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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
PROFESSIONAL STANDARDS UNIT

MEMORANDUM

DATE: 06/25/19

TO: Roy Leon, Lieutenant
Support Services Bureau

FROM: Christian Diaz, Sergeant
Training Unit

RE: Phase Training April/May 2019 - Final Phase Report
Firearms Training

During one instructor day in April and five training days in May, SRPD Firearms Staff trained sworn personnel on policies and procedures governing the use of force and our firearms policy. Additionally, they were trained on weapons safety, fundamentals of shooting, five count pistol presentation, combat/tactical reload, clearing malfunctions, shooting while holding a ballistic shield, drug/armor drills, support hand shooting, and shooting on the move. Trainees completed the San Rafael Police Department Handgun Qualification, Rifle Qualification, and Less Than Lethal Shotgun Qualification courses. Refer to the phase training lesson plan in the training records cabinet for details. These classes were presented on April 24, May 1st, 2nd, 8th, 10th, and 17th.

Officer Jack Carpenter and Corporal Robert Cleland were the presenters for this phase and had each student sign the class roster and the Weapon Qualification Form. In addition to sworn personnel from the San Rafael Police Department, we also trained Officers from the Fairfax Police Department and College of Marin Police Department.

49 sworn personnel were trained from SRPD
Eight sworn personnel were trained from Fairfax PD
Seven sworn personnel were trained from College of Marin PD

A total of 64 sworn personnel were trained over six days.

SAFETY ISSUES:

None.

REMEDIAL TRAINING:

None.

Absences:

The following sworn personnel did not attend the training:

[REDACTED]

SRPD Lexipol Policy:

312.5

All sworn personnel are required to qualify at least twice a year with their duty weapon and annually with their off-duty weapon and secondary weapon at an approved range with a department-approved course. The Professional Standards Sergeant shall keep accurate records of qualifications, repairs, maintenance, training or as directed by the Training Manager. In addition to regular qualification schedules, the Professional Standards Sergeant shall be responsible for providing all sworn personnel with annual practical training designed to simulate field situations. At least annually, all personnel carrying a firearm will receive training on the department Use of Force policy and demonstrate their knowledge and understanding

312.7

All members who carry a firearm while on-duty are required to successfully complete training twice a year with their duty firearms. Members will qualify with off-duty and secondary firearms at least once a year. Training and qualifications must be on an approved range course.

At least annually, all members carrying a firearm should receive practical training designed to simulate field situations including low-light shooting.

312.7.1

If any member fails to meet minimum standards for firearms training or qualification for any reason, including injury, illness, duty status or scheduling conflict, that member shall submit a memorandum to his/her immediate supervisor prior to the end of the required training or qualification period.

Those who fail to meet minimum standards or qualify on their first shooting attempt shall be provided remedial training and will be subject to the following requirements:

- a. Additional range assignments may be scheduled to assist the member in demonstrating consistent firearm proficiency.
- b. Members shall be given credit for a range training or qualification when obtaining a qualifying score or meeting standards after remedial training.
- c. No range credit will be given for the following:
 1. Unauthorized range make-up
 2. Failure to meet minimum standards or qualify after remedial training

Members who repeatedly fail to meet minimum standards will be removed from field assignment and may be subject to disciplinary action.

431.5

Officers shall not carry or utilize the *patrol rifle* unless they have successfully completed departmental training. This training shall consist of an initial 16-hour patrol rifle user's course and qualification score with a certified patrol rifle instructor. Officers shall thereafter be required to successfully complete quarterly training and qualification conducted by a certified patrol rifle instructor.

Any officer who fails to qualify or who fails to successfully complete at least one department sanctioned training/qualification session within a calendar year will no longer be authorized to carry the patrol rifle without successfully retaking the initial patrol officers user's course and qualification.

P.O.S.T. CERTIFICATION:

Each attending sworn personnel received a total of 8 hours POST Perishable Skills Program credit in firearms training.

CONCLUSION:

A total of 49 San Rafael P.D., 8 Fairfax, and 7 College of Marin sworn personnel completed firearms training. I submitted the attendance information for this training phase to P.O.S.T. via Electronic Data Interchange for Perishable Skills Program (PSP) credit. We have 16 hours of P.O.S.T. PSP training left to do in this two-year training cycle ending December 31st, 2020.

Scott Ingels

From: John Adams <JAdams@marin.edu>
Sent: Tuesday, January 29, 2019 1:16 PM
To: Scott Ingels
Subject: RE: Firearms training in May

Sgt. Ingles,

I have the following officers assigned to the training below:

May 1st

May 1st

May 2nd

May 2nd

May 8th

May 8th

May 10th

May 10th

Please let me know if these dates will work for the officers assigned.

Also will this be handgun and rifle or just handgun?

Thank you,

John Adams

Lieutenant
Marin Community College District
Police Department
835 College Avenue
Kentfield, CA. 94914-0521
Phone: 415-485-9478

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From: Scott Ingels <524@srpd.org>
Sent: Tuesday, January 29, 2019 7:28 AM
To: John Adams <JAdams@marin.edu>
Subject: RE: Firearms training in May

Start filling in names and let me know.

Scott Ingels
Sergeant #524

San Rafael Police Department
1400 Fifth Avenue
San Rafael, CA 94901
Main: (415) 485-3000
Fax: (415) 485-3043
Email: 524@srpd.org

From: John Adams <JAdams@marin.edu>
Sent: Monday, January 28, 2019 3:46 PM
To: Scott Ingels <524@srpd.org>
Subject: Re: Firearms training in May

Yes, we are interested in joining.

Thank you,
John Adams

Sent from my iPhone

On Jan 28, 2019, at 3:22 PM, Scott Ingels <524@srpd.org> wrote:

Gentlemen,

Take a look and let me know if you would care to join us in May. It will be dayshift hours.

<image001.png>

Scott Ingels
Sergeant #524

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<May Firearms Phase.docx>

