

Washington State Criminal Justice Training Commission

Legislative Report
RCW 43.101.360



JANUARY 2025

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Message From the Executive Director

Monica Alexander

Dear Esteemed Legislators:

It is a pleasure to present you with this Legislative Report. This report has been prepared to provide a few highlights of some major accomplishments for the Washington State Criminal Justice Training Commission (WSCJTC).

WSCJTC is grateful for the tremendous amount of support we have received from the Governor and Legislators.

Over the past year, WSCJTC has made great advances toward a few very important goals. We opened an additional regional training academy in Vancouver in January 2024 and will open the fourth and final regional academy in March 2025. WSCJTC also conducted a curriculum re-write and began the accreditation process for the academy. If we are successful with the accreditation process, we will be the only training facility in the nation with this incredible honor.

To assist in reducing the backlog for corrections officers, WSCJTC added regional corrections academies in Spokane and Vancouver. While we still have work to do in this area, we believe we are moving in the right direction.

WSCJTC cannot achieve these goals alone. I am grateful to the agencies who contracted with us to make these accomplishments possible. In addition, the WSCJTC staff have been remarkable during this time of growth and transition.

I look forward to working with each of you to accomplish additional goals and create an environment that attracts people to the profession of law enforcement.

Sincerely,

A handwritten signature in cursive script, reading "Monica Alexander". The ink is dark and the signature is fluid and legible.

Monica Alexander
Executive Director

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Statutory Authority Reference

Established in 1974, the Washington State Criminal Justice Training Commission was created under RCW43.101.020 to provide training and set standards for criminal justice personnel. Additional statutes have been modified to expand the scope and responsibility of the Commission. Those include:

- The agency is overseen by 21 Commissioners as articulated in RCW 43.101.030. The powers and duties of the Commission are detailed under RCW 43.101.080. In 2001, RCW 43.101.095 enacted Peace Officer Certification.
- Basic Academy training for law enforcement personnel was established through RCW 43.101.200. The requirement for training of corrections officers was established in RCW 43.101.220.
- The Commission is also responsible for firearms certificates for private detectives (RCW 43.101.250) and security guards (RCW 43.101.260).
- The requirement for supervisory and management training was established through RCW 43.101.350. During the 2006 Legislative Session, a new chapter was added in RCW 43.101.157 creating a voluntary certification process for tribal law enforcement.
- RCW 43.101.205 mandates training for law enforcement personnel on interaction with persons with substance use disorders.
- In addition to basic training, several specialized training courses for law enforcement have been developed through mandate. Those courses include RCW 43.101.270 Sexual Assault Training, RCW 43.101.370 Child Abuse, and RCW 43.101.410 Racial Profiling.



Status and Satisfaction of Service to Stakeholders

The WSCJTC is committed to providing high-quality training and certification to law enforcement and corrections personnel in Washington State. The WSCJTC operates through four main bureaus: Training, Certification, Accountability, and Support Services. Each bureau plays a crucial role in delivering services that meet the needs of our partners and stakeholders.

The Training Bureau comprises three divisions focused on delivering specialized training programs:

- **Basic Training Division:** Provides exceptional basic training to law enforcement and corrections personnel ensuring they are well-equipped to serve their communities.
- **Applied Skills Training Division:** Delivers integrated, scientifically valid, and legally defensible law enforcement training to both new and incumbent officers.
- **Advanced Training Division:** Coordinates statewide training and education to enhance technical skills and refresh perishable skills beyond the basic academy level.

The Certification Bureau is responsible for the certification and regulation of peace and corrections officers:

- **Operations Division:** Grants, denies, suspends, or revokes certifications.
- **Investigations Division:** Conducts comprehensive investigations of complaints to ensure adherence to laws and policies, maintaining the integrity and accountability of officers and the public trust.

The Accountability Bureau ensures the quality and standards of training through various units:

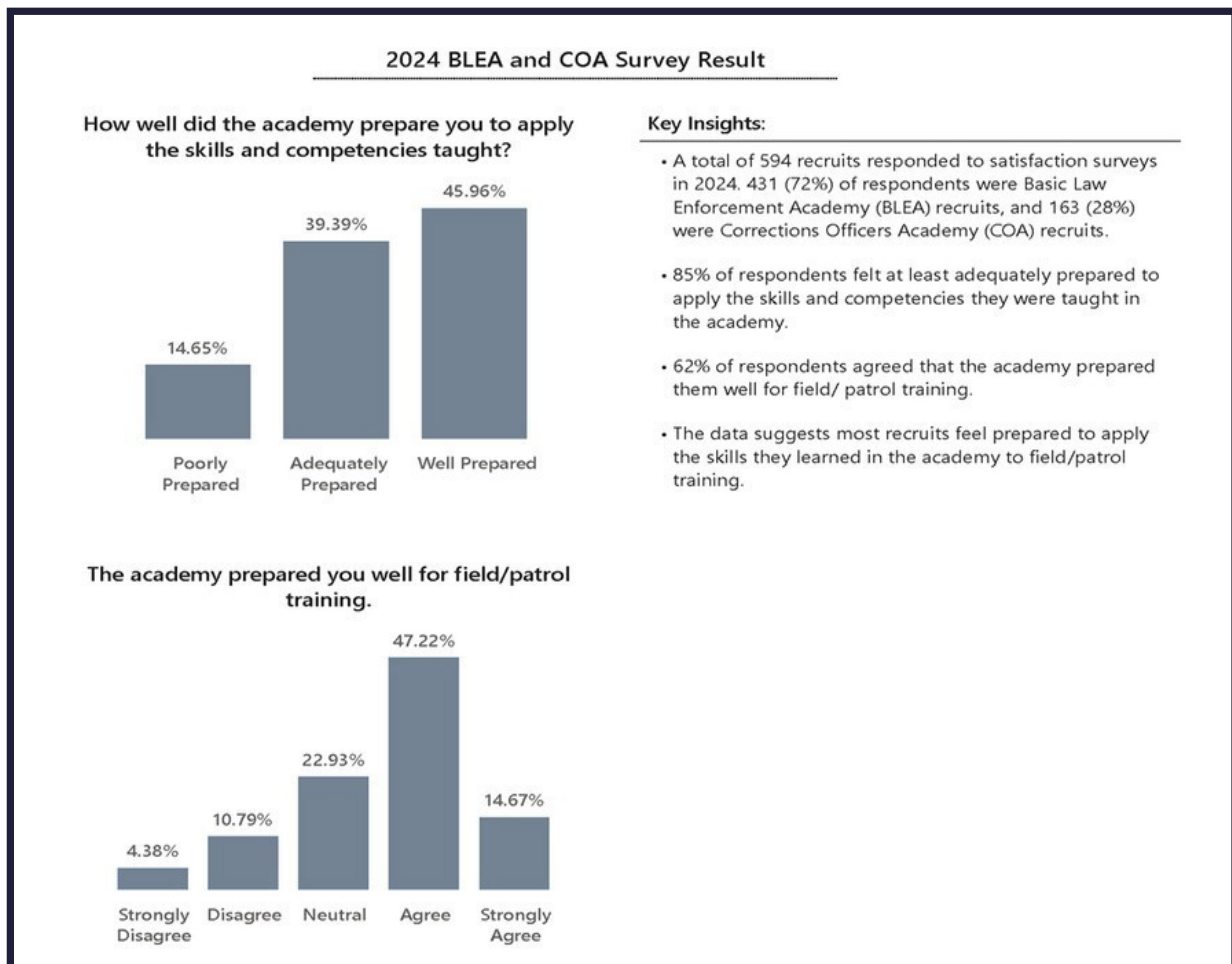
- **Audit and Evaluation Unit:** Conducts audits, assessments, and reviews based on best practices in government performance auditing.
- **Curriculum Unit:** Develops, evaluates, updates, and distributes learning materials to meet state standards and best practices.
- **Gender Based Violence Division:** Ensures a victim-centered approach in policies, practices, and training to support victims and survivors of gender-based violence.
- **Policy & Accreditation Unit:** Develops, implements, and reviews policies to guide agency actions and decisions, ensuring adherence to best practices.

The Support Services Bureau provides essential functions to support operations of the agency:

- **Fiscal Unit:** Manages budget and financial functions.
- **Facilities Unit:** Maintains a safe, clean training environment.
- **Information Technology Unit:** Ensures proper function of systems, networks, data, and applications.
- **Quality & Standards Unit:** Manages the Acadis program.

Ongoing Assessment and Feedback

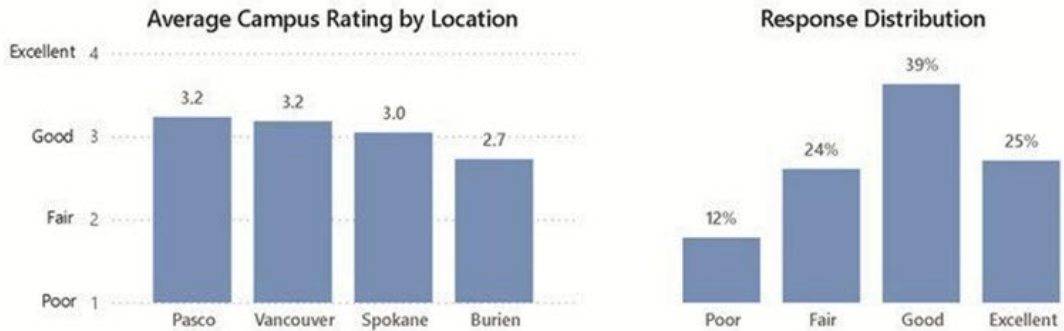
The WSCJTC employs several formal means to determine client satisfaction, ensuring the training and certification services meet the needs and expectations of law enforcement and corrections personnel throughout the state. The ongoing assessment and feedback mechanisms allow for continuous improvement and alignment with best practices.



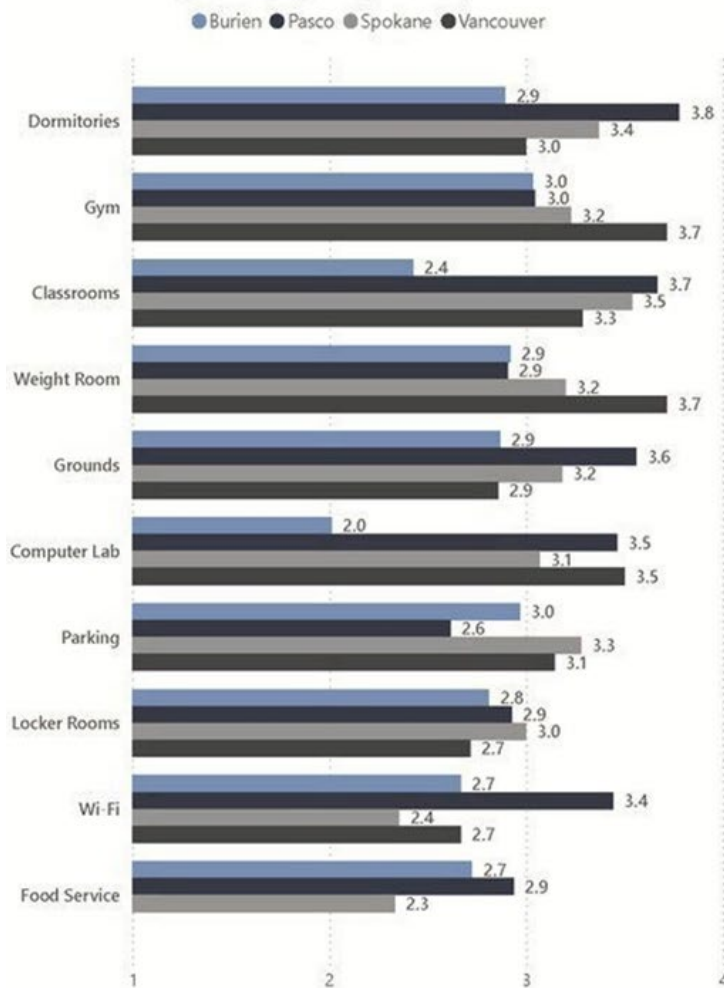
Ongoing Assessment and Feedback

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Campus Facility Survey Result Comparison
by Location (2024)



Average Rating by Campus Facility and Location



Quick Insight:

- 64% of respondents rated overall campus facilities positively.
- Pasco and Vancouver campuses outshine the others with average ratings of 3.2, while the Spokane campus received an average rating of 3.0.
- The Burien campus was rated the lowest, at 2.7. This indicates the Burien campus has the most room for improvements.

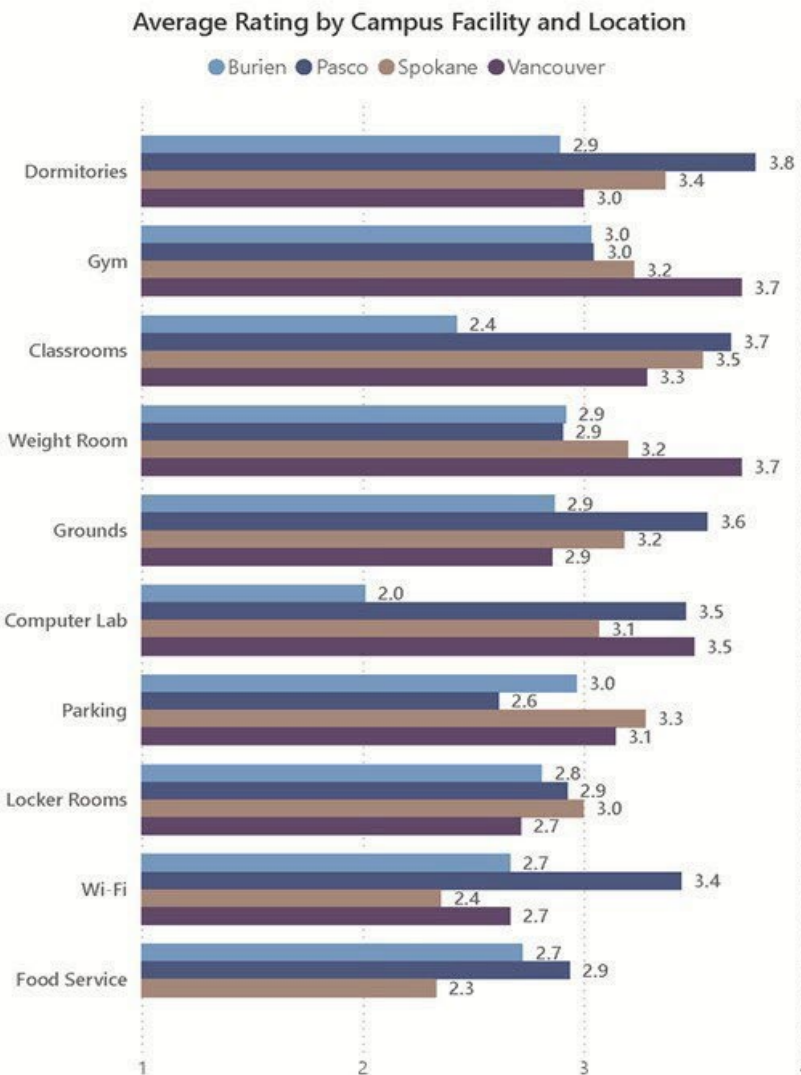
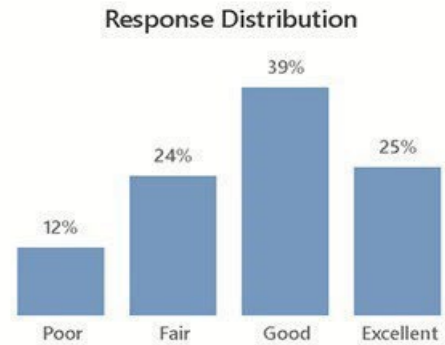
Facility Highlights:

- **Pasco:** Consistently outranked other campuses facilities. Of this campus's facilities, their gym and weight room were rated the lowest.
- **Spokane:** Of the facilities at this campus, the classrooms, dormitories (hotel), and parking received the best ratings. While not rated poorly, Wi-Fi and food service were rated the lowest facilities at this campus.
- **Vancouver:** This campus's gym and weight room were rated the highest across campuses. While not rated poorly, this campus's locker rooms and Wi-Fi were rated the lowest of its facilities.

Ongoing Assessment and Feedback

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Campus Facility Survey Result Comparison by Location (2024)



Quick Insight:

- **Positive Feedback Dominates:** 88% of respondents rated campus facilities as "Fair", "Good", or "Excellent", showing overall satisfactions.
- **Top Campuses:** Pasco and Vancouver lead with average ratings of 3.2, while Spokane follows at 3.0. Burien, at 2.7, shows the most room for improvements.
- **Facility Highlights:**
 - **Pasco:** Consistently solid performance across facilities.
 - **Spokane:** Rated high in dormitories, classrooms and parking but low in Wi-Fi and Food Service.
 - **Vancouver:** Rated high in gym, weight room and computer lab, but low in Wi-Fi.
 - **Burien:** Rated high in gym and parking but low in computer lab, dorms and classrooms.

State of-the-Art Training Models, Cost-Effective Delivery, and Efficient Manner

How will the WSCJTC maintain current training models and continue to deliver in the most cost-effective and efficient manner? This area will be addressed through a focus on defensible, validated, job-relevant training programs and collaboration with outside agencies/organizations, benchmarking against the best training organizations, and utilizing research to enhance training delivery.

Training Philosophy and Approach

The WSCJTC is committed to training law enforcement professionals across the state of Washington to possess the knowledge and skills necessary to effectively enforce the law and protect the communities they serve. The BLEA is designed to prepare students for patrol duties, emphasizing competencies required for success during Field Training.

Training Initiatives

The WSCJTC has implemented the following initiatives to enhance training outcomes:

- A phased training system based on interleaved skill development and core policing principles.
- Performance measurement improvements through updated testing processes.
- Statewide application of force education through the Attorney General's (AG) Model Use of Force Policy.
- An integrated patrol course curriculum for improved field readiness.
- The development of a highly skilled instructor cadre.
- Optimized staff ratios to reinforce learning outcomes.
- A new scenario-based testing and grading process.
- Deployment of the Worldwide Instructional Design System as the primary platform used to retain and/or provide learning objectives, syllabi, and curriculum to organize and deliver materials effectively.
- The opening of four additional Basic Law Enforcement Academies throughout the state of Washington.

Training Outcome Goals

These efforts aim to achieve the following:

- Improved testing performance in patrol duty knowledge and skills.
- Enhanced knowledge acquisition through the application of adult learning principles.
- Increased proficiency in de-escalation techniques, emphasizing core principles in all phases of academy learning.
- Adoption of AG Model Use of Force Policy, patrol tactics, prioritizing officer and community safety.
- Strengthened communication skills, fostering cultural humility and respectful interactions, ensuring all individuals are treated with dignity, and respect.

State-of-the-Art Training Models, Cost-Effective Delivery, and Efficient Manner

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Collaboration and Benchmarking

The WSCJTC maintains relationships with various organizations to stay at the forefront of training practices, including:

- American Correctional Association (ACA)
- Bureau of Justice Statistics (BJS)
- International Association of Correctional Training Personnel (IACTP)
- International Association of Directors of Law Enforcement Standards and Training (IADLEST)
- National Institute of Justice (NIJ)
- State and Local Office of the Federal Law Enforcement Training Center (FLETC)
- The International Association of Chiefs of Police (IACP)
- The National Sheriffs Association (NSA)
- The Washington Association of Sheriffs and Police Chiefs (WASPC)
- The Washington Council of Police and Sheriffs (WACOPS)
- Local law enforcement agencies throughout the state of Washington.

These organizations provide insight into national and local training trends and allow the WSCJTC to ensure that its programs remain relevant and effective.

Programmatic Enhancements

In BLEA, cost-effective delivery remains a priority, with staff utilized across multiple areas of presentation and testing to optimize resources. Contracted employees are employed to supplement full-time staff, maintaining efficient full-time equivalent (FTE) counts.

Corrections academies continue to utilize Problem-Based Learning (PBL), delivering team-based activities that maximize training hours and focus on job-relevant skills. Survey results from local jails indicate high satisfaction with PBL graduates, often exceeding previous training standards in professionalism, communication, and problem-solving skills.

The WSCJTC also leverages technology and adult learning principles to improve retention and reduce costs, as evidenced by initiatives such as eLearning, hybrid academies, and electronic survey tools. These advancements ensure that Washington State's law enforcement professionals are well-prepared to serve their communities effectively and efficiently.

State-of-the-Art Training Models, Cost-Effective Delivery, and Efficient Manner

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Certification of Peace Officers

For over 20 years, Washington State has required peace officers to obtain and maintain certification. Recent legislation has expanded both the categories of officers who must maintain certification (including corrections and limited authority officers) and the types of misconduct for which officers can be decertified (*see* RCW 43.101.105). As a result, over the past three years, Certification has grown from a single staffer into a Bureau with 21 full-time employees in two divisions: Investigations and Operations. As noted below, Certification has experienced tremendous progress in revocation proceedings in the last three years. However, Certification lacks sufficient staff to timely investigate all complaints and agency notices, resulting in a significant case backlog.

Investigations

The Investigations Division currently includes a Division Manager, two Chief Investigators, eight Investigators, and an Administrative Assistant. The Investigations Division is responsible for the thorough and objective review of complaints and agency notices related to potentially revocable misconduct, of which Certification receives more than 700 annually. Cases can be administratively closed or referred for a full investigation consistent with state law and Commission policy. Officers charged after an investigation can request an administrative hearing in front of a five-person hearing panel made up of both law enforcement professionals and community members.

Since the passage of E2SSB 5051 (2021), Certification investigations have led to the decertification of 135 officers based on a variety of misconduct, including crimes, dishonesty, excessive use of force, sexual misconduct, extremism, and untruthfulness. This is a notable legislative and state achievement in police accountability.

Revocation by Type (July 2021 - October 2024)

Certification Action	2021		2022	2023	2024	Grand Total
Revoked After Hearing	1		2	2	3	8
Revoked – No Hearing Requested	9		19	43	17	88
Revoked – Surrendered Certification				5	34	39
Grand Total	10		21	50	54	135

State-of-the-Art Training Models, Cost-Effective Delivery, and Efficient Manner

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Despite this success, Certification has experienced a sustained and significant increase in public complaints and agency referrals, creating a significant case backlog. As of November 1, 2024, Certification had 1,099 open cases, with over 800 cases still in the pre-investigation intake review process. Given current staffing levels, Certification simply cannot review, investigate, and close cases as quickly as they are opened:

	Opened	Closed	Difference
2023	792	458	334
2024 YTD	744	565	179
Total	1,536	1,023	513

Certification's large backlog means that most complainants wait more than a year before Certification can provide an initial review of their case to determine if an investigation is warranted, which means cases can take several years to move through the entire revocation process. This is an untenable position for complainants, accused officers, and law enforcement agencies.

Based on caseload data, it appears that the Certification Investigations Division needs to double in size to close cases near the rate they are opened, much less deal with the case backlog. Accordingly, WSCJTC has submitted a 2025-27 Regular Budget Session request for 12 additional FTEs, including eight investigators. Without an increase in staffing, Certification's backlog and case processing times are expected to increase over time.

Operations

The Operations Division is responsible for the operational and administrative tasks required for the certification and decertification of officers consistent with state law.

Since July 2021, the Operations Division has certified over 5,420 peace, corrections, and limited authority officers.

The Operations Division is also responsible for a host of other certification related tasks, including: the processing of agency forms related to officer hiring, separation, and misconduct (more than 3,000 in the last year); processing of complaints; obtaining relevant records from law enforcement agencies; tracking of certification cases; stakeholder notifications, outreach, and education; evaluation of lateral officer and equivalency applications; records retention and production; tracking and publishing of Certification data; support of Attorney General staff during the revocation hearing process; administration of the Certification case management system; certification of canine teams; registering officers on the National Decertification Index; and responding to frequent stakeholder inquiries regarding backgrounding and certification requirements.

Fiscal Data Projecting Current and Future Funding Requirements

WSCJTC has experienced a significant increase in responsibility and training demand in the past four years. To meet the increased training workload, responsibility, and administrative requirements, the agency has submitted a number of budget requests for the 2025-2027 biennium.

One area of increased responsibility and workload is related to officer certification and investigating complaints from the public. As mentioned in the Investigations section of this report, the agency does not have sufficient staff to investigate all the complaints it receives, and it has requested additional funding to hire investigative staff to process the workload.

An increase of four Corrections Officer Academy Classes (COA) has been requested to meet the increased training demand for new corrections officers training. This will increase the COA classes held annually from four classes to eight. This addition in classes will meet local corrections agencies' hiring needs and reduce the wait between when a corrections officer is hired and received mandated training.

The WSCJTC is also requesting an increase in FTE allotments and training positions. Funding for more Teacher, Administrator, and Counselor (TAC) officers along with multiple program specialist FTEs are being requested to achieve a 5:1 student-to-teacher ratio for firearms, controlled defensive tactics, and support for the BLEA classroom instruction. This ratio is required by the International Association of Directors of Law Enforcement Standards and Training and recommended by the WSCJTC curriculum team for all practical skills blocks of instruction.

In addition to the above-noted funding requests, the agency has submitted a number of requests for administrative staff to meet the increased workload requirements related to public records requests, human resources, fiscal, facilities, information technology, and administrative support for training programs.

Budget requests have also been submitted for vendor rate increases related to salary and benefits of full-time contracted training officers provided by interagency agreement, food vendor rate increase, increased cost for Emergency Vehicle Operator Course training, legal services, ammunition, and software licenses.

Fiscal Data Projecting Current and Future Funding Requirements

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List of the agency submitted budget requests for the 2025-2027 biennium.

Proposal	FTE	Total Biennial
TAC Rate Increase	0	1,702,000
EVOC Cost Increase	0	1,514,000
Ammunition Cost Increase	0	826,000
Food Vendor Rate Increase	0	194,000
Attorney General Services	0	358,000
Facility Operations Increase	0	337,000
Software Licenses	0	710,000
Acadis Subscription Costs	0	80,000
NW RTA Lease Funding	0	424,000
Training Vehicles	0	950,000
Online Training Platform-Preflex	2	1,966,000
WASPC - Rate Increase	0	410,000
Certification FTE Increase	12	3,222,000
Confidential Secretary positions	2	440,000
Occupational Safety & Health in the Human Resources & Risk Management Unit.	1	362,000
BTD Additional TACs and PS4	10	5,018,000
ASTD - TACs and FTEs	8	6,154,000
Certification Hearings and the Policy & Accreditation Unit staff	1	248,000
IT Staffing	4	1,338,000
Public Records FTEs	4	744,000
Facilities FTE Requests	4	618,000
ATD - AA3s	2	367,000
COA RTA - 4	2	3,488,000
Firearms Certificate Program	2	472,000
Curriculum Unit FTEs	2	474,000
BTD Administrative Positions	3	596,000
Human Resources Staff - RC2 & AA3	2	408,000
Fiscal Staff - 4 FTE	4	932,000
Training Simulator	0	125,000
WASPC - WA Auto Theft Prevention Authority	0	4,384,000

Total

65

\$38,861,000

Fiscal Data Projecting Current and Future Funding Requirements

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Budget Comparison between 2024-2025 Biennium and 2026-2027 Biennium Carry-Forward Level

Basic Law Enforcement Academy	2024-2025	2026-2027
BLEA Administration	4,750,445	7,283,119
BLEA - NE Region Spokane	3,112,600	3,855,600
BLEA Equivalency	199,000	200,000
BLEA – ADD THE REGION Pasco	3,220,380	2,924,380
Kitsap Regional Study	50,000	-
BLEA Training	8,439,200	8,538,200
BLEA - Regional Administration	2,243,724	2,243,724
BLEA - NW Region Arlington	3,520,380	3,224,380
BLEA - SW Region Vancouver	3,520,380	3,224,380
Audit Unit	907,740	907,740
Curriculum Unit	309,152	309,152
Skills Training - Burien	7,060,339	6,595,769
BLEA Total	\$37,333,340	\$39,306,444
Correction Training		
Corrections Officers Academy	1,503,102	1,142,102
Juvenile Corrections Officer Academy	59,840	59,840
Misdemeanant Probation Counselors Academy	14,950	14,950
Juvenile Services Academy	19,848	19,848
COA Equivalency	65,400	65,400
Corrections Administration	895,404	897,322
COA - SW Region Vancouver	2,007,229	-
COA - NE Region Spokane	1,663,771	-
Corrections Totals	\$6,229,544	\$2,199,462
Quality and Standards		
Quality and Standards	1,213,321	1,217,159
Quality and Standards Totals	\$1,213,321	\$1,217,159
Course Reimbursements - Local Funds		
Course Reimbursement	713,110	713,110
BLEA Reimbursement	4,403,220	(866,780)
Firearms Training	302,000	302,000

Fiscal Data Projecting Current and Future Funding Requirements

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PTO/FTO Training	20,000	20,000
Defensive Tactics Training	130,000	130,000
Corrections Reimbursement	1,533,780	729,780
Course Reimbursements Totals	\$7,102,110	\$1,028,110
Advanced Training Division		
Advanced Training Division Administration	2,617,895	2,502,837
Instructor Certification	20,000	20,000
King County Crisis Intervention Training - Local Funding	1,369,000	1,372,000
Crisis Intervention Training	752,200	752,200
Child Welfare Training	34,600	34,600
Reserve Academy	3,600	3,600
Trueblood Settlement Crisis Intervention Training	1,798,000	1,798,000
Firearms Certificate Program	448,264	448,264
Sexual Assault Case Review	50,000	50,000
Officer Duty to Intervene	346,000	346,000
Investigation Training	592,000	592,000
Substance Use Disorder	384,000	384,000
Canine Fentanyl Detection Training	150,000	
Physical Use of Force Standards	80,000	80,000
Driving Simulator Training	81,006	81,006
Law Enforcement Wellness Program	3,000,000	3,000,000
21st Century Police Leadership	400,000	400,000
De-escalation	208,000	208,000
Sexual Assault Prevention. & Response	822,647	822,647
Coroners and Medical Examiner Training	1,708,000	1,708,000
Domestic Violence Training	1,009,000	1,009,000
Crime Victims and Witnesses	975,000	930,000
First Responder Wellness	1,384,000	1,858,000
Okanogan County Sheriffs Office Training	50,000	-
Guardian Training	33,600	33,600
First Level Supervision	179,000	179,000
Sheriff Training	14,000	14,000
Advanced Training Division Total	\$18,509,812	\$18,626,754
Pass Through Funds		
Prosecutor Training	876,225	876,225

Fiscal Data Projecting Current and Future Funding Requirements

...continued...

Defense Attorneys	81,457	81,457
Municipal Attorneys	17,743	17,743
Law Enforcement Impeachment Disclosures	62,000	62,000
Resource Prosecutor Grant	910,000	910,000
Personnel Replacement	460,000	460,000
Drug Prosecution/Appellate Assistance	422,498	422,498
Major Crimes Task Force	89,512	89,512
DUI Prosecution	2,550,000	2,550,000
Prosecutor Training and Rural Grants	694,000	1,444,000
Law Enforcement Accreditation Grant Program	2,000,000	-
Pass Through Funds Total	\$10,663,435	\$6,913,435
Officer Certification	\$7,734,630	\$7,733,776
Administration		
Executive Office	3,828,033	3,707,179
Technology	2,649,603	2,603,400
Human Resources	1,237,120	1,483,996
Fiscal	2,518,816	2,395,612
Commission	11,200	11,200
Recruitment Planning	150,000	-
Undistributed Charge	104,077	104,077
Facility Operation	3,086,429	3,063,063
Administration Total	\$13,585,278	\$13,368,527
Advanced Skills		
LETCSA-Applied Skills	2,075,304	2,080,107
Advanced Skills	\$2,075,304	\$2,080,107
Total Criminal Justice Training Commission	\$104,446,774	\$92,473,774
Washington Association of Sheriffs and Police Chiefs (WASPC)		
Uniform Crime Reporting	442,848	442,848
Retention of Records	852,248	852,248
Sex Offender Web Site	145,246	127,246
Sex Offender Web Site	280,398	280,398
Missing Persons	100,128	100,128
Victim Information system	729,358	729,358

Fiscal Data Projecting Current and Future Funding

...continued...

Law Enforcement Mental Health	8,000,000	8,000,000
JBRS and SAVIN	2,440,330	2,440,330
Attempts to Obtain Firearms	1,357,656	1,357,656
Sex Offender Address Verification	9,925,706	9,925,706
Offender Watch System	642,000	642,000
Impaired Driving	359,308	359,308
Internet Crimes Against Children	2,270,000	2,270,000
Auto Theft	8,851,000	5,551,000
Body Camera Grant	1,600,000	-
Mobile-Based Wellness Platform	2,000,000	2,000,000
WASPC Totals	\$39,996,226	\$35,078,226
Total Budget	\$144,443,000	\$127,552,000

SUMMARY

In 1997, the Washington State Legislature enacted Engrossed Second Substitute House Bill 1423, requiring WSCJTC to provide, by January 1st of every odd-numbered year, a written report addressing:

1. The status and satisfaction of service to its clients.
2. A detailed analysis of how it will maintain and update adequate state-of-the-art training models and their delivery in the most cost-effective and efficient manner.
3. The fiscal data projecting its current and future funding requirements.

The WSCJTC has experienced remarkable growth in a short amount of time. In addition to our main campus in Burien, we've expanded to include three regional academies, and a fourth will open soon. In addition to the BLEA, we have a robust Advanced Training Division and, as of 2024, an established Gender-Based Violence Division.

With these developments and growth, we are better equipped to serve our community and elevate the quality of our training programs, specifically for the law enforcement community.