



Washington State

Criminal Justice Training Commission

Location: WSCJTC Commission Room, Burien WA and Zoom

September 11, 2024 – 10:00 a.m.

- Welcome Chair Sapp
- Roll Call Stephanie Huffman
- Former Chair Quinn Report Commissioner Quinn
- Chair's Report Chair Sapp
- Director's Report Executive Director Alexander
 - Certification Report Assistant Director Bliss
- New Business Chair Sapp
 - Meeting Minutes
 - June 2024 Regular Meeting
 - July 2024 Special Commission Meeting
 - August 2024 Special Commission Meeting
 - WACs Commander Fiorini/Lacey Ledford
 - 139-05-242 – Readmission to the Basic Law Enforcement Academy
 - 139-10-222 – Readmission to Basic Corrections Academies
 - Canine Procedure Update Certification Operations Division Manager Jenkins-Weaver
 - Canine Evaluator Application Certification Operations Division Manager Jenkins-Weaver
 - 2024 LETCSA IIT Best Practices Annual Review Alex Buijs
 - Hearing Panel Member Applications Kayla Wold
- Adjourn Chair Sapp

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NOTICE: This meeting will be recorded.

INTEROFFICE COMMUNICATION

WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

TO: WSCJTC Commissioners
FROM: Kimberly Bliss, Assistant Director/Certification
SUBJECT: Quarterly Certification Report
DATE: August 28, 2024



Staffing / Backlog

We are pleased to report that all currently funded Investigator positions and the new Case Intake Review Manager position are filled.

Nonetheless, case filings continue to outstrip our ability to investigate and close cases. For purposes of preparing a draft decision package seeking additional Certification FTEs in the next budget, we compared the number of opened cases to closed cases in 2023. Those statistics show that we do not have sufficient staff to review and close cases at the same rate they are opened:

2023 Certification Cases		
Opened	Closed	Difference
792	458	334

Data

Data migration into the new case management system, Kaseware, is complete, and we are now working with the vendor to build data reports similar to those the Commission has traditionally received on a quarterly basis, and to validate the data. We believe we will have full data charts for the next Commission meeting in December.

Although we cannot present fulsome data at this time, we can report that we currently have **991** open cases in all statuses (including intake, intake review, investigation, admin review, and with the hearing coordinator).

Hearings Summaries

While Certification is required by law to provide hearing outcome summaries on an annual basis, hearings only represent a very small fraction of the total number of revocations. Accordingly, hearing summaries alone do not provide a comprehensive overview of the types of misconduct that officers are engaging in that lead to revocation.

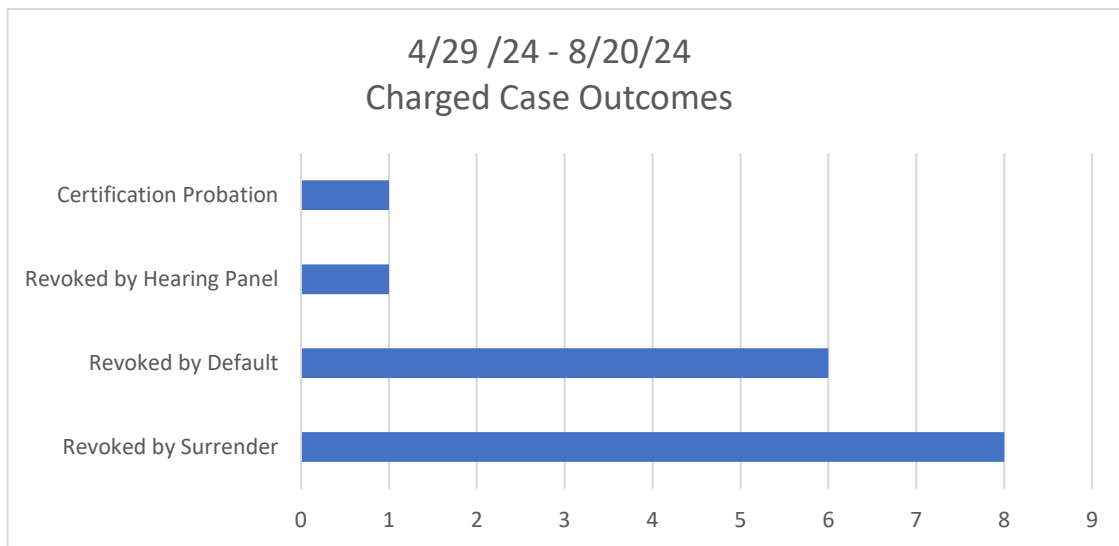
Accordingly, we are working on incorporating summaries for all revocations, including surrenders and revocation by default. Attached for your information is the working draft of 2024 Certification

Action Summaries, which includes all revocation types. We are working backward and expect to provide the 2023 summaries at the December Commission meeting. We will also publish these summaries on the website on at least an annual, but likely quarterly, basis.

Charged Case Outcomes

As we did for the first time at the last Commission meeting, we are also providing a spreadsheet (attached) that includes all charged case outcomes since the last Commission meeting, including those that were resolved via surrender, default, or settlement.

There have been 16 charged cases resolved since the last Commission meeting. Here are the charged case outcomes by type:



Hearing Status

The current breakdown of cases currently assigned to the Hearing Coordinator (as of 8/28/24) is as follows:

Status	#
Statement of Charges Ready for Service	2
Waiting for Hearing Request or Default	7
Cases Set for Status Conference	4
Hearings Scheduled	9

WSCJTC Certification Division
Charged Case Outcomes 4/29/2024 - 8/20/242024

Case #	Officer Name	Last Employing Agency	Charge(s)	Certification Action	Effective Date	Case Origin
20-824	Tisdale, Keith	Seattle Police Department	43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(h) - Discrimination 43.101.105(3)(k) - Separated for Misconduct	Revoked - Default	4/29/2024	Agency Report
21-001	Hatchett, William	Ferndale Police Department	43.101.105(3)(j)(iii) - Unsafe Practices Involving Firearms, Weapons, or Vehicles 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct	Revoked - Default	5/1/2024	Agency Report
23-594	Ramos, Moses	King County Department of Adu	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	5/23/2024	Agency Report
23-340	Seiffert, Drew	Spokane County Detention	43.101.105(3)(j)(i) - Committed a Felony 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct	Revoked - Default	6/3/2024	Agency Report
22-030	Kisler, Brian	Grant County Sheriff's Office	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	7/2/2024	Agency Report
2024-12655	Holloway, Isaiah	Okanogan County Sheriff's Office	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	7/2/2024	Division Initated
22-172	Heath, Woody	King County Sheriff's Office	43.101.105(3)(j)(iii) - Unsafe Practices Involving Firearms, Weapons, or Vehicles 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct	Settled - Probation	7/2/2024	Agency Report
20-821	Martin, Marcus	Seattle Police Department	OLD LAW: Failure of Duty; Official Misconduct; False or Misleading Statements	Revoked - Default	7/3/2024	Agency Report
21-024	Browning-Wykes, Melissa	Klickitat County Sheriff's Office	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	7/9/2024	Agency Report
21-026	Conway, Bradley	Seattle Police Department	43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct	Revoked - Default	7/10/2024	Agency Report
20-789	Henderson, Kristopher	Spokane Police Department	OLD LAW: Assault in 4th Degree; False or Misleading Statements	Revoked	7/13/2024	Agency Report
23-021	Lewis, Mark	Washington State Patrol	43.101.105(3)(h) - Discrimination 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct	Surrendered Certification	7/15/2024	Division Initated
20-777	Wartts-Smiles, Dahmar	University of Washington Police Department	43.101.105(2)(d) - False or Misleading Statements 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct	Surrendered Certification	7/30/2024	Agency Report
21-062	Litovchenko, Mark	Bellingham Police Department	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	7/30/2024	Agency Report

WSCJTC Certification Division
Charged Case Outcomes 4/29/2024 - 8/20/242024

20-820	Jones, Nina	Seattle Police Department	43.101.105(2)(d) - False or Misleading Statements 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct	Revoked - Default	7/31/2024	Agency Report
2024-12708	Chastain, Matthew	South Correctional Entity (SCORE)	43.101.105(3)(l) - Voluntary Surrender of Certification	Surrendered Certification	8/20/2024	Agency Report

2024 Certification Action Summaries

(January – August)

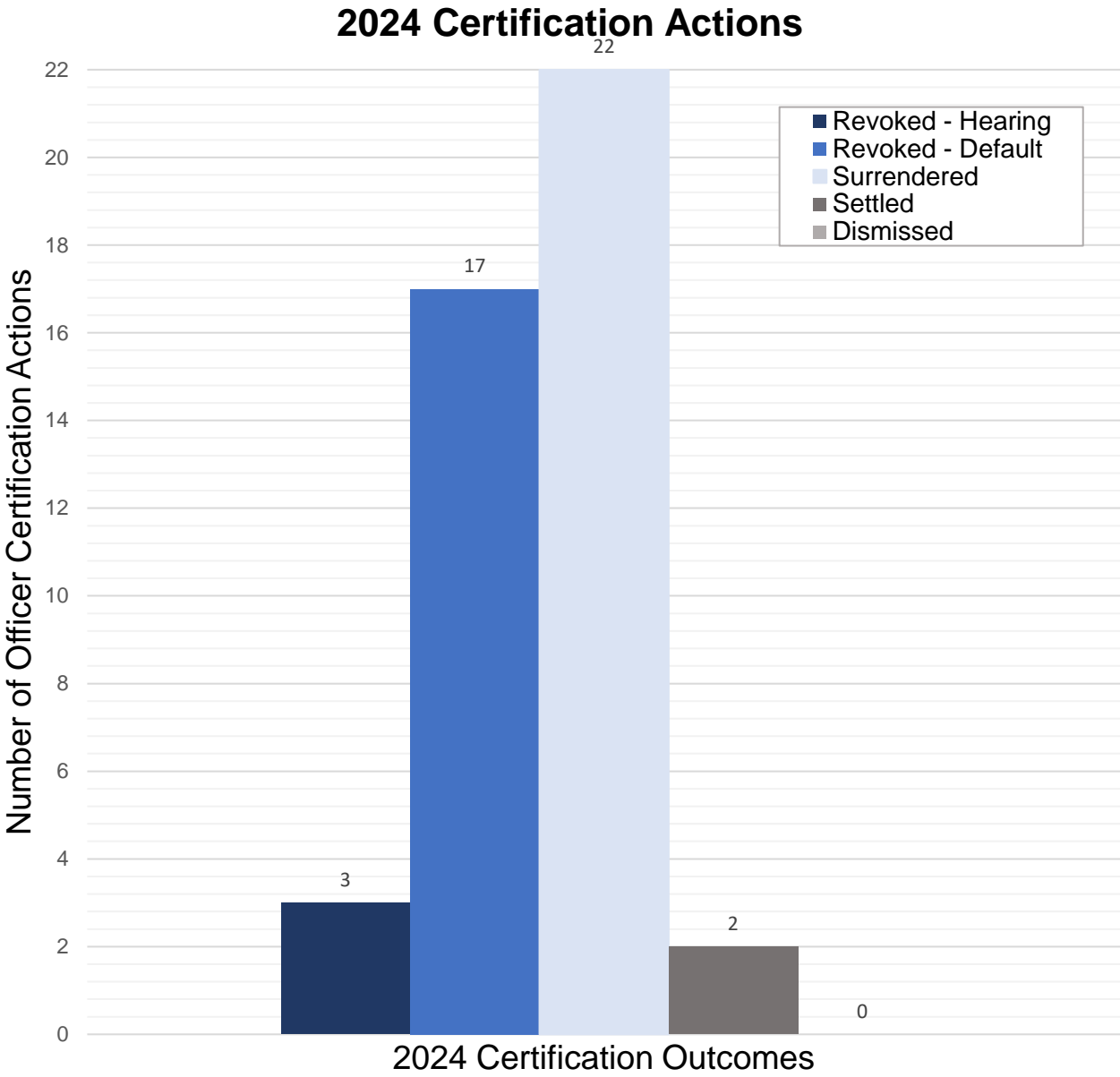


Washington State Criminal Justice Training Commission

About the Report

This report shows all actions taken against officers' certifications from January to August 2024. The summaries are ordered by the effective date of the final order of the hearing panel. For purposes of this table, all certified peace officers are referred to as "officer" regardless of their rank at their respective agencies at the time of the incidents.

For officers whose conduct predated SB 5051, and for whom charges were issued under the prior version of RCW 43.101.010, the charges are identified by type of disqualifying misconduct. For charges issued under the current version of 43.101.105, the specific statutory provisions charged are provided.



2024 Certification Actions & Outcomes

Neumann, Jerry			
Case #:	C22-009	Certification Action:	Surrendered
Agency:	Palouse Police Department	Effective Date:	8/27/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.box.com/v/C22-009-Neumann-Jerry		
Summary:			
<p>The officer was terminated by his agency for submitting overtime claims for time he did not work, failing to complete incident reports, issuing concealed pistol licenses without conducting proper background checks, failing to follow policies regarding authorization of sick leave requests, and being untruthful to internal affairs investigators. The officer voluntarily surrendered his certification before a Statement of Charges was issued.</p>			

Corier, Jabe			
Case #:	R22-128	Certification Action:	Revoked - Default
Agency:	Walla Walla County Corrections	Effective Date:	8/27/2024
Charges:	43.101.105(3)(e) - Excessive Force 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct		
Link:	https://cjtc.box.com/v/R22-128-Corier-Jabe		
Summary:			
<p>The officer used unreasonable and excessive force against an inmate who was on suicide watch within his own cell. The officer further failed to document the use of force and refer the inmate to medical services for his injuries as required by agency policy. After receiving the Statement of Charges, the officer failed to request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.</p>			

Chastain, Matthew			
Case #:	2024-12708	Certification Action:	Surrendered
Agency:	South Correctional Entity (SCORE)	Effective Date:	8/20/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.box.com/v/2024-0012708-Chastain-Matthew		
Summary:			
<p>The WSCJTC received a Notice of Separation from the officer's employer indicating the officer resigned during an active investigation. Once the WSCJTC notified the officer that his certification was under review, he voluntarily surrendered his certification.</p>			

Jones, Nina			
Case #:	20-820	Certification Action:	Revoked - Default
Agency:	Seattle Police Department	Effective Date:	7/31/2024
Charges:	43.101.105(2)(d) - False or Misleading Statements 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct		
Link:	https://cjtc.box.com/v/20-820-Jones-Nina		
Summary:			
<p>The officer was terminated after it was discovered that she provided false statements during an internal investigation regarding her personal use of police systems to obtain information about her former partner and legal proceedings regarding their minor child. Furthermore, the officer failed to disclose that her former partner had successfully obtained an anti-harassment order against her. After receiving the Statement of Charges, the officer failed to request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, her certification was revoked by default.</p>			

Wartts-Smiles, Dahmar			
Case #:	20-777	Certification Action:	Surrendered
Agency:	University of Washington Police Department	Effective Date:	7/30/2024
Charges:	43.101.105(2)(d) - False or Misleading Statements 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct		
Link:	https://cjtc.box.com/v/20-777-Warrta-Smiles		
Summary:			
<p>The officer resigned after it was revealed that he provided false or misleading statements regarding a domestic violence incident with his romantic partner in Nevada. The officer provided false statements concerning the nature of the altercation, whether he physically touched his partner, the cause of injuries to himself and his partner, and his characterization of his partner's account of the incident. The officer voluntarily surrendered his certification after a Statement of Charges was issued by the WSCJTC.</p>			

Litovchenko, Mark			
Case #:	21-062	Certification Action:	Surrendered
Agency:	Bellingham Police Department	Effective Date:	7/30/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.box.com/v/21-062-Litovchenko-Mark		
Summary:			
<p>The officer resigned in lieu of termination due to a city vaccine mandate. However, the officer also resigned while under investigation for the statements he made during a Whatcom County Sheriff's Department interview. During his polygraph exam, the officer admitted to sleeping while on duty, being involved in a hit and run incident, and committing fraud at his off-duty employment. The officer voluntarily surrendered his certification before a Statement of Charges was issued.</p>			

Lewis, Mark			
Case #:	23-021	Certification Action:	Surrendered
Agency:	Washington State Patrol	Effective Date:	7/15/2024
Charges:	https://cjtc.box.com/v/23-021-Lewis-Mark		
Link:	43.101.105(3)(h) - Discrimination 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct		
Summary:			
The officer retired while under investigation for allegedly physically and verbally attacking and/or sexually harassing several female recruits during the Washington State Patrol Driving Portion for the Basic Law Enforcement Academy. After receiving a Statement of Charges, the officer requested an adjudicative hearing. Prior to the hearing, the officer voluntarily surrendered his certification.			

Henderson, Kristopher			
Case #:	20-789	Certification Action:	Revoked - Hearing
Agency:	Spokane Police Department	Effective Date:	7/13/2024
Charges:	Assault in 4th Degree - Domestic Violence False or Misleading Statements		
Link:	https://cjtc.box.com/v/20-789-Henderson-Kristofer		
Summary:			
Officers were taking an uncooperative suspect into custody. Once handcuffed, the suspect kicked his leg backwards, striking an officer. The subject officer immediately responded by forcefully kicking the handcuffed suspect in the groin. In his report of the incident, the officer provided materially inaccurate descriptions of the use of force. The officer was terminated for the use of force and making false and misleading statements in his report and the subsequent internal affairs investigation.			

Conway, Bradley			
Case #:	21-026	Certification Action:	Revoked - Default
Agency:	Seattle Police Department	Effective Date:	7/10/2024
Charges:	43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(k) - Separated for Misconduct		
Link:	https://cjtc.box.com/v/21-026-Conway-Bradley		
Summary:			
The officer retired in lieu of termination after an internal investigation revealed that he had been illegally purchasing and using Oxycodone. The officer was also found to have been dishonest in a previous internal affairs investigation regarding his use of intoxicants while on duty. After receiving the Statement of Charges, the officer requested an adjudicative hearing. However, both the officer and his attorney failed to appear at a pre-hearing conference. The officer's certification was revoked by default.			

Browning-Wykes, Melissa

Case #:	21-024	Certification Action:	Surrendered
Agency:	Klickitat County Sheriff's Office	Effective Date:	7/9/2024
Charges:	43.101.105(3)(I) - Voluntary Surrender of Certification		
Link:	https://cjtc.box.com/v/21-024-Wykes-Melissa		
Summary:			
The officer resigned in lieu of termination after an internal investigation revealed she was untruthful when she told the Sherriff she contacted him for a time off request because her supervisor was busy. The officer voluntarily surrendered her certification before a Statement of Charges was issued.			

Martin, Marcus

Case #:	20-821	Certification Action:	Revoked - Default
Agency:	Seattle Police Department	Effective Date:	7/3/2024
Charges:	Failure of Duty Official Misconduct False or Misleading Statements		
Link:	https://cjtc.box.com/v/20-821-Martin-Marcus		
Summary:			
While on duty, the officer committed a hit and run with his patrol vehicle. The owner witnessed the officer hit their car and subsequently reported the hit and run. The officer responded to the call regarding the hit and run, turned off his body-worn video, and attempted to dissuade the owner from making a police report. The officer was found to have made false or misleading statements about his involvement in the collision and was terminated. After receiving the Statement of Charges, the officer failed to request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.			

Kisler, Brian

Case #:	22-030	Certification Action:	Surrendered
Agency:	Grant County Sheriff's Office	Effective Date:	7/2/2024
Charges:	43.101.105(3)(I) - Voluntary Surrender of Certification		
Link:	https://cjtc.box.com/v/22-030-Kisler-Brian		
Summary:			
The officer was terminated after photos and testimony revealed he had sexual contact with a minor on multiple occasions. The officer voluntarily surrendered their certification before a Statement of Charges was issued.			

Holloway, Isaiah

Case #:	2024- 0012655	Certification Action:	Surrendered
Agency:	Okanogan County Sheriff's Office	Effective Date:	7/2/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/2024-0012655-Holloway-Isaiah		

Summary:

The officer engaged in an inappropriate relationship with a criminal and warned the criminal about planned law enforcement actions planned. During the internal investigation, the officer was untruthful about the nature of his relationship with the criminal. The officer voluntarily surrendered their certification before a Statement of Charges was issued.

Heath, Woody

Case #:	22-172	Certification Action:	Settled - Probation
Agency:	King County Sheriff's Office	Effective Date:	7/2/2024
Charges:	43.101.105(3)(j)(iii) - Unsafe Practices Involving Firearms, Weapons, or Vehicles 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct		
Link:	https://cjtc.box.com/v/R22-172-Heath-Woody		

Summary:

The officer was arrested for DUI and Reckless Driving while off duty. The officer pled guilty to Negligent Driving in the 1st Degree. As a result of the incident, the officer was suspended for 12 days and transferred to a different division. During his Loudermill Hearing, the officer showed his commitment to remedy the underlying issues that led to his arrest. The WSCJTC reached a settlement with the officer prior to a Statement of Charges being issued. The officer agreed to a probationary period of four years, during which additional misconduct will result in automatic revocation. The officer will also receive remedial training and speak to Basic Law Enforcement Academy classes on the importance of seeking mental health support.

Seiffert, Drew

Case #:	23-340	Certification Action:	Revoked - Default
Agency:	Spokane County Detention	Effective Date:	6/3/2024
Charges:	43.101.105(3)(j)(i) - Committed a Felony 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct		
Link:	https://cjtc.box.com/v/23-340-Seiffert-Drew		

Summary:

The officer was placed on administrative leave after an investigation revealed that he engaged in a consensual sexual relationship with a female inmate. The officer was eventually charged with four counts of Custodial Sexual Misconduct in the First Degree. After receiving the Statement of Charges, the officer requested an adjudicative hearing. However, the officer and his attorney failed to appear for a pre-hearing conference, and his certification was revoked by default.

Ramos, Moses			
Case #:	23-594	Certification Action:	Surrendered
Agency:	King County Department of Adult Detention	Effective Date:	5/23/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/23-594-Ramos-Moses		
Summary:			
<p>The officer was terminated after an internal investigation revealed that they allowed an assault to occur on an inmate by another inmate. The officer was present when an inmate assaulted another inmate and actively ignored the altercation that occurred in front of them. The officer voluntarily surrendered their certification before a Statement of Charges was issued.</p>			

Hatchett, William			
Case #:	21-001	Certification Action:	Revoked - Default
Agency:	Ferndale Police Department	Effective Date:	5/1/2024
Charges:	43.101.105(3)(j)(iii) - Unsafe Practices Involving Firearms, Weapons, or Vehicles 43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct		
Link:	https://cjtc.app.box.com/v/21-001-Hatchett-William		
Summary:			
<p>While on duty, the officer responded to a personal emergency at his home in his patrol vehicle. While speeding at more than double the speed limit with his lights and siren turned on, the officer ran a red light and crashed into another vehicle. The other driver sustained serious injuries. As a result, the officer was criminally charged with Vehicular Assault and retired in lieu of termination. After receiving the Statement of Charges, the officer failed to request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.</p>			

Tisdale, Keith			
Case #:	20-824	Certification Action:	Revoked - Default
Agency:	Seattle Police Department	Effective Date:	4/29/2024
Charges:	43.101.105(3)(j)(iv) - Unethical or Unprofessional Conduct 43.101.105(3)(h) - Discrimination 43.101.105(3)(k) - Separated for Misconduct		
Link:	https://cjtc.app.box.com/v/20-824-Tisdale-Keith		
Summary:			
<p>The officer engaged in a public dispute with his spouse while intoxicated. When police were called to the scene, the officer fought with the responding officer. An internal investigation revealed that the officer used derogatory and unprofessional language against his coworkers and unhoused individuals while on duty. The officer was terminated from employment. After receiving the Statement of Charges, the officer failed to request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.</p>			

Brunner, Michael

Case #:	20-799	Certification Action:	Settled - Probation
Agency:	Spokane Police Department	Effective Date:	4/19/2024
Charges:	43.101.105(3)(j)(iii) - Unsafe Practices Involving Firearms, Weapons, or Vehicles		
Link:	https://cjtc.app.box.com/v/20-799-Brunner-Michael		
Summary:			
While on duty and without a legitimate law enforcement purpose, the officer was driving at 65-mph in a 25-mph zone. The officer struck a civilian vehicle and seriously injured the occupants. After receiving a Statement of Charges, the officer requested an adjudicative hearing. However, the officer reached a settlement agreement with the WSCJTC before the hearing. The officer agreed to a two-year probationary period during which further misconduct will result in automatic revocation. He will also receive remedial training and speak to Basic Law Enforcement Academy classes about the risks and consequences of Reckless Driving. Furthermore, the officer agreed to write a letter of apology to the occupants of the vehicle and attend a victim impact panel on Reckless Driving and Driving Under the Influence.			

Malloy, Daniel

Case #:	21-049	Certification Action:	Revoked - Default
Agency:	King County Sheriff's Office	Effective Date:	4/18/2024
Charges:	43.101.105(3)(j)(iv) – Unethical or Unprofessional Conduct 43.101.105(3)(k) – Separated for Misconduct		
Link:	https://cjtc.app.box.com/v/21-049-Malloy-Daniel		
Summary:			
While on duty, the officer made inappropriate sexual advances on a female civilian at her workplace. In addition, the officer worked as a pilot instructor while under the influence of intoxicants. The officer resigned in lieu of termination from his agency. After receiving the Statement of Charges, the officer failed request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.			

Nieder, John

Case #:	C22-059	Certification Action:	Revoked - Default
Agency:	Island County Sheriff's Office	Effective Date:	4/18/2024
Charges:	43.101.105(3)(j)(i) – Committed a Felony 43.101.105(3)(f) – Sexual Harassment 43.101.105(3)(j)(iv) – Unethical or Unprofessional Conduct		
Link:	https://cjtc.app.box.com/v/C22-059-Nieder-John		
Summary:			
The officer sexually harassed a fellow officer while working with the Island County Sheriff's Office. Furthermore, the officer was arrested and charged with two felony counts of Rape in the Second Degree. The officer resigned in lieu of termination from the Island County Sheriff's Office. After being served with the Statement of Charges, the officer failed request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.			

Riley, Joshua

Case #:	23-518	Certification Action:	Surrendered
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Agency:	Kennewick Police Department	Effective Date:	3/26/2024
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Charges:	43.101.105(3)(I) - Voluntary Surrender of Certification		
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Link:	https://cjtc.app.box.com/v/23-518-Riley-Joshua		
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Summary:

The officer was arrested for Domestic Violence assault after pointing a loaded gun at his spouse and child while intoxicated. The officer resigned in lieu of termination. He voluntarily surrendered his certification before a Statement of Charges was issued.

Jahner, Jesse

Case #:	18-723	Certification Action:	Surrendered
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Agency:	Tacoma Police Department	Effective Date:	3/25/2024
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Charges:	Official Misconduct		
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Link:	https://cjtc.app.box.com/v/18-723-Jahner-Jesse		
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Summary:

The officer responded to a 911 call for a juvenile experiencing a mental health episode. The officer and his partner ordered the juvenile's guardian to beat them with a belt. The officer held down the juvenile while the guardian struck them. The officer was charged with Assault of a Child in the Third Degree and Official Misconduct and was ultimately convicted of Official Misconduct. He was terminated from his agency. After receiving a Statement of Charges, the officer requested an adjudicative hearing. However, prior to his hearing, the officer voluntarily surrendered his certification.

Gandy, Brandon

Case #:	23-339	Certification Action:	Surrendered
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Agency:	Seattle Police Department	Effective Date:	3/19/2024
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Charges:	43.101.105(3)(I) - Voluntary Surrender of Certification		
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Link:	https://cjtc.app.box.com/v/23-339-Gandy-Brandon		
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Summary:

An internal investigation revealed that the officer was involved in the trafficking of illegal narcotics. The officer resigned prior to termination from his agency. The officer surrendered his certification before a Statement of Charges was issued.

Miner, James

Case #:	23-388	Certification Action:	Surrendered
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Agency:	Snohomish County Sheriff's Office	Effective Date:	
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Charges:	43.101.105(3)(I) – Voluntary Surrender of Certification		
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Link:	https://cjtc.app.box.com/v/23-388-Miner-James		
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Summary:

The officer self-reported his use of derogatory and homophobic slurs against an arrested person that was captured on body-worn video. He retired in lieu of termination from his agency. The officer surrendered his certification before a Statement of Charges was administered.

Chavez, Gregory

Case #:	23-095	Certification Action:	Surrendered
Agency:	Kitsap County Sheriff's Corrections Division	Effective Date:	3/12/2024
Charges:	43.101.105(3)(I) – Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/23-095-Chavez-Gregory		
Summary:	The officer resigned while under investigation after it was revealed that he had been sexually harassing one of his female coworkers. The officer was previously disciplined for making sexually explicit comments. The officer surrendered his certification before a Statement of Charges was administered.		

Kircher, Keith

Case #:	23-406	Certification Action:	Surrendered
Agency:	Vancouver Police Department	Effective Date:	3/12/2024
Charges:	43.101.105(3)(I) – Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/23-406-Kircher-Keith		
Summary:	The officer resigned while under investigation for harassing and making derogatory statements about a female coworker, with whom the officer had a previous relationship. Furthermore, the WSCJTC's investigation revealed that the officer made false or misleading statements regarding his work history and professional qualifications. The officer surrendered his certification before a Statement of Charges was issued.		

Rojas, Patricia

Case #:	23-089	Certification Action:	Surrendered
Agency:	Pacific County Sheriff's Office	Effective Date:	2/27/2024
Charges:	43.101.105(3)(I) - Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/23-089-Rojas-Patricia		
Summary:	An in-custody death occurred while the officer was on duty. On the night they died, the inmate made repeated requests for medical attention that the officer ignored. An investigation revealed that the officer also failed to perform security checks on inmates. Forgery charges were filed against the officer for falsifying the security check log. The officer surrendered her certification as part of a plea deal.		

Huft, Tina

Case #:	23-668	Certification Action:	Surrendered
Agency:	Cowlitz County Corrections Department	Effective Date:	2/15/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/23-688-Huft-Tina		
Summary:			
The officer tased an inmate who threw cake at officers during an altercation. In her incident report, the officer provided a false statement regarding the incident. The officer was placed on Administrative Leave and resigned two days later. The officer surrendered her certification before a Statement of Charges was issued.			

Bottemiller, Tracy

Case #:	22-066	Certification Action:	Revoked - Hearing
Agency:	Cowlitz County Corrections	Effective Date:	2/12/2024
Charges:	43.101.105(3)(e) - Excessive Force		
Link:	https://cjtc.app.box.com/v/22-066-Bottemiller-Tracy		
Summary:			
The officer used excessive force against a partially handcuffed, restrained inmate by punching the inmate in the neck and head five to six times. The punches occurred after the officer had gained control of the inmate and he was no longer a threat.			

Malpica, Edwin

Case #:	19-758	Certification Action:	Revoked - Default
Agency:	Western Washington University Police Department	Effective Date:	2/6/2024
Charges:	False or Misleading Statements; Failure of Duty		
Link:	https://cjtc.app.box.com/v/19-758-Malpica-Edwin		
Summary:			
The officer was found to have knowingly made false or misleading statements to his superiors regarding a report to the Social Security Administration and the Whatcom County Sheriff's Office, and later during an internal affairs investigation. The officer also willfully neglected to provide his supervisor with information regarding potential criminal activity. He was terminated by his agency. After receiving the Statement of Charges, the officer failed request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.			

Brenner, Austin

Case #:	21-003	Certification Action:	Revoked - Default
Agency:	Skagit County Sheriff's Office	Effective Date:	2/6/2024
Charges:	43.101.105(3)(j)(iv) – Unethical or Unprofessional Conduct 43.101.105(3)(k) – Separated for Misconduct		
Link:	https://cjtc.app.box.com/v/21-003-Brenner-Austin		
Summary:			
While off duty, the officer was arrested by Bellingham Police Department for domestic violence malicious mischief. During the incident, the officer threatened and physically attacked multiple individuals at a neighbor's party, caused physical damage to his property, and acted aggressively towards responding officers. The officer was terminated from his agency. After receiving the Statement of Charges, the officer failed request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.			

Clary, John

Case #:	23-221	Certification Action:	Surrendered
Agency:	Toppenish Police Department	Effective Date:	2/6/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/23-221-Clary-John		
Summary:			
While working with the Federal Way Police Department (FWPD), the officer asked his wife, a fellow officer of FWPD, to approve his overtime hours. As a result, the pair's actions raised concerns of nepotism. Subsequently, the officer resigned during the department's internal investigation. Furthermore, the officer failed to disclose the incident to the Benton County Sheriff's Office when applying for employment. The officer surrendered his certification before a Statement of Charges was issued.			

Clary, Brigit

Case #:	23-681	Certification Action:	Surrendered
Agency:	Richland Police Department	Effective Date:	2/6/2024
Charges:	43.101.105(3)(l) – Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/23-681-Clary-Brigit		
Summary:			
While working with the Federal Way Police Department (FWPD), the officer signed overtime approval sheets for her husband, who was also working with FWPD at the time. The officer resigned while under investigation and in lieu of termination. FWPD eventually concluded that the officer had provided false or misleading statements concerning her unauthorized conduct. Furthermore, the officer did not disclose FWPD's internal investigation findings to the Richland Police Department when applying for employment. While acting as the Chief of Richland Police Department, the officer was investigated for violations of law and policy in an attempt to keep FWPD's internal investigation from being publicly released. The officer surrendered her certification before a Statement of Charges was issued.			

Campos, Michael

Case #:	20-790	Certification Action:	Revoked – Default
Agency:	Wapato Police Department	Effective Date:	1/31/2024
Charges:	Perjury in the First Degree; Intimidating a Witness		
Link:	https://cjtc.app.box.com/v/20-790-Campos-Michael		
Summary:			
While conducting a criminal interrogation, the officer intimidated a witness to change their testimony and implicate an elected official. The officer also knowingly made false statements to an Administrative Law Judge during an unemployment compensation hearing. He was terminated by his agency. After receiving the Statement of Charges, the officer failed request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.			

Beck, Justin

Case #:	21-051	Certification Action:	Revoked – Default
Agency:	Walla Walla County Corrections Department	Effective Date:	1/3-0/2024
Charges:	43.101.105(2)(d) – False or Misleading Statements 43.101.105(3)(j)(iv) – Unethical or Unprofessional Conduct 43.101.105(3)(k) – Separated for Misconduct		
Link:	https://cjtc.app.box.com/v/21-051-Beck-Justin		
Summary:			
The officer knowingly made false statements to his fellow officers and to an investigator during an internal affairs investigation. In addition, the officer took a belt from an inmate trial suit without permission and made false statements to staff regarding a COVID-19 test. The officer resigned in lieu of termination. After receiving the Statement of Charges, the officer failed to request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.			

Rodriguez, Thomas

Case #:	20-784	Certification Action:	Surrendered
Agency:	Steilacoom Department of Public Safety	Effective Date:	1/23/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/20-784-Rodriguez-Thomas		
Summary:			
The officer was terminated by his agency. There was an indication within the file received by the WSCJTC that misconduct may have been involved; however, there was a settlement agreement that prevented the WSCJTC from speaking with an impacted party. After being notified that he was under WSCJTC investigation, the officer agreed to surrender his certification.			

Brazas, Robert

Case #:	23-217	Certification Action:	Surrendered
Agency:	Washington State Patrol	Effective Date:	1/23/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/23-217-Brazas-Robert		
Summary:			
The officer retired in lieu of termination after it was alleged that there were periods of time where the officer was unaccounted for while on duty and that he was untruthful with his supervisor. The WSP found that the officer had a sexual relationship with one of his female coworkers and would visit her house while on duty. When confronted, the officer denied the allegations. The officer surrendered his certification before a Statement of Charges was issued.			

Do, Loc

Case #:	20-791	Certification Action:	Revoked - Default
Agency:	Washington State Department of Fish and Wildlife Police	Effective Date:	1/17/2024
Charges:	False or Misleading Statements		
Link:	https://cjtc.app.box.com/v/20-791-Do-Loc		
Summary:			
The officer knowingly entered false or misleading information into his daily activity records. Additionally, the officer knowingly provided false or misleading material statements to Washington Department of Fish and Wildlife investigators during an internal investigation concerning the officer's daily activity records and job performance. The officer requested a hearing but notified the WSCJTC of his intent to withdraw the hearing request prior to the hearing. Consequently, his certification was revoked by default.			

Nguyen, Quan

Case #:	21-050	Certification Action:	Revoked - Default
Agency:	Renton Police Department	Effective Date:	1/17/2024
Charges:	43.101.105(2)(d) – False or Misleading Statements 43.101.105(3)(j)(iv) – Unethical or Unprofessional Conduct 43.101.105(3)(k) – Separated for Misconduct		
Link:	https://cjtc.app.box.com/v/21-050-Nguyen-Quan		
Summary:			
The officer stole luggage from Sea-Tac airport while off duty, then made false or misleading statements to Port of Seattle Police Department officers when questioned about his involvement in the theft. Lastly, the officer provided false or misleading statements in a Renton Police Department internal affairs investigation. The officer resigned in lieu of termination. The officer did not request an administrative hearing with the WSCJTC, and his peace officer certification was revoked by default.			

Robinson, Cleades

Case #:	23-117	Certification Action:	Surrendered
Agency:	Seattle Police Department	Effective Date:	1/17/2024
Charges:	43.101.105(3)(l) - Voluntary Surrender of Certification		
Link:	https://cjtc.app.box.com/v/23-117-Robinson-Cleades		
Summary:			
The officer resigned during an internal investigation into his communication with King County Sheriff's Office undercover officers posing as sex workers. The officer was not charged with a crime. He surrendered his certification before a Statement of Charges was issued.			

Reynolds, Phillip

Case #:	21-069	Certification Action:	Revoked - Hearing
Agency:	Centralia Police Department	Effective Date:	1/16/2024
Charges:	43.101.105(3)(j)(iv) – Unethical or Unprofessional Conduct 43.101.105(2)(d) – False or Misleading Statements 43.101.105(3)(k) – Separated for Misconduct		
Link:	https://cjtc.app.box.com/v/21-069-Reynolds-Phillip		
Summary:			
The officer failed to respond to a 911 call for a domestic violence assault involving a suspect with outstanding arrest warrants because he was cooking pizza for his colleagues. In a separate incident, the officer failed to investigate and act on a domestic violence vehicle-versus-pedestrian hit and run collision that resulted in serious bodily injury. The agency found that officer was dishonest in the internal affairs investigation. The officer was terminated from employment. The hearing panel dismissed the charge for dishonesty but sustained the other charges.			

Beckman, Michael

Case #:	21-041	Certification Action:	Revoked - Default
Agency:	Kalispel Tribal Public Safety Department	Effective Date:	1/10/2024
Charges:	43.101.105(2)(d) – False or Misleading Statements 43.101.105(3)(e) – Excessive Force 43.101.105(3)(j)(iv) – Unethical or Unprofessional Conduct 43.101.105(3)(k) – Separated for Misconduct		
Link:	https://cjtc.app.box.com/v/21-041-Beckman-Michael		
Summary:			
While conducting an arrest, the officer reported that he was assaulted by the suspect. However, surveillance footage revealed that the assault did not occur. Rather, the officer tased the suspect during a foot pursuit. As a result, the officer violated Kalispel policies for making false or misleading statements on a police report and arresting a subject on a falsified charge. The officer resigned in lieu of termination. After receiving the Statement of Charges, the officer failed to request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.			

Berg, John			
Case #:	21-032	Certification Action:	Revoked - Default
Agency:	Puyallup Police Department	Effective Date:	1/2/2024
Charges:	43.101.105(2)(d) – False or Misleading Statements 43.101.105(3)(j)(iv) – Unethical or Unprofessional Conduct 43.101.105(3)(k) – Separated for Misconduct		
Link:	https://cjtc.app.box.com/v/21-032-Berg-John		
Summary:			
<p>The officer retired in lieu of termination after an administrative investigation found that he gave false statements to his superiors regarding multiple criminal investigations. Furthermore, the officer failed to properly investigate multiple cases assigned to him, which led to delays and put victims at risk. After receiving the Statement of Charges, the officer failed to request an adjudicative hearing within the 60-day period required by RCW 43.101.155(1) and WAC 139-06-050(2). Consequently, his certification was revoked by default.</p>			



WASHINGTON STATE
CRIMINAL JUSTICE TRAINING COMMISSION
19010 1ST AVENUE SOUTH, BURIEN, WA 98148

COMMISSION MEETING

Wednesday, June 12, 2024
10 A.M.

COMMISSION MEMBERS PRESENT

De'Sean Quinn (Chair), Councilmember, City of Tukwila
Penelope Sapp (Vice Chair), Chief, Kitsap County Jail
Rosemary Kaholokula, Incumbent Prosecuting Attorney or Municipal Attorney **(Virtual)**
Rob Snaza, Sheriff, Lewis County Sheriff's Office
Erik Scairpon, Chief, Marysville Police Department
Ryan Dreveskracht, Attorney Presiding over Law Enforcement Practices and Accountability **(Virtual)**
Mike Webb, Attorney General's Office Designee **(Virtual)**
Assistant Chief Christina Martin on behalf of Commissioner John Batiste **(Virtual)**
Tim Reynon, Tribal Representative, Puyallup Tribe **(Virtual)**
Nickeia Hunter, Community Member **(Virtual)**
Walter Kendricks, Community Member – East of Cascades
Annalea Thomas, Community Member **(Virtual)**
Trishandra Pickup, Community Member **(Virtual)**
Sonja Joseph, Community Member **(Virtual)**
Bart Logue, Member with Civilian Oversight Over Law Enforcement
Velma Lockrem, Tribal Police Officer **(Virtual)**

Present after Roll Call:

Ken Roske – Chief, Pasco Police Department **(Virtual)**
Katrina Johnson, Community Member

WSCJTC STAFF PRESENT

Monica Alexander, Executive Director
Stephanie Huffman, Executive Assistant
Kimberly Bliss, Assistant Director, Certification
Jerrell Wills, Deputy Director
Kayla Wold, Hearings Coordinator
Lacey Ledford, Legislative Liaison
Megan Saunders, Communications Manager
Lauren Caputo Allen, Community Liaison Manager
Gunner Miller, Communications Intern

Renee Berry, Policy & Accreditation Manager

Welcome

De'Sean Quinn, Commission Chair

Chair Quinn called the meeting to order at 10:01 A.M. **Stephanie Huffman** conducted a roll call of the Commissioners. A quorum was present.

CHAIR'S REPORT

De'Sean Quinn, Commission Chair

Chair Quinn announced his term as Chair will be up on July 13, 2024. **Chair Quinn** asked the Commissioners if they are interested in holding a special meeting to elect a new chair.

Commissioner Scairpon agreed that a meeting should be held. **Commissioner Kendricks** asked about the format of the meeting. **Chair Quinn** indicated he'd like an in-person meeting, but also suggested a hybrid meeting to include those Commissioners who cannot be present.

Commissioner Logue asked if nominations and a vote could occur today. **Commissioner Reynon** asked whether Chair Quinn or Vice Chair Sapp intend to keep their positions. **Commissioner Scairpon** expressed his appreciation for the way Chair Quinn has guided the Commissioners in his time as Chair. **Chair Quinn** suggested the Commissioners take some time to think about who they'd like to nominate. He would like to give someone else the opportunity to serve as Chair.

Chair Quinn announced he received a complaint about a violation of the Commission bylaws. He reminded all Commissioners about the bylaws they passed regarding not speaking on behalf of the Washington State Criminal Justice Training Commission (WSCJTC). **Commissioner Snaza** spoke up and said he is not familiar with the complaint, but he is familiar with the person who filed the complaint. **Commissioner Snaza** said several sheriffs endorsed a candidate for governor, and because he had done it in uniform, there was a violation. The Public Disclosure Commission (PDC) investigated seven individuals, who were all given warnings. **Commissioner Snaza** stated he will take whatever repercussions might ensue. He also clarified he is not involved in his brother's campaign for a state legislature position. If he did violate WSCJTC rules, he said he will take full responsibility. **Chair Quinn** thanked Commissioner Snaza for taking responsibility and issued a reminder to all Commissioners to be aware of the bylaws they passed. **Commissioner Snaza** apologized to all the Commissioners and the WSCJTC. It was not his intent to bring discredit upon them. **Commissioner Logue** asked if there were sanctions from the PDC. **Commissioner Snaza** confirmed he was sanctioned and received a letter. **Commissioner Logue** recommended documenting the violation and reminding all Commissioners of the rules. He asked for clarification about what kind of statements he is allowed to make, or whether he must request permission in advance. **Executive Director Alexander** responded that Commissioners are not to speak *on behalf* of the WSCJTC, but they can speak about the WSCJTC. **Taryn Jones** said, pursuant to the bylaws, Commissioners could

say, “I am speaking as an individual and not on behalf of the CJTC.” She recommended Commissioners to be mindful of how individuals in the public might interpret a statement.

EXECUTIVE DIRECTOR’S REPORT

Monica Alexander, Executive Director

Executive Director Alexander informed the Commissioners that a new Corrections Officer Academy (COA) class started in Vancouver on May 7, 2024. The CJTC informed the Assistant BLEA Commander in Vancouver that the agency needed one additional classroom at the Vancouver Regional Academy, and it was quickly accomplished. There are still over 200 people on the waitlist for COA. Another COA class graduates at the Burien Academy on June 18, 2024. **Commissioner Snaza** said he has heard very positive feedback from recruits and graduates of the Vancouver Academy. **Vice Chair Sapp** also commended CJTC staff who work on the COA training. She expressed excitement that the COA is now 10 weeks instead of four weeks. **Executive Director Alexander** explained how much work goes into making sure the training is consistent across the regional academies. It is difficult to defend or support training that is not being taught properly. She commended Deputy Director Wills and Assistant Director Dave Miller, who travel all over the state and spend time at all the academies to ensure consistency. **Deputy Director Wills** spoke about Worldwide Instructional Design System (WIDS), a platform where the CJTC constructs its curriculum. The curriculum is delivered through the Learning Management System (LMS), called Acadis. That is where the CJTC keeps instructor guides and student guides. The CJTC also has an audit and evaluation team, which is how the CJTC ensures the curriculum is being delivered based upon the learning objective.

Commissioner Thomas asked how will community concerns be considered and who is responsible for monitoring and deciding how concerns will be moved up the chain? For instance, if a recruit displays aggression, how is it determined if this candidate should move forward if they are passing academically but may not be fit for the job? **Executive Director Alexander** clarified that only the agency can fire the candidate, but the concerns are brought through the CJTC’s chain of command and the CJTC can send the recruit back to their agency. **Chair Quinn** stated that these situations have happened before. **Commissioner Snaza** said he has experience with some of the concerns raised by Commissioner Thomas, and he has removed candidates from both the academy and the agency.

Assistant Director Bliss said that recruit investigations are no longer performed within Basic Training Division (BTD) exclusively. The Certification Division took over recruit investigations about eight months ago. Those investigations are not certification investigations because officers cannot apply for certification unless they complete the academy. These investigations are intended to determine whether a recruit violated BTD rules and should be expelled from the academy. At the next Commission Meeting, the Commissioners will review WACs that will set rules about readmission to the academy. The Certification Division’s investigation into a recruit

can result in a notification to the recruit's employing agency of its intent to deny certification to a recruit if they continue in the academy and apply for certification.

Commissioner Logue asked for clarification on what conduct by recruits rises to the level of a certification investigation. He specifically used Commissioner Thomas' example of aggressive behavior by a recruit. **Assistant Director Bliss** said the aggressiveness example would be addressed in the BTM investigation conducted by Certification Division investigators, because those are violations of BTM policies. Certification can only seek to deny certification if the misconduct implicates the revocation statute.

Commissioner Reynon asked if the CJTC is required to graduate recruits who complete basic training. **Assistant Director Bliss** stated that if a recruit completes the academy without misconduct, the recruit graduates from the academy and gets certified.

Executive Director Alexander said that if a recruit is not meeting standards, they normally are sent back to their agency. Those instances have nothing to do with the certification revocation because the recruits are not certified and do not finish the academy. **Deputy Director Wills** explained there is a process for appeal that some, not all, agencies may take when a recruit is dismissed from the academy. **Commissioner Logue** expressed he is very pleased that the CJTC is being proactive about investigating recruits. **Commissioner Johnson** asked how often these investigations occur. **Deputy Director Wills** responded that it is less than one half of one percent, maybe one recruit out of every 300 is investigated.

Renee Berry said the WSCJTC is going to International Association of Directors of Law Enforcement Standards and Training (IADLEST) accreditation. We are at the best practices marking and scoring for that. **Commissioner Logue** mentioned he had the opportunity to observe mock scenes at the Spokane Regional Academy. He suggested other Commissioners take the opportunity to attend the mock scenes if they can. **Executive Director Alexander** also invited the Commissioners to observe academy classes in training. Rich Peterson runs use of force training at the CJTC. He is teaching discipline on top of use of force and when to stop using force. He conducts a lot of training after hours. Many recruits are volunteering their time to stay late to learn use of force tactics.

Executive Director Alexander provided an update on the yet-to-open northwest regional police academy. Initially it was thought this academy would be the second academy opened, after the Pasco Academy. The process is taking longer than expected. The academy class that started last week in Burien has multiple students that could have attended the northwest regional academy if it was open. The current class in Pasco has 10 female recruits, some of whom are single mothers. The class also includes fathers who have said they wouldn't leave their families to come to Burien. **Commissioner Roske** said he has recently hired two single mothers who will be

attending the Pasco Academy who otherwise would be unable to go into this profession without the regional academy.

Executive Director Alexander updated the Commissioners that the first class at the Vancouver Regional Academy graduated. The first day of the next BLEA class in Vancouver is June 24, 2024. **Executive Director Alexander** spoke about three upcoming legislative tours of the WSCJTC campus. The CJTC cannot continue to operate efficiently at the current location. Staffing has more than doubled since the Executive Director came to the WSCJTC, and there is not enough space for CJTC employees. DLR group has a report on a predesign for the new facility due on June 28, 2024. They looked at three locations for the future WSCJTC campus. **Commissioner Snaza** said it is important that the WSCJTC has an Emergency Vehicle Operations Course (EVOC) and a state-of-the-art range facility. It is important for legislators to know that we are investing in the future of law enforcement. **Executive Director Alexander** spoke about a recent visit to Texas to view Fort Worth Police Department's academy, which is the size the WSCJTC is seeking for the State of Washington.

Lastly, the CJTC is 50 years old!

CERTIFICATION REPORT

Kimberly Bliss, Assistant Director, Certification

Assistant Director Bliss gave an update on staffing in the Certification Division. A second Chief Investigator started in June. One new investigator starts on July 22, 2024, and another is in backgrounding. The Certification Division is also hiring a Case Review Manager who will review cases and determine if they will be administratively closed or referred for investigation. Even with those positions soon to be filled, the Certification Division is severely understaffed. The division needs double the number of investigators that it has now. **Commissioner Logue** asked how the Commissioners can help make that happen. **Assistant Director Bliss** indicated the WSCJTC would be requesting more employees in the next biennial budget. **Chair Quinn** reflected that the WSCJTC is leading the nation in a lot of this work, and we need to provide the staffing and support for the Certification Division to take on its new responsibilities. **Assistant Director Bliss** explained that as education and outreach happens, we are getting more and more complaints. The Certification Division also recently gave a presentation at the Washington Association of Sheriffs and Police Chiefs (WASPC) conference and received many questions from agency representatives wanting to understand the Certification Division. Agencies understand their requirements better and are sending the CJTC more reports of misconduct. The more outreach we do, the more work we get. **Commissioner Snaza** commented on Assistant Director Bliss' presentation at WASPC and thanked her for the outreach. That class where she presented was very large with a lot of administrators in attendance. **Commissioner Roske** agreed with Commissioner Snaza and thanked Assistant Director Bliss for her informative presentation at WASPC.

Assistant Director Bliss spoke about hearing summaries and a report that was presented at the last Commission Meeting. While there were no hearings in the last quarter, nearly 25 officers have had their certification revoked to date in 2024. At least 14 officers have surrendered their certification. Another 11 officers have defaulted on their certification. One officer entered a settlement with the CJTC and is now on probation. **Commissioner Kendrick**s asked about the length of the probation. **Assistant Director Bliss** explained the first settlement and probation will last for two years. A second settlement is in the works that will likely be a four-year probation. **Commissioner Snaza** asked if the CJTC could request the officer's employment evaluations during the probationary period on an annual basis. **Assistant Director Bliss** said she will consult with the AG's office, but she believes the CJTC could request that information from the agency.

Assistant Director Bliss summarized current cases pending decertification. The Certification Division has eight Statements of Charges ready to be served on certified officers, four requests to surrender certification from officers under review, and 12 certification hearings scheduled. Certification staffing issues continue to contribute to a backlog. Also, approximately 40% of investigators' time has been spent doing recruit and WSCJTC internal affairs investigations in the first half of 2024. The Certification Division's new case management system Kaseware is finally up and running and is being fine-tuned. The process of building reporting functionality is taking time. It is entirely possible that in September, the CJTC won't have the reporting capabilities to present the exact same data it has in the past. **Commissioner Reynon** asked what happens to officers whose cases are being held up in a backlog. **Assistant Director Bliss** said some officers will have to wait, but the Certification Division is still going to follow our case prioritization policy. Investigations into officers who are presenting high risk to the public will not be held up in the investigation backlog. **Commissioner Logue** asked about the internal affairs investigations that Assistant Director Bliss previously said were taking up investigators' time. **Assistant Director Bliss** clarified that the internal affairs investigations she was talking about involve CJTC staff, not police officers from law enforcement agencies.

NEW BUSINESS

Approval of Meeting Minutes

Chair Quinn called for review and approval of the meeting minutes from March 12, 2024. **Chair Quinn** motioned to approve. **Commissioner Kendrick**s seconded the motion. The motion passed unanimously.

King County Medical Examiner's Office Training Exemption Request

Jennifer Pendray, CJTC Medical Examiner Program Manager and Dr. Lacy, Chief Medical Examiner, King County Medical Examiner's Office

Jennifer Pendray presented a request for a training waiver submitted to the Executive Director by Dr. Lacy, Chief Medical Examiner for King County Medical Examiner's Office. Dr. Lacy requested a waiver for exemption from medicolegal forensic investigation training for medical examiners on behalf of Brian Mazrim, MD, an Associate Medical Examiner for the King County Medical Examiner's Office since 2001. The exemption is based on his education and experience.

WAC 139-27-100(2)(a)(i-v) states that a medical examiner may be granted an exemption to the training requirement if they are employed by a medical examiner's office, are board-certified in forensic pathology, have a current medical license in WA, and are in good standing at their place of employment. Dr. Mazrim is board-eligible in forensic pathology, not board-certified, as required by the WAC. He otherwise meets the requirements for exemption from this training. RCW 43.101.480(2) allows that the Commission exempt from this requirement any medical examiner who has obtained training comparable to the medicolegal forensic investigation training by virtue of educational or professional training or experience.

Commissioner Logue asked for the difference between board-eligible and board-certified. **Dr. Lacy** responded that board-eligible means Dr. Mazrim has completed all his necessary training but has not taken the exam to be board-certified. **Commissioner Dreveskracht** noted that the WAC states Dr. Mazrim must be board-certified to be considered for an exemption. **Jennifer Pendray** clarified that in this particular case, he is requesting a waiver, not an exemption. **Commissioner Reynon** asked how the Commissioners are authorized to grant the exemption if Dr. Mazrim has not been board-certified. **Jennifer Pendray** explained that the Chief Medical Examiner can request a waiver from that training if the person has received other requisite training and experience that excludes them from the training requirement. **Commissioner Scairpon** asked if there was some other mitigating factor that complicates Dr. Mazrim's ability to attend the training. **Jennifer Pendray** said the training is offered twice a year and lasts 40 hours. **Dr. Lacy** added that he would be away from work for a full week. **Commissioner Snaza** asked if, in a homicide case, the lack of board certification would come up into question in the jurors' minds. **Dr. Lacy** said Dr. Mazrim has testified for 23 years. He is considered an expert and has a two-and-a-half-decade track record. **Commissioner Kendrick**s asked what is preventing him from being board-certified. **Dr. Lacy** responded that Dr. Mazrim had passed the period where he could sit for the exam. He's proven he can do the job. **Commissioner Pickup** asked if Dr. Mazrim has received any training over the last 23 years. **Jennifer Pendray** confirmed he is continually receiving training. **Commissioner Logue** asked the legal advisor whether the Commissioners were able to grant the exemption request. Assistant Attorney General **Taryn Jones** clarified for the room that this was not an exemption request; rather, a waiver.

Commissioner Kendricks motioned to approve the request. **Commissioner Snaza** seconded the motion.

Commissioner Dreveskracht asked for the reason for the exemption request. **Jennifer Pendray** again mentioned that staffing and workload issues at the King County Medical Examiner’s Office would make it difficult for Dr. Mazrim to attend the 40-hour training. **Commissioner Dreveskracht** expressed concern in setting a precedent for granting exemptions. **Jennifer Pendray** explained that exemptions are granted frequently when the individual meets the requirements for the exemption. **Commissioner Pickup** asked if the waivers are granted so frequently, why is this one coming before the Commission? **Jennifer Pendray** explained that this is the first waiver request, but exemptions are granted frequently.

The motion passed with 11 in support and three against – Commissioner Webb, Commissioner Dreveskracht, and Commissioner Pickup. The motion was approved.

Public Disclosure WAC

Derek Zable/Lacey Ledford

WAC 139-02 – Public Records

The number of public records requests since 2021 has grown significantly, from 132 public records requests in 2021, to 435 in 2023, and potentially 600+ in 2024.

WAC 139-02-021 – Definitions

Sections 2) and (5) were updated.

WAC 139-02-050 – Availability of Public Records

Sections (1), (2), (3), and (4) were updated.

WAC 139-02-070 Costs for Providing Copies of Public Records

Sections (4), (5), (7), (8), (9), and (10) were updated.

WAC 139-02-090 Processing Requests for Public Records

Sections (2), (6), (9), and (10) were updated.

Commissioner Snaza pointed out there was written public comment in the Commission Packet. **Commissioner Snaza** asked about the background investigation records. **Commissioner Snaza** made a motion to approve the WACs. **Commissioner Johnson** seconded the motion. The motion passed unanimously.

Hearing Panel Member Applications

Kayla Wold, Hearings Coordinator

Kayla Wold presented applications from the following prospective panel members: Chief Rich Allen, Olympia Police Department; Chief Matt Brown, Port Orchard Police Department;

Chief Mike Harden, Lake Forest Park Police Department; and Joshua Oh, Assistant General Council for Seattle Office of Police Accountability.

Commissioner Logue motioned to approve the hearing panel members. **Commissioner Reynon** seconded the motion. The motion passed unanimously.

CLOSING

Commissioner Kendricks asked for a moment to speak prior to Chair Quinn adjourning the meeting. Spokane Police Department has killed five people this year, and Commissioner Kendrick knows something is wrong for a city the size of Spokane to have that many lethal force incidents in such a short time. **Chair Quinn** asked that someone from the CJTC follow up with Commissioner Kendrick.

Chair Quinn adjourned the meeting at 12:48 P.M.

Next Meeting: September 11, 2024, 10 A.M., WSCJTC

Written by:	_____	<u>Enter Date</u>
	Lauren Caputo Allen, Community Liaison Manager	Date
Reviewed by:	_____	<u>Enter Date</u>
	Monica Alexander, Executive Director	Date
Approved by:	_____	<u>Enter Date</u>
	De'Sean Quinn, Commission Chair	Date



WASHINGTON STATE
CRIMINAL JUSTICE TRAINING COMMISSION
19010 1ST AVENUE SOUTH, BURIEN, WA 98148

SPECIAL COMMISSION MEETING

Tuesday, July 23, 2024

1 P.M.

COMMISSION MEMBERS PRESENT

De'Sean Quinn (Chair), Councilmember, City of Tukwila
Penelope Sapp (Vice Chair), Chief, Kitsap County Jail
Rob Snaza, Sheriff, Lewis County Sheriff's Office
Erik Scairpon, Chief, Marysville Police Department
Assistant Chief Christina Martin on behalf of Commissioner John Batiste
Kurtis Robinson, Community Member – East of Cascades
Tim Reynon, Tribal Representative, Puyallup Tribe
Darryl Barnes, Officer or First Line Supervisor, Adams County Sheriff's Office
Nickeia Hunter, Community Member
Annalisa Thomas, Community Member
Trishandra Pickup, Community Member
Bart Logue, Member with Civilian Oversight Over Law Enforcement
Ken Roske, Chief, Pasco Police Department

WSCJTC STAFF PRESENT

Monica Alexander, Executive Director
Lacey Ledford, Legislative Liaison
Megan Saunders, Communications Manager

Chair Vote

De'Sean Quinn, Commission Chair

Chair Quinn entertained a motion for the commissioners to put a name forward for Chair.
Commissioner Snaza made a motion for Commissioner Sapp to take Chair Quinn's position as Chair. **Commissioner Scairpon** seconded the motion.

Commissioner Reynon asked whether Chair Quinn was not seeking re-election. **Chair Quinn** confirmed that he is not seeking re-election.

Commissioner Scairpon asked if a Vice Chair would need to be picked if Vice Chair Sapp was elected as Chair. **Lacey Ledford** asked for a moment to find an answer.

The motion to appoint Commissioner Sapp as Chair passed unanimously.

Lacey Ledford advised that the vote for vice chair cannot occur today.

Chair Quinn adjourned the meeting at 12:48 P.M.

Commissioner Logue asked if Commissioner Reynon or Commissioner Robinson would be interested in serving as Vice Chair. **Commissioner Reynon** indicated he is willing to serve however the other commissioners would like him to serve, but he also supports Commissioner Robinson as Vice Chair. **Commissioner Robinson** agreed he is also willing to serve as Vice Chair, but indicated he would prefer for Commissioner Reynon to serve as Vice Chair with all the intersectionality he brings to the table.

Chair Quinn emphasized that part of the role of Vice Chair is facilitating, and making space for other voices. **Commissioner Scairpon** also voiced his support for Commissioner Reynon as Vice Chair.

Commissioner Scairpon also requested another special meeting to elect a vice chair. **Commissioner Logue** seconded the request. **Commissioner Snaza** thanked Commissioners Reynon and Robinson for stepping up, and thanked Chair Quinn for serving as Chair. **Commissioner Robinson** also thanked Chair Quinn for his service.

All commissioners were in favor of holding a second special meeting to vote in a Vice Chair.

Chair Sapp ended the meeting at 2:27pm.

Next Meeting: September 11, 2024, 10 A.M., WSCJTC

Written by:	_____	<u>Enter Date</u>
	Lauren Caputo Allen, Community Liaison Manager	Date

Reviewed by:	_____	<u>Enter Date</u>
	Monica Alexander, Executive Director	Date

Approved by:	_____	<u>Enter Date</u>
	De'Sean Quinn, Commission Chair	Date



WASHINGTON STATE
CRIMINAL JUSTICE TRAINING COMMISSION
19010 1ST AVENUE SOUTH, BURIEN, WA 98148

SPECIAL COMMISSION MEETING

Monday, August 19, 2024
1 P.M.

COMMISSION MEMBERS PRESENT

Penelope Sapp (Chair), Chief, Kitsap County Jail
Ken Roske, Chief, Pasco Police Department
Erik Scairpon, Chief, Marysville Police Department
Ryan Dreveskracht, Attorney Presiding over Law Enforcement Practices and Accountability
Mike Webb, Attorney General's Office Designee
John Batiste, Chief, Washington State Patrol
Kurtis Robinson, Community Member – East of Cascades
Tim Reynon, Tribal Representative, Puyallup Tribe
Darryl Barnes, Officer or First Line Supervisor, Adams County Sheriff's Office
Nickeia Hunter, Community Member
Annalisa Thomas, Community Member
Trishandra Pickup, Community Member
Katrina Johnson, Community Member
Bart Logue, Member with Civilian Oversight Over Law Enforcement

AG's STAFF PRESENT

Justin Kato, Assistant Attorney General

WSCJTC STAFF PRESENT

Monica Alexander, Executive Director
Stephanie Huffman, Executive Assistant
Lauren, Community Liaison Manager
Renee Berry, Policy & Accreditation Manager
Sharon Swanson, Assistant Director, Accountability Bureau
Kimberly Bliss, Assistant Director, Certification Bureau

Vice Chair Vote

Chair Sapp, Commission Chair

Chair Sapp called the meeting to order and entertained a motion to nominate a vice chair.

Commissioner Logue nominated Commissioner Reynon and asked the commissioners to also consider Commissioner Robinson. **Commissioner Dreveskracht** seconded the motion. **Commissioner Reynon** accepted the nomination and said he would also be happy to support Commissioner Robinson. **Commissioner Robinson** also accepted the nomination.

Commissioner Logue asked if both nominees could give their thoughts the vacant position. **Commissioner Robinson** spoke first, stating that as an impacted individual, a person of color, and someone representing eastern Washington, this vice chair position aligns with his advocacy. However, he strongly feels that in light of historical and current context, there needs to be Native American representation in this position. **Commissioner Robinson** did not want to be in competition with Commissioner Reynon. **Commissioner Reynon** also spoke and said he supports Commissioner Robinson, but he is available and willing to serve in this capacity should he be voted by his fellow Commissioners. **Commissioner Logue** stated that he understood Commissioner Robinson’s desire for Commissioner Reynon to serve as Vice Chair. **Commissioner Johnson** stated her intent to abstain from the vote because she does not want to choose between the two nominees. **Commissioner Robinson** withdrew his nomination to give way for Commissioner Reynon to be elected as Vice Chair.

Chair Sapp proceeded with the vote to elect Commissioner Reynon as Vice Chair. The vote passed unanimously.

Commissioner Reynon thanked the Commissioners and stated his appreciation for the opportunity to serve alongside everyone.

Chair Sapp adjourned the meeting at 1:22 P.M.

Next Meeting: September 11, 2024, 10 A.M., WSCJTC

Written by:	_____	<u>Enter Date</u>
	Lauren Caputo Allen, Community Liaison Manager	Date

Reviewed by:	_____	<u>Enter Date</u>
	Monica Alexander, Executive Director	Date

Approved by:	_____	<u>Enter Date</u>
	Penelope Sapp, Commission Chair	Date

INTEROFFICE COMMUNICATION

WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION



TO: WSCJTC Commissioners
FROM: Nadia Fiorini, BTD Commander
Kimberly Bliss, Assistant Director- Certification Bureau
SUBJECT: Summary of Changes to WAC 139-05-242 and 139-10-222
DATE: August 29, 2024

Dear Commissioners,

WAC 139-05-242 outlines any circumstance under which a recruit may be readmitted to a basic law enforcement academy, while WAC 139-10-222 does the same for basic corrections academies. Most importantly, they detail when recruits who have been dismissed from an academy for major violations are able to be readmitted.

The WSCJTC has a responsibility to enhance public trust and confidence in law enforcement and corrections. These WAC changes support this goal by implementing more restrictive measures on recruits who are dismissed from an academy for major violations. These changes will also eliminate redundant processes which are not an effective use of agency resources.

Please find a summary of the changes to WAC 139-05-242 and WAC 139-10-222 and the OTS document of changes below:

- Expanded the examples of major violations to include cases in which a recruit is dismissed for discrimination and/or harassment
- Increased the ineligibility period from 24 months to 60 months
- Removed early readmission exception to the ineligibility period
- Established requirements for requesting academy readmission following dismissal for major violations

WAC 139-05-242 Readmission to the basic law enforcement academy.

No person may be readmitted to any basic law enforcement academy except as provided in this section and in accordance with WAC 139-06-130.

(1) Any request for readmission must be made and submitted by the individual's employing agency head, or designee, in accordance with commission policies and procedures.

(2) Any individual whose academy enrollment was terminated for academic failure, skills deficiency, disciplinary reasons other than those specified in subsection (3) of this section, or who had voluntarily withdrawn for any reason, may be readmitted to a subsequent academy session only if ~~((~~

~~(a) The individual's)) the individual meets all the academy admission requirements and their current employing agency head, or their designee, submits ((to the commission a written request for readmission of the individual to the academy; and~~

~~(b) The executive director of the commission, or designee, is satisfied that any conditions to the individual's readmission specified by the executive director, or designee, have been met)) a new registration for admission into the academy.~~

(3) Any person ~~((whose academy enrollment was terminated))~~ who was dismissed from an academy for ((an integrity)) a major violation including, but not limited to: Cheating, the making of materially false or misleading statements, harassment, discrimination, the commission of a ((crime)) misdemeanor or felony, regardless of conviction, or other ((violation)) misconduct contained in RCW 43.101.105 will be ineligible for readmission to any subsequent academy within ((24)) 60 months from the date of dismissal regardless of employer or employment status.

(4) ~~((An exception to the ineligibility period specified in subsection (3) of this section may be granted at the sole discretion of the commission executive director, or designee, based upon mitigating circumstances.~~

~~(a) No person may be considered for such early readmission after an integrity violation dismissal unless a written request is made by the head of the agency employing the individual at the time of the request.~~

~~(b) Requests for early readmission must follow applicable commission policies and procedures to be considered.~~

~~(c) The executive director's, or designee's, decision under this subsection shall be subject to review only for abuse of discretion.~~

~~(5)) After the ineligibility period specified in subsection (3) of this section has passed, ((or after an exception has been granted by the commission under subsection (4) of this section, the person previously dismissed for an integrity violation may be readmitted to a subsequent academy session only the conditions of subsection (2) of this section are satisfactorily met.~~

~~(6)) an agency head, or their designee, must make a written request for readmission, which requires the submission of an application to the executive director that includes:~~

~~(a) The name of the individual who was dismissed, the date and reason for the dismissal, and the reason for the request for readmission; and~~

(b) A statement from the individual who was previously dismissed describing any relevant or professional growth since the dismissal.

(5) If the executive director, or designee, conditionally grants the application, the individual's agency must submit the full results of the individual's completed background check, psychological examination, and polygraph examination to the commission staff responsible for the certification investigations.

(6) After the conditional granting of the application and review of the full background, psychological examination and polygraph examination, the executive director, or designee, will issue a decision on the request in writing and the reasons for the decision, if denied.

(7) Where a request for readmission to the academy is denied, a second request may only be submitted 24 months after the denial. If a second request is denied, no further requests may be filed regardless of the individual's employer or employment status.

(8) For purposes of this section, reserves and volunteers will be deemed to be employees of the agencies which sponsor them for participation in a training academy.

WAC 139-10-222 Readmission to basic corrections academies. No person may be readmitted to any basic corrections academy except as provided in this section and in accordance with WAC 139-06-130.

(1) Any request for readmission must be made and submitted by the individual's employing agency head, or designee, in accordance with commission policies and procedures.

(2) Any individual whose academy enrollment was terminated for academic failure, skills deficiency, disciplinary reasons other than those specified in subsection (3) of this section, or who had voluntarily withdrawn for any reason, may be readmitted to a subsequent academy session only if(~~+~~

~~(a) The individual's)) the individual meets all the academy admission requirements and their current employing agency head, or their designee, submits ((to the commission a written request for readmission of the individual to the academy; and~~

~~(b) The executive director of the commission, or designee, is satisfied that any conditions to the individual's readmission specified by the commission executive director, or designee, have been met)) a new registration for admission into the academy.~~

(3) Any person (~~whose academy enrollment was terminated)) who was dismissed from an academy for ((an integrity)) a major violation including, but not limited to: Cheating, the making of materially false or misleading statements, harassment, discrimination, the commission of a ((crime)) misdemeanor or felony, regardless of conviction, or other ((violation)) misconduct contained in RCW 43.101.105 will be ineligible for readmission to any subsequent academy within ((24)) 60 months from the date of dismissal regardless of employer or employment status.~~

(4) (~~An exception to the ineligibility period specified in subsection (3) of this section may be granted at the sole discretion of the commission executive director, or designee, based upon mitigating circumstances.~~

~~(a) No person may be considered for such early readmission after an integrity violation dismissal unless a written request is made by the head of the agency employing the individual at the time of the request.~~

~~(b) Requests for early readmission must follow applicable commission policies and procedures to be considered.~~

~~(c) The executive director's, or designee's, decision under this subsection shall be subject to review only for abuse of discretion.~~

~~(5)) After the ineligibility period specified in subsection (3) of this section has passed, ((or after an exception has been granted by the commission under subsection (4) of this section, the person previously dismissed for an integrity violation may be readmitted to a subsequent academy session only if the conditions of subsection (2) of this section are satisfactorily met)) an agency head, or their designee, must make a written request for readmission, which requires the submission of an application to the executive director that includes:~~

~~(a) The name of the individual who was dismissed, the date and reason for the dismissal, and the reason for the request for readmission; and~~

~~(b) A statement from the individual who was previously dismissed describing any relevant or professional growth since the dismissal.~~

(5) If the executive director, or designee, conditionally grants the application, the individual's agency must submit the full results of the individual's completed background check, psychological examination, and polygraph examination to the commission staff responsible for the certification investigations.

(6) After the conditional granting of the application and review of the full background, psychological examination and polygraph examination, the executive director, or designee, will issue a decision on the request in writing and the reasons for the decision, if denied.

(7) Where a request for readmission to the academy is denied, a second request may only be submitted 24 months after the denial. If a second request is denied, no further requests may be filed regardless of the individual's employer or employment status.

INTEROFFICE COMMUNICATION

WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

TO: WSCJTC Commissioners
FROM: Valerie Jenkins-Weaver, Certification Operations Division Manager
SUBJECT: Canine Fentanyl Mandate and Canine Evaluator Application
DATE: 8/28/2024



Certification brings two canine-related matters to the Commission for its consideration and approval: 1) an updated Narcotic Detention Canine Team Scoresheet Packet necessary for the implementation of HB 1635 (2024), which requires the Commission to model standards for the training and certification of canine teams to detect fentanyl; and 2) a canine evaluator application for Terry Hartman.

HB 1635: CANINE FENTANYL DETECTION

HB 1635 (2024) mandates that WSCJTC create model standards for training and certification of canine teams to detect fentanyl by July 1, 2025, and requires consultation with licensed medical professionals and veterinarians regarding minimizing exposure to handlers and canines. Certification worked with the Canine Work Group and licensed professionals to revise the Narcotic Detection Canine Team Scoresheet Packet consistent with HB 1635. The updated scoresheet packet is attached for your review and consideration for approval.

Historical Review

In 2017, WSCJTC Commissioners requested the creation and implementation of a canine certification workgroup, consisting of members to create and implement canine handler and team certification standards. The Canine Workgroup consists of:

- Two active members representing the interests of the Washington State Patrol Canine Association.
- Two active members representing the interests of the Pacific Northwest Police Detection Dog Association.
- Two active canine professionals representing the interests of unaffiliated associations.
- One to two certified CEO level professionals (i.e. Chief and/or Sheriff) representing the interests of LE/corrections administrators.
- One commissioner (recently added).
- One community member (recently added).

Implementation of HB 1635

- Mike Devine, the Certification Investigations Division Manager, contacted numerous licensed medical and veterinary professionals over several months seeking consultation on issues of fentanyl exposure. We received two responses: Pilchuck Veterinary Hospital Veterinarian Lindsey Murphy, DVM, MS and Seattle EMS Coordinator, Officer Tyler Verhaar.
- Certification Division managers reviewed the documentation, met with the canine workgroup panel, and revised the Scoresheet Packet Narcotic Detection Canine Team to include their proposed recommendations regarding fentanyl detection and exposure safety protocols.

INTEROFFICE COMMUNICATION

WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

CANINE EVALUATOR APPLICATION: TERRY HARTMAN

I am also submitting a Narcotic Evaluator Application Packet for Department of Corrections K9 Training Manager, Terry Hartman, a seasoned trainer of canine teams and fentanyl detection, who has been training Department of Corrections teams for over 10 years. Over the past year, Mr. Hartman has followed the same safety guidelines being presented to the Commission, resulting in zero incidents or exposures to the canine teams. Mr. Hartman, if approved by the Commission as a WSCJTC Narcotic Canine Team Evaluator, will expedite the certification process for law enforcement canine teams by strategically conducting training classes and testing the teams for certification after completion of the training.

FUTURE COMMISSION WORK INVOLVING CANINES

Next steps involve bi-annual meetings with the Canine Workgroup to ensure consistency in training standards, reviewing the canine certification policy, scoresheets for patrol and explosive teams, reviewing the model policy, and presenting progress and potential revisions to the Commission for approval.

VJW:ng
Attachments (3)

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Testing sections

Handlers must be evaluated with their assigned duty canine. - Performance testing will be divided into two sections: Narcotics and Team Effort.

Testing Sections

The aids will be set in each phase not less than 30 minutes prior to the phase being evaluated. Each aid the dog specifically pinpoints, and the handler verbally indicates to the evaluator, will be recorded as a find.

1. Narcotics Sections

- The mandatory controlled substance training aids will consist of two of each, representing the ~~four~~ three different odors: Heroin, Cocaine, Fentanyl, and Methamphetamines. -The weights of the substances used should be consistent with the mission of the team's being tested, with a minimum ~~of two~~ 2-grams of each substance. Five of the six aids must be located.

Elective Odors

- ~~Teams may certify to Marijuana. Two aids will be added to the certification. A separate search area will be provided for the Marijuana. If this elective is chosen, seven of the eight aids must be located.~~ Fentanyl training aids are delivery devices specifically designed for the purpose of training, certifying, and imprinting narcotic canines. -This training aid must be a WSCJTC evaluator approved device.
- An elective odor of Marijuana can be added to the certification by adding two additional aids and a separate search area. If this elective is chosen, seven of the eight aids must be located.

2.

Team Effort Section

- A team is allowed only one miss and cannot have more than 20 points in deductions in the team scoring portion. Each error observed that has an indicated deduction will result in the loss of the appropriate number of points.
- Deductions:
 - Canine deductions: working to source, final response, walk, and false response.
 - Handler deductions: search pattern, presentation, manipulation of objects, control of environment, recognition of change of behavior~~CB~~, control, and negative cueing.

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Phase Testing

Phase testing will be divided into three phases:

1. Buildings
2. Vehicle search
3. Exterior search

Deductions regarding phase testing:

- Minor ~~deductions errors~~ will result in a ~~one~~ 1-point deduction.
- Major ~~deductions errors~~ will result in a ~~three~~ 3-point deduction, based on the evaluator's evaluation of the severity of the ~~violation error~~ and the team's performance in other aspects of the same exercise.
- ~~False r~~ Responses will ~~result in a be deducted~~ 10-point ~~deduction~~ for the first occurrence. ~~A second false response will be an automatic failure.~~

Safety Protocols

Narcotic handlers will be trained to recognize opioid toxicity, evaluate vital signs, and to administer treatments for exposure in the field regardless of route of administration (intranasal and intramuscular).

- Drug Exposure Kits should be available for both the handler and the canine and should contain current opioid exposure treatments.
- Personal protective equipment should be worn to minimize exposure.
- If there is exposure, both the handler and canine should seek medical attention.
 - Handlers must adhere to agency safety protocols as well as maintaining annual training for best practices regarding narcotic exposure.

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Building phase - The building search will consist of an area designated by the Evaluator, and may vary in size, location, or environment, but will consist of three rooms. The canine will start at a point determined by the handler.

Handler: _____ Canine: _____
 Phase: **BUILDING** Date: _____

Narcotics Section

	<u>Type</u>	<u>Amount</u>	<u>Location</u>	<u>Found</u>
1				
2				
3				
4				
5				
			Total	

Team Effort Section

Canine

1 pt. 3 pt.

Handler

1 pt. 3 pt.

- Search Pattern _____
- Presentation _____
- Manipulation of Objects _____
- Control Of Environment _____
- Recognition of CB _____
- Control _____
- Negative Cueing _____

- _____ Working to Source
- _____ Final Response
- _____ Walk

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

_____ False Response 1st time = 10 pts 2nd time = Fail

Total: _____

Evaluator Initials: _____ Handler Initials: _____

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SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Vehicle search phase - The vehicle search will consist of three vehicles, which may vary in size, location, and environment. The search may consist of both the interior and exterior of the vehicles. The canine will start at a point determined by the handler.

Handler: _____ Canine: _____
 Phase: VEHICLE Date: _____

Narcotics Section

	<u>Type</u>	<u>Amount</u>	<u>Location</u>	<u>Found</u>
1				
2				
3				
4				
5				
			Total	

Team Effort Section

Canine

1 pt. 3 pt.

Handler

1 pt. 3 pt.

	Search Pattern	_____
	Presentation	_____
	Manipulation of Objects	_____
	Control Of Environment	_____
	Recognition of CB	_____
	Control	_____
	Negative Cueing	_____
_____	Working to Source	
_____	Final Response	
_____	Walk	
_____	False Response	1 st time = 10 pts 2 nd time = Fail
	Total:	_____

Evaluator Initials: _____ Handler Initials: _____

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SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Exterior search phase - The exterior search phase will consist of an area (minimum of 30 ft. by 30 ft.) in open air that may vary in location and environment and may include buried Narcotics. The canine will start at a point determined by the handler.

Handler: _____ Canine: _____
 Phase: EXTERIOR SEARCH Date: _____

Narcotics Section

	<u>Type</u>	<u>Amount</u>	<u>Location</u>	<u>Found</u>
1				
2				
3				
4				
5				
			Total	

Team Effort Section

Canine

1 pt. 3 pt.

Handler

1 pt. 3 pt.

- Search Pattern _____
- Presentation _____
- Manipulation of Objects _____
- Control Of Environment _____
- Recognition of CB _____
- Control _____
- Negative Cueing _____

- _____ Working to Source
- _____ Final Response
- _____ Walk
- _____ False Response 1st time = 10 pts 2nd time = Fail

Total: _____

Evaluator Initials: _____ Handler Initials: _____

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This score sheet packet meets the [W/SCJTC K-9 Certification Requirements](#) as set by WAC 139-05-915 Effective 01-01-2020, [Revised XX/XX/2024](#)

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Elective Odor: Teams may certify to **Marijuana**. Two aids will be added to the certification. A separate search area will be provided for the Marijuana. The aids will be set in each phase not less than 30 minutes prior to the phase being evaluated. Each aid the dog specifically pinpoints, and the handler verbally indicates to the evaluator, will be recorded as a find.

Handler: _____ Canine: _____
 Phase: ELECTIVE ODOR - Marijuana Date: _____

Search Area
 (Choose 1 Location)

<u>Amount</u>	<u>Location</u>	<u>Found</u>
	Exterior search phase - The exterior search phase will consist of an area (minimum of 30 ft. by 30 ft.) in open air that may vary in location and environment and may include buried Narcotics. The canine will start at a point determined by the handler.	
	Building phase - The building search will consist of an area designated by the Evaluator, and may vary in size, location or environment, but will consist of three rooms. The canine will start at a point determined by the handler.	
	Vehicle search phase - The vehicle search will consist of three vehicles, which may vary in size, location and environment. The search may consist of both the interior and exterior of the vehicles. The canine will start at a point determined by the handler.	

Team Effort Section

Canine

1 pt. 3 pt.

Handler

1 pt. 3 pt.

	Search Pattern	
	Presentation	_____
	Manipulation of Objects	_____
	Control Of Environment	_____
	Recognition of CB	_____
	Control	_____
	Negative Cueing	_____
_____	Working to Source	
_____	Final Response	
_____	Walk	
_____	False Response	1 st time = 10 pts 2 nd time = Fail
Total: _____		

Evaluator Initials: _____ Handler Initials: _____

Formatted Table

SCORESHEET PACKET NARCOTIC DETECTION CANINE TEAM

Overall Record Sheet

Location: _____	Date: _____
Handler: _____	Yrs. K9 Experience: _____
Agency: _____	

Canine Name: _____	Yrs. Narcotic Experience: _____
Type of Alert: _____	Cross Trained: <input type="checkbox"/> Yes <input type="checkbox"/> No
Reward: _____	Breed: _____

Evaluation

<u>Phase</u>	<u>Narcotic's</u>	<u>Team Effort</u>
1 Building	_____	_____
2 Vehicles	_____	_____
3 Exterior	_____	_____
	TOTAL	_____

Narcotics Section

Mandatory Odors	<input type="checkbox"/> PASS	<input type="checkbox"/> FAIL
Elective Odors – Marijuana	<input type="checkbox"/> PASS	<input type="checkbox"/> FAIL

Team Effort Section

Team Effort	<input type="checkbox"/> PASS	<input type="checkbox"/> FAIL
-------------	-------------------------------	-------------------------------

Evaluator

Print Name:	_____	← Formatted: Line spacing: 1.5 lines
Signature:	_____	← Formatted: Line spacing: 1.5 lines
Agency:	_____	← Formatted: Line spacing: 1.5 lines
Contact Phone:	_____	← Formatted: Line spacing: 1.5 lines
Contact Email:	_____	← Formatted: Line spacing: 1.5 lines

Handler's Copy

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Handlers must be evaluated with their assigned duty canine. Performance testing will be divided into two sections: Narcotics and Team Effort.

Testing Sections

The aids will be set in each phase not less than 30 minutes prior to the phase being evaluated. Each aid the dog specifically pinpoints, and the handler verbally indicates to the evaluator, will be recorded as a find.

1. Narcotics Section

- The mandatory controlled substance training aids will consist of two of each, representing the four different odors: Heroin, Cocaine, Fentanyl, and Methamphetamines. The weights of the substances used should be consistent with the mission of the teams being tested, with a minimum of two grams of each substance. Five of the six aids must be located.
 - Fentanyl training aids are delivery devices specifically designed for the purpose of training, certifying, and imprinting narcotic canines. This training aid must be a WSCJTC evaluator approved device.
 - An elective odor of Marijuana can be added to the certification by adding two additional aids and a separate search area. *If this elective is chosen, seven of the eight aids must be located.*

2. Team Effort Section

- A team is allowed only one miss and cannot have more than 20 points in deductions in the team scoring portion. Each error observed that has an indicated deduction will result in the loss of the appropriate number of points.
 - Canine deductions: working to source, final response, walk, and false response.
 - Handler deductions: search pattern, presentation, manipulation of objects, control of environment, recognition of change of behavior, control, and negative cueing.

Phase Testing

Phase testing will be divided into three phases:

1. Building
2. Vehicle search
3. Exterior search

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Deductions regarding phase testing:

- Minor errors will result in a one-point deduction.
- Major errors will result in a three-point deduction, based on the evaluator's evaluation of the severity of the error and the team's performance in other aspects of the same exercise.
- False responses will result in a 10-point deduction for the first occurrence. A second false response will be an automatic failure.

Safety Protocols

Narcotic handlers will be trained to recognize opioid toxicity, evaluate vital signs, and to administer treatments for exposure in the field regardless of route of administration (intranasal and intramuscular).

- Drug Exposure Kits should be available for both the handler and the canine and should contain current opioid exposure treatments.
- Personal protective equipment should be worn to minimize exposure.
- If there is exposure, both the handler and canine should seek medical attention.
 - Handlers must adhere to agency safety protocols as well as maintaining annual training for best practices regarding narcotic exposure.

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Building phase - The building search will consist of an area designated by the Evaluator, and may vary in size, location, or environment, but will consist of three rooms. The canine will start at a point determined by the handler.

Handler: _____ Canine: _____
 Phase: BUILDING Date: _____

Narcotics Section

	<u>Type</u>	<u>Amount</u>	<u>Location</u>	<u>Found</u>
1				
2				
3				
4				
5				
			Total	

Team Effort Section

Canine

1 pt. 3 pt.

Handler

1 pt. 3 pt.

	Search Pattern	
	Presentation	
	Manipulation of Objects	
	Control Of Environment	
	Recognition of CB	
	Control	
	Negative Cueing	
	Working to Source	
	Final Response	
	Walk	
	False Response	1 st time = 10 pts 2 nd time = Fail

Total: _____

Evaluator Initials: _____ Handler Initials: _____

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Vehicle search phase - The vehicle search will consist of three vehicles, which may vary in size, location, and environment. The search may consist of both the interior and exterior of the vehicles. The canine will start at a point determined by the handler.

Handler: _____ Canine: _____
 Phase: VEHICLE Date: _____

Narcotics Section

	<u>Type</u>	<u>Amount</u>	<u>Location</u>	<u>Found</u>
1				
2				
3				
4				
5				
			Total	

Team Effort Section

Canine

1 pt. 3 pt.

Handler

1 pt. 3 pt.

	Search Pattern	_____
	Presentation	_____
	Manipulation of Objects	_____
	Control Of Environment	_____
	Recognition of CB	_____
	Control	_____
	Negative Cueing	_____
_____	Working to Source	
_____	Final Response	
_____	Walk	
_____	False Response	1 st time = 10 pts 2 nd time = Fail
	Total:	_____

Evaluator Initials: _____ Handler Initials: _____

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Exterior search phase - The exterior search phase will consist of an area (minimum of 30 ft. by 30 ft.) in open air that may vary in location and environment and may include buried Narcotics. The canine will start at a point determined by the handler.

Handler: _____ Canine: _____
 Phase: EXTERIOR SEARCH Date: _____

Narcotics Section

	<u>Type</u>	<u>Amount</u>	<u>Location</u>	<u>Found</u>
1				
2				
3				
4				
5				
			Total	

Team Effort Section

Canine

1 pt. 3 pt.

Handler

1 pt. 3 pt.

	Search Pattern	_____
	Presentation	_____
	Manipulation of Objects	_____
	Control Of Environment	_____
	Recognition of CB	_____
	Control	_____
	Negative Cueing	_____
_____	Working to Source	
_____	Final Response	
_____	Walk	
_____	False Response	1 st time = 10 pts 2 nd time = Fail
	Total:	_____

Evaluator Initials: _____ Handler Initials: _____

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Elective Odor: Teams may certify to **Marijuana**. Two aids will be added to the certification. A separate search area will be provided for the Marijuana. The aids will be set in each phase not less than 30 minutes prior to the phase being evaluated. Each aid the dog specifically pinpoints, and the handler verbally indicates to the evaluator, will be recorded as a find.

Handler: _____ Canine: _____
 Phase: ELECTIVE ODOR - Marijuana Date: _____

Search Area (Choose 1 Location)

<u>Amount</u>	<u>Location</u>	<u>Found</u>
	Exterior search phase - The exterior search phase will consist of an area (minimum of 30 ft. by 30 ft.) in open air that may vary in location and environment and may include buried Narcotics. The canine will start at a point determined by the handler.	
	Building phase - The building search will consist of an area designated by the Evaluator, and may vary in size, location or environment, but will consist of three rooms. The canine will start at a point determined by the handler.	
	Vehicle search phase - The vehicle search will consist of three vehicles, which may vary in size, location and environment. The search may consist of both the interior and exterior of the vehicles. The canine will start at a point determined by the handler.	

Team Effort Section

Canine

1 pt. 3 pt.

Handler

1 pt. 3 pt.

	Search Pattern	
	Presentation	
	Manipulation of Objects	
	Control Of Environment	
	Recognition of CB	
	Control	
	Negative Cueing	
	Working to Source	
	Final Response	
	Walk	
	False Response	1 st time = 10 pts 2 nd time = Fail

Total: _____

Evaluator Initials: _____ Handler Initials: _____

SCORESHEET PACKET

NARCOTIC DETECTION CANINE TEAM

Overall Record Sheet

Location: _____	Date: _____
Handler: _____	Yrs. K9 Experience: _____
Agency: _____	

Canine Name: _____	Yrs. Narcotic Experience: _____
Type of Alert: _____	Cross Trained: <input type="checkbox"/> Yes <input type="checkbox"/> No
Reward: _____	Breed: _____

Evaluation

Phase

- 1 Building
- 2 Vehicles
- 3 Exterior

Narcotics

TOTAL

Team Effort

Narcotics Section

Mandatory Odors

PASS

FAIL

Elective Odors – Marijuana

PASS

FAIL

Team Effort Section

Team Effort

PASS

FAIL

Evaluator

Print Name:

Signature:

Agency:

Contact Phone:

Contact Email:

Handler's Copy



CERTIFIED CANINE EVALUATOR APPLICATION

Washington State Criminal Justice Training Commission

Send completed packets to: certmail@cjtc.wa.gov

The following documentation must be submitted for Commission approval on all applications for canine evaluators:

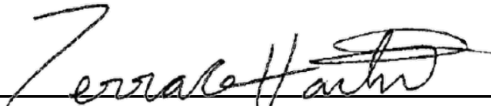
- Copy of certificate certifying to [WAC 139-05-915](#) with at least 4 years' experience in the discipline they are applying.
- Agency transcript showing compliance with all mandated training including *Implicit Bias in Policing* or equivalent in the last 5 years.
- Certificate of recognition as a trainer of canines, in the discipline they are applying, by a professional organization of police and/or corrections dog handlers/trainers (includes departments and associations).
 - *If recognition is by a department, the applicant must provide what process was followed to be recognized as a trainer of canines by that department.*
- Date of completion of the CJTC Instructor Development class or other approved* CJTC Instructor Course.
- Letter and resume detailing how the applicant meets the above criteria.
- Letter from home agency supporting the applicant's position as an evaluator for the CJTC to certify teams on department time, as approved.
- Official CJTC transcript showing the applicant is a fully commissioned Washington State Certified Peace or Corrections Officer.

Applicant's Full Name: Terrance Hartman		Applicant's Home Agency: WA, DOC	
Applicant's Email Address: tlhartman@doc1.wa.gov		Applicant's Contact Phone: 564-669-0178	
Years of canine handler experience: 14	Which organization(s) recognizes you as a trainer of canines: wa-doc / wspca		
Which discipline are you applying to evaluate? (Mark all that apply)			
<input type="checkbox"/> PATROL	<input type="checkbox"/> EXPLOSIVE DETECTION	<input checked="" type="checkbox"/> NARCOTIC DETECTION	
*If other approved CJTC Instructor Course, please explain: **WSPCA - Certified Canine Master Trainer since 2004 – see letters from WSPCA.			

I recognize this is an application for certification or training to the Commission (See [RCW 43.101.105\(3\)\(c\)](#)); therefore, I hereby attest that I have read and understand the requirements outlined in the CJTC Policy "[K-9 Certification Requirements](#)" and [WAC 139-05-915](#).

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Signed this August day of 25, 2024, in Spokane, Washington.



Applicant's Signature



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
Special Investigative Services
K-9 Training program
P.O. Box 41108 o Olympia, WA 98504-1128

August 18, 2024

TO: To whom it may concern,

FROM: Terry Hartman
K-9 Program Manager

SUBJECT: Additional K-9 training information

In May 2023, I introduced and imprinted all the Department of Corrections canines on fentanyl, we have been operating with zero Incidents / Exposures. We have safety protocols in place involving veterinary care and Narcan. We are currently operating under the best practice guidelines discussed by the WSPCA. Which is best practices submitted to the WSCJTC for the fentanyl mandate of HB 1635. We are currently training on precision explosives training aids as the standard.

I am also currently working on setting up a schedule and training sites to imprint all the narcotic canine teams statewide in reference to HB1635 with the support of the Washington State Police Canine Association and WSCJTC.

Approximately 75% of the teams I train for the DOC Training program are law-enforcement that includes Police and Sheriff's canine teams. Below is a training list for the last two years:

Okanagan County Sheriff's Office – 3 K-9 Teams
Airway Heights Police – 1 K-9 Team, 2nd K-9 Team in class now
Chelan County Sheriff's Office
Thurston county Sheriff's Office
Yakima County Sheriff's Office
Snohomish County Sheriff's Office
East Wenatchee Police – 1 K-9 Team in class now
Spokane County Sheriff's Office – 1 K9 Team in class now

Three DOC dogs trained and certified during this period and one class is in session currently.

Terry Hartman

K-9 Program Manager



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
Special Investigative Services
P.O. Box 41108 o Olympia, WA 98504-1128

08/13/2024

To whom it may concern,

I, Chief of Investigative Operations Christopher Newton, want to confirm my support for Washington Department of Corrections Canine Program Manager Terrance Hartman as an evaluator for the Washington State Criminal Justice Training Commission (WSCJTC). The Washington Department of Corrections understands the fiscal responsibilities for such duties and fully accept these responsibilities. We have long-standing involvement with both the Washington State Police Canine Association (WSPCA) and WSCJTC and hope to continue down this path.

Mr. Hartman has continuously provided support to our law enforcement partners, including state and local police agencies, county jails and federal partners. His history of commitment with the WSCJTC and WSPCA shows his dedication to the canine community and his willingness to support wherever he can.

Mr. Hartman has over twelve years of experience as a Canine Handler and Canine Program Manager. He recently re-obtained his master trainer status through the WSPCA.

Christopher Newton
Chief of Investigative Operations



Washington State Department of Corrections
Canine Program Manager Terry Hartman
7345 Linderson Way SW
Tumwater, WA 98501

April 5, 2024

Manager Hartman,

Terry, I am sure you heard the Governor just signed House Bill 1635. This is the bill that mandates the Criminal Justice Training Center to develop a training, certifications, and best practices program for K9 to detect fentanyl. Getting the majority of the dogs in the State to get certified to detect fentanyl is going to be a huge undertaking.

With this being said it will also give the State a fighting chance to start addressing the fentanyl epidemic. I would like to request you and your agencies assistance in getting teams imprinted and with initial maintenance training. I am open to ideas about how to accomplish this and am looking for a group to come up with a strategic plan.

We can talk more in Yakima at the WSPCA seminar and get all the trainers on board.

Please feel free to give my information to anyone in your command staff if they need direct contact.

Sincerely,

Jason Nyhus
Washington State Police Canine Association
President



TO: Valerie Weaver, CJTC
FM: Sergeant Jason Nyhus, WSPCA
SUBJECT: Terrance Hartman, DOC

DATE: August 26, 2024

Certification Operations Division Manager,

This correspondence is in reference to Terrance (Terry) Hartman's application to the CJTC to be a K9 WAC Evaluator. I would like to advocate for Terry to be excepted by the Commission. Terry has an extensive career in the canine handling and training field. Terry recently took over a State-wide program at the Department of Corrections instructing detection courses. The DOC has had a long history of producing literally hundreds of detections teams throughout Washington. From small agencies, to large, Tribal, City, and County agencies have all attended. His students cover all categories and demographics. Terry has the skills and abilities to reach from young students to experienced officers.

Terry also is a Master Trainer with the Washington State Police Canine Association (WSPCA). Terry had to go through an extensive application process with the WSPCA for this standard.

I would like to offer my support to have Terry be added to the CJTC K9 WAC Evaluator Cadre.

Thank you in advance.

J. Nyhus

Terrance Hartman

Experience

October 2022 to Present Washington State Department of Corrections

Airway Heights, WA

HQ IIU/S

Canine Manager - Statewide

- Develops and Implements curriculums pertaining to the training and utilization of canine team.
- Procures, tests, and provides preliminary training for all dogs entering the kennel facility.
- Establishes and maintains relationships with humane societies, shelters, and rescue groups statewide.
- Primary oversight responsibility for narcotic training aids utilized in the training of narcotic dogs.
- Advise and monitor the recruitment, interviewing, and selection of department canine handlers.
- Conducts multiple 6-week narcotic dog academies per year.
- Supervises handlers from multiple agencies during academy classes to include assignment of dogs, all training scenarios, ongoing team evaluations, and completion of mandatory State Certification.
- Manages the operations of the centralized kennel facility.
- Supervises the health and condition of all dogs within the facility including treating minor injuries.
- Provides oversight of all Offender Change dog Programs within the department statewide.
- Conducts annual audits to ensure compliance with policies and procedures.
- Acts as a resource to Department of corrections personnel, as well as outside agencies regarding canine issues.
- Organizes canine team resources for multi-dog narcotic searches.
- Advises agencies regarding implementation of dog programs.
- Provides expertise related to updating statewide canine standards.
- Act as an evaluator for canine certifications on behalf of the Criminal Justice Training Commission and the WSPCA.

2021 to October 2022 Washington State Department of Corrections

Airway Heights, WA

Airway Heights Corrections Center

Correctional Sargent

- Supervise corrections and custody officers. Plan assign and review the work of staff. Provide on-the-job training and monitor completion of requirements for Correction and Custody Officers.
- Evaluate employee performance and prepare performance appraisals.
- Ensure security of institution and control movement into, out of, and within the institution.
- Provide subordinate staff with the tools and skills needed to perform duties in a safe and secure manner.
- Monitor offender activities and movement. Supervise and assist lower-level staff in these tasks for quality control.
- Read, understand, and follow Post Orders. Review regularly with staff and monitor compliance.
- Strictly adhere to established staff safety practices. Cultivate a culture of safety and accountability within work unit.
- Advise offenders concerning rules, regulations, procedures, institution programs, policies, and behavior standards; investigate and respond to offender complaints.
- Direct resistive and non-resistive offenders to maintain the orderly operation of the facility.
- Use physical and/or deadly force.
- Direct or conduct inspections and searches of offenders, offender property, offender living and program areas, and other areas of the facility.
- Seize or direct seizure of dangerous items, evidence, contraband, and controlled or unauthorized substances. Ensure proper evidence handling is maintained.
- Communicate information to supervisors and staff regarding issues and areas of concern.
- Direct officers in the preparation of infractions, logs, and other reports and review for accuracy and completeness.
- Oversee, conduct, and/or participate in hearings, investigations, and meetings.

2016 to 2021 Washington State Department of Corrections

Littlerock, WA

Cedar Creek Corrections Center

Correctional Sargent / Shift Command

- Supervise corrections and custody officers. Plan assign and review the work of staff. Facilitate employee development to include training, coaching, mentoring, counseling and conflict resolution.
- As Incident Commander, managed and directed institution emergencies at the institution and coordinated response with outside agencies when needed.
- Maintain security of institution in accordance with established Department methods and procedures by managing staff and offender accountability, control movement into, out of, and within the institution, shift security, staff, offender movement, offender program and offender work areas. Clear the institution count and maintain a high level of management visibility within the institution.
- Duty Officer (OD) Notification: in accordance with policy and procedure after normal duty hours and/or weekends, notify OD of significant events and/or incidents of concern. Initiate incident specific packet documentation gathering to include, but not limited to, IMRS, chronological of event, initial and incident specific emergency checklists, incident reports in support of Incident Command, Incident Review, and Intelligence and Investigation gathering.
- Manage Use of Force situations, utilizing all available resources to include mitigating alternatives such as directing the progressive use of force options. Complete reporting requirements, full review of documentation, and provide recommendations to chain-of-command.
- Conducted all duties of the C/O III in addition to working with the IIU office comprehensive investigations, gathering evidence and reporting unlawful activities involving DOC offenders, visitors, associates, and/or staff, which typically result in prosecutorial pursuit in Federal or Superior Courts.
- Participated, supervised, lead, directed, and supported tactical, covert and/or investigative/ intelligence operations.
- Used telemonitoring equipment to intercept, monitor and record conversations occurring on property controlled by the Department of Corrections.
- Gathered, developed, and evaluated intelligence information relating to illegal narcotics trafficking and use.

2010 to 2016 Washington State Department of Corrections

Littlerock, WA

Cedar Creek Corrections Center

Correctional Officer, Off-site Grounds Supervisor

- Responsible for the training and supervision of inmate work crews.
- Instruct inmate work crews in occupational hazards and safety precautions associated with tasks assigned to them.
- Responsible for the repair and upkeep of CCCC grounds to include roads, pathways, walks, fences and building repairs, repair of fishpond, Administration roof repair, restriping parking lot, repair restrooms and sinks on emergency need, large concrete pouring projects, tree trimming using the high lift, and obtain and install correct signage at CCCC.
- Operate and maintain class "A" and "B" tools and equipment.
- Back up key control (i.e., key watcher, key ring repairs, replace and repair locks)
- Assist in controlling, directing, and monitoring the activities and movements of inmates throughout daily activities.
- Patrol and inspect grounds, buildings and inmate living areas.
- Perform cell searches, and other assigned areas.
- Maintain general order in the institution, which included deescalating problems that arise by using verbal and/or physical force.

1999 to 2010 **Washington State Department of Corrections** **Steilacoom, WA**
McNeil Island Corrections Center

Correctional Officer/ K-9/ IIU

- Conducted all duties of the C/O II in addition to working within including the IIU office comprehensive investigations, gathering evidence and reporting unlawful activities involving DOC offenders, visitors, associates, and/or staff, which typically result in prosecutorial pursuit in Federal or Superior Courts.
- Participated, supervised, lead, directed, and supported tactical, covert and/or investigative/ intelligence operations.
- Used telemonitoring equipment to intercept, monitor and record conversations occurring on property controlled by the Department of Corrections.
- Assisted in the investigation of complaints or incidents of employee misconduct. Gathered, developed, and evaluated intelligence information relating to illegal narcotics trafficking and use.
- Assisted community corrections officials in recovering illegal narcotics.
- Responded to requests for service from city, county, state and federal law enforcement agencies.
- Maintained DEA License/Pharmacy Board at MICC for possession of narcotic training aides
- Independently Instructed narcotic detection dog classes.
- Completed Patrol Dog Class with Peirce Co. Sheriff's Office
- Master Trainer with the WSPCA
- Accredited 8 dogs / Master Handler X7
- Current Member of WA State Police Canine Association (WSPCA)
- WSPCA Detector Dog Representative

1995-1999 **Washington State Department of Corrections** **Steilacoom, WA**
McNeil Island Corrections Center

Correctional Officer

- Assisted in controlling, directing, and monitoring the activities and movements of inmates throughout daily activities.
- Patrolled and inspected grounds, buildings and inmate living areas.
- Performed cell searches, and other assigned areas.
- Maintained general order in the institution, which included deescalating problems that arose by using verbal and/or physical force.

1994-1995 **Washington State Department of Corrections** **Olympia, WA**
Olympia Work Release

Correctional Officer

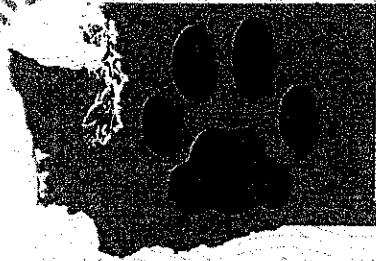
- Supervised inmate in-house duties.
- Performed room searches in and outside security checks.
- Administered urinalysis and breathalyzer tests daily.

1993-1994 **Washington State Department of Corrections** **Shelton, WA**
Washington Corrections Center

Correctional Officer

- Assisted in controlling, directing, and monitoring the activities and movements of inmates throughout daily activities.
- Patrolled and inspected grounds, buildings and inmate living areas.
- Performed cell searches and other assigned areas.
- Maintained general order in the institution which included deescalating problems that arose by using verbal and/or physical force.

Washington State Police Canine



Association

LET IT BE KNOWN BY ALL THAT THE

WASHINGTON STATE POLICE CANINE ASSOCIATION

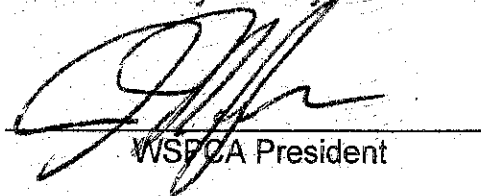
HERBY DOES GRANT AND BESTOW THE TITLE OF

**MASTER TRAINER
NARCOTIC DETECTION DOG**

UPON

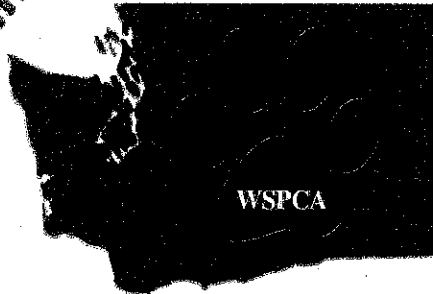
**TERRY HARTMAN
DEPARTMENT OF CORRECTIONS**

in recognition of demonstrated knowledge and ability in the field
of police canine training on this 2nd day of May 2023.


WSPCA President

CERTIFICATE OF TRAINING

Washington State Police Canine
Association



Association

This certifies

Terry Hartman
DOC - MICC

Successfully completed 24 Hours In

Police Canine Training

Instructor

Port Angeles, Washington

September 19th, 2007

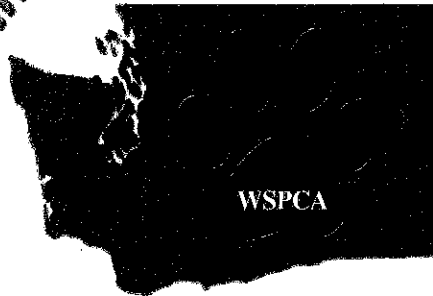
Kevin King

Date

WSPCA President

CERTIFICATE OF TRAINING

Washington State Police Canine
Association



Association

This certifies

Terry Hartman
DOC - MICC

Successfully completed 24 Hours In

Police Canine Training

Instructor

Kennewick, Washington

April 26th 2006

Date

Kevin King

WSPCA President

CERTIFICATE OF TRAINING

Washington State Police Canine
WSPCA

Association

This certifies

Terry Hartman
DOC - MICC

Successfully completed 24 Hours In

Police Canine Training

Instructor

Kennewick, Washington

April 20th 2005

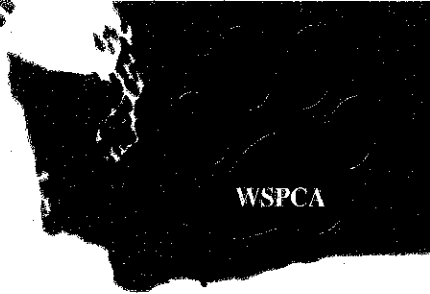
Kevin King

Date

WSPCA President

CERTIFICATE OF TRAINING

Washington State Police Canine



Association

This certifies

Terry Hartman
DOC - MICC

Successfully completed 24 Hours In

Police Canine Training

Instructor

September 22, 2004

Kevin King

Date

WSPCA President



Association

LET IT BE KNOWN BY ALL THAT THE

WASHINGTON STATE POLICE CANINE ASSOCIATION


HERBY DOES GRANT AND BESTOW THE TITLE OF

**MASTER TRAINER -
NARCOTIC**

UPON

**TERRY HARTMAN
DEPARTMENT OF CORRECTIONS - MICC**

in recognition of demonstrated knowledge and ability in the field
of police canine training on this 21st day of September, 2004



WSPCA President
Issued 7-10-05

**State of Washington
Department Of Corrections**

The Canine Training Program Hereby Declares That

Officer Terrance Hartman

**Of the McNeil Island Corrections Center
Have Successfully Completed 240 Hours
Of Narcotic Detection Dog Team Training**

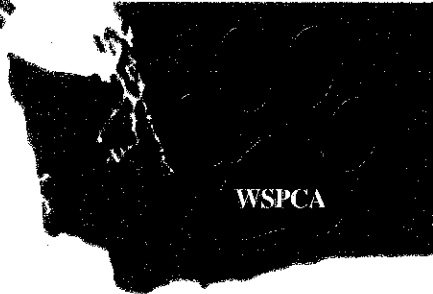
(Primary Instructor)

On This Date, 5-27-04.

Barbara Anderson
Canine Program Manager

CERTIFICATE OF TRAINING

Washington State Police Canine



Association

This certifies

Terry Hartman
DOC - MICC

Successfully completed 24 Hours In

Police Canine Training

Instructor

September 15-17, 2003

Kevin King

Date

WSPCA President

**State of Washington
Department Of Corrections**

The Canine Training Program Hereby Declares That

Officer Terry Hartman

Of McNeil Island Corrections Center

Has Completed 240 Hours Of Training As An

Assistant Instructor for Narcotic Detection Dog Teams

On This Date, 2-21-02.

Barbara Tolbert

Canine Program Manager

**State of Washington
Department Of Corrections**

The Canine Training Program Hereby Declares That;

Officer Terry Hartman and K-9 Red

Of The McNeil Island Corrections Center

Have Successfully Completed 240 Hours

Of Narcotic Detection Dog Team Training

On This Date, 9-3-99.



Canine Program Manager

Washington State Criminal Justice Training Commission

Recognizes that

**Terrance L. Hartman
& Jax**

*has met the minimum standards as set forth in WAC 139-05-915
and is therefore recognized as a*

Narcotic Detection Canine Team

02/07/2022

ISSUE DATE

02/07/2024

EXPIRATION DATE



Washington State Criminal Justice Training Commission

Recognizes that

Terrance Hartman & Jax

*have met the minimum performance standards as set forth in WAC 139-05-915 and
are therefore recognized as a certified*

Narcotic Detection Canine Team

John Munson

John Munson
Certified Canine Evaluator



February 7, 2022
Certification Date

Expiration: Automatically in 24 months

Washington State Criminal Justice Training Commission

Canine Narcotics Team Certification Awarded to

Terry Hartman & Ashley

This document recognizes the above named Canine Team and certifies
that they meet the minimum Canine Performance Standards
as set forth in WAC 139-05-915.


Dagg Blair

Canine Certification


Date

Washington State Criminal Justice Training Commission

Canine Narcotics Team Certification Awarded to

Terry Hartman & Bodi

This document recognizes the above named Canine Team and certifies
that they meet the minimum Canine Performance Standards
as set forth in WAC 139-05-915.



Doug Blair

Canine Certification

July 11, 2006

Date

WASHINGTON STATE
CRIMINAL JUSTICE
TRAINING COMMISSION

Canine Team Certification Awarded to:

OFFICER TERRY HARTMAN &
NARCOTICS CANINE DANNER

*This document recognizes the above named Canine Team and certifies
that they meet the minimum Canine Performance Standards
as set forth in WAC 139-05-915*



Doug Blaff, Canine Certification

June 30, 2005



This is to recognize that Police Service Dog, **Jax**, and K9 handler, **Terry Hartman**, have completed a certifying course of exercises for the detection of controlled substances.

On this date May 26th, 2023, consistently demonstrated the capability to detect the odors emanating from the following controlled substances:

Methamphetamine

Heroin

Cocaine

The certification exercises were conducted as established under the Certification guidelines of the Pacific Northwest Police Detection Dog Association. These exercises include both Single Blind and Double-Blind components.

May 26, 2023

Certifying Official: _____

President, Gunner Fulmer
Secretary, Diane Barclay



POLICE CANINE TRAINING

Conducted in
Marysville, WA
May 22nd - May 25th, 2023

This is to certify that

Terry Hartman

was instructed in 32 hours

**Training Issues, The Do's and Don'ts & Training Best Practices
Introductory and Advanced First Aid
Vehicle Indicators during Traffic Stops**

K9 NARCOTIC DETECTION & HANDLING

May 25th, 2023

President Gunner Fulmer

LETTER OF ACCREDITATION

Washington State Police Canine



Association

This certifies that on

2/7/2023

Terry Hartman And K9 Jax

DOC - AHCC

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

Narcotic Dog Team

Jason Nyhus

WSPCA President



Association

This certifies that on

2-17-08

Terry Hartman and K9 Shadow

DOC - MICC

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

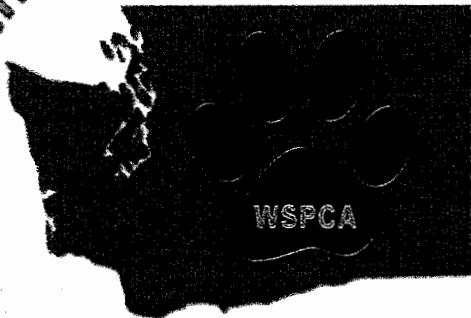
And is accredited as a

Narcotic Detection Dog Team

Kevin King

President W.S.P.C.A.

LETTER OF ACCREDITATION
Washington State Police Canine



Association

This certifies that on

10-7-07

Terry Hartman and K9 Ashley

DOC - MICC

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

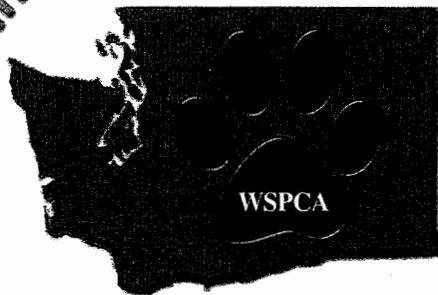
MASTER
Narcotic Detection Dog Team

Kevin King

President W.S.P.C.A.

CERTIFICATE OF TRAINING

Washington State Police Canine



Association

This certifies

Terry Hartman and K9 Ashley
DOC - MICC

Successfully completed 24 Hours In

Police Canine Training

Narcotic Detection Dog

Spokane, Washington

May 21st, 2008

John Munson

Date

WSPCA President



**Multijurisdictional Counterdrug
Task Force Training**



This is to certify that

Terry Hartman

Has satisfactorily completed the following 40 hour MCTFT training course held at

SPokane, WA

Canine Narcotic Operations

Training held 5/19/2008 through 5/21/2008

Carol W. Koster
President
St. Petersburg College

Eileen Lahaie
Eileen Lahaie
MCTFT Director

A partnership between The Florida National Guard and St. Petersburg College



Multijurisdictional Counterdrug Task Force Training



This is to certify that

Ashley

Has satisfactorily completed the following 40 hour MCTFT training course held at

WAPATO, WA

Canine Narcotic Operations

Training held 9/10/2007 through 9/13/2007

Carol W. Koster
President
St. Petersburg College

Eileen Lahaie
Eileen Lahaie
MCTFT Director

A partnership between The Florida National Guard and St. Petersburg College



**Multijurisdictional Counterdrug
Task Force Training**



This is to certify that

Terry Hartman

Has satisfactorily completed the following 40 hour MCTFT training course held at

WAPATO, WA

Canine Narcotic Operations

Training held 9/10/2007 through 9/13/2007

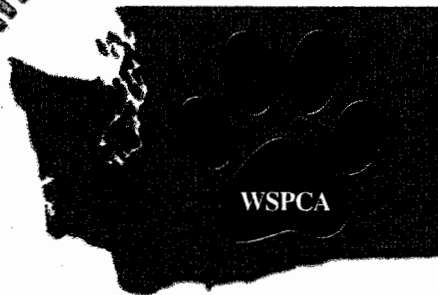
Carol W. Ruster
President
St. Petersburg College

Eileen Lahaie
Eileen Lahaie
MCTFT Director

A partnership between The Florida National Guard and St. Petersburg College

CERTIFICATE OF TRAINING

Washington State Police Canine



Association

This certifies

**Terry Hartman and K9 Ashley
DOC - MICC**

Successfully completed 24 Hours In

Police Canine Training

2007 WSPCA Spring Seminar

Everett, Washington

April 18th' 2007

Kevin King

Date

WSPCA President



Association

This certifies that on

11-12-06

Terry Hartman and K9 Ashley

DOC - MICC

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

Narcotic Detection Dog Team

Kevin King

President W.S.P.C.A.

CERTIFICATE OF TRAINING

Washington State Police Canine
WSPCA

Association

This certifies

Terry Hartman and K9 Rocky
DOC - MICC

Successfully completed 32 Hours In

Police Canine Training

Narcotic Detection Dog

Bellingham, Washington

September 21st, 2006

Kevin King

Date

WSPCA President

LETTER OF ACCREDITATION
Washington State Police Canine



Association

This certifies that on

10-30-05

Terry Hartman and K9 Rocky

DOC - MICC

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

MASTER
Narcotic Detection Dog Team

Kevin King

President W.S.P.C.A.



POLICE CANINE TRAINING

Canine Interdiction Techniques

Conducted at
Bothell, Washington
October 3rd, 4th, 5th, 6th, 2005

This is to certify that

Terry Hartman

has completed 32 hours in

Narcotics Interdiction & Drug Smuggling Techniques

October 6th, 2005

Date


President



Association

This certifies that on

5-8-05

Terry Hartman and K9 Danner

DOC - MICC

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

Narcotic Detection Dog Team

Kevin King

President W.S.P.C.A.



This certifies that on

9-24-04

Terry Hartman and K9 Rocky

DOC - MICC

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

**MASTER
Narcotic Detection Dog Team**

Kevin King

President W.S.P.C.A.



May 7th, 2004

This is to recognize that Police Service Dog "Rocky" and his handler Ofc. Terry Hartman have successfully completed a certifying course of exercises for the detection of controlled substances.

On this date " K9 Rocky " consistently demonstrated the capability to detect the odors emanating from the following controlled substances:

Marijuana

Cocaine

Heroin

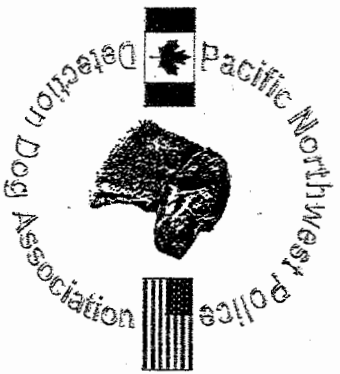
Methamphetamine

The certification exercises were conducted as established under the guidelines of the Pacific Northwest Police Detection Dog Association.

May 7th, 2004

Conducted this date.

President



POLICE CANINE TRAINING

Conducted at
Everett, Washington
May 3rd, 4th, 5th, 6th, 2004

This is to certify that

Terrance Hartman

Has completed 32 hours in
Narcotics Interdiction Techniques

May 6th, 2004
Date


President



Association

This certifies that on

1-16-04

Terry Hartman and K9 Rocky

DOC - MICC

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

**MASTER
Narcotic Detection Dog Team**

Kevin King

President W.S.P.C.A.

Regional K9 Training
2003
Tri-Cities, WA

This is to Certify that

Ferry Hartman

Dept. of Corrections

has participated in 24 Hours of

Police K9 Training

Tri-Cities, WA

November 3-5, 2003



This certifies that on

June 26th, 2003

Officer Terry Hartman and K9 Rocky

McNeil Island Corrections Center

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

**MASTER
Narcotic Detection Dog Team**

Kevin King

President W.S.P.C.A.

POLICE CANINE TRAINING

Approved by the Washington State
Criminal Justice Training Commission

This is to Certify that

Terry Hartman and K9 Fred / Rocky

DOC - MICC

WSPCA

has successfully completed 24 Hours in

Police K-9 Training

Narcotic Detection Dog

October 2, 2002

Date

Kevin King

President W.S.P.C.A.



This certifies that on

8-21-02

Terry Hartman and K9 Rocky

DOC - MICC

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

**MASTER
Narcotic Detection Dog Team**

Kevin King

President W.S.P.C.A.

POLICE CANINE TRAINING

Approved by the Washington State
Criminal Justice Training Commission

This is to Certify that

Terry Hartman and K9 Rocky / Fred

DOC - MICC

WSPCA

has successfully completed 24 Hours in

Police K-9 Training

Narcotic Detection Dog

April 3, 2002

Date

Kevin King

President W.S.P.C.A.

POLICE CANINE TRAINING

Approved by the Washington State
Criminal Justice Training Commission

This is to Certify that

Terry Hartman and K9 Fred

DOC - MICC

WSPCOA

has successfully completed 24 Hours in

Police K-9 Training

Narcotic Detection Dog

September 19, 2001

Date

JC Stanley

President W.S.P.C.A.

POLICE CANINE TRAINING

Approved by the Washington State
Criminal Justice Training Commission

This is to Certify that

Terry Hartman and K9 Red & Fred

DOC - MICG

WSPCA

has successfully completed 32 Hours in

Police K-9 Training

May 3, 2001

JC Stanley

Date

President W.S.P.C.A.



This certifies that on

February 22, 2001

Officer Terry Hartman and K9 Fred

McNeil Island Corrections Center

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

Narcotic Detection Dog Team

J.C. Stanley

President W.S.P.C.A.





This certifies that on

11-16-00

Officer Terry Hartman and K9 Red

McNeil Island Corrections Center

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

Narcotic Detection Dog Team

J.C. Stanley

President W.S.P.C.A.



POLICE CANINE TRAINING

Approved by the Washington State
Criminal Justice Training Commission

This is to Certify that

Terry Hartman and K9 Red

MICC - DOG

WSPCA

has successfully completed 24 Hours in

Police K-9 Training

September 15, 1999

Date

JC Stanley

President W.S.P.C.A.



This certifies that on

9-2-99

Officer Terry Hartman and K9 Red

McNeil Island Corrections Center

Did successfully meet the requirements as established by the
WASHINGTON STATE POLICE CANINE ASSOCIATION

And is accredited as a

Narcotic Detection Dog Team



JC Stanley

President W.S.P.C.A.

TRAINING TRANSCRIPT FOR TERRANCE L HARTMAN

List of completed activities from 1/1/2018 to 8/19/2024

Username:

00162760

E-mail:

tlhartman@DOC1.WA.GOV

Primary domain:

Department of Corrections (DOC)




Primary organization:












PRISONS-INVESTIGATIVE OPERATIONS







Manager:

Christopher JAMES Newton

ACTIVITIES

Activity	Completion Date ▼	Estimated Credit Hours	Score
OnLine Course: DOC Preventing Sexual Abuse and Sexual Harassment - AIS FY24	6/27/2024		100
OnLine Course: DOC Introduction to Information Governance - AIS FY24	6/27/2024		
OnLine Course: DOC Retaliation Training - AIS FY24	6/27/2024		
OnLine Course: DOC Infectious Disease Prevention - AIS FY24	6/27/2024		
OnLine Course: DOC Emergency Management Systems - AIS FY24	6/27/2024		
OnLine Course: DOC Outdoor Heat Exposure FY24	6/25/2024		
OnLine Course: DOC Fire Prevention and Extinguisher Training - AIS FY24	6/25/2024		
OnLine Course: DOC Behavioral Health Impacts - Pandemic Resiliency FY24	6/25/2024		
OnLine Course: DOC Wildfire Smoke Safety Training	6/21/2024		
WA STATE Curriculum: DOC - WA State Suicide Awareness - AIS FY24	6/21/2024		
▸ OnLine Course: DOC Respiratory Protection Awareness Training	6/21/2024		
OnLine Course: DOC Transgender Fluency FY24	6/20/2024		
▸ WA STATE Curriculum: DOC - WA State Ethics in State Government	6/20/2024		
WA STATE Curriculum: DOC - WA State Ethics in State Government - AIS FY24	6/20/2024		
OnLine Course: DOC Fentanyl and Safety Awareness Training	6/20/2024		
ILT Course: DOC Weapons Academy CCD	6/7/2024	0	
ILT Class: DOCFY24 Weapons Academy CCD	6/7/2024		
 WA STATE Curriculum: DOC - WA-State Purchasing and Procurement Ethics	1/3/2024		
WA STATE Curriculum: DOC WA State Supplier Diversity	1/3/2024		
 WA STATE Curriculum: DOC - WA-State Contract Management 301 Module 6	1/3/2024		100
 WA STATE Curriculum: DOC - WA-State Contract Management 301 Module 5	1/3/2024		100

	WA STATE Curriculum: DOC - WA-State Contract Management 301 Module 4	1/3/2024	100
	WA STATE Curriculum: DOC - WA-State Contract Management 301 Module 3	1/3/2024	80
	WA STATE Curriculum: DOC - WA-State Contract Management 301 Module 2	1/3/2024	92
	WA STATE Curriculum: DOC - WA-State Contract Management 301 Module 1	1/3/2024	92.3
	WA STATE Curriculum: DOC - WA-State Contract Management 201 Module 6	1/3/2024	100
	WA STATE Curriculum: DOC - WA-State Contract Management 201 Module 5	1/3/2024	100
	WA STATE Curriculum: DOC - WA-State Contract Management 201 Module 4	1/3/2024	83.33
	WA STATE Curriculum: DOC - WA-State Contract Management 201 Module 3	1/3/2024	90
	WA STATE Curriculum: DOC - WA-State Contract Management 201 Module 2	1/3/2024	100
	WA STATE Curriculum: DOC - WA-State Contract Management 201 Module 1	1/3/2024	100
	WA STATE Curriculum: DOC - WA-State Contract Management 102 Module 3	1/2/2024	85.71
	WA STATE Curriculum: DOC - WA-State Contract Management 102 Module 2	1/2/2024	83.33
	WA STATE Curriculum: DOC - WA-State Contract Management 102 Module 1	12/28/2023	
	WA STATE Curriculum: DOC - WA-State Contract Management 101 Module 4	12/28/2023	
	WA STATE Curriculum: DOC - WA-State Contract Management 101 Module 3	12/28/2023	
	WA STATE Curriculum: DOC - WA-State Contract Management 101 Module 2	12/28/2023	
	WA STATE Curriculum: DOC - WA-State Contract Management 101 Module 1	12/28/2023	
	WA STATE Curriculum: DOC - WA-State Contract Management 401 Module 7	12/11/2023	94.11
	WA STATE Curriculum: DOC - WA-State Contract Management 401 Module 6	12/11/2023	100
	WA STATE Curriculum: DOC - WA-State Contract Management 401 Module 5	12/11/2023	100
	WA STATE Curriculum: DOC - WA-State Contract Management 401 Module 4	12/11/2023	92.85
	WA STATE Curriculum: DOC - WA-State Contract Management 401 Module 3A	12/11/2023	88.88
	WA STATE Curriculum: DOC - WA-State Contract Management 401 Module 2	11/29/2023	96
	WA STATE Curriculum: DOC - WA-State Contract Management 401 Module 1	11/29/2023	94.44

	WA STATE Curriculum: DOC - WA-State Purchasing Small Purchases	8/15/2023	100
	▸ WA STATE Curriculum: DOC - WA State Suicide Awareness	6/30/2023	
	▸ WA STATE Curriculum: DOC - WA State Suicide Awareness - AIS FY23	6/30/2023	
	▸ WA STATE Curriculum: DOC - WA State IT Security Awareness Training	6/30/2023	89.28
	▸ WA STATE Curriculum: DOC - WA State IT Security Awareness Training - AIS FY23	6/30/2023	89.28
	OnLine Course: DOC Infectious Disease Prevention - AIS FY23	6/13/2023	
	OnLine Course: DOC Introduction to Information Governance - AIS FY23	6/12/2023	
	OnLine Course: DOC PREA for All Non-CCD Staff - AIS FY23	6/12/2023	100
	OnLine Course: DOC Fire Prevention and Extinguisher Training - AIS FY23	6/12/2023	90
	OnLine Course: DOC Emergency Management Systems - AIS FY23	6/12/2023	
	WA STATE Curriculum: DOC - WA State Ethics in State Government - AIS FY23	6/12/2023	
	▸ ILT Course: DOC First Aid/CPR	3/21/2023	
	OnLine Course: REQUIRED: Who We Are: A Chronicle of Racism in America - Film	3/15/2023	
	ILT Course: DOC Firearms Qualification - Prisons	2/27/2023	
	ILT Class: DOCFY23 Firearms Qualification Prisons	2/27/2023	
	Document: DOC AIS FY22 PRISONS- ONLINE COMPLETION	6/30/2022	
	Document: DOC AIS FY22 SUPERVISORS- ONLINE COMPLETION	6/30/2022	
	Document: DOC AIS FY22 ALL- ONLINE COMPLETION	6/30/2022	
	▸ ILT Course: DOC Facility Specific Training	5/28/2022	0
	ILT Course: DOC Grievance Resolution Team Information Gathering	5/20/2022	
	ILT Class: DOCFY22 Resolution Review and Information Gathering	5/20/2022	
	OnLine Course: DOC Infectious Disease Prevention FY22	2/15/2022	
	OnLine Course: DOC Emergency Management Systems FY22	2/15/2022	
	OnLine Course: DOC Prison Safety Dynamic Security FY22	2/15/2022	
	OnLine Course: DOC Mission, Vision, & Values (VNA)	2/15/2022	
	OnLine Course: DOC Outdoor Heat Exposure FY22	2/15/2022	
	WA STATE Curriculum: DOC - WA State Sexual Harassment Prevention for Supervisors FY22	2/15/2022	
	OnLine Course: DOC PREA Online All Staff FY22	2/15/2022	100
	OnLine Course: DOC Fire Extinguisher FY22	2/15/2022	100
	WA STATE Curriculum: DOC - WA State Suicide Awareness FY22	2/15/2022	
	Curriculum: DOC Grievance Resolution Team Information Gathering	2/12/2022	100
	OnLine Course: DOC Wildfire Smoke Safety	12/7/2021	

	WA STATE Curriculum: DOC - WA State Sexual Harassment Prevention for All Employees FY22	11/27/2021		
	WA STATE Curriculum: DOC - WA State IT Security Awareness Training FY22	11/27/2021		82.14
	ILT Course: DOC Administrative Orientation AHCC	11/16/2021	0	
	ILT Class: DOCFY22 Administrative Orientation AHCC	11/16/2021		
	Curriculum: DOC AIS FY21 ALL	6/16/2021		93.33
	OnLine Course: DOC Outdoor Heat Exposure FY20	6/16/2021		100
	Curriculum: DOC PRISONS AIS FY21	6/16/2021		100
	OnLine Course: DOC Proper Use of PPE	6/16/2021		
	Curriculum: DOC Quantisal Collector Training and Assessment	4/13/2021		100
	ILT Course: DOC Suicide Prevention FY20	3/12/2020	0	
	ILT Class: DOC Suicide Prevention FY20	3/12/2020		
	ILT Course: DOC Emergency Management System FY20	3/12/2020	0	
	ILT Class: DOC EMS FY20	3/12/2020		
	▸ ILT Course: DOC Escape Response Procedures	3/10/2020	0	
	ILT Course: DOC PREA Annual FY20	3/10/2020	0	
	ILT Class: DOC PREA Annual FY20	3/10/2020		
	ILT Course: DOC Prison Safety FY20	3/10/2020	0	
	ILT Class: DOC Prison Safety FY20	3/10/2020		
	ILT Course: DOC Results Prisons- Outcome Based Management	9/12/2019	0	
	ILT Class: DOC Results Prisons- Outcome Based Management	9/12/2019		
	▸ ILT Course: DOC Firearms Qualification	7/29/2019	0	
	ILT Course: DOC Sexual Harassment Prevention FY19	6/25/2019	0	
	ILT Class: DOC Sexual Harassment Prevention FY19	6/25/2019		
	ILT Course: DOC PREA Annual FY19	6/25/2019	0	
	ILT Class: DOC PREA Annual FY19	6/25/2019		
	ILT Course: DOC First Aid AED FY19	6/25/2019	0	
	ILT Class: DOC First Aid AED FY19	6/25/2019		
	OnLine Course: DOC Infectious Disease Prevention AIS FY19	6/21/2019	0	100
	▸ ILT Course: DOC Corrections Fatigue to Fulfillment	6/19/2019	0	
	OnLine Course: DOC Mandatory Reporting AIS FY19	6/10/2019	0	100
	OnLine Course: DOC Fire Extinguisher Training AIS FY19	6/10/2019	0	100
	OnLine Course: DOC PREA Annual Disclosure Acknowledgement FY19	6/10/2019	0	100
	▸ OnLine Course: WA State IT Security Awareness Training - Refresher Training	6/10/2019		83
	OnLine Course: DOC Outdoor Heat Exposure FY19	6/10/2019	0	100

ILT Course: DOC Emergency Management System FY19	5/21/2019	0	
ILT Class: DOC EMS FY19	5/21/2019		
ILT Course: DOC Prison Safety FY19	5/21/2019	0	
ILT Class: DOC Prison Safety FY19	5/21/2019		
ILT Course: DOC Suicide Prevention FY19	5/21/2019	0	
ILT Class: DOC Suicide Prevention FY19	5/21/2019		
ILT Course: DOC Control Impedance Tactics/OC B FY19	5/20/2019	0	
ILT Class: DOC Control Impedance Tactics/OC B FY19	5/20/2019		
ILT Course: DOC Control Impedance Tactics/OC A FY19	5/19/2019	0	
ILT Class: DOC Control Impedance Tactics/OC A FY19	5/19/2019		
ILT Course: DOC Supervising Use Of Force	3/18/2019	0	
▶ ILT Course: DOC Opioid State Targeted Response	9/24/2018	0	
OnLine Course: DES Active Threat Response Video (10 min.)	6/16/2018	0	
OnLine Course: DOC Drug & Alcohol Awareness for Supervisors	6/12/2018		100
OnLine Course: DOC Outdoor Heat Exposure FY18	6/12/2018	0	
OnLine Course: DOC Fire Extinguisher Training FY18	6/12/2018	0	100
OnLine Course: DOC Infectious Disease Prevention FY18	6/12/2018	0	80
OnLine Course: DOC PREA Annual Self Disclosure FY18	6/12/2018	0	100
OnLine Course: DOC PREA ONLINE- Annual FY18	6/12/2018	0	100
OnLine Course: DOC Traumatic Brain Injury	6/12/2018	0	

SELF-REPORTED TRAINING

Activity	Completion Date ▼	Estimated Credit Hours	Score
Class (Self Reported Training): STATIS Course Training Records			
Class (Self Reported Training): STATIS Curriculum Training Records			



Training History Report

WA State Criminal Justice Training Commission

Reported by Acadis® Readiness Suite

08/20/2024

For: **Hartman, Terrance L.**
Student ID **0259-1773**

Hartman, Terrance L. **Person Status** Active **DOB** [REDACTED] **EEOC**
SSN [REDACTED] **Gender**

Employment

Organization	Active Dates	Most Recent			Current Status
		Title/Rank	Employment Assignment	Appointment Type	
Airway Heights Corrections Center (Primary)	07/07/1995 - Current	Corrections Officer		Corrections Personnel	Active

Certifications

Name	Issued	Expiration	Status
Certified Narcotic Detection Canine Team	02/07/2022	02/07/2024	Expired (Inactive)

Training

Upcoming, Ongoing, & Unconfirmed

No upcoming & ongoing training data exists.

Current Period to Date (01/01/2024 - 08/20/2024)

No current year training data exists.

Previous Period (01/01/2023 - 12/31/2023)

No previous year training data exists.

Other Periods (through 12/31/2022)

Course/Title (Course No.)	Training Dates		Grade	Status	Training Category	Hours
Corrections Officers Academy - 1000 - 85 Corrections Officers Academy (160 hours)	01/01/1901	03/01/1996		Graduated - 03/01/1996		160h 0m
Total Hours						(160h 0m)

A grade of ## indicates that the weights for this class are not valid and grades cannot be calculated.

Education

No education data exists.

Miscellaneous

Allen LMS SID 9554

Profile Comments (Must Initial & Date) Supervisor Correctional Industries

INTEROFFICE COMMUNICATION

WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION



TO: WSCJTC Commissioners
FROM: WSCJTC ATD LETCSA Staff
SUBJECT: Annual IIT Best Practices Review
DATE: September 11, 2024

Background and Purpose.

Following the passage of Initiative 940 (I-940) and Substitute House Bill 1064, the Law Enforcement Training and Community Safety Act (LETCSA) was created to implement the legislation regarding new training and independent investigations requirements. The Washington State Criminal Justice Training Commission (WSCJTC) engaged in negotiated rulemaking with named statutory stakeholders which created the regulations for LETCSA. Washington Administrative Code (WAC) 139-12 concerns independent investigation team (IIT) criteria.

Per WAC 139-12-030 (4)(b) the WSCJTC will annually update and publish the accepted best practices document that the independent investigation teams (IIT) follow during the independent investigative process.

Stakeholder and Commissioner Involvement.

At the December 2023 Commission Meeting, an ad hoc subcommittee was indefinitely established to participate in the annual IIT best practices review.

The ad hoc group's work plan states that, "stakeholder input is received until May 31 of the relevant calendar year. This is a hard deadline for the review to be considered at the September Commission meeting. Input may be provided to LETCSA staff at any point during the year."

During the annual review meeting, held on July 31, the ad hoc subcommittee reviewed submitted stakeholder input. They also requested edits to the best practices.

2024 Recommended Edits.

These changes are being recommended to the Commission with the goal of incorporating stakeholder and commissioner feedback and ensuring the best practices document is consistent with relevant RCWs and WACs. The differences between the current best practices and proposed edits are outlined below.

III. Procedures

B. Involved Agency Responsibilities

- Language was added to the public safety statement section that clarifies the statement will be taken if part of an agency protocol or policy.

E. Family Liaison Responsibilities

- Language was added that states an in-person family notification best practice is done in clothing other than their duty uniform. However, this must be permitted by the employing agency.
- Language was added to allow for family notification frequency to be waived or modified.

Closing.

Upon approval of the recommended edits, the updated best practices document would become immediately in effect.

Best regards,



Alex Buijs, LETCSA Program Manager
Advanced Training Division
Washington State Criminal Justice Training Commission

Attachments (3)

Best Practice Guidelines - September 2024

Best Practice Guidelines - September 2024 - Track Changes

Completed Actions and Stakeholder Input - 2024 IIT Best Practices Annual Review

cc: Monica Alexander, Executive Director
Jerrell Wills, Deputy Director
Dave Miller, Assistant Director, Training Bureau
Bart Hayes, Advanced Training Division Manager



Washington State Criminal
Justice Training Commission
September 2024

INDEPENDENT INVESTIGATION OF OFFICER INVOLVED USE OF DEADLY FORCE INCIDENT

BEST PRACTICES



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I. Purpose

The purpose of this document is to provide a basic framework and guidelines for independent criminal investigations into the use of deadly force by a peace officer that results in death, substantial bodily harm, or great bodily harm. WAC 139-12-030 (4) requires the Washington State Criminal Justice Training Commission (WSCJTC) to publish best practices for homicide investigations and update them annually.

This document should be used in conjunction with the definitions and independent investigation criteria found in WAC 139-12 to create an Independent Investigations Team (IIT) protocol. The Office of Independent Investigations (OII) was established after the passage of Chapter 318, Laws of 2021 (RCW 43.102, et. seq.) to conduct investigations of serious use of force incidents by Washington state law enforcement agencies. OII protocols and statutory requirements are different from IIT investigation laws and regulations. This best-practices document is for the use and application by IITs which have differing statutory requirements than the OII.

The independent investigation will follow the rules of law established by the state and federal constitutions, and statutory and case law that apply to criminal investigations. It is expected that each IIT protocol will reflect both law enforcement and community needs for independent, credible, and transparent investigations. The steps outlined in this document are intended to be a guide, and not an exhaustive collection of best practices. Further, this document is not intended to provide any form of legal advice or direction.

II. Definitions

Term	Definition
Discuss	To talk about (something) with another person or group of people in all forms of communication including, but not limited to, verbal, written, and electronic.
Independent Investigative Team	A team of qualified and certified peace officer investigators, civilian crime scene specialists, and at least two nonlaw enforcement community representatives who operate completely independent of any involved agency to conduct investigations of police deadly force incidents. An IIT is created when multiple law enforcement agencies enter into a written agreement to investigate police use of deadly force incidents in their geographical regions. A single law enforcement agency may fulfill the independent investigative function, provided it is not the involved agency.
Involved Agency	The agency that employs or supervises the officer(s) who used deadly force. There can be more than one "involved agency."
Involved Agency Liaison	A member of the involved agency who is the local point of contact for the IIT commander to provide access to local resources and facilities.
Involved Officer	A general authority Washington peace officer, specially commissioned Washington peace officer, or limited authority Washington peace officer, as defined in RCW 10.93.020, whether on or off duty if he or she is exercising his or her authority as a peace officer involved in an incident where the use of deadly force results in death, substantial bodily harm, or great bodily harm.

Definitions (continued)

Term	Definition
Office of Independent Investigations	An office created by the Legislature in 2021 which is authorized to conduct investigations of law enforcement use of deadly force cases wholly independent from any law enforcement agency. OII's authorizing statute, RCW 43.102, et. seq., sets forth the rules and procedures by which OII must abide. Some of those rules are different than those that apply to IIT investigations. This document's best practices guide OII only where the language specifically refers to OII by name. Reference to IITs does not necessarily bind OII.
Public Safety Statement	Information obtained by a supervisor at an officer-involved incident using questions intended to determine existing threats to public safety and identify transitory evidence that must be preserved. The scope of this statement is limited to the collection of such critical, fleeting information in the immediate aftermath of the officer-involved incident.
Venue Agency	The law enforcement agency or agencies having jurisdiction where the officer-involved incident occurs. This is very often the involved agency.
Witness Officer	An officer who witnessed, but did not engage in, the use of force being investigated by the IIT.

Additional applicable definitions are available for review in Washington Administrative Code (WAC) 139-12-020 or relevant RCWs.

III. Procedures

The following procedures are tailored to address the initial incident response as well as the continuing follow-up investigation after an officer-involved use of deadly force. These general guidelines and principles can be used when investigating any serious incident.

Officer-involved uses of deadly force are dynamic situations. Preservation of life and the safety of all persons on scene are the paramount concerns. It is critical that every involved law enforcement member should recognize the transitory nature of evidence and after first aid has been provided or facilitated, take immediate steps to preserve the scene and evidence.

A. Involved Officers

Officers involved in an incident triggering the use of the OII and an IIT shall take initial steps to render the scene safe, protect the safety of themselves and others, render first aid where necessary, and preserve evidence.

Communications on scene between involved officer(s) and other witnesses should be limited to statements made for immediate operational and/or safety needs. There should be no additional communication about the incident until all interviews have been completed by OII or the IIT or statements have been provided thereto.

B. Involved Agency Responsibilities

1. The involved agency Chief or Sheriff, or their designee shall immediately notify the OII and IIT of the incident and the need to respond.
 - a. The OII receives the initial notification of the incident and the need to respond in accordance with RCW 43.102.120. If the OII accepts the investigation, the IIT shall still be notified of the incident in accordance with WAC 139-12-030(1)(b).
 - b. The IIT protocols should contain steps to notify the IIT leadership, and how the IIT will be deployed.
2. If part of protocol or agency policy, the involved agency supervisor will take a brief public safety statement from the involved officer(s), covering only information necessary to focus initial law enforcement response and direct the preliminary investigation into the officer involved shooting. Public safety statements made to the involved agency supervisor should be extremely brief and limited to information about the crime scene(s) to be protected and any pertinent evidence to be recovered, and identification of any involved persons, as well as witnesses who need to be located and interviewed.
 - a. The public safety statement can only be administered by the employer of the involved officer. A public safety statement may be a compelled statement. Prior to disclosing the contents of a public safety statement to OII or the IIT, the involved agency shall describe the context, including whether the involved officer was told he or she was being ordered/directed/compelled to answer any questions. If public safety information is obtained voluntarily, it may be used by the OII or IIT.

Involved Agency Responsibilities (continued)

3. Designate an involved agency liaison to remain available to the IIT. The involved agency liaison shall not be privy to any information regarding the OII or IIT investigation. If OII has incident command, they will make someone available to provide contact authorized by RCW 43.102.
4. Maintain perimeter control of the scene if requested by the OII and/or IIT commander.
5. Provide evidence as requested to the OII or IIT as lawfully and legally required.
 - a. If a criminal action (i.e. robbery, burglary, assault, or warrant service) preceded the officer-involved use of force incident, the IIT commander and the OII (when applicable) should coordinate with the involved and/or venue agency to determine which agency will investigate the preceding event, to include pursuing criminal charges related to that event. If mutually agreed upon, the IIT will assume responsibility for the criminal investigation of the preceding event. If not, the IIT will limit its criminal investigation to the officer involved use of force incident. This may be addressed in an IIT's protocol.
 - i. The OII and/or IIT have priority access to all evidence related to the investigation. The OII or IIT chain of command shall make the determination if the evidence relates to the independent investigation. The agency identified to investigate the preceding crime(s) may have access to relevant evidence for the purposes of preserving community safety and making custodial decisions/actions as necessary and required by law. If the evidence in question relates to an incident of the use of deadly force by a peace officer, then there shall be no sharing of that evidence with the involved agency.

Involved Agency Responsibilities (continued)

6. Make all documents, reports, and information on the incident to be available to the OII or IIT immediately or as soon as possible thereafter.
7. Allow use of space, resources, and facilities as needed by the OII or IIT.
 - a. The OII and IIT shall make every effort to utilize other space, resources, and/or facilities during the course of their investigation. There will be cases where a specialized resource is needed that is only available from the involved agency.
 - b. If no other option exists, the use of the involved agency resources by the IIT shall be done in accordance with WAC 139-12-030 (1)(b) which states, "Specialized equipment belonging to the involved agency may not be used by the IIT unless: 1 - no reasonable alternative exists; 2 - the equipment is critical to carrying out the independent investigation; and 3 - the use is approved by the IIT commander. If the equipment is used, the nonlaw enforcement community representatives on the IIT must be notified about: 1 - why it needs to be used; and 2 - the steps taken to appropriately limit the role of any involved agency personnel in facilitating the use of that equipment."

C. On Scene Venue Agency Responsibilities

These tasks are done by the venue agency until control of the scene is assumed by the OII or IIT. It is important to note that in the majority of incidents, the involved agency is also the venue agency. The on-scene venue agency supervisor shall be responsible for ensuring that standard Incident Command System (ICS) protocols have been implemented. In addition, they shall ensure the following tasks are addressed:

1. The physical condition of the involved officer(s), subject(s), and third parties is assessed, emergency first aid is provided, if necessary, and emergency medical assistance is summoned.
2. Ensure necessary notifications are made, to include initiating the response of the OII or IIT and necessary agency notifications including the involved agency chief or sheriff.
3. Establish a perimeter. Only personnel integral to the incident and/or investigation should be inside this perimeter. The primary focus of the on-scene venue agency at this stage is the protection and preservation of evanescent evidence in order to maintain the integrity of the scene until the OII or IIT arrives. The perimeter must be clearly marked and protected.
 - a. Those to remain outside the perimeter may include command level personnel not directly involved in the incident.
 - b. Involved officers should be removed from direct involvement in the critical incident and scene as soon as safely possible. If officers are transported to a secure location prior to OII/IIT arrival they should be individually transported by uninvolved personnel to a location where officers can be kept separated until OII/IIT can conduct interviews.
 - c. The OII or IIT may adjust or add additional perimeters to further restrict areas.
4. Take steps to document and preserve any evanescent evidence.
5. A media staging area is identified and is appropriately staffed if necessary.

On Scene Venue Agency Supervisor Responsibilities (continued)

6. Establish a command post.
7. Appoint an officer to serve as a “recorder,” with responsibility for making a chronological record of activities at the scene, to include persons present and those who have been at the scene.
8. Photographs are taken as soon as possible of the involved officer(s) and subject(s) as they appear at the scene, to include any injuries or lack of injuries. These photos will best capture their condition immediately after the incident and before IIT personnel can arrive. After initial photographs are taken, any fluid (blood or other bodily matter) should be swabbed and collected as evidence if it is on the skin, face, or hair, of the officer. At that point, the officer should be allowed to wash the contamination from their skin and change into clean clothing. Soiled uniforms should not be cleaned however and should be collected as evidence.
9. Any involved officer, other witness officer, or other officer shall not discuss the details of the case with any other involved officer, other witness officer, other officer, or any other witness until the OII or IIT has completed their interviews. This includes any communication or interviews conducted both on and off the scene and any law enforcement entity associated with the specific investigation other than communications protected by RCW.
10. Involved officer(s) are separated and removed from the immediate scene and assigned a support officer to ensure the physical needs of the involved officer(s) are met. Any statement made to a support officer may be discoverable. The support officer identified in this step is not the same as the peer support group counselor as defined in RCW 5.60.060.
11. All potential witnesses are identified and separated and asked to remain on hand to provide a statement. If witnesses wish to leave and there is no legal authority to detain them, officers should obtain their contact information for future communications.

On Scene Venue Agency Supervisor Responsibilities (continued)

12. If an involved officer is transported to the hospital, someone, such as a support officer, accompanies or meets them there. Any communication that the accompanying officer has with the involved officer may be discoverable and used by the IIT or OII.
13. Brief the arriving members of the OII or IIT on the above issues and ensure no compelled or protected statements are shared with members of the OII or IIT. This should include but is not limited to, consideration of compelled statements that may be contained on body-worn video, in public safety statements, and in personnel files.
14. Turn over control of the scene to the OII or IIT commander, or designee, upon their arrival.
15. Immediately upon completion of the medical examiner's work, the remains will be released to the impacted family unless legal justification may be provided such as a court order.

D. Independent Investigation Team Responsibilities

The IIT commander, lead investigator, or their designee shall do the following:

1. Respond as quickly to the scene as resources and geography allow.
 - a. If notified that the incident is also within the jurisdiction of OII, communicate with the OII regional supervisor or designee to coordinate responses.
 - b. If the IIT arrives at the scene prior to the OII, or if the OII declines to respond, they shall proceed with the investigation consistent with their policies, protocols, and these best practices.

Independent Investigation Team Responsibilities (continued)

- c. The IIT investigation should continue uninterrupted unless and until the OII arrives on scene and assumes control of the scene. At that time, the IIT commander should hand over control of the scene to the OII lead investigator. A briefing should simultaneously occur. Any ongoing interviews, evidence collection/processing, or other investigative actions should be handed over in a way that does not interrupt or delay the investigation.
 - d. The IIT may continue to engage in the investigation at the scene if requested to do so by OII. The IIT's involvement is limited to activities requested by OII.
2. Assume command of the scene from the on-scene involved agency supervisor.
3. Receive a briefing from the involved agency liaison and/or the on-scene supervisor.
4. The IIT commander shall ensure that notification to the Governor's Office of Indian Affairs is completed within a reasonable period of time, but not more than 24-hours after they have good reason to believe the deceased person was an enrolled member of a federally recognized tribe, in accordance with RCW10.114.021.
5. The IIT commander will ensure a conflict of interest (COI) form is completed to identify and manage any conflicts of interest between the involved officer(s), the involved agency, and any IIT members. This should be done as soon as possible as the nonlaw enforcement community representative will review COI forms no later than 72 hours after the investigation begins.
 - a. If someone joins the independent investigation after the initial 72-hour deadline, this individual must complete their COI form as soon as possible and no later than 72 hours after joining the investigation.

Independent Investigation Team Responsibilities (continued)

6. The IIT commander will meet with the IIT nonlaw enforcement community representative and review the COI forms within 72 hours of the commencement of the investigation. If the IIT commander and the nonlaw enforcement community representative(s) determine that a conflict exists, the conflicted person shall be removed from the specific investigation entirely.
7. The IIT commander, no later than 72 hours after the investigation begins, shall determine whether each member of the IIT is free from sustained misconduct or free from a personal history of bias or discrimination. The IIT commander shall remove any member so affected and shall verify in the investigation file that these steps have been taken. During the IIT's annual training an audit shall occur regarding any sustained misconduct on IIT members. Any sustained misconduct found for an IIT member will result in immediate removal from the IIT. Any misconduct that occurs between this annual review shall be immediately reported by the agency head or designee to the IIT commander.
8. The IIT commander will identify an IIT member to serve as the family liaison as soon as feasibly possible who is responsible for identifying, locating, and notifying an appropriate family member, even if the family member(s) live out of the area. If the individual who was significantly injured or died in an officer-involved use of force was a tribal member, the IIT commander will identify an IIT member to serve as the tribal liaison within the first 24 hours of tribal enrolment identification and will keep the tribe (or a representative of the tribe's choice) apprised of all significant developments of the investigation.
9. Identify an uninvolved member agency where all evidence will be stored and coordinate with the involved agency to determine responsibility for storage and handling of extraordinary items such as vehicles, HAZMAT materials, etc.

Independent Investigation Team Responsibilities (continued)

Evidence Considerations

Recognize the transitory nature of some types of evidence and take steps to preserve it as the incident scene may be altered or compromised due to weather, foot traffic, police activities, etc., destroying or contaminating evidence beyond use or value.

- Anything that can be identified as evidence, and once identified, must be secured, documented, and/or collected.
- Ensure that any evidence in the possession of the involved or venue agency is given to the OII or IIT.
- Determine whether video recordings were made by in-car cameras; body-worn cameras; electronic control weapons; and government, business, or private surveillance cameras and that they have been secured as evidence as soon as reasonably possible. IITs will attempt to identify any photos or videos made by civilians and secure as evidence.
- Obtain search warrants for any vehicles, containers, homes, electronic devices, or vehicles as may be necessary.
- Any clothing or other personal items that may have been discarded or removed from subjects or involved officer(s) by medical personnel are located and secured as evidence.
- Clothing worn by the involved officer(s) and subject(s) should be documented and collected if there is an evidentiary need. When an officer's clothing is taken for evidence, the IIT member working with the involved agency liaison will ensure that appropriate replacement clothing is provided to the involved officer.
- If a K9 was deployed as part of the initial incident, the dog and its condition should be documented.

Evidence Considerations (continued)

- When firearms or other weapons are taken from an involved officer for evidence the involved agency should be responsible for replacement of those weapons, in accordance with their agency's policies. If the officer's weapon was not under the officer's control or left the officer's possession during the incident, the weapon is considered part of the secured incident scene and should not be moved.
- The IIT commander should consider an inspection of the firearms, ammunition, or other weapon or tool of all witness officers (or other officers who may have been present at the time that force was applied) taken from the involved agency. All discharged weapons should be secured, packaged, and placed in an independent police property room in adherence to that property room's procedures. The objective of the weapons inspection is to gather information and document to what extent a weapon was discharged or used, and by whom.
- An IIT member shall consider an inspection (and documentation) of all law enforcement tools to include lethal and nonlethal weapons carried by the officer at the time of the incident to ensure all discharged firearms are collected and any other weapons are identified and examined.
- To ensure proper community safety and accountability of firearms and Alcohol, Tobacco, Firearms and Explosives (ATF) National Firearms Act (NFA) tracked items, the IIT shall provide a seized items receipt or evidence list of the firearm(s), devices, electronic control tools, and NFA items taken from the involved agency as part of the IIT investigation if requested by the involved agency. Providing the make, model, and serial numbers to the involved agency will provide accountability over the items retrieved from the incident.
- Consider the use of digital incident scene mapping for documenting and reconstructing the scene.
- The chain of custody will be documented for each item of evidence.

Interview Considerations

- Obtain statements from subjects and witnesses. Audio and/or video-audio recording is preferred and should be attempted.
 - Interviews of involved officers should follow the policies of their individual agency, collective bargaining agreement, and case law.
 - Interviews shall have the goal of allowing and encouraging full cooperation from the involved officer, full accounting for what occurred, and adherence to state law, best practices, and agency policy. Interviewers shall rely on training, experience, industry standards, and challenging questions with the goal of determining the truth.
 - Investigators should be aware of and alert for signs that indicate an officer, subject, or other witness may be suffering from psychological trauma. All involved persons will be treated with sensitivity and awareness about acute stress reactions.
 - Interviews with emergency medical personnel, fire department personnel, and first responding officers should address conditions at the incident scene when they arrived to include any action that may have been taken to move or otherwise alter persons or objects of potential evidentiary value.
 - Canvass the immediate area for potential witnesses who have not come forward and obtain information or statements as available.
10. In the event of death, consult with the coroner or medical examiner at the scene and at, or subsequent to, the autopsy. A member of the IIT must attend the autopsy and take all appropriate investigative steps, consistent with other criminal investigations.

Independent Investigation Team Responsibilities (continued)

11. The incident scene will be released by the IIT once investigators are satisfied the crime scene processing is complete.
12. The involved agency and the venue agency chief or sheriff will be notified of the scene being released.
13. Once all investigation materials are assembled the complete IIT investigation case file must be presented to the venue agency prosecutor who may ask for additional information, and who will use the case file to make a charging decision.

E. Family Liaison Responsibilities

The family liaison is responsible for identifying, locating, and notifying an appropriate family member of the person against whom deadly force has been used, as soon as possible to ensure that the family:

- Is notified, when possible, prior to learning about the incident from the press, social media, friends, or neighbors.
 - Family notification of a decedent should be done in consultation with the venue coroner or medical examiner.
 - If a certified peace officer is notifying the family in-person, they should wear clothing other than their duty uniform (if permitted by their employing agency).
- Has a reliable way to communicate directly with the liaison and the IIT.
- Is kept informed about the investigative process, even when there is nothing new to report.
- Is provided timely notice of significant developments of the investigation, to include press releases.
- Has assistance in coordinating with a victim advocate if one is available, especially if requested by the family.
- If requested, the IIT family liaison may assist the impacted family with any communication and/or access to the remains of the deceased individual that is within their statutory authority.

If requested, the impacted individual, family, or representative may waive regular updates from the family liaison if no significant progress is made in the investigation. The IIT must still comply with the WAC requirement to keep the family or representative apprised of all significant developments in the independent investigation. The IIT will give the impacted individual, family, or representative and the involved agency advance notice of all scheduled press releases. The IIT must document this in writing that regular updates were waived.

Before the IIT waives regular updates, the IIT will present the impacted individual, family, or representative with options such as a reduced amount and/or different methods of communication from the family liaison.

Additionally, if regular updates are waived, the IIT will provide the impacted individual, family, or representative with contact information if they change their mind at a later date and would like to opt-in back into receiving regular updates. This must be documented in the investigative file.

If OII is handling the scene, and if contact can be made within a reasonable amount of time, OII's nonuniformed, nonlaw-enforcement family liaison should be responsible for filling this role.

F. Tribal Liaison Responsibilities

If the fatal use of force incident involves an enrolled member of a federally recognized Indian tribe (RCW 10.114.021) the IIT commander will identify an IIT member to serve as the tribal liaison within the first twenty-four hours.

If OII is the investigative team at a scene, they shall abide by their own statutory obligations related to tribal liaison.

G. Administrative Investigation

The administrative investigation is the responsibility of the involved agency. The IIT commander must create and enforce firewalls, which is a process to prevent information sharing between the IIT from the involved agency and train all team members to observe them to ensure no member of the IIT receives any compelled statements of the involved officer(s) or any investigative content that was informed by such compelled statements.

H. Record Keeping

1. The IIT commander will determine and coordinate where the original IIT file will be maintained. The original file shall not be maintained at the involved agency. Public disclosure requests may be directed to the agency designated to maintain the original IIT file.
2. All original reports, statements, and other documentation of venue and involved agency employees should be filed and maintained by the venue agency and submitted to the IIT commander immediately upon request.
3. Until the case file is delivered to the prosecutor, access to the IIT case file should be restricted to the IIT members and support staff designated by assignment.

I. News Media Considerations

Communication with the media will be handled by a designated member of the IIT. Either a public information officer (PIO) or a media relations officer (MRO) in consultation with the IIT commander.

1. The PIO will affirmatively provide to local media and on official social media accounts, regular updates on the investigation, at least weekly.
2. Neither the involved agency nor the IIT will provide the media with criminal background information of the person against whom

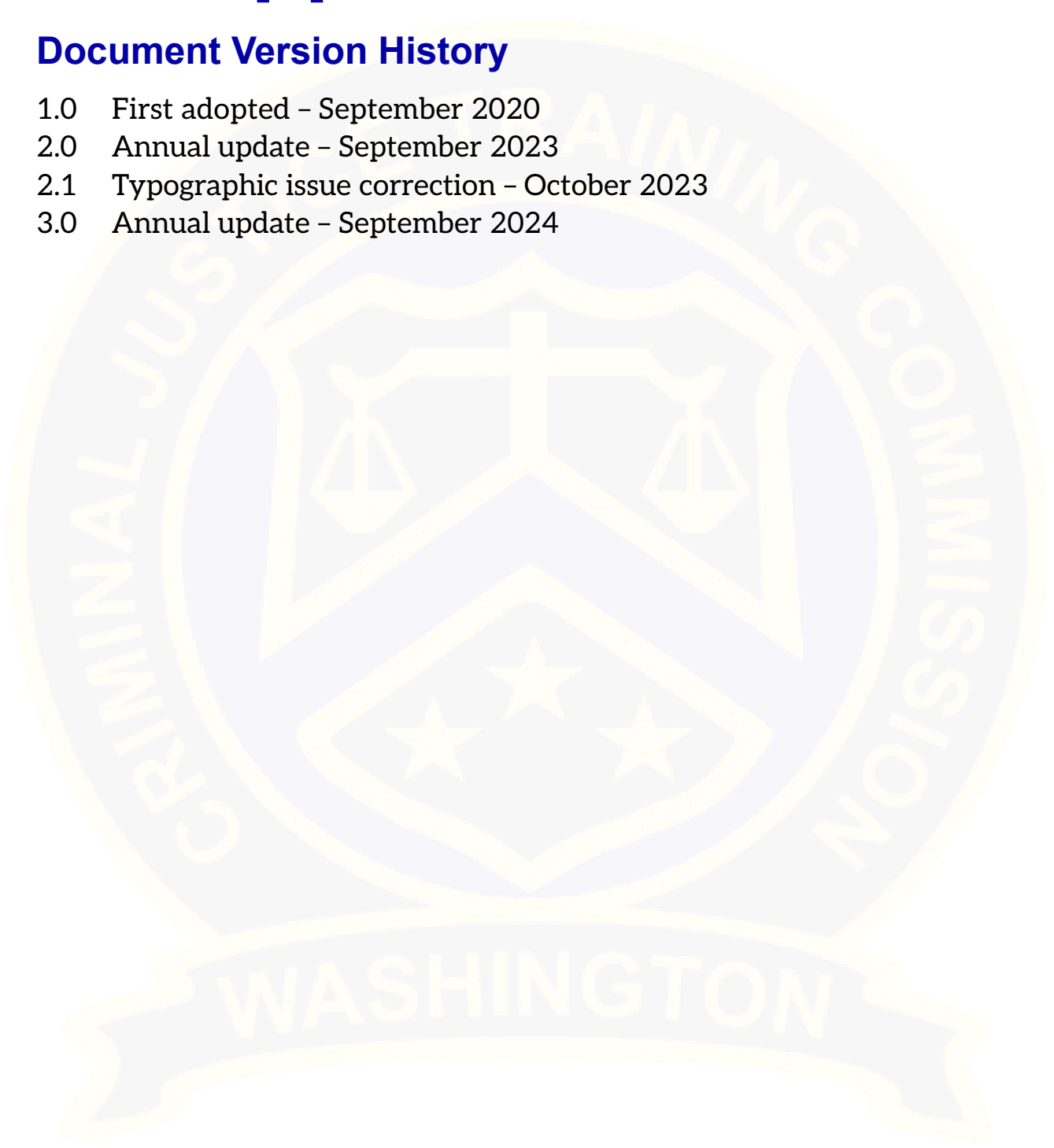
deadly force has been used, unless it is specifically requested, and release of the information is required by the Public Records Act or other applicable laws.

3. The IIT commander will ensure a proper balance is maintained between the integrity of the investigation and transparency with the public.

IV. Appendix

Document Version History

- 1.0 First adopted – September 2020
- 2.0 Annual update – September 2023
- 2.1 Typographic issue correction – October 2023
- 3.0 Annual update – September 2024





Washington State Criminal
Justice Training Commission

~~October 2023~~ July 2024

INDEPENDENT INVESTIGATION OF OFFICER INVOLVED USE OF DEADLY FORCE INCIDENT

BEST PRACTICES



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October

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The independent investigation will follow the rules of law established by the state and federal constitutions, and statutory and case law that apply to criminal investigations. It is expected that each IIT protocol will reflect both law enforcement and community needs for independent, credible, and transparent investigations. The steps outlined in this document are intended to be a guide, and not an exhaustive collection of best practices. Further, this document is not intended to provide any form of legal advice or direction.

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Involved Officer	A general authority Washington peace officer, specially commissioned Washington peace officer, or limited authority Washington peace officer, as defined in RCW 10.93.020, whether on or off duty if he or she is exercising his or her authority as a peace officer involved in an incident where the use of deadly force results in death, substantial bodily harm, or great bodily harm.

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Definitions (continued)

Term	Definition
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Officer-involved uses of deadly force are dynamic situations. Preservation of life and the safety of all persons on scene are the paramount concerns. It is critical that every involved law enforcement member should recognize the transitory nature of evidence and after first aid has been provided or facilitated, take immediate steps to preserve the scene and evidence.

A. Involved Officers

Officers involved in an incident triggering the use of the OII and an IIT shall take initial steps to render the scene safe, protect the safety of themselves and others, render first aid where necessary, and preserve evidence.

Communications on scene between involved officer(s) and other witnesses should be limited to statements made for immediate operational and/or safety needs. There should be no additional communication about the incident until all interviews have been completed by OII or the IIT or statements have been provided thereto.

B. Involved Agency Responsibilities

1. The involved agency Chief or Sheriff, or their designee shall immediately notify the OII and IIT of the incident and the need to respond.
 - a. The OII receives the initial notification of the incident and the need to respond in accordance with RCW 43.102.120. If the OII accepts the investigation, the IIT shall still be notified of the incident in accordance with WAC 139-12-030(1)(b).
 - b. The IIT protocols should contain steps to notify the IIT leadership, and how the IIT will be deployed.
2. If part of protocol or agency policy, the involved agency supervisor will take a ~~A~~ brief public safety statement ~~is taken by an involved agency supervisor~~ from the involved officer(s), covering only information necessary to focus initial law enforcement response and direct the preliminary investigation into the officer involved shooting. Public safety statements made to the involved agency supervisor should be extremely brief and limited to information about the crime scene(s) to be protected and any pertinent evidence to be recovered, and identification of any involved persons, as well as witnesses who need to be located and interviewed.
 - a. The public safety statement can only be administered by the employer of the involved officer. A public safety statement may be a compelled statement. Prior to disclosing the contents of a public safety statement to OII or the IIT, the involved agency shall describe the context, including whether the involved officer was told he or she was being ordered/directed/compelled to answer any questions. If public safety information is obtained voluntarily, it may be used by the OII or IIT.

Involved Agency Responsibilities (continued)

3. Designate an involved agency liaison to remain available to the IIT. The involved agency liaison shall not be privy to any information regarding the OII or IIT investigation. If OII has incident command, they will make someone available to provide contact authorized by RCW 43.102.
4. Maintain perimeter control of the scene if requested by the OII and/or IIT commander.
5. Provide evidence as requested to the OII or IIT as lawfully and legally required.
 - a. If a criminal action (i.e. robbery, burglary, assault, or warrant service) preceded the officer-involved use of force incident, the IIT commander and the OII (when applicable) should coordinate with the involved and/or venue agency to determine which agency will investigate the preceding event, to include pursuing criminal charges related to that event. If mutually agreed upon, the IIT will assume responsibility for the criminal investigation of the preceding event. If not, the IIT will limit its criminal investigation to the officer involved use of force incident. This may be addressed in an IIT's protocol.
 - i. The OII and/or IIT have priority access to all evidence related to the investigation. The OII or IIT chain of command shall make the determination if the evidence relates to the independent investigation. The agency identified to investigate the preceding crime(s) may have access to relevant evidence for the purposes of preserving community safety and making custodial decisions/actions as necessary and required by law. If the evidence in question relates to an incident of the use of deadly force by a peace officer, then there shall be no sharing of that evidence with the involved agency.

Involved Agency Responsibilities (continued)

6. Make all documents, reports, and information on the incident to be available to the OII or IIT immediately or as soon as possible thereafter.
7. Allow use of space, resources, and facilities as needed by the OII or IIT.
 - a. The OII and IIT shall make every effort to utilize other space, resources, and/or facilities during the course of their investigation. There will be cases where a specialized resource is needed that is only available from the involved agency.
 - b. If no other option exists, the use of the involved agency resources by the IIT shall be done in accordance with WAC 139-12-030 (1)(b) which states, "Specialized equipment belonging to the involved agency may not be used by the IIT unless: 1 - no reasonable alternative exists; 2 - the equipment is critical to carrying out the independent investigation; and 3 - the use is approved by the IIT commander. If the equipment is used, the nonlaw enforcement community representatives on the IIT must be notified about: 1 - why it needs to be used; and 2 - the steps taken to appropriately limit the role of any involved agency personnel in facilitating the use of that equipment."

C. On Scene Venue Agency Responsibilities

These tasks are done by the venue agency until control of the scene is assumed by the OII or IIT. It is important to note that in the majority of incidents, the involved agency is also the venue agency. The on-scene venue agency supervisor shall be responsible for ensuring that standard Incident Command System (ICS) protocols have been implemented. In addition, they shall ensure the following tasks are addressed:

1. The physical condition of the involved officer(s), subject(s), and third parties is assessed, emergency first aid is provided, if necessary, and emergency medical assistance is summoned.
2. Ensure necessary notifications are made, to include initiating the response of the OII or IIT and necessary agency notifications including the involved agency chief or sheriff.
3. Establish a perimeter. Only personnel integral to the incident and/or investigation should be inside this perimeter. The primary focus of the on-scene venue agency at this stage is the protection and preservation of evanescent evidence in order to maintain the integrity of the scene until the OII or IIT arrives. The perimeter must be clearly marked and protected.
 - a. Those to remain outside the perimeter may include command level personnel not directly involved in the incident.
 - b. Involved officers should be removed from direct involvement in the critical incident and scene as soon as safely possible. If officers are transported to a secure location prior to OII/IIT arrival they should be individually transported by uninvolved personnel to a location where officers can be kept separated until OII/IIT can conduct interviews.
 - c. The OII or IIT may adjust or add additional perimeters to further restrict areas.
4. Take steps to document and preserve any evanescent evidence.
5. A media staging area is identified and is appropriately staffed if necessary.

On Scene Venue Agency Supervisor Responsibilities (continued)

6. Establish a command post.
7. Appoint an officer to serve as a “recorder,” with responsibility for making a chronological record of activities at the scene, to include persons present and those who have been at the scene.
8. Photographs are taken as soon as possible of the involved officer(s) and subject(s) as they appear at the scene, to include any injuries or lack of injuries. These photos will best capture their condition immediately after the incident and before IIT personnel can arrive. After initial photographs are taken, any fluid (blood or other bodily matter) should be swabbed and collected as evidence if it is on the skin, face, or hair, of the officer. At that point, the officer should be allowed to wash the contamination from their skin and change into clean clothing. Soiled uniforms should not be cleaned however and should be collected as evidence.
9. Any involved officer, other witness officer, or other officer shall not discuss the details of the case with any other involved officer, other witness officer, other officer, or any other witness until the OII or IIT has completed their interviews. This includes any communication or interviews conducted both on and off the scene and any law enforcement entity associated with the specific investigation other than communications protected by RCW.
10. Involved officer(s) are separated and removed from the immediate scene and assigned a support officer to ensure the physical needs of the involved officer(s) are met. Any statement made to a support officer may be discoverable. The support officer identified in this step is not the same as the peer support group counselor as defined in RCW 5.60.060.
11. All potential witnesses are identified and separated and asked to remain on hand to provide a statement. If witnesses wish to leave and there is no legal authority to detain them, officers should obtain their contact information for future communications.

On Scene Venue Agency Supervisor Responsibilities (continued)

12. If an involved officer is transported to the hospital, someone, such as a support officer, accompanies or meets them there. Any communication that the accompanying officer has with the involved officer may be discoverable and used by the IIT or OII.
13. Brief the arriving members of the OII or IIT on the above issues and ensure no compelled or protected statements are shared with members of the OII or IIT. This should include but is not limited to, consideration of compelled statements that may be contained on body-worn video, in public safety statements, and in personnel files.
14. Turn over control of the scene to the OII or IIT commander, or designee, upon their arrival.
15. Immediately upon completion of the medical examiner's work, the remains will be released to the impacted family unless legal justification may be provided such as a court order.

D. Independent Investigation Team Responsibilities

The IIT commander, lead investigator, or their designee shall do the following:

1. Respond as quickly to the scene as resources and geography allow.
 - a. If notified that the incident is also within the jurisdiction of OII, communicate with the OII regional supervisor or designee to coordinate responses.
 - b. If the IIT arrives at the scene prior to the OII, or if the OII declines to respond, they shall proceed with the investigation consistent with their policies, protocols, and these best practices.

Independent Investigation Team Responsibilities (continued)

- c. The IIT investigation should continue uninterrupted unless and until the OII arrives on scene and assumes control of the scene. At that time, the IIT commander should hand over control of the scene to the OII lead investigator. A briefing should simultaneously occur. Any ongoing interviews, evidence collection/processing, or other investigative actions should be handed over in a way that does not interrupt or delay the investigation.
 - d. The IIT may continue to engage in the investigation at the scene if requested to do so by OII. The IIT's involvement is limited to activities requested by OII.
2. Assume command of the scene from the on-scene involved agency supervisor.
3. Receive a briefing from the involved agency liaison and/or the on-scene supervisor.
4. The IIT commander shall ensure that notification to the Governor's Office of Indian Affairs is completed within a reasonable period of time, but not more than 24-hours after they have good reason to believe the deceased person was an enrolled member of a federally recognized tribe, in accordance with RCW10.114.021.
5. The IIT commander will ensure a conflict of interest (COI) form is completed to identify and manage any conflicts of interest between the involved officer(s), the involved agency, and any IIT members. This should be done as soon as possible as the nonlaw enforcement community representative will review COI forms no later than 72 hours after the investigation begins.
 - a. If someone joins the independent investigation after the initial 72-hour deadline, this individual must complete their COI form as soon as possible and no later than 72 hours after joining the investigation.

Independent Investigation Team Responsibilities (continued)

6. The IIT commander will meet with the IIT nonlaw enforcement community representative and review the COI forms within 72 hours of the commencement of the investigation. If the IIT commander and the nonlaw enforcement community representative(s) determine that a conflict exists, the conflicted person shall be removed from the specific investigation entirely.
7. The IIT commander, no later than 72 hours after the investigation begins, shall determine whether each member of the IIT is free from sustained misconduct or free from a personal history of bias or discrimination. The IIT commander shall remove any member so affected and shall verify in the investigation file that these steps have been taken. During the IIT's annual training an audit shall occur regarding any sustained misconduct on IIT members. Any sustained misconduct found for an IIT member will result in immediate removal from the IIT. Any misconduct that occurs between this annual review shall be immediately reported by the agency head or designee to the IIT commander.
8. The IIT commander will identify an IIT member to serve as the family liaison as soon as feasibly possible who is responsible for identifying, locating, and notifying an appropriate family member, even if the family member(s) live out of the area. If the individual who was significantly injured or died in an officer-involved use of force was a tribal member, the IIT commander will identify an IIT member to serve as the tribal liaison within the first 24 hours of tribal enrolment identification and will keep the tribe (or a representative of the tribe's choice) apprised of all significant developments of the investigation.
9. Identify an uninvolved member agency where all evidence will be stored and coordinate with the involved agency to determine responsibility for storage and handling of extraordinary items such as vehicles, HAZMAT materials, etc.

Independent Investigation Team Responsibilities (continued)

Evidence Considerations

Recognize the transitory nature of some types of evidence and take steps to preserve it as the incident scene may be altered or compromised due to weather, foot traffic, police activities, etc., destroying or contaminating evidence beyond use or value.

- Anything that can be identified as evidence, and once identified, must be secured, documented, and/or collected.
- Ensure that any evidence in the possession of the involved or venue agency is given to the OII or IIT.
- Determine whether video recordings were made by in-car cameras; body-worn cameras; electronic control weapons; and government, business, or private surveillance cameras and that they have been secured as evidence as soon as reasonably possible. IITs will attempt to identify any photos or videos made by civilians and secure as evidence.
- Obtain search warrants for any vehicles, containers, homes, electronic devices, or vehicles as may be necessary.
- Any clothing or other personal items that may have been discarded or removed from subjects or involved officer(s) by medical personnel are located and secured as evidence.
- Clothing worn by the involved officer(s) and subject(s) should be documented and collected if there is an evidentiary need. When an officer's clothing is taken for evidence, the IIT member working with the involved agency liaison will ensure that appropriate replacement clothing is provided to the involved officer.
- If a K9 was deployed as part of the initial incident, the dog and its condition should be documented.

Evidence Considerations (continued)

- When firearms or other weapons are taken from an involved officer for evidence the involved agency should be responsible for replacement of those weapons, in accordance with their agency's policies. If the officer's weapon was not under the officer's control or left the officer's possession during the incident, the weapon is considered part of the secured incident scene and should not be moved.
- The IIT commander should consider an inspection of the firearms, ammunition, or other weapon or tool of all witness officers (or other officers who may have been present at the time that force was applied) taken from the involved agency. All discharged weapons should be secured, packaged, and placed in an independent police property room in adherence to that property room's procedures. The objective of the weapons inspection is to gather information and document to what extent a weapon was discharged or used, and by whom.
- An IIT member shall consider an inspection (and documentation) of all law enforcement tools to include lethal and nonlethal weapons carried by the officer at the time of the incident to ensure all discharged firearms are collected and any other weapons are identified and examined.
- To ensure proper community safety and accountability of firearms and Alcohol, Tobacco, Firearms and Explosives (ATF) National Firearms Act (NFA) tracked items, the IIT shall provide a seized items receipt or evidence list of the firearm(s), devices, electronic control tools, and NFA items taken from the involved agency as part of the IIT investigation if requested by the involved agency. Providing the make, model, and serial numbers to the involved agency will provide accountability over the items retrieved from the incident.
- Consider the use of digital incident scene mapping for documenting and reconstructing the scene.
- The chain of custody will be documented for each item of evidence.

Interview Considerations

- Obtain statements from subjects and witnesses. Audio and/or video-audio recording is preferred and should be attempted.
 - Interviews of involved officers should follow the policies of their individual agency, collective bargaining agreement, and case law.
 - Interviews shall have the goal of allowing and encouraging full cooperation from the involved officer, full accounting for what occurred, and adherence to state law, best practices, and agency policy. Interviewers shall rely on training, experience, industry standards, and challenging questions with the goal of determining the truth.
 - Investigators should be aware of and alert for signs that indicate an officer, subject, or other witness may be suffering from psychological trauma. All involved persons will be treated with sensitivity and awareness about acute stress reactions.
 - Interviews with emergency medical personnel, fire department personnel, and first responding officers should address conditions at the incident scene when they arrived to include any action that may have been taken to move or otherwise alter persons or objects of potential evidentiary value.
 - Canvass the immediate area for potential witnesses who have not come forward and obtain information or statements as available.
10. In the event of death, consult with the coroner or medical examiner at the scene and at, or subsequent to, the autopsy. A member of the IIT must attend the autopsy and take all appropriate investigative steps, consistent with other criminal investigations.

Independent Investigation Team Responsibilities (continued)

11. The incident scene will be released by the IIT once investigators are satisfied the crime scene processing is complete.
12. The involved agency and the venue agency chief or sheriff will be notified of the scene being released.
13. Once all investigation materials are assembled the complete IIT investigation case file must be presented to the venue agency prosecutor who may ask for additional information, and who will use the case file to make a charging decision.

E. Family Liaison Responsibilities

The family liaison is responsible for identifying, locating, and notifying an appropriate family member of the person against whom deadly force has been used, as soon as possible to ensure that the family:

- Is notified, when possible, prior to learning about the incident from the press, social media, friends, or neighbors.
 - Family notification of a decedent should be done in consultation with the venue coroner or medical examiner.
 - If a certified peace officer is notifying the family in-person, they should wear different clothing other than their duty uniform (if permitted by their employing agency).
- Has a reliable way to communicate directly with the liaison and the IIT.
- Is kept informed about the investigative process, even when there is nothing new to report.
- Is provided timely notice of significant developments of the investigation, to include press releases.
- Has assistance in coordinating with a victim advocate if one is available, especially if requested by the family.
- If requested, the IIT family liaison may assist the impacted family with any communication and/or access to the remains of the deceased individual that is within their statutory authority.

If requested, the impacted individual, family, or representative may waive regular updates from the family liaison if no significant progress is made in the investigation. The IIT must still comply with the WAC requirement to keep the family or representative apprised of all significant developments in the independent investigation. The IIT will give the impacted individual, family, or representative and the involved agency advance notice of all scheduled press releases. The IIT must document this in writing that regular updates were waived.

Before the IIT waives regular updates, the IIT will present the impacted individual, family, or representative with options such as a reduced amount and/or different methods of communication from the family liaison.

Additionally, if regular updates are waived, the IIT will provide the impacted individual, family, or representative with contact information if they change their mind at a later date and would like to opt-in back into receiving regular updates. This must be documented in the investigative file.

If OII is handling the scene, and if contact can be made within a reasonable amount of time, OII's nonuniformed, nonlaw-enforcement family liaison should be responsible for filling this role.

F. Tribal Liaison Responsibilities

If the fatal use of force incident involves an enrolled member of a federally recognized Indian tribe (RCW 10.114.021) the IIT commander will identify an IIT member to serve as the tribal liaison within the first twenty-four hours.

If OII is the investigative team at a scene, they shall abide by their own statutory obligations related to tribal liaison.

G. Administrative Investigation

The administrative investigation is the responsibility of the involved agency. The IIT commander must create and enforce firewalls, which is a process to prevent information sharing between the IIT from the involved agency and train all team members to observe them to ensure no member of the IIT receives any compelled statements of the involved officer(s) or any investigative content that was informed by such compelled statements.

H. Record Keeping

1. The IIT commander will determine and coordinate where the original IIT file will be maintained. The original file shall not be maintained at the involved agency. Public disclosure requests may be directed to the agency designated to maintain the original IIT file.
2. All original reports, statements, and other documentation of venue and involved agency employees should be filed and maintained by the venue agency and submitted to the IIT commander immediately upon request.
3. Until the case file is delivered to the prosecutor, access to the IIT case file should be restricted to the IIT members and support staff designated by assignment.

I. News Media Considerations

Communication with the media will be handled by a designated member of the IIT. Either a public information officer (PIO) or a media relations officer (MRO) in consultation with the IIT commander.

1. The PIO will affirmatively provide to local media and on official social media accounts, regular updates on the investigation, at least weekly.
2. Neither the involved agency nor the IIT will provide the media with criminal background information of the person against whom deadly force has been used, unless it is specifically requested, and

release of the information is required by the Public Records Act or other applicable laws.

3. The IIT commander will ensure a proper balance is maintained between the integrity of the investigation and transparency with the public.

IV. Appendix

Document Version History

- 1.0 First adopted - September 2020
- 2.0 Annual update - September 2023
- 2.1 Typographic issue correction - October 2023
- 3.0 Annual update - July 2024 (draft)

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Completed Actions & Input Analysis

Wednesday, September 11, 2024 | Commission Meeting



Background

Per WAC 139-12-030(4)(b), “the independent investigation will follow accepted best practices for homicide investigations published and annually updated by the Washington State Criminal Justice Training Commission (WSCJTC).”

The independent investigation team (IIT) best practices ad hoc committee work plan states that staff will provide a “completed actions outline of all hosted meetings during review period,” and “collated stakeholder input with details and response.”

This document provides an overview of all stakeholder input received with responses and all actions leading up to the Commission meeting on Wednesday, September 11, 2024.

Completed Actions

Stakeholder input for the 2024 IIT best practices annual review was collected until May 31, 2024.

On Wednesday, July 31, 2024, WSCJTC staff met with the ad hoc committee to review stakeholder input and to receive any requested edits from commissioners.

Follow up from the annual review meeting was provided to the ad hoc committee on Tuesday, August 13, 2024, and no additional discussion or meeting was necessary.

Stakeholder Input & Response

The input period for 2024 ended on May 31, 2024.

LETCSA staff received input from the following stakeholders:

- Captain Brian Chance, Commander of the North Central Washington Special Investigations Unit (NCWSIU)
- Lieutenant Ryan Durbin and Lieutenant Scott Davis, Washington State Patrol (WSP)

Document Section	Stakeholder Input	Response
Page 2 - Definitions, “Involved Officer”	This definition does not specify that the officer was the one the utilized deadly force, only that they were involved in an incident where deadly force was used. Proposed Change: “..., whether on or off duty if he or she is exercising his or her authority as a peace officer and uses deadly force resulting in death, substantial bodily harm, or great bodily harm.”	Language will remain as is since it is identical to RCW 43.102.010 and WSCJTC is required to match this RCW.
Page 3 - Definitions, “Public Safety Statement”	This should be an uninvolved supervisor. Add: uninvolved...Add: “Due to the exigent nature of this information, the statement may be taken from the officer	Keep definition as is. The public safety statement may only be taken by the involved agency. The information they are suggesting to add is

	<p>without the benefit of representation. Public Safety Statements which are ordered, directed, or compelled cannot be shared with the OII or IIT.”</p>	<p>already in the best practices document in the procedures section.</p>
<p>Page 5 - Section B Involved Agency Responsibilities, #2</p>	<p>This language is worded as though ALL agencies take a public safety statement, which is not true. There are MANY challenges related to taking these statements under the current model involving IITs. And there are many unanswered questions, interpretations, and assumptions being made by agencies, teams, and other stakeholders regarding these statements. The language in BPs should be more along the lines of how to handle them, IF taken.</p>	<p>Modify language</p>
<p>Page 5 - Section B Involved Agency Responsibilities, #2</p>	<p>Inappropriate to have "best practices" which determine or influence individual agency administrative processes. The "best practices" should be narrowly focused on how an OIS is investigated, not</p>	<p>No additional edits. The language for the public safety statement does not cause any influence and the details are regional protocols or agency policy, not a</p>

	<p>including how an agency goes about collecting information. Additionally, the compelled statement portion is somewhat misleading and does not go into detail how an agency firewall system should work to prevent this information from making it to the IIT/OII.</p>	<p>statewide determination.</p>
<p>Page 6 - Section B Involved Agency Responsibilities, #5</p>	<p>Who gets to identify the agency? Who has authority to make these determinations?</p>	<p>This is answered in the first part of guideline #5. WSCJTC does not determine jurisdictional authority.</p>
<p>Page 10 - Section D Independent Investigation Team Responsibilities</p>	<p>These should mirror the SAO's audit expectations, or provide some sort of standard which would meet/exceed the audit standards.</p>	<p>The SAO bases their audit standards off of WSCJTC's administration & authority over the IIT program.</p>
<p>Page 11 - Section D Independent Investigation Team Responsibilities, #1. c.</p>	<p>Having the IIT commander hand over control of the scene to the OII lead investigator is problematic. The OII lead investigator is focused on the investigation, not overall Incident Command. Suggestion: IIT Commander should hand over control of</p>	<p>Keep language as is. This language was provided to WSCJTC by OII and is based on geographic reality and practices when responding to an OIS.</p>

	<p>the scene to the OII regional supervisor, once on scene.</p>	
<p>Page 12 - Section D Independent Investigation Team Responsibilities, #7</p>	<p>This language requires vetting by an IIT commander, received from and involved Chief or Sheriff, on EVERY investigation within 72 hours. I know the attestation from the Chief or Sheriff is required for members of the team and WAC also calls for a review of members every 3 years. This seems sufficient when combined with the language in the current BP regarding any disqualifying act being reported immediately by the agency head, if the person is a member. To ask for this from our Chiefs and Sheriffs on EVERY investigation, for EVERY investigator who is a member of their agency will be VERY cumbersome and is unnecessary.</p>	<p>Keep language as is. This language was vetted and approved by the Commission.</p>

Page 16 - Section
E Family Liaison
Responsibilities

There should be some allowance for a family or subject to waive communications the family liaison. What if there is an adult subject against whom force is used and either don't want or don't consent to us having contact with their family? They should be able to waive this. What if the family doesn't want contact from LE because LE just killed their loved one and they don't want the constant reminder their loved one is dead, from LE who took their loved one's life? The family should be able to waive this. This question also connects to getting the press releases each week. It is not uncommon for either of these scenarios to occur and we have no way around the require to establish and persist with weekly, frequent communications.

Modify language



WSCJTC Certification Hearings – Panel Member Application

RCW 43.101.380

APPLICANT INFORMATION

Name: Summer N. Scheyer	Email: summers@co.skamania.wa.us	Phone: 360-749-1265
Agency: Skamania County Sheriff's Office	Title/Rank: Sheriff	

Required Materials

Application Cover Letter Resume & contact for three references Letter of Support from Agency Supervisor*

Please submit materials to: Hearings Coordinator, Kayla Wold; kayla.wold@cjtc.wa.gov or
WSCJTC: 19010 1st Ave S. Burien, WA 98148
Questions: (206) 372-5391

*Members of the public may submit a letter of recommendation in lieu of a letter of support.

Please select the hearing panelist position that applies to you:

Peace Officer Hearings

- Police Chief or Sheriff
 Peace Officer, First Line Supervisor or below

Corrections Officer Hearings

- Person that heads a city or county corrections agency or a WA DOC corrections facility
 Corrections Officer, First Line Supervisor or below

Tribal Officer Hearings

- Tribal Police Chief
 Tribal Police Officer, First Line Supervisor or below

All Hearings

- Civilian member of the Washington State Criminal Justice Training Commission.
 Member of the public who is NOT a prosecutor, defense attorney, judge, or LE officer.
 Person with expertise and background in police accountability who is NOT a current or former peace officer or corrections officer. **Please provide your experience:**

Question for Law Enforcement/Corrections Officers Only

To be considered for selection to a hearing panel, a peace officer or corrections officer must have at least 10 years' experience. Do you meet this qualification: Yes No

Applicant Submittals

Materials submitted to WSCJTC will be presented at the quarterly commission meeting (September, December, March, June – dates subject to change). Please note, the applicant need not attend. Upon approval or denial, a letter will be sent to you with additional information.

SUMMER SCHEYER

KAYLA WOLD

Program Administration Manager | Washington State
Criminal Justice Training Commission | 19010 1st Avenue
South | Burien, WA 98148

CONTACT

200 Vancouver Avenue/P.O. Box 790
Stevenson, WA 98648
summers@co.skamania.wa.us
360-749-1265

11/20/2023

Dear Kayla Wold,

Thank you for contacting Sheriffs across the state in order to fill vacancies on the Certification Hearings Panel. Although I am new in my current role, I have nearly 25 years of law enforcement experience. My career path has been diverse and unique. I was the first female ever hired for both the Bingen-White Salmon Police Department and the Skamania County Sheriff's Office. I have held many roles throughout my career that provide me with a well-rounded, multi-faceted view of law enforcement.

I can provide unbiased and fair decision-making to this panel and I would be honored to participate in this capacity.

I greatly thank you for your time and consideration.

Sincerely,

Summer Scheyer

SUMMER SCHEYER

SKILLS

I have nearly 25 years of experience, assigned to various roles in the law enforcement profession and have experienced drastic changes within our profession.

OBJECTIVE

To provide an experienced, unbiased role as a certification hearings panel member

EXPERIENCE

Sheriff | Skamania County Sheriff's Office | 01/01/2023-Current

Chief Executive Officer and Conservator of the Peace for Skamania County; Responsible for Patrol; Civil; Corrections; Communications; Emergency Management Division; Current Co-Chair for W.A.S.P.C. Building Public Trust Committee

Deputy Sheriff | Skamania County Sheriff's Office | 01/28/2002 – 12/31/2022

Patrol functions; Major Crimes 2004-2006; K9 Handler; Training Manager; D.T. Instructor-Level 1; F.T.O.; Search and Rescue Coordinator

Police Officer | Bingen-White Salmon Police Department | 09/01/1999 – 01/27/2002

EDUCATION

Associate of Arts Degree | 06/1996 | Pierce College

Completed during my Junior and Senior high school years under the Running Start Program

Bachelor of Arts Degree | 05/1999 | Washington State University

Major in Criminal Justice; Second Major in Sociology; Minor in Wildlife Management



summers@co.skamania.wa.us



Telephone
360-749-1265

ADDITIONAL

- F.B.I. L.E.E.D.A. TRILOGY
- 21 C.P.L.
- NUMEROUS VOLUNTEER HOURS FOR VARIOUS CHARITIES AND NON-PROFITS

Summer Scheyer

Skamania County Sheriff

200 Vancouver Ave.
Stevenson, WA 98649
360-749-1275
summers@co.skamania.wa.us

REFERENCES

Adam Kick

240 Vancouver Ave.
Stevenson, WA 98648
509-427-3790
kick@co.skamania.wa.us

Prosecutor, Skamania County

Ann Lueders

253 SW First Street
Stevenson, WA 98648
509-427-5065
annlueders@skamaniaems.com

Superintendent, Skamania County Emergency Medical Services

Ingrid Colvard

350 NW Bulldog Drive
Stevenson, WA 98648
509-427-5674
ColvardI@scsd303

Superintendent, Stevenson-Carson School District, ESD 112

From the office of Mayor Brian Sabo
City of North Bonneville



WSCJTC Certification Hearings Board
19010 1st Ave S.
Burien, WA. 98148

Subject: Letter of Recommendation for Skamania County Sheriff Summer Scheyer

Dear WSCJTC Board,

I am writing this letter to express my wholehearted support for the appointment of Sheriff Summer Scheyer to the WSCJTC Certification Hearings Board. As the Mayor of North Bonneville, I have had the privilege of working closely with Sheriff Scheyer over the past six years in her capacity of Senior Sheriff Deputy and presently as Sheriff and Chief Law Enforcement Officer for the City of North Bonneville. Because of this working relationship, I can confidently attest to her outstanding leadership, unwavering commitment to public safety, and exceptional qualifications.

Sheriff Scheyer has demonstrated exemplary service as the Chief Law Enforcement Officer for our community, implementing innovative strategies to enhance public safety and fostering positive relationships between law enforcement and residents. Her dedication to upholding the highest standards of professionalism and integrity within the Sheriff's Department has been commendable.

What sets Sheriff Scheyer apart is not only her wealth of experience but also her proactive approach to community policing. She has spearheaded initiatives that prioritize transparency, accountability, and community engagement. Under her leadership, our sheriff's department has successfully navigated challenges with positive outcomes resulting in an increase of trust and respect for the department within the community.

In addition to Sheriff Scheyer's exceptional leadership skills, her years of service and deep understanding of the legal and ethical dimensions of law enforcement makes her an ideal candidate for the WSCJTC Certification Hearings Board. She consistently ensures that Deputies under her command adhere to the highest standards of conduct, and she has played a pivotal role in implementing training programs that emphasize ethical decision-making by law enforcement officers of our community.

I am confident that Sheriff Scheyer will bring the same level of dedication, expertise, and integrity to the WSCJTC Certification Hearings Board. Her commitment to fairness, justice, and the well-being of our community aligns perfectly with the objectives of the board. I believe that her insights and perspective will contribute significantly to the board's mission of maintaining the highest standards within the law enforcement community.

In conclusion, I wholeheartedly recommend Sheriff Scheyer for the appointment to the WSJTC Certification Hearings Board. Her exemplary record, leadership qualities, and commitment to the principles of justice make her an ideal candidate for this important role. I am confident that she will continue to serve with distinction and make valuable contributions to the board.

If you require any additional information or have further questions, please do not hesitate to contact me at (509) 427-8182.

Thank you for considering this recommendation.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Brian Sabo', with a long, sweeping underline that extends across the page.

Brian Sabo
Mayor, City of North Bonneville
brians@northbonneville.net



WSCJTC Certification Hearings – Panel Member Application

RCW 43.101.380

APPLICANT INFORMATION

Name: Eric Drever	Email: e.drever@tukwilawa.gov	Phone: 2063917866
Agency: Tukwila Police Department	Title/Rank: Chief of Police	

Required Materials

- Application Cover Letter Resume & contact for three references Letter of Support from Agency Supervisor*

Please submit materials to: Hearings Coordinator, Kayla Wold; kayla.wold@cjtc.wa.gov or
WSCJTC: 19010 1st Ave S. Burien, WA 98148
Questions: (206) 372-5391

*Members of the public may submit a letter of recommendation in lieu of a letter of support.

Please select the hearing panelist position that applies to you:

Peace Officer Hearings

- Police Chief or Sheriff Peace Officer, First Line Supervisor or below

Corrections Officer Hearings

- Person that heads a city or county corrections agency or a WA DOC corrections facility Corrections Officer, First Line Supervisor or below

Tribal Officer Hearings

- Tribal Police Chief Tribal Police Officer, First Line Supervisor or below

All Hearings

- Member of the public who is NOT a prosecutor, defense attorney, judge, or LE officer.
 Person with expertise and background in police accountability who is NOT a current or former peace officer or corrections officer. **Please provide your experience below:**

Question for Law Enforcement/Corrections Officers Only

To be considered for selection to a hearing panel, a peace officer or corrections officer must have at least 10 years' experience. Do you meet this qualification: Yes No

Applicant Submittals

Materials submitted to WSCJTC will be presented at the quarterly commission meeting (September, December, March, June – dates subject to change). Please note, the applicant need not attend. Upon approval or denial, a letter will be sent to you with additional information.



City of Tukwila

Thomas McLeod, Mayor

Police Department – Eric Drever, Chief

June 13th, 2024

Washington State Criminal Justice Training Commission
Attention: Kayla Wold
19010 1st Ave S.
Burien, WA 98148

Dear Ms. Wold,

While attending the Spring WASPC conference in Spokane, Kim Bliss presented on CJTC Certification and made a request of the Chiefs and Sheriffs present to volunteer to assist with the certification hearings as panelists. As such, I would like to offer myself for consideration by the CJTC to fill the role of “Police Chief” on panels for certification hearings related to Peace Officers. I have extensive experience with internal investigations of officers, having both conducted investigations and had oversight over investigations for my current department. With my current role as Chief, I now review investigations and make final disposition.

I would be honored to assist the CJTC with its certification hearings if you believe that I meet the needs for fulfilling the certification hearing panelist role.

Sincerely,

Eric Drever
Chief of Police
Tukwila Police Department
15005 Tukwila International Blvd
Tukwila, WA 98188
e.drever@tukwilawa.gov
(206) 391-7866

CHIEF OF POLICE - ERIC DREVER

(206) 391-7866 • e.drever@tukwilawa.gov
15005 Tukwila International Blvd, Tukwila, WA 98188

CAREER OBJECTIVE

Law enforcement professional with over 31 years of law enforcement experience dedicated to and passionate about providing transparency of law enforcement actions and processes to our communities with the highest level of leadership excellence that meets the combined needs of our diverse communities, police, regional and national partners.

CAREER EXPERIENCE:

TUKWILA POLICE DEPARTMENT (1994 – present)

Chief of Police (Oct 2020 – present)

City Director position. Counsel to City Mayor and City Administrator. Establish vision, mission, and policy for the Tukwila Police Department. Responsible for all operational aspects of the police department. Working knowledge of Department/City policies. Enforcement of local, State, and Federal laws.

Deputy Chief of Police (2018 – Oct 2020)

Department administrative position. Counsel to the Chief of Police. Management of all operational aspects of the police department. Working knowledge of Department/City policies. Enforcement of local, State, and Federal laws.

Valley Independent Investigative Team (VIIT) Administrator (2019 to present)

Regional independent investigative team for investigation of officer involved use of deadly force. Oversight of VIIT's compliance with the Law Enforcement Training and Community Safety Act (LETCSA). Revision of policies. Creation and implementation of transparency with team processes. Subject matter expert on investigations of officer involved use of deadly force and compliance with LETCSA.

Commander (2009 - 2018)

Department administrative position. Counsel to the Chief of Police and assisting with Department needs. Oversight of Internal Investigations, Accreditation, Training, crime Prevention, SRO, DARE, grant management, Police Explorers, and division budget management. Incident command responsibilities. Department Public Information Officer. Working knowledge of Department/City policies. Enforcement of local, State, and Federal laws.

P.A.T.R.O.L. Auto Theft Task Force / PSATT Auto Theft Task Force Commander (June 2012 – January 2018)

Responsible for administrative oversight of all matters relating to the operation and expenditures of the regional task force, which operates under the guidance of an inter-local agreement between nineteen different law enforcement agencies. The task force is funded through a grant from WATPA, a division of WACPC. Principal liaison and facilitator between the Task Force Executive Board and the members of the task force.

Interim Director of Technology Services for the City of Tukwila (Jan 2016 – June 2016)

At the request of the Mayor and City Administrator, I was asked to step into the role of Director of Technology Services for the City. Management of the City Information Technology (IT) department. Direct report to the Mayor. Conducted LEAN process on all IT programs and processes to create a more efficient working department and provide an improved customer service experience for the end-user.

Interim Police Records Manager (2014 - 2015)

At the request of the Chief of Police, I was asked to step into the role of Police Records Manager. Supervision of the non-commissioned Records staff for the Police Department. Management of all department records, including vast knowledge of public records requests, records retention and destruction. Oversight of evidence program for the Police Department. Management of division budget. Counsel to Chief of Police as part of his command staff.

Major Crimes Investigations Detective Sergeant (2005 - 2009)

Supervision of Major Crimes Detectives and support staff for the investigation of all felony crimes, sex offender registration, domestic violence offenses, and employee backgrounds. Unit budget management. Investigation of internal policy, integrity and criminal violations. Enforcement of local, State, and Federal laws.

Anti-Crime Team Detective Sergeant (2003 - 2005) / **Crime Prevention Sergeant** (2004 - 2005)

Responsible for the dual roles of two Sergeant's positions. The Anti-Crime Team Detective Sergeant supervises the proactive enforcement of narcotics and vice crimes utilizing covert/undercover operations in cooperation with other

law enforcement agencies. The Crime Prevention Sergeant supervises officers designated for conducting community crime awareness programs and enforcement of related municipal codes and ordinances, including supervision of the School Resource Officers and DARE programs. Enforcement of local, State, and Federal laws

Patrol Sergeant (2002 - 2003)

Supervision of frontline Police Officers, handling key first responder incidents and crime scene preservation. Responsible for incident command and supervision of initial investigations. Enforcement of local, state, and federal laws.

Anti-Crime Team Detective (2000 - 2002)

Covert/undercover investigations of narcotics and vice crimes, specifically drug trafficking offenses, organized crime, and human trafficking. Requiring extreme integrity. Responsibilities include warrant affidavit writing, wire orders, informant handling. Enforcement of local, State, and Federal laws.

Anti-Crime Team Bike Officer (1998 - 2000)

Proactive law enforcement in targeted high-crime areas. Community relations and assistance with crime prevention and block-watch programs. Enforcement of local, State, and Federal laws.

Patrol Officer (1994 - 1998)

First responder to 911-calls. Initial investigation of all incidents through observational, written, and verbal skills. Enforcement of local, State, and Federal Laws.

(Work history prior to law enforcement related career is available upon request.)

VOLUNTEER WORK

GOVERNOR'S OFFICE OF INDEPENDENT INVESTIGATIONS ADVISORY BOARD 2021 - present

Co-Chair

The OII Board was established to work with the new state agency and advise it on policies and procedures. This 11-member board includes family affected by incidents of police use of deadly force, law enforcement, community members, a representative of a federally recognized Washington tribe, a mental health professional, a prosecutor, a defense attorney, and a member of the Criminal Justice Training Commission.

MUKILTEO POLICE DEPARTMENT

1992 - 1994

Reserve Police Officer

First responder to 911-calls. Initial investigation of all incidents through observational, written, and verbal skills. Enforcement of local, State, and Federal laws. As a Reserve Police Officer, all work hours are voluntary and non-paid.

TUKWILA POLICE COMMANDERS ASSOCIATION

2010 - 2018

Chairman (2015 – 2018)

Head of local labor organization representing the Commanders of the Tukwila Police Department. Responsible for negotiating and maintaining the bargaining agreement between the City and the Union. Enforcement of contract issues and representation of Commanders. Familiar with Washington State labor laws and non-profit business practices.

Secretary (2010-2015)

Union Officer position responsible for organizing negotiations of the bargaining agreement between the City and the Union. Enforcement of contract issues and representation of officers.

TUKWILA POLICE OFFICER'S GUILD

2001 - 2009

Guild President (2004 - 2009)

Executive head of labor organization representing the commissioned officers of the Tukwila Police Department. Responsible for negotiating and maintaining the bargaining agreement between the City and the Guild. Enforcement of contract issues and representation of officers. Familiar with Washington State labor laws and non-profit business practices. Oversight of the Guild's business practices.

Guild Negotiations Chair (2003-2004)

Guild Executive Board position responsible for organizing negotiations of the bargaining agreement between the City and the Guild. Enforcement of contract issues and representation of officers.

Guild Treasurer (2001-2003)

Guild Executive Board position responsible for the management of the Guild's finances. Enforcement of contract issues and representation of officers.

PEDIATRIC INTERIM CARE CENTER

Board of Directors (2011 - present)

Advisory Council to executive director and set policy and direction for PICC. Serve as a goodwill ambassador for PICC. Currently holding the elected position of Board President. PICC is the nation's first interim care nursery for drug-exposed and medically fragile newborns.

WATCH D.O.G.S.

Volunteer (2009 – 2017)

Volunteer at local elementary school. Aid to teachers and added security for the school. Positive role model and interaction with students.

THUNDERBIRDS LITTLE LEAGUE

Volunteer (2009 - 2019)

Coaching and volunteer parent for Little League.

BOY SCOUTS OF AMERICA

Cub Scout Pack 629 - Volunteer (2009 –2019)

Cubmaster, Den Leader, and volunteer parent for the Pack.

LIBERTY RIDGE HOME OWNER'S ASSOCIATION

Chairman (2001 - 2004)

Oversee LRHO. Enforcement of covenant rules.

TUKWILA POLICE EXPLORER PROGRAM

Advisor (1995 – 2000)

Advisor and mentor to youth interested in learning about law enforcement.

EDUCATION:

Bachelor of Arts: Sociology – University of Washington, Seattle, WA

Graduate of the FBI National Academy – Session #265

Graduate of the Leadership Institute of South Puget Sound

Leadership in Police Organizations

Washington State Basic Law Enforcement Academy

Monroe Reserve Police Academy

First Aid & CPR Certification

(Training Records available upon request)

RECOGNITION:

Officer of the Year 2021– Delta-White Center Masonic Lodge No. 172

Officer of the year 2002 – Tukwila Community Oriented Policing Community Advisory Board

Officer of the Year 1998 – Tukwila Police Explorers

3 Distinguished Service Medals (2008, 2014, 2024) – Tukwila Police Department

REFERENCES:

Deputy Chief Eric Lund – Tukwila Police Department

e.lund@tukwilawa.gov

(206) 391-1194

Executive Administrator Phi Huynh – Tukwila Police Department

p.huynh@tukwilawa.gov

(206) 552-5230

Matthew Stipes – (Friend)

Matt@stipesfamily.com

(425) 273-0102



June 13, 2024

Ms. Kayla Wold
Washington State Criminal Justice Training Commission
19010 1st Ave S.,
Burien, WA 98148

Dear Ms. Wold,

Tukwila Police Chief Eric Drever has expressed his interest in further serving the community by volunteering to participate as a panelist for the Washington State Criminal Justice Training Commission's certification hearings for Peace Officers. Chief Drever has a history of caring for the Tukwila Community and finding sincere ways to build relationships with those that he serves. He brings objectivity and sound reasoning to the forefront of the decisions that he makes, which has earned him the trust of the Tukwila community. I am confident that he will bring the same passion for accountability and transparency that he provides to our community to the role of panelist for the CJTC. Therefore, I offer my support for Chief Drever and this worthy endeavor.

Sincerely,

A handwritten signature in blue ink that reads "Marty Wine".

Marty Wine
Interim City Administrator
City of Tukwila



WSCJTC Certification Hearings – Panel Member Application

RCW 43.101.380

APPLICANT INFORMATION

Name: Tina Jones	Email: tjones@cityofcamas.us	Phone: 360-409-9858
Agency: Camas Police Department	Title/Rank: Chief	

Required Materials

Application Cover Letter Resume & contact for three references Letter of Support from Agency Supervisor*

Please submit materials to: Hearings Coordinator, Kayla Wold; kayla.wold@cjtc.wa.gov or
WSCJTC: 19010 1st Ave S. Burien, WA 98148
Questions: (206) 372-5391

*Members of the public may submit a letter of recommendation in lieu of a letter of support.

Please select the hearing panelist position that applies to you:

Peace Officer Hearings

- Police Chief or Sheriff
 Peace Officer, First Line Supervisor or below

Corrections Officer Hearings

- Person that heads a city or county corrections agency or a WA DOC corrections facility
 Corrections Officer, First Line Supervisor or below

Tribal Officer Hearings

- Tribal Police Chief
 Tribal Police Officer, First Line Supervisor or below

All Hearings

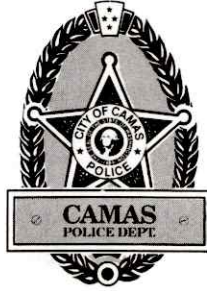
- Civilian member of the Washington State Criminal Justice Training Commission.
 Member of the public who is NOT a prosecutor, defense attorney, judge, or LE officer.
 Person with expertise and background in police accountability who is NOT a current or former peace officer or corrections officer. **Please provide your experience:**

Question for Law Enforcement/Corrections Officers Only

To be considered for selection to a hearing panel, a peace officer or corrections officer must have at least 10 years' experience. Do you meet this qualification: Yes No

Applicant Submittals

Materials submitted to WSCJTC will be presented at the quarterly commission meeting (September, December, March, June – dates subject to change). Please note, the applicant need not attend. Upon approval or denial, a letter will be sent to you with additional information.



August 1, 2024

WSCJTC Certification Commission Members,

I am excited to submit my application for certification panelist member for the Washington State Criminal Justice Training Commission. This is a unique opportunity to serve and uphold the ethics of the profession and I would bring a unique background and lens to the panel, if selected. My background includes experience leading the Professional Standards Division for a major City, a long tenure with peer support and wellness work, and experience as a small city Chief in Southwest Washington.

My experiences have provided me with insights into misconduct cases and the importance of due process. I have long held the belief that training, development, and support for employees is key, as is holding those accountable when misconduct occurs. There is a difference between a mistake and deliberate misconduct, and we must seek opportunities to coach, counsel, support and educate our employees whenever possible. We also have a huge responsibility to the public we serve to make sure our public servants are working to uphold the ethical obligations that are inherent in protecting the public and retaining and earning the public's trust.

As a Chief, I have many responsibilities at the local level and am looking for the right opportunity to serve in a larger capacity at the State-wide level. I believe in the work the Commission is tasked with and would be honored to be part of that team.

Respectfully,

Tina Jones

Chief Tina Jones

Camas Police Department

CAMAS POLICE DEPARTMENT
2100 N.E. 3rd Avenue, Camas, Washington 98607
360-834-4151

Tina M. Jones
(360) 409-9858
tjones@cityofcamas.us

PROFILE

I am an enthusiastic public servant who thrives on complex challenges and has a passion for organizational excellence. My drive is to provide outstanding service to the community, strategically lead and mentor others, and continuously learn and improve.

EDUCATION

- | | |
|------|--|
| 2006 | Master of Business Administration
<i>Norwich University</i>
Northfield, Vermont |
| 2004 | Graduate Certificate in Non-Profit Management
<i>Hatfield School of Government</i>
<i>Portland State University</i>
Portland, Oregon |
| 2000 | Bachelor of Science in Criminal Justice
<i>California State University, Sacramento</i>
Sacramento, California |

PROFESSIONAL EXPERIENCE

City of Camas, Washington
Camas Police Department

Chief of Police	07/2023-Present
Executive leader of a municipal police agency serving a population of over 27,000 community members in the Southwest Washington region. Responsibilities include leading the daily operations of the police department, providing direction and guidance to the police department team, handling accountability matters, revising and publishing policy direction, implementing wellness initiatives, managing budgetary expenditures, and more.	

City of Portland, OR
Portland Police Bureau

Professional Standards Division	10/2022-06/2023
Commander	
Team leader for administrative investigations, discipline coordination, employee information system and risk management. Responsible for reviewing administrative investigations and disciplinary letters, communicating with union leadership and coordinating with City risk management staff.	

Operations Division-North Precinct

08/2021-10/2022

Commander

Responsible for 168 personnel patrol operation covering over 58 square miles with an annual budget of \$6.7 million Duties included leading patrol operations during an extremely challenging time amidst a staffing crisis, attending community meetings and sharing information with the public. Developed and implemented key wellness initiatives for the team.

Operations Division-North Precinct

05/2021-08/2021

Captain

Responsible for the day-to-day operations of North Precinct. Led the patrol team during a difficult time of transition with a focus on wellness, support, and relationship building after a sustained period of crisis. Successfully reduced overtime expenses by prioritizing balanced staffing. Coordinated with the Mayor's Office on livability and high crime issues within precinct boundaries.

Community Services Division

8/2020-05/2021

Captain

Led the Behavioral Health Unit, Office of Community Engagement, Strategic Communications Unit, Homeless Liaison, School Threat Sergeant, and Sunshine Division. The division built strong relationships and partnerships with community members, businesses, public safety agencies, and non-governmental partners to increase public safety and trust. Provided strategic direction for communications and media events.

Chief's Office, Strategic Communications Unit

1/2019-8/2020

Lieutenant

Provided guidance and took the lead on crisis communication management both as a unit leader and as the primary Public Information Officer. Increased unit capacity and led the team to be nationally recognized for its innovative practices. Improved communications strategies and transparency. Collaborated with other City bureau and elected official's staff regularly and organized numerous Joint Information Centers for major events.

Chief's Office

5/2018-1/2019

Lieutenant

Served as the Executive Officer to the Assistant Chiefs of the Investigations and Services Branches of the Chief's Office. Managed the 2018 Federal CJIS audit successfully in collaboration with several internal units. Spearheaded several continuous improvement projects, such as eliminating paper case envelopes, for hard and soft cost-savings of an estimated \$300,000 a year. I also played a major role in assisting with the 2019 Bureau-wide strategic plan.

North Precinct **7/17-5/18**
Patrol Lieutenant

Led seven Sergeants and 42 officers of the Night Shift relief for North Precinct Patrol. Mentored four new Sergeants on this relief. Provided guidance and direction to the shift by attending roll calls, responding to calls for service, and interacting with officers and supervisors.

North Precinct **10/16-7/17**
Patrol Sergeant

Shared supervisory responsibility for over 50 officers. Primary responsibilities included: monitoring calls for service, responding to calls as needed, managing critical incidents, identifying opportunities for community engagement, and guiding and mentoring officers. Planned and executed two Starlight Parades, Portland's 2nd largest parade that attracts 325,000 spectators. Led the Cully/Killingsworth youth engagement project to bring youth and officers together in a diverse community that historically has mistrusted police.

Tactical Operations Division **7/2015-10/2016**
Gang Enforcement Team

Sergeant

Co-supervised the Afternoon Shift uniform team during a record-setting year of gun violence. The team worked with outside agency and community partners to reduce gang violence and youth gang involvement city-wide. Managed several high-risk incidents involving weapons and violent perpetrators. Outcomes include continued positive relationships with community partners, including former gang members and referrals for at-risk youth.

North Precinct **3/2013-7/2015**
Street Crimes/ Special Events

Sergeant

Led a small team of fast-paced officers focused on problem-oriented projects. Collaborated with other internal PPB teams, the Oregon Liquor Control Commission, and community members to solve livability problems.

Family Services Division **10/2009-3/2013**
Domestic Violence Reduction Unit/Domestic Violence Enhanced Response Team

Sergeant

Led a team focused on holding domestic violence offenders responsible and increasing victim safety. Focused on a partner-approach to problem solving and project management. Inspired the creation of the domestic violence response advocate program with partner agency support. These advocates provide prompt safety planning and advocacy and are still in operation.

PPB Precincts

12/2001-10/2009

Police Officer

Served as a patrol officer across all of PPB's precincts, working various shifts. Duties included taking calls for service, engaging in community service, and self-directed patrol. I also served on a specialized team in the multi-agency transit division, working undercover for several years.

**Placer County Sheriff's Office
Auburn, CA**

05/2000-12/2001

Corrections Deputy

Responsible for safety and security of adults in custody. Performed searches of inmates and cellblocks.

PROFESSIONAL/COMMUNITY SERVICE

Oregon Fallen Badge Foundation

2018-Present

Member

Proud member of a multi-agency State-wide team that deploys in the event of a line of duty death.

Portland Police Bureau

2008-2022

Employee Assistance Program Peer Support

Trained, volunteer Peer Support team member. Experienced with officer-involved shooting response and support.

Special Olympics Oregon Volunteer

2006-2018

Part of the planning committee to bring the Polar Plunge to Portland. Responsible for the "Tip-a-Cop" fundraiser for multiple years. Participated in Polar Plunge, Harley raffle, Tip-a-Cop fundraising, and Summer Games events.

REFERENCES

Chief Wendi Steinbronn, Washougal Police Department
Wendi.Steinbronn@cityofwashougal.us (360) 838-3346

Chief Cathy Doriot, Ridgefield Police Department
Cathy.Doriot@ridgefieldwa.us (360) 831-4820

Assistant Chief Amanda McMillan, Portland Police Bureau
Amanda.mcmillan@police.portlandoregon.gov (503)545-3453

August 7, 2024

WSCJTC Certification Commission Members,

To Whom it Concerns,

I am writing to express my support for Chief Tina Jones's participation in the WSCJTC certification hearings as a panel member, if selected. Chief Jones possesses a robust background in managing corrective action matters and offers a valuable perspective on wellness and peer support.

Chief Jones consistently strives for excellence within our Police Department, aiming to uphold the integrity of the profession. This opportunity will allow her to extend her commitment to these values at the state level, where she will undoubtedly approach the duties and responsibilities of a panelist with utmost seriousness.

Her unique experience spans over two decades in a major city and her current leadership of our small-town Police Department. Additionally, she began her public safety career as a Corrections Officer in a Sheriff's Office. These diverse roles have provided her with a comprehensive understanding of the challenges and responsibilities faced by similar agencies, making her an asset for this position.

I fully support Chief Jones in taking on the additional responsibilities as a panelist, if selected. I am confident in her ability to balance her work responsibilities with the tasks and duties required of a panelist.

Respectfully,

A handwritten signature in blue ink that reads "Douglas L. Quinn". The signature is written in a cursive style.

Doug Quinn

City Administrator

City of Camas



WSCJTC Certification Hearings – Panel Member Application

RCW 43.101.380

APPLICANT INFORMATION

Name: Email: Phone: Sharon Suzanne McDowell chloe.louise.langendorf.louis@gmail.com [REDACTED]

Agency: private citizen

Title/Rank: n/a

Required Materials

Application Cover Letter Resume & contact for three references Letter of Support from Agency Supervisor*

Please submit materials to: Hearings Coordinator, Kayla Wold; kayla.wold@cjtc.wa.gov

or WSCJTC: 19010 1st Ave S. Burien, WA 98148

Questions: (206) 372-5391

*Members of the public may submit a letter of recommendation in lieu of a letter of support.

Please select the hearing panelist position that applies to you:

Peace Officer Hearings

Police Chief or Sheriff

Peace Officer, First Line Supervisor or below

Corrections Officer Hearings

Person that heads a city or county corrections agency or a WA DOC corrections facility

Corrections Officer, First Line Supervisor or below

Tribal Officer Hearings

Tribal Police Chief

Tribal Police Officer, First Line Supervisor or below

All Hearings **Applying for Member of the Public Position**

Member of the public who is NOT a prosecutor, defense attorney, judge, or LE officer.
Person with expertise and background in police accountability who is NOT a current or former peace officer or corrections officer. **Please provide your experience below:**

I am a retired Operating Room Nurse. I am a registered nurse and I lived in San Diego my entire life until I moved to Seattle in 2020. I am very interested in this position. I do not have any background in police accountability but I do have a background in accountability as far as patient safety and patient records. Every day at work we would have to be accountable for our actions and record the events of the patient and other staff involving the patient. There are many rules and regulations for every procedure that must be followed.

Question for Law Enforcement/Corrections Officers Only

To be considered for selection to a hearing panel, a peace officer or corrections officer must have at least 10 years' experience. Do you meet this qualification: Yes No

Applicant Submittals

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CJTC Form 1930 Revised 5/2024

From: [Wold, Kayla \(CJTC\)](#)
To: [Wade, Ed \(CJTC\)](#)
Subject: FW: Sharon McDowell
Date: Monday, August 12, 2024 2:17:00 PM
Attachments: [image.png](#)
[image.png](#)
[image.png](#)
[image.png](#)

From: Chloe Louise <chloe.louise.langendorf.louis@gmail.com>
Sent: Monday, August 12, 2024 1:56 PM
To: Wold, Kayla (CJTC) <kayla.wold@cjtc.wa.gov>
Subject: Sharon McDowell

External Email

Resume

Sharon Suzanne McDowell

[REDACTED]
[REDACTED]
[REDACTED]
Birth Date [REDACTED]

San Diego to Seattle

Operating Room Nurse

Worried about George Floyd

Worried about the police and police departments, in general.

We cannot operate without the police--how do we operate with the police.

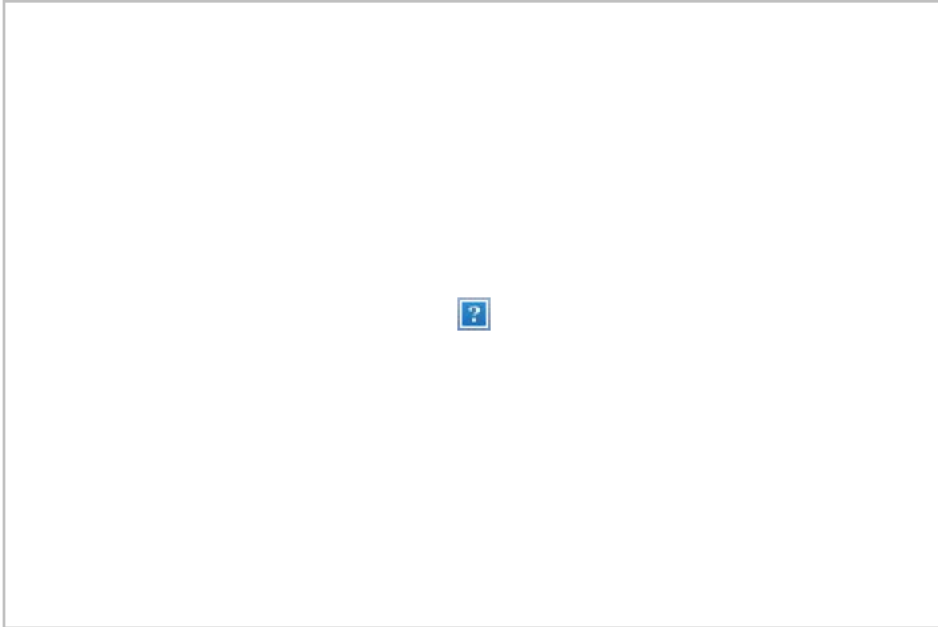
Lives ruined--not just the lives of the victims such as George Floyd but also the lives of the police officers and the families of both sets of individuals.

I find your position very interesting--seeing it on the news--let me apply for

that,

My name is Sharon Suzanne McDowell and I like to be called Sherry.

I grew up in San Diego and I lived there forever until I moved to Seattle in 2020 after my mother passed at 103 and my son was employed here.



This area was always on my bucket list for places to explore. I am still waiting to see Butchart Gardens and Yellowstone.

It is unbelievable to me that I can basically walk in a forest every day when my dog and I visit Discovery Park--we actually see owls, eagles and sometimes Pileated Woodpeckers. It is amazing.

I went to San Diego State University in 1970 and I graduated with a Bachelor of Science in Nursing.

My career was basically in the Operating Room as a circulating nurse and passing instruments, too.

I also have experience as a school nurse but that was only for one year.

I am used to dealing with very many different kinds of people in emergency situations. We always have folks from every different station in life. They are always nervous about surgery

I will make the differentiation that I am used to emergencies but not the type where there is a danger of a weapon.

I am used to being accountable for my actions and recording all of the events involving the patient in surgery in a timely fashion and having all of the paperwork in place prior to the beginning of the procedure.

I am very familiar with working under pressure in a life and death emergency and working in an emergent time frame.

I am aware of the importance of the accuracy of the paperwork. Just to give an example, of having the right person for the right surgery on the right body part.

This is a huge deal--after I left my last employment there was an instance where the wrong kidney was removed from the patient.

It seems unbelievable but mistakes happen and they can happen faster than you would believe.

Why am I applying for this position?

I think we can simply say George Floyd--why did this happen and how did it happen.

I want to try and understand these things and I do not want them to happen again.

At the end of the day it seems like the victims are suffering and the police are suffering, too.

How can we fix this loss of life for everyone?

A little bit about me.

I have a dog and we often walk at Discovery Park--this is one of my favorite things.

I am an avid news watcher and I love politics--I don't mind if someone has a different idea--I still want to hear their story.

I am curious.

I do love square dancing with a little line dancing thrown in. I am a member of Whirlybirds Square Dance club in Lynnwood.

I love square dancing for the social aspect of the group as well as the physical activity. It is fun to learn the calls and work on perfecting them.

I am currently fostering a dog and this is the 3rd dog I have fostered for the Seattle Animal Shelter this year. It is a rewarding hobby.

I am a curious traveler and my claim to fame is my adventure with Bike Palestine. I liked it so much I went there two times.

I have been trying to help a lady with a dog shelter on the West Bank and I recently submitted her name to CNN heroes...again.

Working with my church at the Mental Health Ministry has been very rewarding and fun, but I have learned so much from this experience. Recently helping with a grief class for folks who have lost loved ones. I have helped with two grief classes that each lasted about 8 weeks.

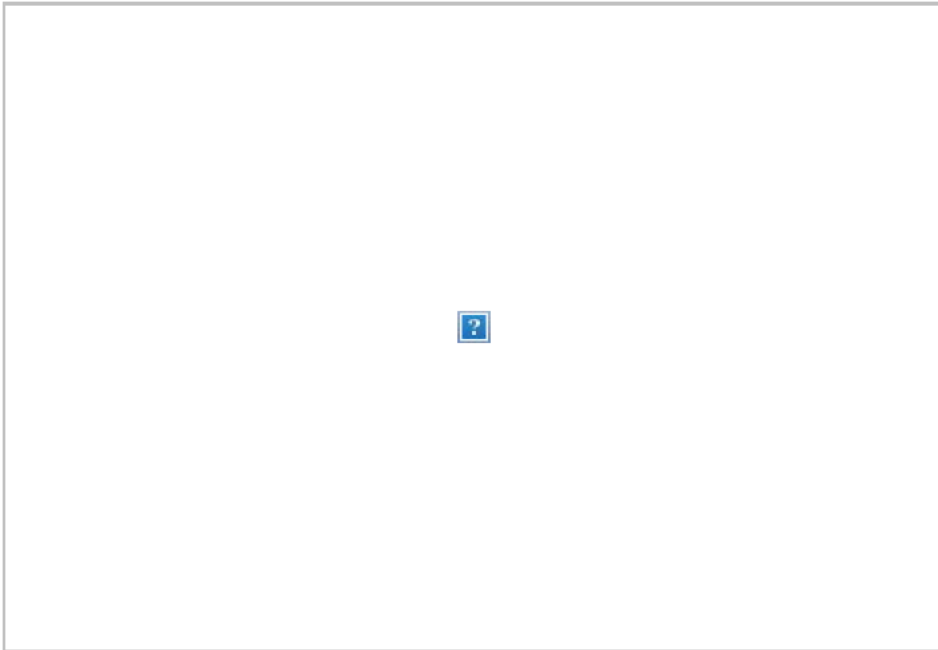
My church is St James Cathedral on First Hill--they do wonderful work as far as helping others. I love being a part of this organization. I love just being there and I love the social aspect of our hospitality, as well. Father Ryan goes out of his way to include everyone and I love that about ST. James. I do not want anyone to be left out or feel isolated.

Grief for seniors or anyone is one of my interests. Grief and the time frame for grief is different for everyone.

Last year I took a course about chatting with people who have lost a pet. This is a huge loss and a huge loss for seniors but people of all ages are greatly affected. I do have a certificate from this class with the ability to chat with people who have lost their pets.

The pet loss issue is one of my huge interests in life.

I lost the love of my life, my lady Coco, about two years ago and I still miss her terribly.



One of my other giant hobbies is dog training.

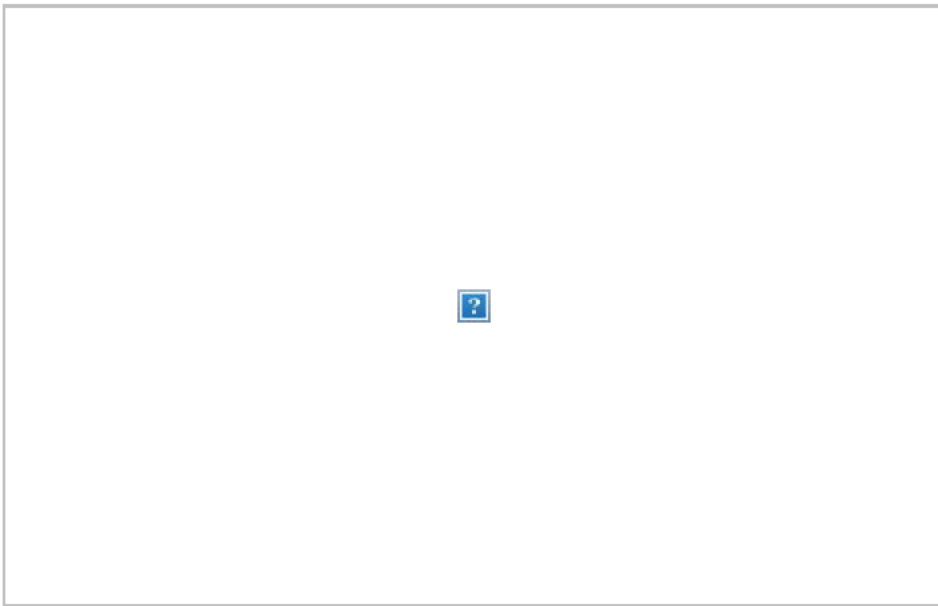
In a rush to have another dog I ran out and got LU--big and untrained. He is a lot of work.

I worked at several hospitals in San Diego in Surgery

I worked at Sharp Hospital in San Diego for about 10 years starting in 2002 and ending in 2012. I stopped working there due to a leg injury.

Yes, we were out at Fiesta Island and my Ronnie collided with my leg resulting in a giant knee blow out. I ended up retiring as I was approaching social security age.

As far as San Diego--I miss going to the dog beach and stopping for tacos on the way home. I do try to go there every year.....and I miss my square dance groups there.



Your program sounds so very important to me and it is very needed for everyday citizens and the welfare of our police departments. I used to go to JVP--Jewish Voice for Peace--in San Diego and a lady there who was very active in the community said that regular citizens do need to be a part of the police review committees. I was aware of this type of need for police hearings.

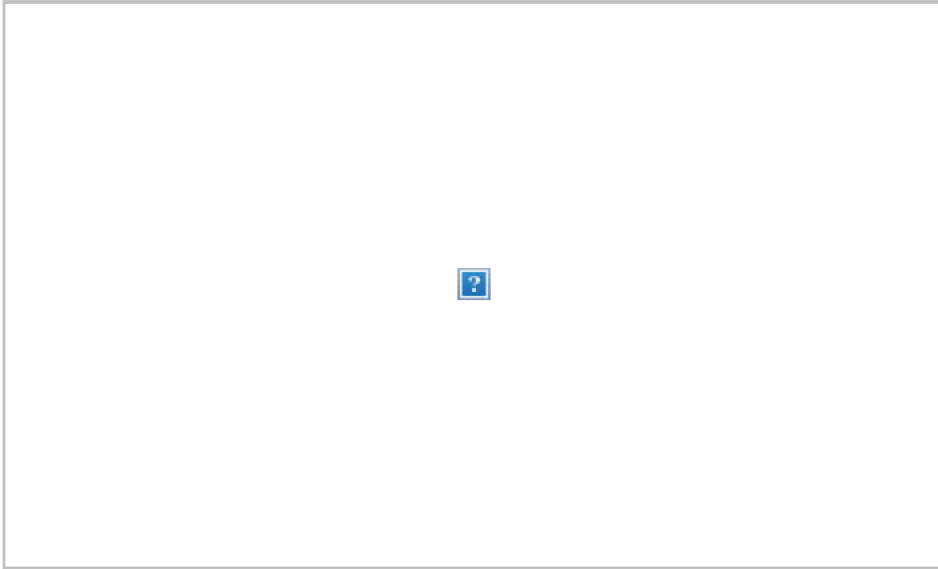
Recently I got a ticket for being in the intersection when the light changed, going about 2 miles per hour. The officer wanted me to pull over but I did not hear him compounded with the fact that there were orange cones in the way when I realized what he was trying to tell me. I was afraid to run over the cones. The officer was screaming at me because he thought I was not obeying his command but I told him I never heard him. Apparently, he had been trying to get me to pull over for a block. The point I am making is that I practically had to talk the officer down and finally he changed into a different person. I thought to myself, if I was an individual of color with a record I definitely would have been afraid.

Why should any citizen have to be afraid of the police? The officer was screaming at me. I thought, do these people have training or what? Maybe they are afraid, themselves, because many of their customers have weapons. Law enforcement employees have been injured in Seattle.

The police have also helped me very many times. Recently, an angry

individual was blocking the exit door to our apartments in Lower Queen Anne. I called and they came out right away and they were very kind to the individual in question. I thought they handled the situation very well.

Can we work hard to improve this situation for everyone?



Do you need any more information from me? Please ask me if you do.

Thank you for your time,

I would love to be active and help the community with your position.

Here is my information for Sharp Hospital:

Sharp Memorial Hospital
7901 Frost St.
San Diego, CA 92123

858-939-3400

2002-2012 Registered Nurse Surgery

San Diego State University

5500 Campinile Dr.
San Diego, CA 92182

619-594-5200

Bachelor of Science in Nursing 1970-1975

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From: [Chloe Louise](#)
To: [Wold, Kayla \(CJTC\)](#)
Subject: Resume
Date: Tuesday, August 20, 2024 11:13:22 AM

External Email

Sharon Suzanne McDowell

Applicant for Officer Certification Hearings as a Member of The Public

Registered Nurse--Surgery

316-347-9710
201 West Harrison St.
502
Seattle, Washington
98119

chloe.louise.langendorf.louis@gmail.com

Work Experience

Registered Nurse--Operating Room

Sharp Memorial Hospital
7901 Frost St.
San Diego, CA 92123

858-939-3400

2002-2012 Registered Nurse Surgery

Scrub and Circulate

Interviewing the patient, patient safety, advocate for the patient. Reviewing the patient information and making sure all of the required paperwork and consents are in place prior to the procedure. Identifying the patient correctly. Identifying the procedure correctly. Gathering the proper equipment, assisting all of the staff during the procedure. Recording accurately all of the events that take place during the procedure and implants. Protecting the patient when they cannot speak for themselves during the surgery.

Passing instruments during the procedure.

Education

San Diego State University
5500 Campanile Dr.
San Diego, CA 92182

619-594-5200

Bachelor of Science in Nursing 1970-1975

Skills:

Scrub and Circulate

Work in an emergent situation

Prioritize work tasks and requests from others during a stressful event.

Multitasking

Work with many different people at once

Function in stressful situations

Understanding the importance of the situation and the safety of those involved

Consumer or patient safety

Representing the principles of the facility

Understanding the consumer may be in a very stressful situation while obtaining information and moving forward with the task or surgery.

The ability to reassure the patient as we are working.

The ability to work with folks and staff members in a tense setting.

Working in a life and death situation.

For instance, in a trauma, there can be more than one surgeon--they all want something all at once including the anesthesiologist and it all can be life or death.

--

chloelouise

ST. JAMES CATHEDRAL

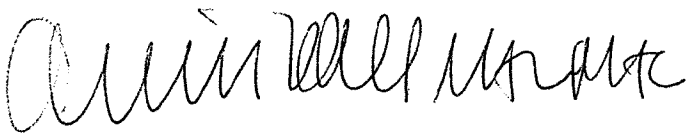
August 22, 2024
WSCJTC
19010 1st Ave S.
Burien, WA 98148
Attn: Kayla Wold
RE: Letter of Recommendation for Member of the Public Position

Dear Kayla Wold,

I am writing to recommend Sherry McDowell to the Certification Hearings panel as a member of the public. I am the Director of the St James Cathedral Mental Health and Wellness Ministry in Seattle, WA. It is in that capacity that I have known Sherry for approximately 1 year. She has been a volunteer for this ministry and has assisted with my groups and activities on a regular basis. Sherry has assisted with two 8-week grief groups that I have held and was reliable and caring and compassionate with everyone who attended. She helped support all those who were experiencing grief and listened attentively, without judgment. She has also regularly attended and assisted with my weekly mental health and wellness groups and also provides positive contributions to the group discussions and activities. She expresses interest in all those who attend and enjoys learning more about their lives. She also reaches out to other people who need more support.

Sherry's Catholic faith is important to her and she regularly attends mass at the Cathedral and gives back to others. Sherry has also participated in several mental health trainings and workshops I have offered, including a recent de-escalation training. This training provided information on how to help someone who might be exhibiting behaviors that are concerning or disruptive in the public and also taught skills on communication and how to best to support people in these difficult situations. Based on my experiences with Sherry, I believe she would be a positive addition to the panel.

Sincerely,



Anisa Ralls, MA LMHC

Director of the Mental Health and Wellness Ministry

St James Cathedral

(206)382-4269 aralls@stjames-cathedral.org