

Fennimore Police Department		
Training		
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PURPOSE AND POLICY

It is the policy of the Fennimore Police Department to administer a training program that will meet the standards of federal, state, local and Wisconsin Law Enforcement Standards Board (LESB) training requirements. It is a priority of this department to provide continuing education and training for the professional growth and progressive development of its personnel. By doing so, the Department will ensure its personnel possess the knowledge and skills necessary to provide a professional level of service that meets the needs of the public.

The Department seeks to provide ongoing training and encourages all personnel to participate in advanced training and formal education on a continual basis. Training is provided within the confines of funding, requirements of a given assignment, staffing levels and legal mandates. Whenever reasonably possible, the Department will use courses certified by the LESB or other regulatory or nationally recognized entities.

OBJECTIVE

The objectives of the training program are to:

- Maintain and enhance the level of law enforcement service to the public.
- Increase the technical expertise and overall effectiveness of department personnel.
- Provide for continued professional development of department personnel.
- Assist in compliance with statutes, LESB rules and regulations or policy concerning law enforcement training and certification.

TRAINING PLAN

It is the responsibility of the department administration to develop, review, update and maintain a training plan and to ensure mandated basic, in-service and department required training is completed by all employees. Updates and revisions may be made to any portion of the training plan at any time it is deemed necessary. For purposes of LESB reporting obligations, the time period for annual training begins July 1 and ends June 30.

MANDATED TRAINING

Federally mandated training:

National Incident Management System (NIMS) training (depending upon position and rank).

State mandated training (Wis. Stat. § 165.85(1); Wis. Admin. Code Chapter LES 3):

Sworn members of the Department must successfully complete basic preparatory training before being granted certified status and performing the duties of a peace officer (Wis. Admin. Code LES § 3.01).

- The basic training requirement may be waived if the employee has been granted a waiver from the LESB for completing the training in another state (Wis. Admin. Code LES § 3.05).

Sworn members of the Department shall complete a minimum of 24 hours of annual recertification training (Wis. Stat. § 165.85(4)(a)7).

- An officer who fails to complete required annual recertification training may be subject to decertification (Wis. Admin. Code LES § 6.03).

Pursuit standards, guidelines and driving techniques (all sworn employees every two years).

- Four hours required biennially from curricula based upon model standards promulgated by the LESB (Wis. Stat. § 165.85(4)(a)7.b).

Annual handgun qualification course. (Wis. Stat. § 165.85(4)(a)7.c).

Annual completion of any additional training required by LESB.

The Chief of Police has the authority to assign mandatory training to department members. This training may include skill areas which require periodic refreshers to remain proficient, skill areas where an officer has shown a deficiency or skill areas which are new or otherwise beneficial to the officer, department or community.

TRAINING PROCEDURES

All employees assigned to attend training shall attend as scheduled unless previously excused by their immediate supervisor. Excused absences from training should be limited to the following:

- Court appearances
- Previously approved vacation or personal holidays
- Sick leave
- Emergency situations

When an employee is unable to attend training, that employee shall:

- Notify his/her supervisor as soon as possible but no later than one hour prior to the start of training. The employee will also notify the instructor or training facility of his/her absence, as necessary.
- Document his/her absence in a memorandum to his/her supervisor.
- Make arrangements through the department administration to attend the required training on an alternate date.

Employees are free to request permission to attend non-mandated training from other training agencies or instructors. Requests for non-mandated training should include:

- Date, time, location and number of training hours.
- Detailed description of training.
- Benefit to the officer, department or community
- Instructor qualifications.
- Cost of training.

TRAINING ACCOUNTABILITY

Employees are expected to participate and apply themselves during training to the satisfaction of the instructor and Chief of Police.

Employees are expected to apply tactics and concepts taught in training to activities completed and actions performed while on duty.

DISCLAIMER

The policies contained in this manual are for department use only and do not apply in any criminal or civil proceeding. Department policy should not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violation of this policy will only form the basis for departmental administrative sanctions and is not intended for use in courts of civil or criminal jurisdiction.

/s/ Christopher J. French

09/21/2020

Christopher J. French
Chief of Police

Date