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- a. They are records dealing with security and safety procedures that are exempt pursuant to Government Code Section 6254(f). (Northern California Police Practices Project v. Craig (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
MARCH PHASE 2007**

JJN-23C

MEMORANDUM

DATE: 3/23/2007

TO: MATTHEW ODETTO, CHIEF OF POLICE (M) *pl*
JEFF FRANZINI, CAPTAIN *JS #272*
MIKE KELLER, CAPTAIN *3-27-07*

FROM: OFFICER CHRISTIAN DIAZ
TRAINING MANAGER / INSTRUCTOR

RE: FINAL REPORT
ARREST AND CONTROL PHASE MARCH 2007

On the CD-Rom attached you will find the course outline, safety policies, instructor schedule, training record sheets, attendance record, and POST certification request. There were a total of six sessions presented. The first session was on 03/02/07 and the last session was completed on 03/16/07. The class was a combination of In-Custody Death training and Arrest and Control tactics.

Our training day started with the officers registering for the class and being given an overview of the day. After registration, an In-Custody Death presentation and training was conducted. The main focus for the class was to learn about "Excited Delirium" and how an officer can identify and deal with a subject who potentially has that condition.

After the In-Custody Death presentation, the class was led in some stretching and warming up activities prior to any physical training. We reviewed and practiced controlling a suspect and handcuffing. We also reviewed the ASP tactical baton techniques and terminology. Crowd control tactics were also incorporated into the ASP training. O.C. use and first aid for O.C. exposure were addressed. The use of the hobble and medical issues concerning the use of hobbles were included in our lecture. The San Rafael Police Lexipol Policy 306, Leg Restraint Device, was read and explained to the class.

After lunch break, the class was led in some stretching and warming up activities prior to any physical training. We reviewed and practiced pugilists (personal weapons).

This phase was the first time that Ground Defense was included in SRPD's Arrest and Control curriculum. The instructors discussed the reality of what can happen to an officer who is taken to the ground by a subject. Two techniques for an officer to escape a ground fight situation were introduced. 1) Top Mount Reversal 2) Breaking the Guard. These techniques were demonstrated by the instructors then practiced by the class.

There were three Hitman scenarios incorporated into the lesson plan. The first scenario called for the situation to be handled by one officer. The second scenario called for the situation to be handled by two officers. The final scenario was designed to be handled by four officers. The final scenario incorporated the lessons and information learned in the In-Custody Death presentation, use of the Hobble and the procedure and policy of SRPD when using a leg restraint device.

P.O.S.T. CERTIFICATION

1) Arrest and Control: PSP

SAFETY ISSUES:

REMEDIAL TRAINING:

There was no remedial training needed outside of the regular training day.

EQUIPMENT CHECK:

All officers had the correct equipment for training.

DID NOT COMPLETE OR ATTEND PHASE TRAINING:

Ranger Hedeem

CONCLUSION:

A total of 58 officers attended and completed the training. On average, each individual officer's effort and performance in this phase of training was very good. The retention of the In-Custody Death presentation was excellent. The feedback that I received from each class was very positive. The officers specifically enjoyed and requested that the ground defense techniques stay in the curriculum.

I submitted this phase of training to P.O.S.T. for perishable skills credit in the area of Arrest and Control. The training was certified by P.O.S.T.

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

SAN RAFAEL POLICE DEPARTMENT TRAINING UNIT

MARCH PHASE 2007

S.D.A.T. REVIEW: STANCES, WRIST CONTROLS, HANDCUFFING, HOBBLE

1. STANCES / FOOT MOVEMENT

- A. Interview Stance
- B. Lunge Step
- C. Combat Stance
- D. Side Step [left / right]
- E. Reverse

2. WRIST CONTROLS

- A. Come along [Both sides]
- B. Front wrist control
- C. Rear wrist control
- D. Bar arm [Side and Back]
- E. Arm Lock
- F. Combos- Front wrist control to Bar arm to Front wrist control to Arm lock
- G. Wrist control takedown
- H. Hair pull takedown

3. HANDCUFFING

- A. Standing
- B. Kneeling
- C. Prone
- D. Modified wall
- E. Proper lifting and searching techniques

4. HOBBLE

- A. Application of Maximum Restraint
- B. Medical Considerations / Never leave unattended
 - 1. Check Respiration
 - 2. Check Color
 - 3. Check level of Consciousness
- C. Transportation
 - 1. Prone position, PATROL CAR IS NOT ACCEPTABLE
 - 2. Use of Ambulance or Paramedics
 - 3. Use of Van

**San Rafael Police Department
Training Unit
March Phase Training 2007**

“ARREST AND CONTROL”

SAFETY POLICY

It shall be the policy of the San Rafael Training Unit to conduct all training in such a manner as to promote an attitude of safety among instructors and students alike. Concern for safety is contagious and can only result in a reduction of risk.

The efforts of all personnel involved in training shall be directed toward ensuring a safe atmosphere within which maximum training benefit can be realized.

I. STAFF / ADMINISTRATIVE RESPONSIBILITIES

- A. The training staff shall provide advance notice to prospective trainees and their agencies regarding anticipated physical demands and / or physical performance expectations. The training staff shall maintain a staff-to-student ratio of 1:5.
- B. Instructors shall be provided with a copy of the specific safety guidelines pertaining to their course of instruction prior to the commencement of their class.
- C. The training staff shall ensure that emergency communications such as phones and radios are accessible at all training sites. These communication devices shall be readily accessible to both staff and students at all times.
- D. All members of the instructional staff shall be trained in first aid and CPR. A first aid kit shall be readily accessible to both staff and students at all times.
- E. Student emergency notification information shall be maintained for the duration of the course.
- F. When planning a training event the training staff shall identify which medical facilities and emergency services are available or subject to call in the event of emergency or student injury (San Rafael Police Dispatch 415-485-3098, EMS 911).

II. INSTRUCTIONAL STAFF-TO-STUDENT RATIOS

- A. Instructional staffs to student ratios for each psychomotor skill area have been established. Factors considered in establishing these ratios included, but were not limited to:
- the intensity or pace of the training experience
 - student familiarity with the material
 - characteristics of the training site
 - injury potential
 - active versus passive participation*
- B. For the purposes of establishing an instructional staff to student ratio, the following personnel titles and descriptions are viewed by the San Rafael Police Department Training Staff as exerting functional supervision over students in training:
- Primary Instructor
 - Assistant Instructor (s)
 - Training Staff Member (s)
 - Training Manager
- C. The specific ratios are identified in this safety policy as 1:3
- D. Reassessment of the staff-to-student ratio will be initiated when curriculum changes are proposed or when course structure is otherwise modified.
- Terms used as defined in the document POST Guidelines for Student Safety in Certified Courses

III. TRAINING FACILITY

- A. The Training Staff shall provide a facility that is suitable for teaching defensive tactics. The goal is to provide a training facility that minimizes the chance of injury. The Training Staff will consider the following conditions when choosing a training facility.

1. The size of the facility shall be adequate enough for the number of students.
 2. The workout area should be clear of objects that an officer could trip on.
 3. The workout area should have a free flow of air
- B. The primary instructor will conduct a pre-training inspection of the facility.

IV. EQUIPMENT

- A. Equipment used in defensive tactics training should be inspected regularly.
- B. Proper equipment should be supplied.
1. Practice batons
 2. Elbow pads
 3. Knee pads
 4. Hitman suit
 5. Training mats
 6. Training uniform and vest
 7. Duty belt
- C. Instruction shall be conducted in the classroom and on the mats
1. Students shall wear a training uniforms with boots, ballistic vest and duty belt with no firearms or ammunition on their person.

V. PRESENTATION GUIDELINES

- A. Instructors should maintain an appropriate level of discipline over students at all times. This will allow the instructor to maintain a safe training atmosphere conducive to learning.
- B. Instructors should be aware of physical fatigue factors, which affect the ability of the student to perform safely.

- C. Instructors should be aware of the temperature.

VI. PHYSICAL PREPERATION AND CONCLUSION

- A. A systematic physical warm-up procedure should be initiated prior to commencement of any training involving physical activity.
 - 1. When stretching, specific attentions should be given to the joint groups, wrist, hands, neck, legs, lower back and shoulders.
- B. A systematic procedure for cooling-down should be initiated at the conclusion of any physically demanding class.
 - 1. Specific attentions should be given to the joint groups, wrist, hands, neck, legs, lower back and shoulders.

VII. INSTRUCTOR RESPONSIBILITIES

- A. The primary instructor shall be responsible for conducting safety inspections of students and facilities used for training.
- B. Instructors should be aware of environmental factors such as weather or air quality and adjust the instruction as necessary.
- C. The primary instructor or designee shall verbally review specific safety rules with students prior the conducting any training.
- D. Specific safety rules shall be incorporated into lesson plans. Copies of safety rules shall be distributed to students as part of the course handouts.
- E. Instructors shall adhere to the expanded course outline as approved by the Training Staff, Certified Presenter and as submitted to POST.
- F. Instructors shall advise students of their responsibility to report and/ or stop unsafe actions during training.
- G. Instructors shall display an attitude of safety and professional demeanor at all items.

VIII. STUDENT RESPONSIBILITIES

- A. Students shall immediately notify a member of the Instructor Staff of any known pre-existing medical condition which is likely to be aggravated by, or effect performance during training.
- B. Students shall be required to provide evidence of medical or physical fitness for training if the instructor questions their ability to perform safely.
- C. Students shall immediately notify a member of the training staff of any injury sustained during training.
- D. Students are responsible for adhering to all safety requirements of individual courses.

IX. RESPONSE TO INJURIES

- A. In the event of an injury, the following actions shall be taken as necessary:
 - 1. Render first aid.
 - 2. Obtain appropriate medical assistance. In all cases where a student loses consciousness an evaluation shall be sought from a competent medical authority before the student is allowed to return to training.
 - 3. Notify Training Manager and on-duty watch commander.
 - 4. Initiate other appropriate notifications appropriate notifications or actions as required (San Rafael Police Dispatch 415-485-3098, EMS 911).
 - 5. Investigate and submit a written report to the training manager.
 - 6. Students who sustain an injury, which requires treatment by a physician, must obtain a medical release from the treating physician before they will be allowed to resume training.

X. COURSE-SPECIFIC SAFETY RULES

- A. Specific safety rules and procedures for individual subject areas are attached. Specific rules vary due to differences in subject matter, tasks to be performed and particular training environment or site.
- B. Reference has been made to the following resource in developing this policy:

POST Guidelines for Student Safety in Certified Courses
California Commission on Peace Officer Standards and Training, 1990

COURSE CERTIFICATION REQUEST		State of California COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING 1601 Alhambra Boulevard Sacramento, California 95816-7083		Department of Justice	
1. AGENCY SUBMITTING REQUEST San Rafael Police Department				FOR POST USE ONLY COURSE CERTIFICATION NUMBER	
2. COURSE TITLE Arrest and Control					
3. COLLEGE AFFILIATION N/A			4. POST COURSE CATEGORY Plan II		
5. COURSE LENGTH HOURS: 10	6. FORMAT 10 HOURS PER DAY DAYS PER WEEKS WEEKS		7. PRESENTATIONS PER YEAR 9	9. UNITS GRANTED SEM. QTR.	
8. PARTICIPATING LAW ENFORCEMENT AGENCIES AND ESTIMATED NUMBER OF YEARLY TRAINEES FROM EACH AGENCY Estimated 75 San Rafael Police Dept. Personnel.					
10. ENROLLMENT RESTRICTIONS Sworn San Rafael Police Officers Only				11. MAXIMUM NUMBER OF STUDENTS 40	
12. RESIDENCY REQUIRED YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		13. LIVING ACCOMMODATIONS ON CAMPUS <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/>		14. COST: MEALS \$ TUITION \$ LODGING \$ OTHER \$	
15. ADDRESS OF COURSE SITE SRPD: 1400 Fifth Ave. San Rafael, Ca 94901				17. TOTAL SEATING CAPACITY 12	
16. FACILITIES – NUMBER AND SIZE OF CLASSROOMS Workout area and classroom twelve officers				18. COURSE OBJECTIVES AND NARRATIVE DESCRIPTION OF COURSE (USE ADDITIONAL SHEETS OF PAPER IF NECESSARY) The course objectives are to teach the officers how to control uncooperative subjects and place handcuffs on them. They must demonstrate these skills on an instructor in a Hitman.	
19. METHOD OF PRESENTATION (INDICATE ALL TECHNIQUES USED) LECTURE <input checked="" type="checkbox"/> DEMONSTRATION <input checked="" type="checkbox"/> SIMULATION <input checked="" type="checkbox"/> ROLE PLAYING <input checked="" type="checkbox"/> CONFERENCE <input type="checkbox"/> OTHER <input type="checkbox"/>					20. NO. OF INSTRUCTORS 3
21. TRAINING AIDS USED Bags, practice ASP, inert O.C. and training mats.					
22. TEXTS AND REFERENCE MATERIAL As needed.					
23. REQUIRED PROJECT N/A			24. METHOD OF EVALUATING STATED OBJECTIVES Cognitive and psychomotor testing .		
25. NAME AND TITLE OF PERSON REQUESTING COURSE CERTIFICATION Christian Diaz, Training Manager					26. DATE OF REQUEST 09/02/07
FOR POST USE ONLY					
RECEIVED: COURSE OUTLINES <input type="checkbox"/> BUDGET <input type="checkbox"/> LESSON PLANS <input type="checkbox"/> RESUMES <input type="checkbox"/>			COMMISSION ACTION DATE		

SAN RAFAEL POLICE DEPARTMENT PHASE ANNOUNCEMENT MEMO

TRAINING UNIT

MARCH PHASE ARREST AND CONTROL, 2007

DATE:
TO: ALL SRPD OFFICERS
FROM: CHRISTIAN DIAZ/TRAINING MANAGER
RE: MARCH PHASE TRAINING 2007

LOCATION: National Guard Armory, San Rafael

DATES:

Instructors:	03-02
Team #2:	03-05
Team #4:	03-07
Team #3:	03-09
Team #4:	03-12
Other Days:	03-13
Other Days:	03-14
Team #1:	03-16

TIME: 0700 hours to 1700 hours

UNIFORM: SRPD training uniform, Sneakers
(No civilian Clothing)

EQUIPMENT: Duty Belt only NO handgun, handgun magazines or
Ammo in classroom.

SCHEDULE: Page #2

0700-0800 hrs Introduction, course overview
inspection, safety briefing and
registration

0800-1000 hrs Excited Delirium

1000-1100 hrs Stretch, Handcuffing/ASP/OC

1100-1200 hrs Lunch

1200-1400 hrs Pugilistics/Ground defense

1400-1700 hrs Hitman/Senarios

1700 hours training ends

Total class time: 10 hours