Authorized Part-Time Police
1-8 Officers	72	318	403
9-19 Officers	33	433	140
20-64 Officers	15	508	65
65+ Officers	3	307	0
Sheriff's Dept. (13 Transport Officers)	16	352	301
SUBTOTAL	139	1,918	909
Part-Time Municipal Officers	11	0	27
State Law Enforcement Agencies			
Railroad Police	1	1	0
State Corrections LE Investigators	1	1	0
Baxter State Park Authority	1	5	0
Maine State Police	1	298	0
Maine Warden Service	1	117	4
Maine Marine Patrol	1	44	0
Maine Judicial Marshal Office	1	85	0
Maine Capitol Police	1	8	0
Maine Fire Marshal Investigators	1	13	0
Maine University Police Departments	4	33	17
Attorney General Investigators	1	11	0
Motor Vehicle Investigators	1	11	2
Maine Drug Enforcement Agency	1	1	0
SUBTOTAL	16	628	23
TOTAL	166	2,546	959
Correctional Agencies	# of Depts.	# of Authorized Full-Time Corrections	# of Authorized Part-Time Corrections
Mountain View Youth Development	1	94	0
Maine State Prison	1	266	0
Maine Correctional Center	1	179	0
Central Maine Pre-Release	1	17	0
Long Creek Youth Development	1	96	0
Charleston Correctional Center	1	32	0
Downeast Correctional Center	1	44	0
County Jails	15	740	117
TOTAL	22	1,468	117

APPENDIX B

Municipal Police and Sheriff's Departments Number of Personnel by Category

Appendix B

Maine Police and Sheriff's Departments

Number of Personnel by Category

Group #1 Department Personnel 1-8;
consists of small departments generally rural
in nature and supporting small communities.

72 Departments
318 F/T Law Enforcement Officers
403 P/T Law Enforcement Officers

1 Person Police Departments	P/T
Clinton	8
Frye Island	3
Hancock County DA's Office	0
Knox County DA's Office	0
Lincolntonville	5
Maliseet Tribal Police	0
Phippsburg	1
Swan's Island	2
York County DA's Office	0

2 Person Police Departments	P/T
Brownville	8
Gouldsboro	2
Greenville	11
Milbridge	5
Milo	8
Washburn	2
Wiscasset	12

3 Person Police Departments	
Baileyville	5
Fort Fairfield	5
Kennebec County DA	0
Limestone	10
Monmouth	3
Penobscot Indian Nation	8
Penobscot Indian Nation Warden Ser.	2
Rangeley	3
Thomaston	4
Van Buren	3

4 Person Police Departments	P/T
Ashland	2
Dexter	9
Dixfield	9
East Millinocket	6
Fort Kent	3
Hallowell	7
Holden	8
Machias	8
Mechanic Falls	1

Passamaquoddy Indian Township W.S.	2
Passamaquoddy Indian Township	5
Searsport	6
Veazie	6

5 Person Police Departments	P/T
Damariscotta	10
Eastport	9
Fryeburg	14
Lincoln	11
Madawaska	5
Mexico	7
Oxford	10
Pittsfield	6
Rockport	1
Southwest Harbor	6

6 Person Police Departments	P/T
Boothbay Harbor	5
Dover-Foxcroft	14
Livermore Falls	13
Madison	13
Passamaquoddy Pleasant Point P.S.	2
Richmond	7
Sabattus	6

7 Person Police Departments	P/T
Bucksport	7
Calais	3
Jay	10
Newport	3
Paris	4
Wilton	6
Winthrop	7

8 Person Police Departments	P/T
Bridgton	5
Buxton	8
Carrabassett Valley	2
Millinocket	3
Mount Desert	3
Norway	3
South Berwick	7
Waldoboro	8
Winslow	6

Group #2 Department personnel 9-19; consists of departments who routinely provide 24-hour coverage and who have varied demographic characteristics, ranging from rural to urban.

33 Departments

433 F/T Law Enforcement Officers

140 P/T Law Enforcement Officers

9 Person Police Departments P/T

Cumberland	1
Eliot	1
North Berwick	6
Ogunquit	9

10 Person Police Departments P/T

Berwick	4
Camden	3
Fairfield	9
Oakland	13
Topsham	5
Yarmouth	0

11 Person Police Departments P/T

Farmington	2
Hampden	3
Rumford	5

12 Person Police Departments P/T

Freeport	2
Gardiner	1
Kennebunkport	6

13 Person Police Departments P/T

Bar Harbor	0
Cape Elizabeth	1
Orono	0
Skowhegan	7

14 Person Police Departments P/T

Belfast	3
---------	---

15 Person Departments P/T

Houlton	6
Lisbon	4

16 Person Departments P/T

Caribou	8
Ellsworth	1
Old Town	1
Presque Isle	0

17 Person Police Departments P/T

Bath	1
Kittery	1

18 Person Police Departments P/T

Falmouth	9
Rockland	0

19 Person Police Departments P/T

Kennebunk	11
Wells	17

Group #3 Department personnel 20-65; consists of cities with population in excess of 16,000.

15 Departments
508 F/T Law Enf. Officers
65 P/T Law Enf. Officers

F/T Police Departments P/T

21	Old Orchard Beach	21
22	Brewer	2
22	Gorham	0
24	Windham	0
28	York	16
30	Waterville	0
34	Saco	0
34	Scarborough	15
35	Brunswick	2
38	Westbrook	3
39	Augusta	3
39	Sanford	0
45	Biddeford	0
48	South Portland	0
49	Auburn	0

Group #4 Department personnel 65+ consists of the three larger metropolitan cities of Maine; Portland, Bangor and Lewiston.

3 Departments
307 F/T Law Enf. Officers
0 P/T Law Enf. Officers

F/T Police Departments P/T

77	Bangor	0
78	Lewiston	0
152	Portland	0

Group #5 Sheriff's - Consists of the 16 counties who maintain police patrol units and the 15 counties who maintain county jails with corrections officers.

16 Sheriff Departments
352 F/T Law Enf. Officers
301 P/T Law Enf. Officers
15 County Jails
740 F/T Corrections Officers
117 P/T Corrections Officers

Law Enforcement Officers			
F/T	Sheriff's Office	P/T	Trans.
20	Androscoggin	9	0
17	Aroostook	15	0
56	Cumberland	54	0
16	Franklin	30	0
15	Hancock	14	0
28	Kennebec	25	3
19	Knox	12	0
22	Lincoln	8	6
19	Oxford	8	0
44	Penobscot	25	4
8	Piscataquis	13	0
20	Sagadahoc	12	0
14	Somerset	29	0
18	Waldo	14	0
12	Washington	18	0
25	York	15	0

Corrections Officers		
F/T	County Jails	P/T
48	Androscoggin	14
29	Aroostook	11
164	Cumberland	7
12	Franklin	9
21	Hancock	6
67	Kennebec	3
35	Knox	14
14	Oxford	2
82	Penobscot	12
23	Piscataquis	10
77	Somerset	3
13	Waldo	7
20	Washington	7
74	York	6
61	Two Bridges Regional Jail	6

Group #6 Department Personnel consist of part time officers serving rural population in small communities.

11 Towns
27 P/T Law Enf. Officers

Police Department	P/T
Boothbay Harbor Marine	3
China	1
Farmingdale	4
Harrington	1
Islesboro	2
Piscataquis D.A.'s Office	1
Randolph	1
Stockton Springs	8
Thomaston Marine	2
Vassalboro	1
Winter Harbor	3

APPENDIX C

MCJA In-Service Training

Maine Criminal Justice Academy 2011 In-Service Training Classes

<u>Course</u>	<u>Class Name</u>	<u>Location</u>	<u>Students</u>	<u>Hours</u>
INS1101	INTOXILYZER OPERATION & CERTIFICATION	Westbrook PD	1	4.00
INS1102	CADRE LEADERSHIP DEVELOPMENT	MCJA	1	80.00
INS1103	INVESTIGATING COMPLAINTS OF OFFICER	MCJA	24	16.00
INS1105	LAW ENFORCEMENT OFFICER RECERTIFICATION	MCJA	28	16.00
INS1106	UNARMED SELF DEFENSE INSTRUCTOR FOR	MCJA	15	40.00
INS1107	TEEN DRIVING INITIATIVES	MDOT Bangor	10	8.00
INS1108	INTOXILYZER OPERATION & CERTIFICATION	Cumberland PD	1	4.00
INS1109	INTOXILYZER OPERATION & CERTIFICATION	Buxton PD	3	4.00
INS1110	INTOXILYZER OPERATION & CERTIFICATION	Rumford PD	1	4.00
INS11100	INTOXILYZER INSTRUCTOR DEVELOPMENT	MCJA	1	
INS11101	OUI-SFST TRAINING	MCJA	0	24.00
INS11102	OUI-SFST TRAINING	MCJA	0	24.00
INS11103	OUI-SFST TRAINING	MCJA	0	24.00
INS11104	TERMINAL OPERATOR CERTIFICATION	MCJA	10	40.00
INS11105	OUI-SFST TRAINING	MCJA	0	24.00
INS11106	TEEN DRIVING INITIATIVES	MSP - Troop G	6	8.00
INS1111	INTOXILYZER OPERATION & CERTIFICATION	MSP - Troop G	1	4.00
INS11111	METHODS OF INSTRUCTION	MCJA	19	80.00
INS11112	POLICE TRAINING OFFICER COURSE	MCJA	12	40.00
INS11113	NARCOTIC DETECTION K-9 SCHOOL	MCJA	5	320.00
INS11115	INTOXILYZER OPERATION & CERTIFICATION	MCJA	18	16.00
INS11116	INTOXILYZER OPERATION & CERTIFICATION	MCJA	17	16.00
INS11117	INTOXILYZER OPERATION & CERTIFICATION	MCJA	19	16.00
INS11118	INTOXILYZER OPERATION & CERTIFICATION	MCJA	1	16.00
INS11119	INTOXILYZER OPERATION & CERTIFICATION	Auburn PD	1	4.00
INS1112	METHODS OF INSTRUCTION	MCJA	17	80.00
INS11120	INTOXILYZER OPERATION & CERTIFICATION	Ogunquit PD	1	8.00
INS11121	INTOXILYZER OPERATION & CERTIFICATION	Fairfield PD	1	8.00

<u>Course</u>	<u>Class Name</u>	<u>Location</u>	<u>Students</u>	<u>Hours</u>
INS11122	INTOXILYZER OPERATION & CERTIFICATION	MSP - Troop A	1	8.00
INS11123	INTOXILYZER OPERATION & CERTIFICATION	MSP - Troop A	1	8.00
INS11124	INTOXILYZER OPERATION & CERTIFICATION	Scarborough PD	1	8.00
INS11125	INTOXILYZER OPERATION & CERTIFICATION	Richmond PD	2	8.00
INS11126	INTOXILYZER OPERATION & CERTIFICATION	Oxford PD	7	16.00
INS11127	INTOXILYZER OPERATION & CERTIFICATION	Jonesboro PD	7	16.00
INS11128	OUI-SFST TRAINING	MCJA	0	24.00
INS11129	INTOXILYZER OPERATION & CERTIFICATION	Brunswick PD	1	4.00
INS1113	MUNICIPAL ORDINANCE PROSECUTION	MCJA	26	4.00
INS11130	INTOXILYZER OPERATION & CERTIFICATION	Oxford PD	1	4.00
INS11131	INTOXILYZER OPERATION & CERTIFICATION	MCJA and Sanford PD	2	16.00
INS11132	DRE RECERTIFICATION CLASS	MCJA	48	8.00
INS11134	TEEN DRIVING INITIATIVES	DHHS - Augusta	18	8.00
INS11135	LEADERSHIP AND MASTERING PERFORMANCE	MCJA	47	40.00
INS11136	TERMINAL OPERATOR CERTIFICATION	MCJA	10	40.00
INS11137	INTERVIEW AND INTERROGATION	MCJA	43	24.00
INS11138	INTOXILYZER OPERATION & CERTIFICATION	Millinocket PD	1	8.00
INS11139	INVESTIGATING COMPLAINTS OF OFFICER	MCJA	17	16.00
INS1114	INTOXILYZER OPERATION & CERTIFICATION	Scarborough PD	1	8.00
INS11140	FIREARMS INSTRUCTOR RECERT	Bangor PD	13	8.00
INS11141	FIREARMS INSTRUCTOR RECERT	Brunswick PD	38	8.00
INS11142	FIREARMS INSTRUCTOR RECERT	Portland PD	29	8.00
INS11143	ELECTRONIC SPEED MEASUREMENT DEVICE	MCJA	53	16.00
INS11144	OUI-SFST REFRESHER TRAINING	Biddeford PD	1	4.00
INS11145	CIVIL RIGHTS OFFICER TRAINING	MCJA	11	8.00
INS11146	INTOXILYZER OPERATION & CERTIFICATION	Biddeford PD	1	8.00
INS11147	INTOXILYZER OPERATION & CERTIFICATION	Farmington PD	1	8.00
INS11148	INTOXILYZER OPERATION & CERTIFICATION	Buxton PD	2	8.00
INS11149	OUI-SFST REFRESHER TRAINING	South Portland PD	1	4.00
INS1115	INTOXILYZER OPERATION & CERTIFICATION	Rumford PD	1	8.00
INS11150	CRASH RECONSTRUCTION SPECIALIST	MCJA	53	16.00
INS11151	INTOXILYZER OPERATION & CERTIFICATION	Augusta PD	2	8.00
INS11153	INTOXILYZER OPERATION & CERTIFICATION	Bangor PD	1	4.00

<u>Course</u>	<u>Class Name</u>	<u>Location</u>	<u>Students</u>	<u>Hours</u>
INS11154	INTOXILYZER OPERATION & CERTIFICATION	Wiscasset PD	1	4.00
INS11155	INTOXILYZER OPERATION & CERTIFICATION	Androscoggin SO	2	4.00
INS11156	INTOXILYZER OPERATION & CERTIFICATION	Togus VA	2	12.00
INS11157	INTOXILYZER OPERATION & CERTIFICATION	Houlton PD	3	12.00
INS11158	INTOXILYZER OPERATION & CERTIFICATION	Ashland PD	2	12.00
INS11159	INTOXILYZER OPERATION & CERTIFICATION	Rockland PD	1	8.00
INS1116	INTOXILYZER OPERATION & CERTIFICATION	Franklin County SO	3	8.00
INS11160	INTOXILYZER OPERATION & CERTIFICATION	Topsham PD	1	4.00
INS11161	INTOXILYZER OPERATION & CERTIFICATION	Auburn PD	1	6.00
INS1117	INTOXILYZER OPERATION & CERTIFICATION	Holden PD	13	16.00
INS1118	INTOXILYZER OPERATION & CERTIFICATION	Westbrook PD	1	8.00
INS1119	INTOXILYZER OPERATION & CERTIFICATION	Togus PD	7	12.00
INS1120	ELECTRONIC SPEED MEASUREMENT DEVICE	MCJA	42	16.00
INS1121	MECHANICS OF RESTRAINT & CONTROL	MCJA	10	40.00
INS1122	INTOXILYZER OPERATION & CERTIFICATION	Acadia National Park PD	8	10.00
INS1123	INTOXILYZER OPERATION & CERTIFICATION	Orono PD	8	16.00
INS1124	INTOXILYZER OPERATION & CERTIFICATION	Rockland PD	1	8.00
INS1125	INTOXILYZER OPERATION & CERTIFICATION	Somerset SO	2	8.00
INS1126	ELECTRONIC SPEED MEASUREMENT DEVICE	MSP - Troop G	13	8.00
INS1127	ELECTRONIC SPEED MEASUREMENT DEVICE	MSP - Troop G	5	8.00
INS1128	INTOXILYZER OPERATION & CERTIFICATION	MCJA	1	16.00
INS1129	OUI-SFST TRAINING	MCJA	1	24.00
INS1130	OUI-SFST TRAINING	MCJA	10	24.00
INS1131	INTOXILYZER OPERATION & CERTIFICATION	MCJA	15	16.00
INS1133	OUI-SFST REFRESHER TRAINING	Portland PD	10	4.00
INS1134	DRUG RECOGNITION EXPERT EVALUATION &	MCJA	18	72.00
INS1135	INTOXILYZER OPERATION & CERTIFICATION	Lincoln PD	1	4.00
INS1136	INTOXILYZER OPERATION & CERTIFICATION	MSP - Troop B	2	4.00
INS1137	INTOXILYZER OPERATION & CERTIFICATION	Westbrook PD	1	4.00
INS1138	OUI-SFST REFRESHER TRAINING	Rockland PD	1	4.00
INS1139	INTOXILYZER OPERATION & CERTIFICATION	Bangor PD	1	4.00
INS1140	INTOXILYZER OPERATION & CERTIFICATION	Oxford PD	1	8.00
INS1141	INTOXILYZER OPERATION & CERTIFICATION	Houlton PD	3	16.00

<u>Course</u>	<u>Class Name</u>	<u>Location</u>	<u>Students</u>	<u>Hours</u>
INS1142	TERMINAL OPERATOR CERTIFICATION	MCJA	9	40.00
INS1143	METHODS OF INSTRUCTION	MCJA	19	80.00
INS1144	TERMINAL OPERATOR CERTIFICATION	MCJA	10	40.00
INS1145	INTOXILYZER OPERATION & CERTIFICATION	Houlton PD	4	16.00
INS1146	INTOXILYZER OPERATION & CERTIFICATION	MCJA	1	12.00
INS1147	INTOXILYZER OPERATION & CERTIFICATION	MCJA	1	16.00
INS1148	INTOXILYZER OPERATION & CERTIFICATION	MCJA	2	8.00
INS1149	OUI-SFST TRAINING	MCJA	9	24.00
INS1150	OUI-SFST TRAINING	MCJA	2	24.00
INS1151	INTOXILYZER OPERATION & CERTIFICATION	MCJA	15	16.00
INS1152	INTOXILYZER OPERATION & CERTIFICATION	MCJA	15	16.00
INS1153	OUI-SFST TRAINING	MCJA	0	24.00
INS1154	NEW CHIEF-SHERIFFS SEMINAR	MCJA	14	40.00
INS1155	INTOXILYZER OPERATION & CERTIFICATION	Ellsworth PD	1	8.00
INS1156	INTOXILYZER OPERATION & CERTIFICATION	Madison PD	3	10.00
INS1157	INTOXILYZER OPERATION & CERTIFICATION	Milbridge PD	4	12.00
INS1158	INTOXILYZER OPERATION & CERTIFICATION	Fryeburg PD	4	8.00
INS1159	BASIC CRIME SCENE INVESTIGATION	MCJA	17	40.00
INS1160	HOSTAGE/CRISIS NEGOTIATIONS: DEFUSING THE	MCJA	30	4.00
INS1161	BASIC PATROL DOG SCHOOL	MCJA	5	480.00
INS1162	ADVANCED JUDICIAL MARSHAL SCHOOL	MCJA	24	20.00
INS1163	TERMINAL OPERATOR CERTIFICATION	MCJA	8	40.00
INS1164	INTOXILYZER OPERATION & CERTIFICATION	Indian Township PD	8	13.00
INS1165	INTOXILYZER OPERATION & CERTIFICATION	Madawaska PD	6	8.00
INS1166	FIREARMS SKILLS DEVELOPMENT	MCJA	12	8.00
INS1167	INTOXILYZER OPERATION & CERTIFICATION	Kittery PD	7	16.00
INS1168	FIREARMS INSTRUCTOR DEVELOPMENT	MCJA	18	80.00
INS1169	OUI-SFST REFRESHER TRAINING	Biddeford PD	1	4.00
INS1170	INTOXILYZER OPERATION & CERTIFICATION	Hancock County SO	1	4.00
INS1171	INTOXILYZER OPERATION & CERTIFICATION	MSP - Troop A	1	8.00
INS1172	INTOXILYZER OPERATION & CERTIFICATION	Rockland PD	1	8.00
INS1173	INTOXILYZER OPERATION & CERTIFICATION	Cumberland PD	7	8.00
INS1174	OUI-SFST REFRESHER TRAINING	Hallowell PD	1	4.00

<u>Course</u>	<u>Class Name</u>	<u>Location</u>	<u>Students</u>	<u>Hours</u>
INS1175	INTOXILYZER OPERATION & CERTIFICATION	MSP - Troop B	1	8.00
INS1176	INTOXILYZER OPERATION & CERTIFICATION	Bangor PD	1	8.00
INS1177	OUI-SFST REFRESHER TRAINING	Gardiner PD	1	4.00
INS1178	INTOXILYZER OPERATION & CERTIFICATION	Saco PD	5	16.00
INS1179	ELECTRONIC SPEED MEASUREMENT DEVICE	MSP - Troop B	6	8.00
INS1180	CADRE LEADERSHIP DEVELOPMENT	MCJA	2	80.00
INS1181	TACTICAL NARCOTICS DEBRIEFING	MCJA	18	24.00
INS1182	TERMINAL OPERATOR CERTIFICATION	MCJA	8	40.00
INS1183	OUI-SFST TRAINING	MCJA	1	24.00
INS1184	INTOXILYZER OPERATION & CERTIFICATION	Scarborough PD	1	8.00
INS1185	INTOXILYZER OPERATION & CERTIFICATION	Millinocket PD	1	8.00
INS1186	INTOXILYZER OPERATION & CERTIFICATION	Gorham PD	2	8.00
INS1187	INTOXILYZER OPERATION & CERTIFICATION	Cumberland PD	4	8.00
INS1188	ELECTRONIC SPEED MEASUREMENT DEVICE	MSP Headquarters	2	8.00
INS1189	TEEN DRIVING INITIATIVES	MSP Headquarters	17	8.00
INS1190	INTOXILYZER INSTRUCTOR DEVELOPMENT	MCJA	6	8.00
INS1191	INTOXILYZER OPERATION & CERTIFICATION	Auburn PD	1	4.00
INS1192	INTOXILYZER OPERATION & CERTIFICATION	Rockland PD	1	8.00
INS1193	INTOXILYZER OPERATION & CERTIFICATION	Newport PD	2	8.00
INS1194	INTOXILYZER OPERATION & CERTIFICATION	Greenville PD	5	8.00
INS1195	INTOXILYZER OPERATION & CERTIFICATION	Augusta PD	1	8.00
INS1196	INTOXILYZER OPERATION & CERTIFICATION	Orono PD	1	4.00
INS1197	INTOXILYZER OPERATION & CERTIFICATION	Androscoggin County SO	0	4.00
INS1198	K-9 TEAM ASSISTANT TRAINER CERTIFICATION		8	0.00
INS1199	URBAN RIFLE INSTRUCTOR DEVELOPMENT	MCJA	13	40.00
Total number of Courses		152	1,213.00	3,223.00

APPENDIX D

Maine Criminal Justice Academy Regional In-Service Training

MAINE CRIMINAL JUSTICE ACADEMY
2011 IN-SERVICE REGIONAL TRAINING

LAW ENFORCEMENT TRAINING REGIONS	COURSES	OFFICERS	TOTAL HOURS
York County Training Council (Region 1)	21	404	3,351
Cumberland County Training Council (Region 2)	4	91	561
Western Maine Training Council (Region 3)	6	123	268
Central Maine Training Council (Region 4)	0	0	0
Penobscot / Piscataquis County Regional Training Council (Region 5)	0	0	0
Mid-Coast Training Council (Region 6)	0	0	0
Downeast Training Council (Region 7)	0	0	0
Aroostook County Training Council (Region 8)	0	0	0

TRAINING YEAR	COURSES	OFFICERS	TOTAL HOURS
2011 TOTALS	31	618	4,180
2010 TOTALS	47	927	3,894
2009 TOTALS	49	937	3,864
2008 TOTALS	158	3,702	10,190
2007 TOTALS	103	3,034	12,241
2006 TOTALS	125	3,466	10,361

Regional In-service Training reported to the Academy has significantly gone down since 2007. Officers are not doing less training. It involves the switch from traditional classroom type training that is attendance based to the new internet based on-line training that is competency based. Justice Planning Management Associates (JPMA) conducts almost all the mandatory law enforcement training for officers in Maine. As you can see from the above Regional Chart, only a few regions conduct local classes.

APPENDIX E

Training For Exempt Law Enforcement Agencies

The attached letters to this report, from the Division of Probation and Parole and the Department of Conservation represent training information reported to the Board of Trustees as required in Title 25 M.R.S.A. section 2809 (4).

It should be noted that both agencies submitted, at an earlier date, outlines of their basic law enforcement course for the Board's inspection. These orientation programs were accepted by the Board as to content of the training.

**STATE OF MAINE
DEPARTMENT OF CORRECTIONS
111 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0111**

Paul R. LePage
Governor

Joseph Ponte
Commissioner

March 30, 2012

John Rogers, Director
Maine Criminal Justice Academy
15 Oak Grove Road
Vassalboro, ME 04989

Dear Mr. Rogers:

This letter is to advise you as to the status of staff training for the Department of Corrections, Community Corrections.

Adult Community Corrections 2011

Air & Bloodborne Pathogens	1 hour
Motivational Interviewing Refresher	2 hours
LSI Risk Assessment Refresher	2 hours
Officer Safety	2 hours
New Law Update	2 hours
Mechanics of Arrest, Restraint, Control	8 hours
Firearms	8 hours
Policy Training	6 hours
JPMA Website Electives	2 hours
Electives	7 hours

Juvenile Community Corrections 2011

Air & Bloodborne Pathogens	1 hour
YLS Risk Assessment Refresher	6 hours
Quality, Consistency, & Competence	6 hours
Officer Safety/Search & Seizure	6 hours
Mental Health for Law Enforcement	4 hours
Prison Rape Elimination Act	2 hours
Ethics	2 hours
Law Update	2 hours
Interstate Compact	2 hours
Policy Review	9 hours
Handcuffing & OC Spray	6 hours

We are committed to ensuring that our staff is well trained. As you can see, we invest a considerable amount of time in doing so.

Sincerely,



Bartlett Stoodley
Associate Commissioner/Juvenile Services



PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF CONSERVATION
22 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0022

WILLIAM H. BEARDSLEY
COMMISSIONER

December 20, 2011

Chairman Brian MacMaster
Maine Criminal Justice Academy
15 Oak Grove Road
Vassalboro, ME 04989

Dear Chairman MacMaster,

The Maine Forest Service wishes to advise the Maine Criminal Justice Academy's Board of Trustees that it has continued to provide training for our law enforcement officers pursuant to 25 M.R.S.A. §2801-B(2). During Calendar year 2011 the following law enforcement training was provided:

- 3 Forest Rangers and 19 Parks and Lands Rangers attended 80 hours of Basic Law Enforcement Training.
- 1 Forest Ranger attended 40 hours of Crime Scene Processing Training.
- 4 Forest Rangers attended a 40 hour Emergency Vehicle Operations Instructor Development training program.

In addition to law enforcement training, Forest Rangers received more than 11,500 hours of training in numerous other topics specific to our agency's mission.

Sincerely,

Alan Hammond,
State Planning and Training Coordinator,
Forest Protection Division

MAINE FOREST SERVICE
DOUG DENICO, DIRECTOR

PHONE: (207) 287-2781 OR 1-800-387-0223
FAX: (207) 287-8422; TTY: (207) 287-2213
<http://www.maine.gov/dps/mfs/>

We help you make informed decisions about Maine's forests

APPENDIX F

Guidelines for Regional Training Coordinators

MAINE CRIMINAL JUSTICE ACADEMY

A Bureau of the Department of Public Safety

Guidelines for Regional Training Coordinators

Training Memorandum 93-1 (Revised)

PURPOSE

The purpose of the Academy's regional in-service training program is to provide certified law enforcement, corrections officers and other criminal justice personnel an opportunity to upgrade their existing levels of job skills and develop new areas of expertise.

The statewide in-service training will carry out the following primary objectives:

- 1) Provide cost effective training;
- 2) Provide local officers with training opportunities in their own locale and on a flexible schedule;
- 3) Provide quality training on topics specific to local needs;
- 4) Promote and encourage local law enforcement and corrections officers to upgrade their skills; and
- 5) Develop and support courses which maintain and promote philosophies and standards established by the Academy's Board of Trustees.

DESCRIPTION OF IN-SERVICE TRAINING PROGRAM

The Academy is required by statute to offer in-service training for law enforcement and corrections officers. The various types of in-service training are:

SPECIALIZED TRAINING

This type of training is usually done at the Academy and involves the development of special skills, e.g., Police Photography, Arson Investigation, Instructor Development. These courses could be offered locally if coordinated with other training regions. These activities are supported by fees paid by attendee's agencies.

MANAGEMENT TRAINING

Supervisor, Mid-Management and Executive Training are developed courses with specifications and offered annually at the Academy. Regionally, Coordinators should offer, on a needs basis, workshops, seminars and conferences for area management that deals with local issues or problems. Statewide issues and problems should be scheduled at the Academy. The Management courses could be offered regionally if coordinated through the Academy. These activities are supported by fees paid by attendee's agencies.

REFRESHER TRAINING

This type of training sharpens and expands the skills and knowledge of officers as it deals with changes in the law, new concepts, updated procedures and critical skills. Training subjects could be required by the legislature, the Board of Trustees or identified through an established Regional Training Council. Fees could be assessed and maintained by individual councils.

ORGANIZATION OF IN-SERVICE TRAINING

Training regions have been organized to recognize the geographical boundaries established by the courts. These prosecutorial districts recognize more than one county. It should be noted that the Maine Chiefs of Police Association also recognizes these boundaries setting their District representation. The Academy has used the same boundaries to establish the four training regions, which are;

- 1) Region 1,
 District (1) York
 District (2) Cumberland
- 2) Region 2,
 District (3) Franklin, Oxford, Androscoggin
 District (4) Somerset, Kennebec
- 3) Region 3,
 District (6) Waldo, Knox, Lincoln, Sagadahoc
 District (7) Washington, Hancock
- 4) Region 4,
 District (5) Penobscot, Piscataquis
 District (8) Aroostook

The establishment of a Regional Training Council within each training region is an essential part of the overall training plan. The Task Force Report from the Attorney General noted that regional training councils should reflect the concerns of municipal, county, state law enforcement officers, district attorneys and designated public members who have no affiliation with law enforcement.

The Task Force Report recognized the importance of identifying local training issues and to address these problems by improving performance. Each district should be made up of a minimal representation of:

- 1) District Attorney, or designee
- 2) Troop Commander or designee
- 3) County Sheriff (s) or designee
- 4) Representative member of Chiefs of differing sizes
- 5) Public member(s).

The primary role of the regional training coordinator is to provide technical assistance to the Council. It further becomes the responsibility of the coordinator to provide leadership within the training region in ensuring that all officers are receiving the required training and become the standard bearer for the Academy.

The Regional Training Council should meet periodically, and through this process, identify training needs. With identification, also requires the responsibility of assuring that the training is of sufficient quality in regard to both content and instructor. The regional training coordinator serves the role of technical assistance to this process and assures that it meets the overall Board of Trustee's standard of course certification.

The duties of the regional training coordinator will include but is not limited to the following:

- * Assess the training needs of their region's criminal justice community and develop programs based on those needs.
- * Develop specialized in-service programs for that area (i.e. Fingerprinting, Photography, Criminal Investigation, Radar, Intoxilyzer, Etc.)
- * Develop general refresher training to serve as a continual update of latest law changes and new procedure changes.
- * Provide advanced seminars & workshops for command level personnel.
- * Provide the Pre-service Training Program on a needs basis in the region.
- * Work with the area criminal justice agencies and institutions of higher education in an effort to constantly provide training of the highest quality.
- * To serve as the on-site coordinator for all Academy certified programs within their geographic regions.

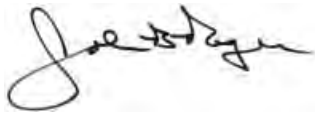
PLANNING

- * Understand the role of the Academy and the Council.
- * Work with the Academy/Council in identifying training needs.
- * Examine resources and prior evaluations in establishing courses.
- * Coordinate need for training with the Training Manager/Academy and local agencies to determine number of presentations and estimated total number of students to be trained.
- * Determine funding sources.
 - 1) Fees and Outside funding sources.
- * Select training facilities, when possible, conducive to satisfactory learning.
 - 1) Comfortable environment (seating/workspace).
 - 2) Distraction/interruption.
 - 3) Audio-visual readily available.
- * Arrange for needed equipment for instructors.
- * Develop cancellation policy, i.e. low enrollment, inclement weather, and instructor availability.
- * Develop and maintain brochures and course announcements.

EVALUATION

- * Conduct course and instructor evaluation.
 - 1) Monitoring first presentations of new instructor.
 - 2) Periodically monitoring all courses.
 - 3) Administer student evaluations of courses and instructors.
- * Provide feedback to instructors on evaluations.
- * Provide assistance and/or counseling to instructors as necessary on a one-to-one basis.

Dated: February 10, 1995

A handwritten signature in black ink, appearing to read "John B. Rogers", with a stylized, cursive script.

John B. Rogers, Director

DISTRIBUTION: MCJA Staff