Agency Performance Plan

**Iowa Law Enforcement Academy**

# FY 2004

## Mission

 Iowa Law Enforcement Academy’s mission is “Professionalism through training.” The Iowa Law Enforcement Academy will provide the best basic, specialty, and supervisory training to Iowa peace officers, jailers, and telecommunicator specialists.

**Core Function Outcome Measures Outcome Targets**

1. Provide basic and specialized training 1. % of persons successfully > 90%

for peace officers, jailers and telecommunicator completing training program

specialists.

 2. # of officers injured or killed < 5% of officers.

 in Iowa involving training issues.

**Desired Outcome** 3. # of lawsuits filed against officers, < 5% of officers,

To increase the skills and educational jailers and telecommunicator specialists jailers, telecommunicator

Level of Iowa’s peace officers, jailers, and in Iowa related to training issues. specialists.

telecommunicator specialists.

 4. # of complaints filed concerning < 5% of officers.

 Increase the % of those who have excessive use of force.

2-year degrees from 50 to 70% over two years.

**Activities, Services, Products Performance Measures Performance Targets**

1. Basic Academy Training Total # of student days of training Increase Student days of training

 A. Peace Officers (Overall total and for A, B, and C) overall by 5%

 B. Jailers Total # of students attending training Increase #’s trained overall by 5%

 C. Telecommunicators Specialists (Overall total and for A, B, and C)

1. Specialized Training – Instructor Certification
2. Peace Officers Total # of student days of training Increase student days of training
3. Jailers (Overall total and for A, B, and C) overall by 5%
4. Telecommunicator Specialists Total # of students attending training Increase #’s trained overall by 5%

(Overall total and for A, B, and C)

1. Specialized Training – Other than Instructor Certification

A. Peace Officers Total # of student days of training Increase student days of training

B. Jailers (Overall total and for A, B, and C) overall by 5%

C. Telecommunicator Specialists Total # of students attending training Increase #’s trained overall by 5%

 (Overall total and for A, B, and C)

1. Other Training

A. Reserve Officers Total # of student days of training Increase student days of training by

 5%

 Total # of students attending training Increase #’s trained by 5%

B. Security Industry Personnel Total # of student days of training Increase student days of training by

 5%

 Total # of students attending training Increase #’s trained by 5%

### Strategies/Recommended Actions

1. Add at least 15 new training classes overall each year in specialized training. One conference will cover dependent adult and senior citizen abuse.
2. Develop marketing plan to increase basic academy enrollment with sponsored but not yet hired individuals.
3. Develop training for private security including a joint conference, joint classes, and specialty classes.
4. Develop training for reserve officers to meet 150 hours requirement
5. Develop homeland security training.
6. Develop Field Training Officer class for jailers.
7. Develop Field Training Officer class for telecommunicator specialists.

**Core Function Outcome Measures Outcome Targets**

2. Professional responsibility services 1. % of agencies meeting hiring > 90%

(Compliance with hiring standards, change of standards within required time frame.

status, and training requirements. Provide 2. % of agencies submitting change > 90%

opinion expertise to law enforcement agencies of status forms within 10 days of change.

when requested. 3. % of agencies requesting training < 5%

 extensions for basic academy from

**Desired Outcome** ILEA Council.

To increase the level of professionalism 4. % of agencies conducting required > 95%

of law enforcement, jailers, and education hours.

telecommunicator specialists in Iowa by 5. Turnaround time to respond to An average of 14 days from date

assuring compliance with required standards. law enforcement agency’s request for of request or from date information

To provide opinion expertise to law expert opinion. to be reviewed is receive

Enforcement agencies when civil suits are (whichever comes first).

a possibility or already filed resulting in fewer

lawsuits filed or lost.

**Activities, Services, Products Performance Measures Performance Targets**

1. Compliance with hiring standards % meeting hiring standards within > 90%

 required time frame.

 A. Peace Officers % meeting hiring standards within > 90%

 required time frame.

 B. Reserve Officers % meeting weapons certification > 90%

 requirement within required timeframe.

1. Compliance with change of status

Peace Officers % filing change of status forms timely > 90%

3. Compliance with training requirements % meeting requirements > 90%

 A. Peace Officers % meeting requirements > 90%

 B. Reserve Officers % meeting requirements > 90%

 C. Jailers % meeting requirements > 90%

 D. Telecommunicators specialists % meeting requirements > 90%

4. Provide opinion expertise to law # lawsuits filed involving training issues

 # of lawsuits lost by law enforcement

 agencies involving training issues

 A. Peace Officers # lawsuits filed involving training issues

 # of lawsuits lost by law enforcement

 agencies involving training issues

 B. Reserve Officers # lawsuits filed involving training issues

 # of lawsuits lost by law enforcement

 agencies involving training issues

 C. Jailers # lawsuits filed involving training issues

 # of lawsuits lost by law enforcement

 agencies involving training issues

 D. Telecommunicator specialists # lawsuits filed involving training issues

 # of lawsuits lost by law enforcement

 agencies involving training issues

### Strategies/Recommended Actions

1. Develop instructional forms on required reporting format with checklist.
2. Develop general information packet on hiring standards and training requirements.
3. Increase public and law enforcement agencies’ awareness of ILEA areas of expertise and training.
4. Develop informational newsletter to law enforcement agencies.

**Core Function Outcome Measures Outcome Targets**

1. Testing Services:

Pre-employment Testing # of pre-employment testing conducted

 % successfully completing

 % selected by any agencies > 90%

 % staying in law enforcement in Iowa > 90%

 after being selected for more than 1 year

Promotional testing # tested

 # promoted

 % staying at agency for 3 or more > 90%

 years after promotion.

Consulting Services # conducted

 % of agencies requesting consulting > 20%

 services

**Desired Outcome**

To assist agencies in conducting pre-employment testing, promotional testing, and consultative services including referrals for counseling, fitness for duty assessments, and critical incident stress debriefing to assure best personnel are selected, retained and promoted.

**Activities, Services, Products Performance Measures Performance Targets**

1. Pre-employment Testing at ILEA

 A. POST # conducted

 % of total # conducted

 B. MMPI # conducted

 % of total # conducted

 C. Physical Hiring Standards # conducted

 % of total # conducted

1. Pre-employment Testing at sites other than ILEA

A. POST # conducted

 % of total # conducted

 B. MMPI # conducted

 % of total # conducted

 C. Physical Hiring Standards # conducted

 % of total # conducted

1. Pre-employment Testing at Mental Health # conducted

Centers % of total # conducted

1. Promotional Testing – Sheriffs

A. At ILEA # tested

 % of # promoted who stay > 3 years > 90%

B. At sites other than ILEA # tested

 % of # promoted who stay > 3 years > 90%

1. Promotional Testing – Police

A. At ILEA # tested

 % of # promoted who stay > 3 years > 90%

B. At sites other than ILEA # tested

 % of # promoted who stay > 3 years > 90%

1. Consultative Services

A. Referrals for Counseling Police # requested

B. Referrals for Counseling Sheriffs # requested

C. Fitness for Duty Assessments Police # requested

D. Fitness for duty Assessments Sheriffs # requested

E. Critical Incident Stress Debriefings Police # requested

F. Critical Incident Stress Debriefings Sheriffs # requested

### Strategies/Recommended Actions

1. Develop one-day full testing package.
2. Develop police promotional testing for 1st and 2nd line command staff.
3. Develop marketing package to alert law enforcement agencies to testing services available from ILEA.

**Core Function Outcome Measures Outcome Targets**

1. Staff and Academy Development (state- # of lawsuits filed relating to training

of-art training facility, state-of-art technology issues

and equipment. Up-to-date training manual and

materials. Expert faculty % of officers having lawsuits filed < 5%

 against them relating to training issues.

 # of lawsuits lost pertaining to training

 issues

 % of officers losing lawsuits filed < 5%

 against them relating to training issues

**Desired Outcomes**

 To fulfill Iowa Law Enforcement Academy mission and vision of excellence and professionalism through training by training the best peace officers, jailers, and telecommunicator specialists in the nation.

**Activities, Services, Products Performance Measures Performance Targets**

1. Request and receive approval for Monies received

joint-training facility study monies.

2. Request and receive approval for Monies received

technology update.

3. Request and receive approval for Monies received

needed equipment.

1. Instructors review and where necessary 100% 100%

update manual and materials on an annual

basis.

1. One-half faculty attend national training % of instructors attending approved 50%

each year. national training.

6. One-half support staff attend approved % of support staff attending approved 50%

training each year

7. Instructors writing articles for local, % of instructors prepare and publish 75%

state, and/or national magazines. article on annual basis.

### Strategies/Recommended Actions

1. Increase other funds by 5%
2. Develop private giving program
3. Get approval and receive monies for joint training facility.
4. Get approval and receive monies for technology update.
5. Send ½ instructional staff to approved national training each year.
6. Send ½ support staff to approved training each year.
7. Develop PRD with each staff member (tie to evaluations).
8. Review current equipment and prioritize needs.