Certain documents or portions of documents related to this training may be exempt from disclosure under the California Public Records Act on one or more of the following grounds:

a. They are records dealing with security and safety procedures that are exempt pursuant to Government Code Section 6254(f). (<u>Northern California Police Practices Project</u> v. <u>Craig</u> (1979) 90 Cal.App.3d 116, 121-122.);
b. They are materials for which the City of San Rafael does not hold the copyright or have permission to publish.

Where exempt material can be reasonably segregated from nonexempt material in these records, the exempt material has been redacted and the nonexempt material is shown. Where it is not reasonably possible to segregate out the exempt material, the Department is withholding the entire document from disclosure.

SAN RAFAEL POLICE DEPARTMENT
TRAINING UNIT FINAL REPORT
PHASE 4-SEPTEMBER/OCTOBER 2006

MEMORANDUM

DATE: 10/23/2006

TO: THOMAS SIMMS, CHIEF OF POLICE
MICHAEL KELLER, CAPTAIN
JEFF FRANZINI, CAPTAIN

FROM: OFFICER CHRISTIAN DIAZ
TRAINING MANAGER

RE: FINAL REPORT
PHASE 4

Attached are the course outline, instructor schedule, training record sheets, attendance record, and P.O.S.T. certification request. There were a total of five sessions presented. The first session was on 09/27/2006 and the last session was completed on 10/20/2006. The class was NIMS/SEMS federally mandated training.

Our training day started with the officers registering for the class and being given an overview of the day. The class was held at AAA office, 99 Smith Ranch Rd. in their community conference room.

Sergeant Ralph Pata and Sergeant Dan Fink were the instructors for the course. All personnel involved in the training completed the course in a satisfactory manner.

P.O.S.T. CERTIFICATION

Course Certification Number: 3160-20778
Course Category: Technical
Reimbursement Plan: N/A

SAFETY ISSUES:

None.

REMEDIAL TRAINING:

None.

EQUIPMENT CHECK:

N/A

DID NOT COMPLETE OR ATTEND PHASE TRAINING:

P.O.S.T REQUIREMENTS:

Completed.

CONCLUSION:

The feedback that I received from each class was very positive. This phase was federally mandated. The instructors received high praise.

This phase of training was submitted to P.O.S.T. for credit. The training was certified by P.O.S.T.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

The mission of the California Commission on Peace Officer Standards and Training is to continually enhance the professionalism of California law enforcement in serving its communities.

9-18-06

August 31, 2006

STATE OF

CALIFORNIA

Arnold Schwarzenegger
Governor

Bill Lockyer
Attorney General

Thomas Simms, Chief
San Rafael Police Department
Attn: Sgt. Mark Piombo, Trng. Coord.
P. O. Box 151560 (94915-1560)
1400 Fifth Avenue
San Rafael, CA 94901

Dear Chief Simms:

The Commission on Peace Officer Standards and Training is pleased to inform you that your course titled *NIMS/SEMS Basic Course* was certified on September 1, 2006.

Conditions of the certification include:

Course Certification Number:	3160-20778
Course Category:	Technical
Number of Presentations:	6
Number of Hours Per Presentation:	8
Maximum Class Enrollment:	35
Time Period for Presentations:	09/01/06-06/30/07
Reimbursement Plan:	N/A
Location:	Same

If there are any questions, or if you need further assistance, please contact your regional consultant.

The Commission and its staff appreciate your participation in the POST training program and offer you their cooperation and assistance in achieving the success we all desire.

Sincerely,

for KENNETH J. O' BRIEN
Executive Director

KJO:DS:ac

State of California
COURSE CERTIFICATION REQUEST
POST 2-103 (5/1/00)

Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
1601 Alhambra Boulevard
Sacramento, California 95816-7083

FOR POST USE ONLY

1. AGENCY SUBMITTING REQUEST

San Rafael PD

COURSE I.D. NUMBER

2. COURSE TITLE

NIMS/SEMS

3. COLLEGE AFFILIATION

None

4. PLAN REQUESTED

N/A

COURSE CATEGORY

Technical

5. COURSE LENGTH	6. FORMAT	7. PRESENTATIONS PER YEAR	8. UNITS GRANTED
HOURS: **8**	8 **8** HOURS PER DAY **1** DAYS PER WEEK **1** WEEKS	**6**	_____ SEM. _____ QTR.

9. PARTICIPATING LAW ENFORCEMENT AGENCIES AND ESTIMATED NUMBER OF YEARLY TRAINEES FROM EACH AGENCY

10. ENROLLMENT RESTRICTIONS

Government

11. MAXIMUM NUMBER OF STUDENTS

25

12. RESIDENCY REQUIRED	13. LIVING ACCOMMODATIONS	14. COST:
☐ YES ☐ NO	☐ ON CAMPUS ☐ COMMERCIAL ☐ NOT APPLICABLE	MEALS _____ TUITION _____

15. ADDRESS OF COURSE SITE

1400 Fifth Ave., San Rafael, 94901

LODGING _____ OTHER _____

16. FACILITIES - NUMBER AND SIZE OF CLASSROOMS

25

17. COURSE OBJECTIVES AND NARRATIVE DESCRIPTION OF COURSE (USE ADDITIONAL SHEETS OF PAPER IF NECESSARY)

Upon completion of this course, the students will be able to correctly identify how NIMS and SEMS will help to coordinate and integrate the response to domestic incidents, identify NIMS / SEMS concepts and principles, identify NIMS / SEMS components. The student will understand the concepts and components of the Incident Command System. The student will understand the concepts and components of the NIMS Multiagency Coordination Systems. The student will understand the basics of developing an Incident Action Plan. The students will be able to correctly identify how NIMS / SEMS affects the way resources are managed before, during, and after an incident, identify the components that allow for the most effective use of resources in ICS, identify the principles and stages of resource management, responsibilities related to resource ordering, the function of Staging Areas in resource management, and the importance of planning for resource demobilization. The student will understand the basic policies, procedures, and concepts of Mutual Aid. The student will understand the basic policies, procedures, and concepts of transferring command and demobilization. The students will be able to successfully complete the

18. METHOD OF PRESENTATION (INDICATE ALL TECHNOLOGIES USES)

☑ LECTURE ☐ DEMONSTRATION ☑ SIMULATION ☐ ROLE PLAYING ☐ CONFERENCE ☐ OTHER

19. NUMBER OF INSTRUCTORS

2

20. TRAINING AIDS USED

21. TEXTS AND REFERENCES MATERIAL

22. REQUIRED PROJECT

23. METHOD OF EVALUATING STATED OBJECTIVES

Participation/test

24. NAME AND TITLE OF PERSON REQUESTING COURSE CERTIFICATION

Christian Diaz

25. CONTACT NUMBER

415-485-3038

26. DATE OF REQUEST

08/02/06

FOR POST USE ONLY

RECEIVED

☑ COURSE OUTLINES ☐ BUDGET
☐ LESSON PLANS ☑ RESUMES

COMMISSION ACTION

DATE

Dave Spisak, Region 1, 10 Aug 06

COURSE ANNOUNCEMENT	State of California COMMISSION ON PEA. OFFICER STANDARDS AND TRAINING 1601 Alhambra Boulevard Sacramento, California 95816-7083	Department of Justice

A. COURSE CERTIFICATION NUMBER **3160-20778**	F. BASIC COURSE ONLY – LIST DATES OF DRIVER TRAINING	
3. CERTIFIED COURSE TITLE/SKILLS AND KNOWLEDGE MODULE TITLE **NIMS/SEMS**	G. TOTAL CERTIFIED HOURS **8**	H. HOURS FOR THIS PRESENTATION **8**
C. COURSE PRESENTER **San Rafael Police Department**	I. TOTAL NO. OF TRAINING DAYS **6**	J. MAXIMUM ENROLLMENT **25**
D. ADDRESS WHERE TRAINING WILL BE PRESENTED **1400 Fifth Ave, San Rafael CA**	K. DATES (excluding weekends) CLASS WILL NOT BE HELD	

E. COURSE PRESENTATION DATES AND TIMES

STARTING DATE **09/27/2006** TIME **800**   ENDING DATE **09/27/2006** TIME **1600**

L. FOR PC 832 AND RESERVE MODULE A COURSES ONLY

Does presentation include: 24-Hour PC 832 Firearms Course ☐ YES ☐ NO

40-Hour PC 832 Arrest Course ☐ YES ☐ NO

Arrest Course Test Date

NAME OF PC 832 COORDINATOR OR ARREST TEST PROCTOR (print)   PHONE ( )

M. TUTION $ N. DRIVER TRAINING FEE $

O. TRAVEL

If the nearest off-site lodging is greater than five miles from the training site, complete the following:

The nearest off-site lodging is   miles from the training location.

If travel for course instruction is required off-site, complete the following:

Transportation is finished to the other site by: ☐ TRAINEE ☐ OTHER (explain)

How many miles is the other training site from site indicated in (D) above?   (round trip)

How many trips will be required?

P. LODGING

If lodging is arranged by the course presenter, complete the following:

Is there a mandatory lodging requirement? ☐ YES ☐ NO

Lodging charge per trainee, per day is $

Lodging is provided: ☐ Monday-Friday only ☐ Monday-Sunday (inclusive) ☐ Other

Q. MEALS

If meals are arranged by the course presenter, complete the following:

Meal charge per trainee, per day is $

Meal provided ☐ Breakfast ☐ Lunch ☐ Dinner

Meals are provided: ☐ Monday-Friday Only ☐ Monday-Sunday (inclusive) ☐ Other

R. COMMENTS

NIMS/SEMS Training

S. SIGNATURE OF COORDINATOR OR AUTHORIZED DESIGNEE (Signatory attests that course curriculum is the same as that currently certified.) **Christian Diaz**	T. DATE FORM COMPLETED **08/02/2006**	U. PHONE **(415) 485-3038**

FOR POST USE ONLY

.PPROVING AUTHORITY Dave Spisak	DATE APPROVED 29 Aug 06	COURSE CONTROL NUMBER
COMMENTS		

POST 2-110 (REV 9/94) (p. 1 of 2)   *(Instructions on reverse side, pink copy)*   OSP 99 21100

State of California

'ULTIPLE PRESENTATIONS ATTACHMENT

, OST TF-2 (Rev. 10/07/98)

Department of Justice
State of California
Commission on Peace Officer Standards and Training
1601 Alhambra Boulevard
Sacramento, CA 95816-7063

INSTRUCTIONS

1. This form must be attached to a Course Announcement, POST 2-110 (Rev. 9/94)
2. Tuition Courses (Plan I & III) must be submitted on a separate Course Announcement for each presentation.
3. Skills & Knowledge Module Training Courses must include either:
   - One single module topic repeated mutiple times or,
   - A combination of module topics repeated more than once in the same month. For example, module topics Elderly Abuse, Sexual Harassment, and Domestic Violence presented together as one course, and repeated more than once in the same month.

PRESENTER	COURSE CERTIFICATION NO.
San Rafael Police Department	**3160-20778**

MONTH/YEAR PRESENTED	COURSE TITLE
September/October 2006	**NIMS/SEMS**

STARTING DATES (Must begin in the same month)	ENDING DATES	TIME (If different than Section "E" on Form 2-110)	LOCATION (If different from Section "D" on Form 2-110	FOR POST USE ONLY Course Control Number
9/29/2006	9/29/2006			
10/4/2006	10/4/2006			
10/6/2006	10/6/2006			
10/11/2006	10/11/2006			

THIS DOCUMENT MUST BE ATTACHED TO A COURSE ANNOUNCEMENT (POST FORM 2-110)

CORRECTIONS TO BE MADE IN COURSE ANNOUNCEMENTS/ROSTERS	State of California	Department of Justice
	COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING 1601 Alhambra Boulevard Sacramento, California 95816-7083	

Course Control Number

3160-20778

Date

10/19/2006

Presenter

San Rafael Police Department

Course Title

NIMS/SEMS

Dates of Presentation

09/27/06, 9/29/06, 10/04/06, 10/06/06, 10/11/06

Change

Delete 10/11/06 replace it with 10/20/06

Coordinator Signature

Christian Diaz

Telephone Number

415-485-3038

POST 1-140 (10/93)

30 minutes	**Introductions**
60 minutes	**Module 1: Introduction to NIMS / SEMS / NRP**
120 minutes	**Module 2: The Incident Command System (with 15 minute break)**
30 minutes	**Module 3: Multiagency Coordination Systems**
60 minutes	**Lunch**
45 minutes	**Module 4: Incident Action Planning**
45 minutes	**Module 5: Resource Management**
30 minutes	**Module 6: Mutual Aid**
15 minutes	**Module 7: Transfer of Command / Demobilization**
60 minutes	**Incident Review / Table-top Exercise**
30 minutes	**Review and Post Test**

Total Time: 7 hours 30 minutes (provides for 2 15-minute breaks)

30 minutes	**Introductions**
60 minutes	**Module 1: Introduction to NIMS / SEMS / NRP**
120 minutes	**Module 2: The Incident Command System (with 15 minute break)**
30 minutes	**Module 3: Multiagency Coordination Systems**
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30 minutes	**Review and Post Test**

Total Time: 7 hours 30 minutes (provides for 2 15-minute breaks)