

**GEORGIA PUBLIC SAFETY TRAINING CENTER  
MONTHLY REPORT  
August 2010**

**OPERATIONS**

A comparison of monthly and year-to-date training activities for FY 2011 and FY 2010 are summarized in the following tables that includes on-site, off-site and online programs. A more detailed graphic representation of year-to-date training activities is attached as a separate Acrobat Reader file entitled "Year-to-date Training Statistics – July."

**Total (On and Off Site)**

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	109	163	109	163
Course Hours	8,474	11,043	8,474	11,043
Students	2,725	3,489	2,725	3,489
Contact Hours	192,014	306,003	192,014	306,003

**On-Campus\***

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	87	83	87	83
Course Hours	7,425	4,202	7,425	4,202
Students	2,264	2,162	2,264	2,162
Contact Hours	170,179	172,921	170,179	172,921

\*Any course taught on GPSTC campus, including regional academies

**Off-Campus**

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	22	80	22	80
Course Hours	1,049	6,841	1,049	6,841
Students	461	1,327	461	1,327
Contact Hours	21,835	133,082	21,835	133,082

**Online**

	<b>July 2010</b>	<b>FY 2011 YTD</b>
Courses	11	11
Course Hours	44	44
Students	1,463	1,463
Contact Hours	1,933	1,933

**Hand-Off Distribution**

	<b>July 2010</b>	<b>FY 2011 YTD</b>
Courses	11	11
Course Hours	176	176
Students	201	201
Contact Hours	3,216	3,216

## BASIC TRAINING

### **Law Enforcement**

Basic Training Division conducts Basic Law Enforcement Training Courses throughout the state through our Regional and Contract Academy system. GPSTC has six (6) regional and one (1) contract academy. The Regional Academy at Macon was moved to the Forsyth campus in July, 2010. The off-site academies also conduct Basic Jail courses, Advanced/Intermediate courses, Distribution courses and In-service courses. Our division is also responsible for the delivery of on-site Basic Law Enforcement Training, Basic Jail, Driver Training and Basic Communications Courses.

#### **Forsyth Campus**

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	8	5	8	5
Course Hours	285	192	285	192
Students	181	107	181	107
Contact Hours	6,637	4,472	6,637	4,472

#### **Regional Academies**

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	23	36	23	36
Course Hours	1,812	1,762	1,812	1,762
Students	565	641	565	641
Contact Hours	45,929	38,186	45,929	38,186

#### **Hand-off Distribution Courses Offered**

	<b>July 2010</b>	<b>FY 2011 YTD</b>
# Courses Held	11	11
Course Hours	176	176
Students	201	201
Contact Hours	3,216	3,216

#### **Contract Academies\***

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	2	4	2	4
Course Hours	208	416	208	416
Students	49	104	49	104
Contact Hours	5,552	10,248	5,552	10,248

\*Due to the loss of two (2) contract academies, the numbers reflected are considerably lower for this Fiscal Year

## GEORGIA POLICE ACADEMY

Georgia Police Academy Division conducts advanced and specialized training programs specific to law enforcement, such as criminal investigations, traffic accident reconstruction, firearms training, management/supervision, drug training, terrorism intelligence, and other specific police programs. The Coroners training program is also conducted through the Police Academy Division.

**Total (On and Off Site)**

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	33	34	33	34
Course Hours	966	937	966	937
Students	909	739	909	739
Contact Hours	28,606	21,105	28,606	21,105

**Coroners' Training Council**

The Georgia Coroner's Training Council is administratively attached to the Training Center, and its members are appointed by the Board of Public Safety with the exception of the Council Secretary who is a designee of the Director of the Training Center. The Training Center delivers Basic and In-Service training for Coroners and Deputy Coroners and all training is conducted on a tuition basis. Under O.C.G.A. §45-16-6, during each calendar year, every coroner and deputy coroner is required to take a training course approved by the Georgia Coroner's Training Council and provided by the Georgia Police Academy. To date, there are 154 Coroners and 242 Deputy Coroners certified by the Council. The table below reflects courses delivered on-site and off-site. There have been two (2) 24-hour In-Service courses conducted off site: Savannah and Rome.

**Total (On and Off Site)**

	<b>July 2010 Courses</b>	<b>Courses YTD 2010</b>	<b>Students YTD 2010</b>
In-Service On-Site (24-hrs)	0	5	71
In-Service Off-Site (24-hrs)	0	2	83
Basic Programs (40-hrs)	1	1	13
<b>Total</b>	<b>1</b>	<b>8</b>	<b>167</b>

**GEORGIA FIRE ACADEMY**

Georgia Fire Academy Division conducts training for all fire departments in the state: career, volunteer and departments that are a combination of both. This includes the Basic Firefighter Course, Basic Structural Fire Control and advanced and specialized topics in areas such as technical rescue, hazardous materials, fire inspection, fire instructors, fire safety educators, incident management, supervision, management, leadership and other classes leading to certifications. These include the state certifications through the Firefighter Standards and Training Council and the national certifications through the Pro Board. The Fire Academy Division also manages the NIMS training grants for all disciplines in public safety and state government. Many courses are brought to the local fire departments at their site, traditionally over half the activity occurred off the GPSTC campus. The Fire Academy also operates seven (7) regional training buildings for conducting live fire exercises. These facilities are open to local departments for their use; when used for live fire, academy staff is sent from Forsyth to be on site. The table below reflects the On-Campus and Off-Campus delivery.

**Total (On and Off Site)**

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	21	37	21	37
Course Hours	708	711	708	711
Students	798	1,005	798	1,005
Contact Hours	26,452	23,568	26,452	23,568

**Online**

	<b>July 2010</b>	<b>FY 2011 YTD</b>
Courses	1	1
Course Hours	32	32
Students	13	13
Contact Hours	416	416

**Fire Station**

The Georgia Public Safety Training Center has a fully operational and compliant volunteer fire department located at the fire training facility on campus. This department is staffed with Fire Academy employees. The primary duty of the fire department is to support the fire training complex. In addition, the Center Fire Department responds to emergency calls on the GPSTC campus. We also have mutual aid agreements with Monroe County, City of Forsyth, Butts County, City of Jackson, Lamar County, City of Barnesville and the Georgia Diagnostic & Classification Prison. These agreements provide fire and emergency assistance on an as needed basis.

During the period of July 1, 2010– July 31, 2010, there were no calls to the Fire Station.

**INSTRUCTIONAL SERVICES DIVISION**

The Instructional Services Division (ISD) conducts instructor and staff development training, manages the master course file system, and leads curriculum development and management efforts for the Center. We are responsible for the development and deployment of our online training initiative and we provide support for the training programs of other divisions through our multimedia services which include photography, videography, and training media development.

**Total (On and Off Site)**

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	1	1	1	1
Course Hours	80	80	80	80
Students	14	18	14	18
Contact Hours	1,120	1,440	1,120	1,440

**Online**

	<b>July 2010</b>	<b>FY 2011 YTD</b>
Courses	10	10
Course Hours	12	12
Students	1,450	1,450
Contact Hours	1,517	1,517

## TECHNICAL/FACILITY SCHEDULING

### **Registration**

Course Registration: The Training Center received and processed 1,966 applications for “open enrollment courses” during the period of July 1, 2010 – July 31, 2010. Of these applications, 1,568 or 79.8% were accommodated. Of the 398 applications not accommodated, 0 or 0.0% were scheduled to attend a future offering of the course for which they applied; 11 or 0.6% were rejected for failing to meet course prerequisites; and the remaining 387 or 19.7% were for classes that were either cancelled or at capacity, or the student/agency voluntarily cancelled the slot. The Training Center also processed an additional 1,471 applications for on-line “open enrollment courses” during the period of July 1, 2010 – July 31, 2010.

Dormitory: The Training Center dormitory consists of 254 rooms with 498 beds. During the period of July 1, 2010 – July 31, 2010, the Center received and processed 2,010 lodging requests for Sunday night through Thursday night lodging. Of these, 2,010 or 100% were accommodated in the Training Center Dormitory. The average “percent of capacity” rate was 19%.

<b>FY 2011</b>	<b>July</b>
<b>% of Capacity</b>	19%

Facility Requests: The Training Center received and processed 162 “on-campus facility requests” during the period of July 1, 2010 – July 31, 2010. Of these requests, 162 or 100% were accommodated. 102 or 62.96% of the facility requests were for training courses, while the remaining 60 or 37.04% were associated with meetings and conferences.

### **Computer Operations**

The Training Center’s Technology Operations continue to be responsive in updating all web content and materials, plus integrating the web-based registration system with the in-house student database. The web site can be found at [www.gpstc.georgia.gov](http://www.gpstc.georgia.gov). During the month of July and the beginning of the fiscal year, the web site had 882,014 hits by 11,734 different visitors. Currently, the Center has issued 1,572 agency registration passwords and 17,978 individual student transcript passwords. During July, the Training Center processed 2,220 applications for on-site classes with 1,324 applications entered electronically by agencies. In addition, 1,467 applications were processed for online class offerings.

### **Printing Operations**

The Training Center Print Shop provides a full complement of printing services to both resident and nonresident agencies. It is supervised by a Manager and staffed with inmate labor. Most of the printing is in the form of “quick copy” to be used as handout material in various training programs. However, there is a significant volume of printing in the form of manuals and booklets, which require covers and binding. The following table reflects monthly and year-to-date requests for printing and the number of impressions produced.

	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Requests	163	206	163	206
Impressions	303,102	594,057	303,102	594,057

**Media Services**

The Technical Services Section provides, as a priority, computer and audiovisual support for all classroom activities. These services include both on-site and off-site computer support for staff and instructors, computer support for two (2) on-site PC Labs, classroom setup, maintaining equipment, responding to technical problems, and assisting instructors with the proper use and application of the various A/V applications. Additionally, the section provides assistance with the documentation of classes with high liability potential. The following table presents the monthly and year-to-date activities.

<b>Technical Services</b>	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
PC Helpdesk Requests	51	43	51	43
A/V Service requests	121	128	121	128

**SUPPORT SERVICES**

**Food Service**

During July 2010, the Training Center’s Food Services operation provided 83,807 meals for students, staff, visitors, and inmates. On average the Center provided approximately 2,703 meals per day. Roughly 73% were provided for the inmate population at the Burruss Correctional Facility, 14% were provided for the inmate population at Monroe County Sheriff’s Department while the remaining 13% comprised cafeteria, banquet, and break activity.

**Inmate Labor**

Of the 808 inmate beds at the Burruss Correctional Training Center, an average of 64 inmates was used by GPSTC in various labor positions each day during the month of July 2010. The use of this labor equates to 9,170 hours of inmate labor. Based on the assumption that this labor could have been obtained at the current minimum wage, a cost avoidance of \$66,486 was achieved.

**Special Projects**

The Training Center has accepted the “Governor’s Energy Challenge” and has re-energized its conservation efforts by working closely with utility providers, staff from the Georgia Environmental Facilities Authority and the GPSTC “Green” committee to reduce our energy consumption. Replacement of T-12 light fixtures with more efficient T-8 fixtures is underway. Regular faucets are being replaced with automatic water saving fixtures as well as changing to “green” friendly paper products. Occupancy sensors are also being installed throughout the Center to save electricity. We are tracking our utility usage and publishing the results to the Training Center staff through our quarterly Customer Service newsletter and provide reminders and conservation tips on our intranet website. During our student orientation at the start of each course, the coordinator solicits the help of the class to participating in the state’s energy conservation efforts. As always, the Center conducts training with resource conservation in mind.

<b>Physical Plant</b>	<b>July 2010</b>	<b>July 2009</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Water Usage (gals)	1,587,000	1,357,000	1,587,000	1,357,000
Natural Gas Usage (cf)	661,040	777,337	661,040	777,737
Electricity Usage (KwH)	529,178	550,427	529,178	550,427

## ADMINISTRATION

### **Georgia Public Safety Memorial**

The Georgia Public Safety Memorial was dedicated on June 10, 1997, to honor those public safety officers killed in the line of duty. The Memorial Committee is comprised of public safety practitioners representing a comprehensive profile of public safety agencies in Georgia. The committee has established criteria for approving officers who have been killed in the line of duty for inclusion on the memorial. The committee makes their recommendation to the Georgia Board of Public Safety for final authorization for engraving the officer's name on the memorial. To date, there have been 811 names of officers submitted to the committee for consideration. The status of those submitted is as follows:

Engraved	684
File - Name Only	26
File - Documentation	54
Denied	10
Not Qualified	3
Remanded	43
<b>Total</b>	<b>820</b>

In calendar year 2010, there have been four (4) line of duty deaths submitted to the Training Center:

David Dwayne Crawford	Carroll County Sheriff's Office	February 12, 2010
Mike Vogt	Chattahoochee Hills Police Dept.	February 15, 2010
Brian Lamar Mahaffey	Rockdale County Sheriff's Office	May 8, 2010
Richard Daniels	Twiggs County Sheriff's Office	June 23, 2010

### **Personnel**

The Training Center currently employs 154 full-time employees, 1 contract employee and 19 part-time employees. Of the full-time employee population, 47% are female and 18% are of minority ethnic origin. 22% of the instructional staff is minority, 8% by ethnic origin and 18% female. 30% of the Training Center's management team is minority, 30% by gender and 0% by ethnic origin. Approximately 81% of Training Center employees are 40 years of age or older, 38% have completed two years or more of college and 72% have more than five (5) years of service with the state. The median annual salary for Center employees is \$36,992 as opposed to \$29,399 for all state employees.<sup>1</sup>

### **Legal Issues**

The Training Center received three (3) requests under the Opens Records Act during July 2010 for training materials and student transcripts. These requests were handled in a timely manner.

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<sup>1</sup>Based on figures provided by Georgia Merit System. Includes all full-time (at least 35 hours/wk), classified & unclassified employees. Does not include county school system, Board of Regents employees.

**GPSTC FY 2010  
QUARTERLY EXPENDITURE REPORT  
As of July 31, 2010**

	ADJ AOB	EXPENDITURES	BALANCE	YTD PCT EXP
<b>GEORGIA FIRE ACADEMY</b>				
State Funds	\$1,080,551	\$72,501	\$1,008,050	7%
Revenue/Other Funds	\$67,375	\$4,842	\$62,533	7%
Federal Funds	\$689,232	\$6,798	\$682,434	1%
<b>FIRE ACADEMY - TOTAL FUNDS</b>	<b>\$1,837,158</b>	<b>\$84,141</b>	<b>\$1,753,017</b>	<b>5%</b>

<b>GEORGIA POLICE ACADEMY</b>				
State Funds	\$1,262,852	\$99,513	\$1,163,339	8%
Revenue Funds	\$354,331	\$5,688	\$348,643	2%
Federal Funds	\$583,039	\$48,417	\$534,622	8%
<b>POLICE ACADEMY - TOTAL FUNDS</b>	<b>\$2,200,222</b>	<b>\$153,618</b>	<b>\$2,046,604</b>	<b>7%</b>

<b>GEORGIA PUBLIC SAFETY TRAINING CENTER</b>				
State Funds	\$8,110,012	\$511,480	\$7,598,532	6%
Revenue/Other Funds	\$1,675,068	\$125,365	\$1,549,703	7%
Federal Funds	\$4,500	\$4,500	\$0	100%
<b>GPSTC - TOTAL FUNDS</b>	<b>\$9,789,580</b>	<b>\$641,345</b>	<b>\$9,148,235</b>	<b>7%</b>

TOTAL STATE FUNDS	\$10,453,415	\$683,494	\$9,769,921	7%
TOTAL REVENUE/OTHER FUNDS	\$2,096,774	\$135,895	\$1,960,879	6%
TOTAL FEDERAL FUNDS	\$1,276,771	\$59,715	\$1,217,056	5%
<b>TOTAL FUNDS</b>	<b>\$13,826,960</b>	<b>\$879,104</b>	<b>\$12,947,856</b>	<b>6%</b>

1. Through July of FY 2011, GPSTC's total state fund expenditure is 7% of Amended Budget of \$10,453,415.

FEDERAL FUND DETAIL/ GRANT TITLES	ADJ AOB	EXPENDITURES	BALANCE	YTD PCT	GRANT CLOSING DATE
GILEE - 31169	\$4,500	\$4,500	\$0	100%	07/31/2010
GEMA NIMS State – 36029, 36228	\$169,234	\$0	\$169,234	0%	06/30/2011
GEMA Strategic Anti-Terrorism – 36117, 36118, 36018	\$220,899	\$7,174	\$213,725	3%	06/30/2011
GEMA ODP NIMS Local – 36218, 36049	\$341,701	\$6,798	\$334,903	2%	06/30/2011
GEMA NIMS IMT – 36039, 36238	\$158,373	\$0	\$158,373	0%	02/28/2011
CJCC Narcotic – 36189, 36088	\$36,206	\$10,211	\$25,995	28%	09/30/2010
FEMA NFA Training – 16079, 16279	\$10,324	\$0	\$10,324	0%	09/14/2010
GOHS Drug Recognition - 36078, 36199	\$107,046	\$22,143	\$84,903	21%	09/30/2010
GOHS Speed Detection – 36098, 36999	\$13,898	\$2,544	\$11,354	18%	09/30/2010
Forestry Grant Federal Funds – 36059, 36259	\$9,600	\$0	\$9,600	0%	12/31/2010
CJCC VAW & Domestic Violence – 36038, 36639	\$92,365	\$6,345	\$86,020	7%	12/31/2010
Recovery Act – 3B061	\$112,625	\$0	\$112,625	0%	09/30/2012
<b>TOTAL FEDERAL FUNDS</b>	<b>\$1,276,771</b>	<b>\$59,715</b>	<b>\$1,217,056</b>	<b>5%</b>	

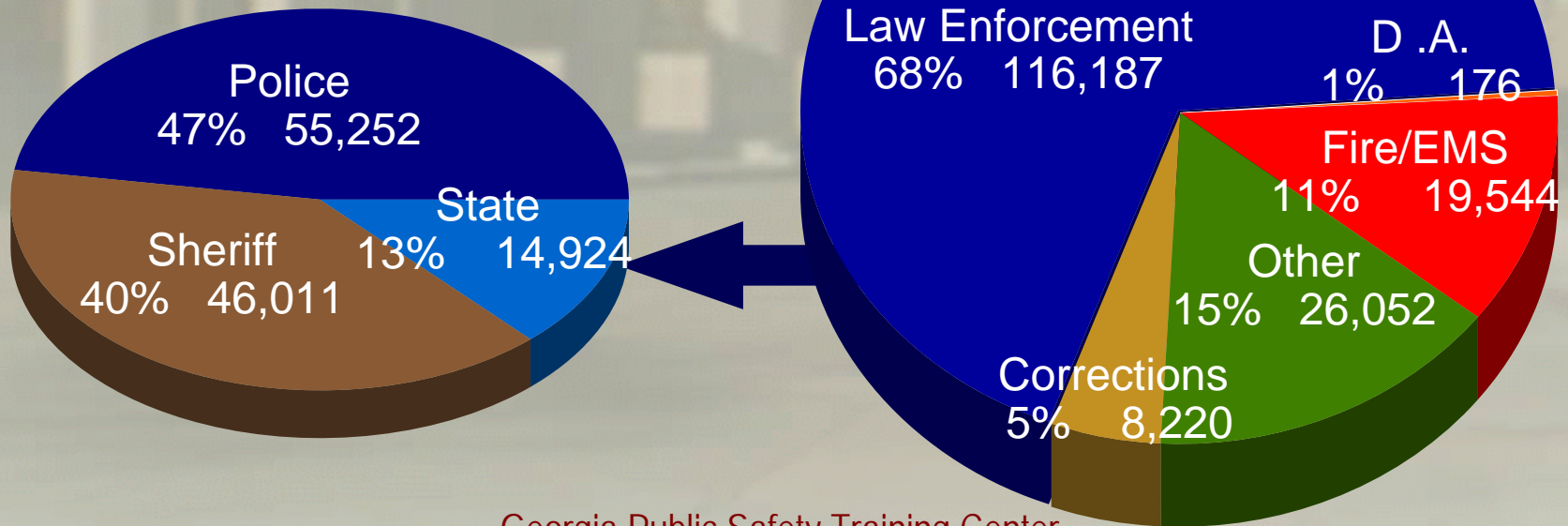
# **APPENDIX**

# On Campus Contact Hours

FY 2011 Year to Date  
July 1 - July 31

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<b>Other Activity</b>	<b>Total contact hours</b>	<b>170,179</b>
<b>Courses</b> 87		
<b>Course hours</b> 7,425		
<b>Students</b> 2,264		



Georgia Public Safety Training Center

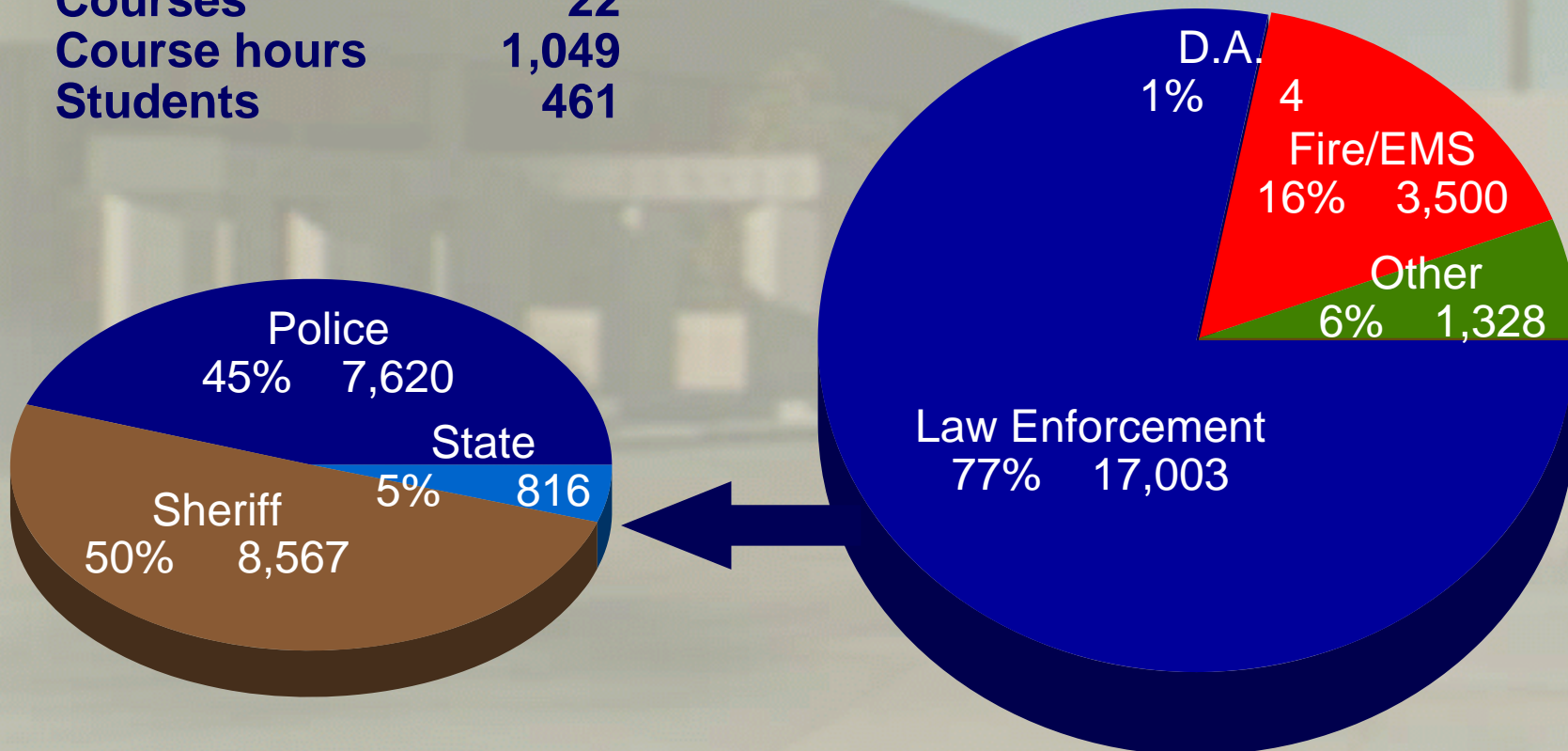
# Off Campus Contact Hours

FY 2011 Year to Date  
July 1 - July 31

## Other Activity

Courses	22
Course hours	1,049
Students	461

Total contact hours 21,835



Georgia Public Safety Training Center and Regional Academies

# Combined Contact Hours

FY 2011 Year to Date  
July 1 - July 31

Other Activity	
Courses	109
Course hours	8,474
Students	2,725

**Total contact hours 192,014**

