

AGENDA

MUNICIPAL POLICE TRAINING COUNCIL 267th Meeting September 12, 2024 at 1:30 p.m.

Live Stream Link:

<https://www.youtube.com/watch?v=1AMfepvc434>

ACTION / APPROVAL ITEMS

- | | |
|--|-----------------|
| 1. Introductory Remarks - Introductions - Adoption of Agenda – Approval of 266th Meeting Minutes | Chairman Maciol |
| 2. Firearms Instructor Workshop | Michael Puckett |

INFORMATIONAL / UPDATE ITEMS

- | | |
|---|-----------------|
| 1. BCPO Professional Communications Curriculum Update | Janay Gasparini |
| 2. In-Service Training Opportunities | Molly Bates |
| 3. Project Updates | Joshua Vinehout |
| 4. Legislative Updates | Joshua Vinehout |

NEW BUSINESS

Chairman Maciol

Next Meeting:
December 4, 2024
10:00am

Council Member Virtual Attendance:

Name: Maureen Curtis
Location: Belfor Research Building
413 East 69th St., 3rd Floor
New York NY

**Minutes of the 266th Meeting
New York State Municipal Police Training Council
June 5th, 2024**

Alfred E. Smith Building
80 South Swan Street
Albany, NY 12210
CrimeStat Room 118

Livestream link: <https://www.youtube.com/watch?v=zouDGoJ9NC8>

Council Members Present

Maureen Curtis, Vice President, Safe Horizon
Carla DiRienzo, Acting Deputy Superintendent, NYS
Debra Long, Community Representative (Remote)
Dr. R. Bruce McBride
Olufunmilola Obe, Chief of Training, NYPD
Dr. Errol Toulon, Jr., Sheriff, Suffolk County Sheriff's Office (Remote)

DCJS Staff Present

Rossana Rosado, Commissioner, Division of Criminal Justice Services
Joseph Popcun, Executive Deputy Commissioner, Division of Criminal Justice Services
Colleen Glavin, Deputy Commissioner and Counsel, Office of Legal Services
Natasha Harvin-Locklear, Associate Counsel, Office of Legal Services

OPS Staff Present

Michael A. Bonse, Deputy Commissioner, Office of Public Safety
Johanna Sullivan, Director, Office of Public Safety
Joshua Vinehout, Supervisor of Public Safety Programs
Michael Puckett, Public Safety Program Specialist 3
Molly Bates, Public Safety Program Specialist 3
Gavin Boyer, Public Safety Program Specialist 2
Sara Dean, Criminal Justice Program Specialist 2
Daniel Nedwell, Associate Training Technician (Police)
Kevin Fairchild, Criminal Justice Program Specialist 1
Kerra Gordon, Criminal Justice Program Specialist 1
Dorthea Medina, Administrative Specialist 1

Guests

Michael Whiteley, Director of Law Enforcement Training, OPDV
Thomas Mitchell, Counsel, NYS Sheriff's Association
Dr. Alfred Titus, Director of Training, DHSES (Remote)
Lieutenant Despoina Kodetsky, NYPD (Remote)
Sergeant Gregory McNally NYPD (Remote)
Sergeant Patrick Wilkens NYPD (Remote)

ACTION/APPROVAL ITEMS

#1 - Introductory Remarks – Adoption of Agenda- Approval of 265th Meeting Minutes

The 266th session of the Municipal Police Training Council (MPTC or Council) commenced at 10:03 a.m. with Commissioner Rosado leading all attendees in the Pledge of Allegiance and followed by a moment of silence in remembrance for all law enforcement and those who lost their lives serving this country.

Introductions

Commissioner Rosado introduced herself as the interim chair and introductions were made by all in attendance both in-person and remotely. Council members Sheriff Toulon and Debra Long joined the meeting remotely.

Introductory Remarks

Commissioner Rosado provided an update on the Governor's budget enacted in April 2024. The Commissioner informed the Council the budget includes more than 127 million dollars in law enforcement technology and equipment to 378 law enforcement agencies outside of New York City, more than 35 million dollars to enhance police and prosecution efforts to combat domestic violence, and 15 million dollars to organize retail theft through crime analysis and information sharing with the DA's offices and police departments. The budget also assists the state's gun violence prevention efforts through the GIVE initiative, the Crime Analysis Center Network, Snug Street Outreach, and Project Rise. These programs have contributed to driving down shootings by more than 35% this year compared to the 5-year average. The Commissioner closed by assuring council members the work to promote trust and confidence in the justice system will continue.

Adoption of Agenda

Dr. McBride made a motion to adopt the 266th meeting agenda, with a second by **Maureen Curtis**; the motion was passed by unanimous vote. Commissioner Rosado proceeded with the approval of 265th meeting minutes.

Approval of 265th Meeting Minutes

Dr. McBride made a motion to approve the 265th meeting minutes as submitted with a second by **Carla DiRienzo**. The motion was passed by unanimous vote.

#2- Basic Course for Police Officers Updates

Michael Puckett of the Office of Public Safety provided the Council with updates on the Basic Course for Police Officers. He explained there are three motions that needed to be presented individually.

The first motion is regarding updates to Penal Law – Part 3, Section A. Due to laws being repealed and changed, certain amendments were removed or added to the Penal Law Section. He explained the “Rape is Rape Act” redefined rape to include conduct that is currently categorized under other crimes. As a result, the Penal Law section was updated where rape and criminal sex act charges were discussed to be consistent with recent law changes. The section was also updated to reflect new sections of assault on a retail worker (Penal Law §120.19) and fostering the sale of stolen goods (Penal Law §165.66). Mr. Puckett mentioned the 2025 FY budget bill (L. 2024, Ch. 55) included these new crimes related to retail theft.

Executive Deputy Commissioner Popcun asked if these updates were mostly reference changes in the Penal Law section. Michael Puckett informed him they were and added that the Penal Law section is unique in the way that the learning objectives are laid out; otherwise, this wouldn't have been brought to the Council due to the minor modifications.

Dr. McBride asked if changes to the Penal Law were related to the rise of organized retail theft. Michael Puckett affirmed they were part of the budget bill in response to organized theft.

The second motion Mr. Puckett covered is for changes to Narcotics and Dangerous Drug – Part 7, Section A. Certain terminology has been changed due to recent law changes. He provided an example by explaining the term marijuana was changed to cannabis in the learning objectives. Also, references to the medical cannabis card have been removed; according to the Office of Cannabis Management, the card is no longer being utilized.

The third motion covered consists of updating Basic Crash Management and Reporting – Part 7, Section F. The Council was informed that the Department of Motor Vehicles is launching a new police accident report form. Form MV-104A will be replaced with Form MV-104P. The appendix will be updated to include this new form and Form P-33, which provides guidance to officers on completing the MV-104P.

Motion #1: Approve updates to Penal Law Offenses – Part 3, Section A as the minimum standard of instruction in the Basic Course for Police Officers or equivalent, the Basic Course for Peace Officers, the Campus Public Safety Officer Course, and the Specialized Investigator Course. All employers and academies conducting these courses, beginning on or after September 1, 2024, must utilize the newly approved curriculum.

Dr. McBride made a motion to approve with a second by **Carla DiRienzo**. The motion was passed by unanimous vote.

Motion #2: Approve updates to Narcotics and Dangerous Drugs – Part 7, Section I as the minimum standard of instruction in the Basic Course for Police Officers or equivalent, the Campus Public Safety Officer Course, and the Specialized Investigator Course. All employers and academies conducting these courses, beginning on or after September 1, 2024, must utilize the newly approved curriculum.

Dr. McBride made a motion to approve with a second by **Carla DiRienzo**. The motion was passed by unanimous vote.

Motion #3: Approve updates to Basic Crash Management and Reporting – Part 7, Section F as the minimum standard of instruction in the Basic Course for Police Officers or equivalent and the Campus Public Safety Officer Course. All employers and academies conducting these courses, beginning on or after September 1, 2024, must utilize the newly approved curriculum.

Dr. McBride made a motion to approve with a second by **Carla DiRienzo**. The motion was passed by unanimous vote.

#3- Sexual Offense Evidence Kit Model Policy Update

Joshua Vinehout of the Office of Public Safety provided the Council with an update on the Sexual Offense Evidence Kit Model Policy. Before he spoke about the update, he gave a summary on the development and timeline of the model policy. He reminded the Council of

their request in June of 2015 for the Office of Public Safety (OPS) to examine sexual offense evidence kits best practices. There was a concern regarding the backlog of kits being processed, so OPS developed a model policy. In December of that year, the Sexual Offense Evidence Kits model policy was presented to the Council and adopted. Two years later, a change in the law required law enforcement to submit kits to the lab within 10 days, and any drug facilitated kit is to be submitted within 72 hours, or as soon as practicable.

He continued by mentioning another update to the model policy made in June of 2019. The update included the addition of the sexual assault victim Bill of Rights, which is required to be provided to a sexual assault victim. He also reminded the Council there was a new training requirement put in place in 2019 under executive law. It required each police agency and prosecutorial agency to have at least one individual trained in trauma informed victim response, specifically for handling sexual assault cases. DCJS was responsible to establish the minimum training standards which were endorsed by the Council.

Before providing an overview of the current proposed amendments, Mr. Vinehout concluded with a summary of one additional change made previously in 2019. He reviewed the necessary information that must be provided to the victim regarding DNA hits and the requirement to provide the victim with contact information of the trained law enforcement officer.

After concluding his review, he proposed updates to the model policy based on NYS Office of Victim Services (OVS) being the designated agency to store untested kits. The update includes language to reflect the process for OVS to release stored untested kits to law enforcement if the victim chooses to initiate an investigation. Mr. Vinehout pointed out to the Council where in the model policy the update was made.

Mr. Vinehout concluded by informing the Council that DCJS will send a memo out to law enforcement agencies advising them of the updated model policy if the amendments are approved.

Maureen Curtis asked if there was an advocate that explains the ramifications concerning the disposal of evidence to the survivor/victim. Mr. Vinehout explained to Maureen that the Office of Victim Services (OVS) was probably the office that was better suited to answer that question. Director Johanna Sullivan assured Maureen that she would reach out to OVS and let her know what they said.

Motion- Adopt the amendments made to the MPTC Sexual Offense Evidence Kit Model Policy.

Dr. McBride made a motion to amend with a second by **Carla DiRienzo**. The motion was passed by unanimous vote.

INFORMATIONAL/UPDATE ITEMS

#1- Regulations - Updates

Natasha Harvin-Locklear, Office of Legal Services, updated the Council on the status of the regulatory amendments to the in-person death notification training for new and current police officers. She informed the Council that the Governor approved the amendments which became effective on April 3, 2024.

#2- TraCS Academy Training and Equipment for Law Enforcement Academies

Michael Puckett of the Office of Public Safety informed the Council of a plan to utilize a NYSP unit that supports TraCS. The unit will work with academies that are prepared to use TraCS by providing access to the program in a training environment. Funding to support the academies for the purchase of laptops necessary to run the program is being made available through a Governor's Traffic Safety grant. That laptops will be purchased through reoccurring grant funding lasting long enough to equip each police recruit and every police academy.

Dr. McBride asked what we would we do with the MPTC academies that weren't tech savvy. Michael Puckett explained that it depended on a few factors, such as their IT's ability and desire to cooperate. The academies that are ready and support this would probably be prioritized over the academies that are hesitant or need another budget.

#3- Basic Course for Correction Officers Job Task Analysis

Molly Bates of the Office of Public Safety provided the Council with an update on the Basic Course for Correction Officers. She informed the Council that her unit will be redesigning the Basic Course for Correction Officers to ensure it meets the needs of new officers and employing agencies. To best determine the core job tasks of a corrections officer, OPS will be conducting a job task analysis (JTA). The JTA will provide an analysis of the core tasks and competencies of an officer as well as related instructional objectives. A potential vendor with corrections experience has been identified.

Molly continued by informing the Council an advisory panel of correction professionals will be assembled to assist with the JTA survey development and training materials. The panel members will be selected based on facility size and geographic region to ensure they have appropriate representation. They will also be seeking representatives from New York City DOCCS and State Commission of Corrections. The goal is to begin the JTA in September and have survey results at the end of the year or the beginning of 2025.

Lastly, Molly introduced a new staff member of OPS, Gavin Boyer. She acknowledged how Mr. Boyer has been instrumental in the research and selection of the JTA vendor and communicating the redevelopment process with the corrections community.

Executive Deputy Commissioner Popcun asked when the Basic Course for Correction Officers was last updated. Molly Bates explained that it hasn't received a comprehensive update since 2008 due to the availability of staff resources.

New Business

There was no new business raised by the Council but there were a few questions asked.

Dr. McBride asked if there was any update regarding the MPTC physical ability standard discussed during the March meeting. Mr. Vinehout replied that he was currently waiting to receive the consultant's proposal for phase two of the project. Once he received it, he will be working with Legal and Funding to have the contract in place. Mr. Vinehout mentioned he is hoping the second phase will begin by the end of the year.

Dr. McBride then asked for an update regarding the BCPO Firearms curriculum, which was also discussed during the previous meeting. He inquired about the extensions that were made for some zones and the requirement for Zones 1 through 3 to use only instructors that have completed the refresher training. Michael Puckett confirmed that all academies have the requirement to begin utilizing the new curriculum, and the three zones required to use only approved firearms instructors will be able to meet the September 1st requirement. OPS will continue to offer Firearm Instructor Workshops, especially in underserved areas geographically in the state. In addition, pilots of the new Firearm Instructor are scheduled.

Lastly, Commissioner Rosado reminded the Council that there will be an appreciation luncheon on September 12th, 2024, for the members of MPTC and LEAAC. Besides showing appreciation, this will be an opportunity for everyone to meet each other.

The 266th session of the Municipal Police Training Council came to a close at 10:40 a.m. with a motion to adjourn by **Dr. McBride** and a second by **Carla DiRienzo**. The motion was unanimously approved.

NEXT MEETING:
September 12th, 2024, at 1:30 p.m.

**NYS Municipal Police Training Council
267th Meeting
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Action Item #2

Firearms Instructor Workshop

The Office of Public Safety will present the Firearms Instructor Workshop to the Council for their review and approval.

The Firearms Instructor Workshop serves as an instructor update course to prepare current MPTC Firearms Instructors to teach the new BCPO Firearms course. This five-day course consists of updated instruction on shooting and coaching trainees. The instruction follows the following schedule:

Day One		
Topic	Learning Objectives	Hours
Course Overview	<ol style="list-style-type: none"> 1. Describe the requirements for attendance and successful completion of the Firearms Instructor Workshop. 2. List the equipment required for the course. 	.75
Safety Briefing & Medical Plan	<ol style="list-style-type: none"> 1. List the Firearms Safety Rules and Recommendations. 2. Identify and describe an emergency medical plan for the training location. 	.25
Baseline Qualification Overview and Demonstration	<ol style="list-style-type: none"> 1. Describe the qualification course of fire for successful completion of the Firearms Instructor Workshop. 	1
Purpose and Role of the Instructor Update	<ol style="list-style-type: none"> 1. Describe the process of using data to develop police training topics and exercises. 	1
Gear Considerations	<ol style="list-style-type: none"> 1. Identify and describe considerations for gear selection and placement related to holsters, magazine pouches, flashlights, keys, and other equipment commonly carried on a police officer's body. 	.5
Stance and Movement	<ol style="list-style-type: none"> 1. Demonstrate a proper shooting stance. 2. Identify the two (2) critical elements of a good stance. 3. Demonstrate lateral movement between two (2) points. 	1
Aiming the Weapon and Vision	<ol style="list-style-type: none"> 1. Describe the benefits of shooting with both eyes open. 2. Demonstrate the process of identifying a shooter's dominant eye and explain why this is important. 	1
Grip and Trigger Manipulation	<ol style="list-style-type: none"> 1. Demonstrate and explain the fundamental aspects of an effective grip on a semi-automatic pistol. 2. Demonstrate and explain the method for testing a shooter's grip. 3. List and describe three methods of trigger manipulation. 	1
Teaching the Draw Stroke	<ol style="list-style-type: none"> 1. Explain the steps of the draw and considerations for efficient movement during the draw. 2. Demonstrate drawing from a duty holster to firing of one round on target in 1.5 seconds or less. 	1

Day Two		
Debrief	N/A	.25
Training Culture and Accountability	<ol style="list-style-type: none"> 1. Identify the important aspects of instructor demos and their necessity. 2. Identify and discuss the importance of continuing education for firearms instructors. 	.5
Adult Learning Overview	<ol style="list-style-type: none"> 1. Describe the difference between interleaved and block training. 2. Identify three (3) factors that can be used to influence learning in trainees. 3. Define random practice and provide an example. 4. Define varied practice and provide an example. 	.75
Safety Briefing & Medical Plan	N/A	.25
Shooting Skill Drill #1	N/A	.5
Ready and Carry Positions	<ol style="list-style-type: none"> 1. Explain the different uses or carry and ready positions. 2. Demonstrate three (3) ready positions. 3. Demonstrate the use of two (2) carry positions. 4. Safely demonstrate the appropriate carry position during lateral movement to cover. 	1.5
Qualification Attempt #1	<ol style="list-style-type: none"> 1. Demonstrate successful completion of the qualification course of fire within 30 seconds. 	1
Reloads	<ol style="list-style-type: none"> 1. Demonstrate an emergency reload. 2. Demonstrate a tactical reload. 	1
Malfunctions	<ol style="list-style-type: none"> 1. Demonstrate and explain [talk through] the remediation of a "click" malfunction. 2. Demonstrate and explain [talk through] the remediation of a "mush" malfunction. 	1
BCPO Drill Demonstration	<ol style="list-style-type: none"> 1. Demonstrate serving as both shooter and coach for the <i>Modified Ball/Dummy Drill</i> from the BCPO Firearms curriculum (utilizing 5-inch negative space targets). 	.75
Day Three		
Debrief	N/A	.25
Safety Briefing & Medical Plan (student-led)	N/A	.5
Shooting Skill Drill #2	N/A	.5
Course/Drill Development	<ol style="list-style-type: none"> 1. Explain the importance of component skills competency as it relates to layering of skills and drill development. 2. Demonstrate the 3-cone drill as a shooter using either live-fire or NLTA. 	1.25
Qualification Attempt #2	<ol style="list-style-type: none"> 1. Demonstrate successful completion of the qualification course of fire within 30 seconds. 	1
Working Around Vehicles	<ol style="list-style-type: none"> 1. Describe the various points of cover available on a motor vehicle. 	1.25

	2. Describe the ballistic capabilities of modern motor vehicles and explain the tactical relevance for law enforcement officers.	
Injured Shooter and Workshop	<ol style="list-style-type: none"> 1. Demonstrate a reload without the use of the support hand. 2. Beginning with a support hand grip, demonstrate and the remediation of a “click” and a “mush” malfunction without the use of the strong hand. 3. Beginning with a support hand grip, demonstrate a reload without the use of the strong hand. 	1.75
BCPO Drill Demonstration	1. Demonstrate serving as both shooter and coach for the <i>Full Mag Decision Drills with Abstract F/B Movement</i> drill from the BCPO Firearms curriculum.	.5
Dryfire Programming and Benefits	<ol style="list-style-type: none"> 1. Define what is meant by “dryfire” training. 2. List two (2) benefits of dryfire training. 	.5
Day Four		
Debrief	N/A	.25
Safety Briefing & Medical Plan	N/A	.25
Special Problems	<ol style="list-style-type: none"> 1. Demonstrate and the high-pectoral thumb index retention shooting position. 2. Describe circumstances where the backplating or C-clamp technique would be necessary. 	1.5
Qualification Attempt #3	1. Demonstrate successful completion of the qualification course of fire within 30 seconds.	1
Flashlight Techniques and low-Light Shooting	<ol style="list-style-type: none"> 1. Identify five (5) uses for a flashlight by a police officer. 2. Demonstrate the use of the following flashlight techniques and describe their recommended uses: wandering, neck index, and Harries. 	1.5
Low-light Shooting Exercises	1. Participate in low-light shooting exercises.	3
Day Five		
MRDS Overview and Considerations	1. List and describe two (2) benefits of MRDS systems for handguns.	.5
Safely Conducting NLTA Drills	<ol style="list-style-type: none"> 1. Identify those allowed to stop a drill or scenario for safety reasons. 2. List the 3 steps involved in the triple check safety procedure. 	.5
Safety Briefing, Medical Plan and Safety Checks	N/A	.5
NLTA Drills	1. Demonstrate the completion of the included non-lethal training ammunition drills.	2.75
Course Debrief and Dismissal	N/A	1

Motion 1:

Approve the MPTC Firearms Instructor Workshop Course for issuance of MPTC certificates to all students who successfully complete the course and Issue MPTC certificates to all students that have previously successfully completed the Firearms Instructor Workshop.

Motion 2:

Require all students who successfully completed the Firearms Instructor Workshop to be current MPTC Firearms Instructor and allow all MPTC Firearms Instructors who have successfully completed the Firearms Instructor Workshop to instruct the course.

Motion 3:

Require all instructors serving in the role of an Exercise Control Officer or Training Coordinator as defined in the Reality Based Training Instructor Course during the non-lethal training ammunition (NLTA) drills or teaching the Safely Conducting NLTA Drills section to be a certified MPTC Reality Based Training Instructor.

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Informational Item #1

BCPO Professional Communications Update

The Office of Public Safety staff will update the Council on an initiative to enhance the Professional Communications section of the BCPO.

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Informational Item #2

In-Service Training Opportunities

The Office of Public Safety staff will update the Council on future law enforcement in-service training opportunities.

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Informational Item #3

Project Updates

The Office of Public Safety staff will update the Council on the status of current projects to include the Course in Police Supervision, Basic Course for Corrections, Sexual Assault Trauma Informed Online Training, Firearms Instructor Course, Physical Ability Standard, and plan to conduct a full job task analysis for police officers.

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Informational Item #4

Legislative Updates

The Office of Public Safety staff will update the Council on several legislative bills that will impact the responsibilities of the Council if signed by the Governor.

[NYS Senate Bill 8881](#): Directs DCJS, in cooperation with OVS, to develop and implement a standardized procedure for law enforcement to notify family members and dependents who may be eligible for crime victim compensation awards about the existence of such awards and any other relevant services or programs. Requires that the MPTC model law enforcement death notification policy include procedures for providing information to the deceased individual's next of kin regarding the existence of available programs and support services.

[NYS Senate Bill 2747](#): Directs the MPTC, in consultation with OCFS, to develop written policies and procedures regarding child-sensitive arrest practices.

[NYS Senate Bill 6162](#): An act to amend Municipal Police Training Council's color vision requirements for appointment of police officers.

[NYS Assembly Bill 7717](#): Amends CPLR to allow a law enforcement agency to be name as the ERPO petitioner. Would require an update to the MPTC ERPO model policy.