

LOS ANGELES POLICE COMMISSION

BOARD OF POLICE COMMISSIONERS

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July 21, 2021

BPC #21-127

The Honorable Eric Garcetti
Mayor, City of Los Angeles
City Hall, Room 303
Los Angeles, CA 90012

The Honorable City Council
City of Los Angeles, Room 395
c/o City Clerk's Office

Dear Honorable Members:

RE: REVOLVING TRAINING FUND BUDGET FISCAL YEAR 2021-2022.

At the regular meeting of the Board of Police Commissioners held Tuesday, July 20, 2021 the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in blue ink, appearing to read "Maria Silva".

MARIA SILVA
Commission Executive Assistant

Attachment

c: Chief of Police

INTRADEPARTMENTAL CORRESPONDENCE

July 6, 2021
1.1

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: REVOLVING TRAINING FUND BUDGET FOR FISCAL YEAR 2021-2022

RECOMMENDED ACTIONS:

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the report concurrently to the Mayor and City Council.
3. That the Board REQUEST the Mayor and City Council to:

A. APPROVE the distribution of funds for the Los Angeles Police Department's Revolving Training Fund (RTF) for Fiscal Year 2021-2022 in the amount of \$1.5 million dollars.

B. AUTHORIZE the distribution of the funds as follows:

Executive Development:	\$212,000.00
Professional Development:	\$977,500.00
Tuition Reimbursement:	\$310,500.00
Total:	\$1,500,000.00

- Executive Development – This category of disbursements includes courses and programs geared for executive or upper-management personnel. This category is generally used for employees at the rank of Captain and above and their civilian equivalents.
- Professional Development – This category of disbursements includes courses that enhance, develop, and update the expertise of all Department employees and includes discretionary executive development courses, equipment, and facility rental.
- Tuition Reimbursement – This category is for the reimbursement of tuition expenditures for Department personnel who attend certificate and degree programs presented by various accredited colleges. The program is open to all full-time Department personnel.

DISCUSSION

On October 16, 1996, the Los Angeles City Council passed Ordinance No. 171378 to establish the Los Angeles Police Department's RTF. The purpose of the RTF is to oversee the receipt, retention, and disbursement of monies received from the State of California Commission on Peace Officer Standards and Training (POST), outside agencies, and the college affiliation program.

The RTF is funded by:

- POST reimbursements for Department-incurred expenses when presenting POST-certified courses;
- POST reimbursements for per diem, tuition, and travel expenses incurred by Department personnel while attending POST-reimbursable courses;
- Tuition fees paid by outside agencies whose employees attended training provided by the Department; and,
- College affiliation program.

The use of RTF monies is restricted to the following purposes:

- The payment of travel, per diem, and tuition related to training;
- Expense and equipment directly related to the delivery of training by Department personnel; and,
- Short term rental of training facilities (no more than five days).

The RTF is divided into a Reimbursable and Non-Reimbursable account. The Reimbursable Account is allotted for expenditures that will be reimbursed by POST or by other agencies and the Non-Reimbursable Account is allotted for expenditures that will not be reimbursed.

If you have any questions or concerns, please contact Senior Personnel Analyst Donna Baylois, Peace Officer Standards and Training Liaison Section, Training Bureau, at (213) 486-0798.

Respectfully,


MICHEL R. MOORE
Chief of Police

BOARD OF
POLICE COMMISSIONERS
Approved By
Secretary

July 20, 2021
Maria Silva

INTRADEPARTMENTAL CORRESPONDENCE

BPC 21-127
REVIEWED *Richard M. Tefani* 7/13/21
RICHARD M. TEFANI DATE
EXECUTIVE DIRECTOR

June 16, 2021
1.12

RECEIVED

JUL 13 2021

POLICE COMMISSION

TO: Chief of Police

FROM: Commanding Officer, Training Bureau

SUBJECT: REVOLVING TRAINING FUND BUDGET FOR FISCAL YEAR 2021-2022

It is requested that the attached report be forwarded to the Board of Police Commissioners for approval. The attached report is the Revolving Training Fund Budget for Fiscal Year 2021-2022. The anticipated budget is \$1.5 million to be distributed as follows:

Executive Development:	\$212,000.00
Professional Development:	\$977,500.00
Tuition Reimbursement:	\$310,500.00
Total:	\$1,500,000.00

If you have any questions, please contact Senior Personnel Analyst Donna Baylosis, Peace Officer Standards and Training Liaison Unit, Training Bureau, at (213) 486-0798.



MARC R. REINA, Commander
Commanding Officer
Training Bureau

Attachments

Los Angeles Police Department
Revolving Training Fund
Expenditure Plan for Fiscal Year 2021-2022

EXPENDITURE PLAN

The Los Angeles Police Department's (Department) Revolving Training Fund (RTF) is budgeted for \$1,500,000 annually. The RTF budget is funded through revenue, in the form of receipts and reimbursements, from the California Commission on Peace Officer Standards and Training (POST), payment for training from outside agencies, and the College Affiliation Program.

The RTF is divided into two accounts, reimbursable and non-reimbursable. The Reimbursable Account is allotted for expenditures that will be reimbursed by POST or by other agencies. The Non-Reimbursable Account is for expenditures that will not be reimbursed.

During Fiscal Year (FY) 2020-2021 the RTF received \$1,956,218.94 in revenue. Of that, \$1,500,000.00 was allocated for the RTF account. Due to the COVID-19 pandemic, all \$1,500,000.00 was deposited into the Non-Reimbursable Account. The remaining balance was deposited into the City of Los Angeles General Fund.

The RTF is further divided into three training categories: Executive Development, Professional Development, and Tuition Reimbursement. The categories are defined as follows:

EXECUTIVE DEVELOPMENT

Courses and programs geared for executive or upper-management personnel are funded through this category. The Executive Development category is generally for employees at the rank of Captain and above and their civilian equivalents.

PROFESSIONAL DEVELOPMENT

This category includes courses that enhance, develop, and update the expertise of all Department employees; including discretionary executive development courses, equipment and facility rental.

TUITION REIMBURSEMENT

Reimbursement of tuition expenditures for Department personnel who attend certificate and degree programs presented by various accredited colleges. The program is open to all full-time Department personnel.

The chart provides a breakdown of the RTF funding between the three categories.

CATEGORY	TOTAL
EXECUTIVE DEVELOPMENT	\$212,000.00
PROFESSIONAL DEVELOPMENT	\$977,500.00
TUITION REIMBURSEMENT	\$310,500.00
	\$1,500,000.00

Each category is further divided into line items. The chart on the proceeding pages provides the RTF expenditures by category, line item, reimbursable and non-reimbursable account.

RECEIVED
MAY 26 2021
800
Office of Support Services

Los Angeles Police Department
 Revolving Training Fund
 Expenditure Plan for Fiscal Year 2021-2022

**LOS ANGELES POLICE DEPARTMENT
 REVOLVING TRAINING FUND EXPENDITURE PLAN
 FOR FISCAL YEAR 2021-2022**

THE RTF LINE ITEM OVERVIEW

TRAINING CATEGORY / LINE ITEM	REIMBURSABLE	NON-REIMBURSABLE
<u>EXECUTIVE DEVELOPMENT</u>		
<p>Command Officer Update (Command Development) <i>POST certified and reimbursable under Plan IV. Training for new civilian commanding officers and sworn personnel who are in a reachable band of the civil service listing for Police Captain. Non-Reimbursable funds include instructor per diem and program equipment and supplies.</i></p>		\$79,000.00
<p>International Association of Chiefs of Police (IACP) Conference <i>Funds are provided for staff to attend the annual IACP conference and various IACP sponsored events.</i></p>		\$63,000.00
<p>Executive Leadership Program (ELP) - USC</p>		\$14,000.00
<p>Major City Chiefs (MCC) <i>Funds for staff to attend the annual MCC conference and various MCC sponsored events.</i></p>		\$3,000.00
<p>Senior Management Institute (SMI) presented by the Police Executive Research Forum (PERF) <i>Tuition is provided for two commanding officers to attend the SMI.</i></p>		\$53,000.00
ACCOUNT TOTALS:	\$0.00	\$212,000.00
EXECUTIVE DEVELOPMENT SUBTOTAL:	\$212,000.00	

Los Angeles Police Department
 Revolving Training Fund
 Expenditure Plan for Fiscal Year 2021-2022

THE RTF LINE ITEM OVERVIEW (continued)

TRAINING CATEGORY / LINE ITEM	REIMBURSABLE	NON-REIMBURSABLE
<u>PROFESSIONAL DEVELOPMENT</u>		
Behavioral Science Services		\$14,000.00
Civilian Discretionary Fund <i>Funds are provided for discretionary training of civilian personnel.</i>		\$69,000.00
Counter Terrorism and Special Operations Bureau <i>Air Support Division (\$22,000), Major Crimes (\$10,000), Metropolitan Division (\$20,000), Special Weapons and Tactics (\$20,000)</i>		\$72,000.00
Department Civilian Training <i>For instructors and equipment needed to develop and put on training for civilian staff within the Department.</i>		\$11,000.00
Employee Organizations (Formerly Noble) <i>Extends to Other Organizations (i.e.NAPOA)</i>		\$14,000.00
FBI - LEEDA		\$85,000.00
FBI National Academy (FBINA) <i>Reimbursement for equipment expenses required for the FBINA.</i>		\$8,000.00
Inspector General		\$23,000.00
Institute of Criminal Investigation <i>Identified as a POST contract course.</i>	\$89,000.00	
LAPD Leadership Program		\$9,000.00
Management Course (POST) <i>Course is POST certified and reimbursable under Plan IV and required by POST for all newly appointed Lieutenants.</i>	\$109,000.00	

Los Angeles Police Department
 Revolving Training Fund
 Expenditure Plan for Fiscal Year 2021-2022

THE RTF LINE ITEM OVERVIEW (continued)

TRAINING CATEGORY / LINE ITEM	REIMBURSABLE	NON-REIMBURSABLE
<u>PROFESSIONAL DEVELOPMENT</u> (continued)		
Public Safety Leadership Program (PSLP) - USC		\$9,000.00
Sherman Block Supervisory Leadership Institute <i>Course is POST certified and reimbursable under Plan IV. Course provides supervisory and leadership development training for front-line supervisors.</i>	\$129,000.00	
Special Investigations Section		\$25,000.00
Sworn Discretionary Fund <i>Funds provided for discretionary training of sworn personnel.</i>		\$180,000.00
Traffic Group <i>DRE Conferences and Training (\$4,000), Motorcycle School (\$4,500), MCIT (\$4,000)</i>		\$12,500.00
Training Division Fund <i>Funds provided for supplies, equipment and other training expenses for courses coordinated by In-Service Training Section.</i>		\$79,000.00
Women's Leadership Conference		\$40,000.00
ACCOUNT TOTALS:	\$327,000.00	\$650,500.00
PROFESSIONAL DEVELOPMENT SUBTOTAL:	\$977,500.00	

Los Angeles Police Department
 Revolving Training Fund
 Expenditure Plan for Fiscal Year 2021-2022

TRAINING CATEGORY / LINE ITEM	REIMBURSABLE	NON-REIMBURSABLE
<u>TUITION REIMBURSEMENT</u>		
College Tuition Reimbursement Program <i>Provides for tuition assistance for full-time employees pursuing a degree or certificate program.</i>		\$300,000.00
Vocational/Technical Reimbursement Program <i>Provides for tuition assistance for full-time employees pursuing technical training or certification from a vocational or technical school.</i>		\$10,500.00
ACCOUNT TOTALS:	\$0.00	\$310,500.00
TUITION REIMBURSEMENT SUBTOTAL:	\$310,500.00	

SUBTOTALS:	\$327,000.00	\$1,173,000.00
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GRAND TOTAL:	\$1,500,000.00	
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