

**MEETING DATE:** November 21, 2024

**AGENDA ITEM:** H

**TO:** BSCC Chair and Members

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**SUBJECT:** Standards and Training for Corrections Compliance Report and Annual Update: **Information Only**

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## Summary

Section 318 of Title 15 of the California Code of Regulations directs the Board of State and Community Corrections (BSCC) to annually monitor local correctional agency compliance with the Standards and Training for Corrections (STC) Program. This agenda item provides compliance findings and program information for the STC Division for Fiscal Year (FY) 2023-24.

## Background

### **Program Statistics for Fiscal Year 2023-24**

In Fiscal Year 2023-24, 151 Sheriffs' Offices, Departments of Corrections, Probation Departments and Police Departments participated in the STC Program.

Participation in the STC program is voluntary. Agencies that choose to participate in the program receive access to selection exams that have been validated for correctional classifications and technical assistance to support their training programs. STC allocates \$20.9 million annually for participating agencies to offset the cost of meeting STC standards.

Attachment H-1 provides data reflecting the number of:

- STC participating agencies for FY 2023-24;
- STC participating staff by job classification;
- Job applicants tested using BSCC's selection examinations by position;
- STC training hours by type of training; and
- STC staff training hours received by job classification.

These tables also provide comparative data for FY 2022-23.

### **Compliance Findings for Fiscal Year 2023-24**

In accordance with Penal Code section 6035 and section 318 of Title 15 of the California Code of Regulations, STC is required to annually monitor participating agencies' adherence to the standards, policies and procedures of the STC Program. The purpose of this compliance monitoring process is to ensure that each agency operates in accordance with its approved and funded Annual Training Plan, the program regulations, and the law.

Of the 151 agencies that participated in the STC Program in 2023-24, 143 agencies were found to be “In Compliance” and 8 agencies were found to be “Out of Compliance” with STC training requirements (Attachment H-2).

In FY 2023-24, there were 30,462 participants in the STC program, with 15 staff who did not receive the required core training within one year of assignment, and five staff who did not receive all of their required annual training. As such, the number of staff not meeting the full STC training requirement represents less than one tenth of one percent of the local corrections personnel statewide.

***In Compliance: 143 agencies***

An agency is considered “in compliance” when it has met 100 percent of its training obligation, or if mitigating circumstances were identified that prevented an agency from meeting its training obligation. Training files with mitigating circumstances were evaluated individually to determine if criteria required by policy and adopted by the Board were met, which states:

Agencies can be found in compliance if staff fail to meet the training standard but meet the following criteria for approved mitigating circumstances:

- a. an employee’s significant unanticipated leave at the end of the fiscal training year made it impractical to complete the required training;
- b. an employee was absent from work for six months or more within the fiscal training year;
- c. a personnel problem involving an employee, but the participating department has taken positive steps to correct the problem;
- d. an innocent error (e.g., record keeping error, clerical error, computer data entry error, etc.); or
- e. the number of staff or the number of hours lacking for full compliance is insignificant compared to the agency’s total training obligation, and this occurred despite the agency exercising due diligence in the management and oversight of the training program.

In addition to the above criteria, Field Representatives may consider other unforeseen or extraordinary circumstances such as cancellation or unavailability of training courses.

STC’s annual review found 143 agencies to be in compliance with the policy.

***Out of Compliance: 8 agencies***

An agency is “out of compliance” when it has not met 100 percent of its training obligation and does not meet the criteria for an approved mitigating circumstance. Eight agencies were found to be out of compliance with the requirements of the STC Program. Five of those agencies are in their first year of non-compliance status and three agencies are out of compliance for a second consecutive year.

The following are the mandatory sanctions and requirements adopted by the Board for local agencies found to be out of compliance:

- First Year: Notice to department head and respective county administrative officer (CAO) or city manager; detailed Annual Training Plan; corrective action plan; quarterly on-site technical review; regular quarterly allocation.
- Second Year: Notice to department head and county CAO or city manager; detailed Annual Training Plan; comprehensive corrective action plan; quarterly on-site STC monitoring; retroactive allocation of funds quarterly.
- Third Year: Deny department participation in the STC Program for one year.

Attachment H-3 contains a list of agencies that are out of compliance and identifies the number of eligible staff, the minimum required training hours, and the number of staff who failed to meet the training standard. Attachment H-4 provides a summary of compliance history across participating agencies.

All agencies found to be out of compliance for FY 2023-24 have submitted responsive corrective action plans to remedy the deficiencies in the subsequent fiscal year.

### **STC Activities in the Field**

In addition to monitoring local corrections agencies for compliance with training requirements, STC Field Representatives perform the following functions throughout the year:

- certify courses submitted by local agencies and providers;
- sit in and monitor STC-certified courses to ensure they meet STC standards; and
- provide technical assistance to agencies struggling to meet STC requirements.

STC also offers a Training Managers' Course (TMC). The TMC is a two-day course offered virtually and in person at least four times per year to new training managers and their staff to familiarize them with STC policies and procedures, agency roles and responsibilities as participants in the STC program, and the funding, reimbursement and course certification processes.

### **Recommendation/Action Needed**

This is an information item and does not require Board action.

### **Attachments**

- H-1: FY 2023-24 STC Program Statistics
- H-2: FY 2023-24 Compliance Monitoring Findings
- H-3: FY 2023-24 Out of Compliance Agencies
- H-4: STC Compliance History