



BOARD OF STATE AND COMMUNITY CORRECTIONS **STANDARDS AND TRAINING FOR CORRECTIONS PROGRAM REVIEW**

EXECUTIVE STEERING COMMITTEE

Thursday, April 25, 2013

10:00 a.m. – 2:00 p.m.

660 Bercut Drive, Sacramento, CA 95811

(Large Conference Room)

AGENDA ITEM SUMMARY

IV. Presentation by STC Policy Workgroup Chair, Chief Probation Officer Richard Muench. The ESC is asked to accept the recommendations from the workgroup on the following items:

5. *Testing Policy for Trainers of Core*

Best practices in test administration include a written policy to guide the development and administration of tests in accordance with federal uniform guidelines on employee selection practices. Currently, Standards and Training for Corrections (STC) policy does not require agencies that provide core training to have a testing policy, although it is strongly recommended. As a result, many core providers do not have a testing policy, which can and has led to breaches in test security.

6. *Lesson Plans for Training Courses Policy*

Best practice in the development and delivery of training includes the creation of a detailed lesson plan. STC recommends this practice but does not currently require lesson plans as part of its course certification process. This makes a quality assessment of training very difficult.

7. *Course Budget and Tuition Policy*

The course certification process includes prescriptive budget policies that are designed to ensure training is cost effective. In practice, this process is complex and results in billing errors and the inability to certify courses that exceed minimum allowances despite a demonstrated need. In order to ensure that STC supports local agency training in the most effective manner, it is necessary to reexamine the budget policy to ensure it is responsive to agency training needs while maintaining fiscal accountability.

8. *STC Work-Related Education Credits Policy*

Current policy allows managers and administrators to meet 100% of their annual training requirement through the Work-Related Education, Training and Professional Development (WRE) format. Supervisors and line staff are allowed to meet half of their training requirement through the WRE format. Through the STC survey sent to the field, there were two comments received regarding this policy. One requested that supervisors be allowed to meet 100% of their credit through the WRE format, and one requested that both supervisors and line staff be allowed to meet the requirement in this manner.