

**GEORGIA PUBLIC SAFETY TRAINING CENTER
MONTHLY REPORT
December 2009**

OPERATIONS

A comparison of monthly and year-to-date training activities for FY 2010 and FY 2009 are summarized in the following tables that includes on-site and off-site 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 – November."

Total (On and Off Site)

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Courses	168	159	878	1,350
Course Hours	4,700	3,541	34,777	53,072
Students	3,171	3,262	18,517	29,038
Contact Hours	89,321	73,888	819,356	1,217,546

On-Campus

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Courses	102	96	484	568
Course Hours	2,582	2,117	14,960	17,578
Students	2,237	2,190	11,592	13,572
Contact Hours	56,114	49,770	454,671	538,271

Off-Campus

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Courses	66	63	394	782
Course Hours	2,118	1,424	19,817	35,494
Students	934	1,072	6,925	15,466
Contact Hours	33,207	24,118	364,685	679,275

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 seven (7) regional and three (3) contract academies. The off-site academies also conduct Basic Jail Courses, Advanced/Intermediate Courses and In-service Courses. Our division is also responsible for the deliver of on-site Basic Jail, Driver Training and Basic Communications Courses.

Contract Academies

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Courses	6	6	32	40
Course Hours	616	560	3,512	4,496
Students	153	161	722	1,126
Contact Hours	12,416	19,160	75,855	158,808

Regional Academies

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Courses	31	32	196	184
Course Hours	2,044	1,944	10,667	11,221
Students	522	738	3,738	3,833
Contact Hours	46,204	107,270	246,519	660,592

Basic Training Division – Forsyth Campus

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Courses	11	8	42	41
Course Hours	320	280	1,327	1,098
Students	222	188	898	757
Contact Hours	6,904	8,656	27,640	30,390

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)

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Courses	33	25	170	163
Course Hours	894	615	5,019	4,821
Students	676	562	3,994	3,737
Contact Hours	18,974	13,697	123,131	115,631

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 246 Deputy Coroners certified by the Council. The table below reflects courses delivered on-site and off-site. There have been three (3) 24-hour In-service Course conducted off-sites: Savannah, Albany and Rome.

Total (On and Off Site)

	November 2009 Courses	Courses YTD 2009	Students YTD 2009
In-Service On-Site (24-hrs)	1	7	154
In-Service Off-Site (24-hrs)	0	3	133
Basic Programs (40-hrs)	0	1	18
Total	1	11	305

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)

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Courses	32	51	162	236
Course Hours	712	922	3,294	5,713
Students	554	954	3,411	4,816
Contact Hours	12,310	18,864	72,809	115,464

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 and inmate firefighters. 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, 2009 – November 30, 2009, a total of ten (10) emergency calls were answered. Of these, seven (7) were calls for emergency medical assistance on the GPSTC campus, and three (3) was requested standby for response on the GPSTC campus.

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 Campus and Online)

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Courses	1	1	14	11
Course Hours	80	80	427	434
Students	16	15	288	120
Contact Hours	1,280	1,200	7,340	7,120

TECHNICAL/FACILITY SCHEDULING

Registration

Course Registration: The Training Center received and processed 9,482 applications for “open enrollment courses” during the period of July 1, 2009 – November 30, 2009. Of these applications, 6,793 or 71.6% were accommodated. Of the 2,689 applications not accommodated, 13 or 0.1% were scheduled to attend a future offering of the course for which they applied; 73 or 0.8% were rejected for failing to meet course prerequisites; and the remaining 2,603 or 27.5% were for classes that were either cancelled or at capacity, or the student/agency voluntarily cancelled the slot.

Dormitory: The Training Center dormitory consists of 256 rooms with 500 beds. During the period of July 1, 2009 – November 30, 2009, the Center received and processed 23,078 lodging requests for Sunday night through Thursday night lodging. Of these, 23,078 or 100% were accommodated in the Training Center Dormitory. The average “percent of capacity” rate was 42.6%.

FY 2010	July	Aug	Sept	Oct	Nov
% of Capacity	49%	42%	37%	42%	43%

Facility Requests: The Training Center received and processed 1,004 “on-campus facility requests” during the period of July 1, 2009 – November 30, 2009. Of these requests, 1,001 or 99.7% were accommodated. 746 or 74.5% of the facility requests were for training courses, while the remaining 255 or 25.5% 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. During the month of November, the web site had 607,147 hits by 7,701 different visitors. For FY 2010, the website has had 3,429,991 hits by 41,375 different visitors. Currently, the Center has issued 1,503 agency registration passwords and 15,878 individual student transcript passwords. During November, the Training Center processed 1,114 applications with 672 applications entered by agencies over the Internet.

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.

	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Requests	178	126	952	1,039
Impressions	437,193	438,598	2,385,677	2,621,313

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.

Technical Services	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
PC Helpdesk Requests	35	45	210	279
A/V Service requests	336	144	1,246	1,075

SUPPORT SERVICES

Food Service

During November 2009, the Training Center’s Food Services operation provided 87,635 meals for students, staff, visitors, and inmates. On average the Center provided approximately 2,921 meals per day. Roughly 70% 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 16% comprised cafeteria, banquet, and break activity.

Inmate Labor

Of the 710 inmates housed at the Burruss Correctional Facility, approximately 186 are used by the Center in various labor positions each day. More precisely, the Center used 15,000 hours of inmate labor during November 2009. Based on the assumption that this labor could have been obtained at the current minimum wage, a salary savings of \$108,750 was achieved. For Fiscal Year 2010 this has represented a cost savings of \$603,165.02.

Special Projects

The Georgia Public Safety Training Center takes its stewardship role very seriously when dealing with Georgia’s natural resources. It was rewarding to learn that several of the State’s Water Conservation recommendations were already in place on our campus. As with any plan,

communication, education, and action are key components. The Training Center is in the process of replacing older fixtures with newer, low flow models. We are tracking water savings and publishing the results to the Training Center staff through our monthly 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 will solicit the help of the class to participating in the state’s water conservation efforts. As always, the Center conducts training with resource conservation in mind.

Physical Plant	November 2009	November 2008	FY 2010 YTD	FY 2009 YTD
Water Usage	691,000	921,000	5,704,000	7,338,000

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	680
File - Name Only	26
File - Documentation	54
Denied	10
Not Qualified	3
Remanded	38
Total	811

In calendar year 2009, there have been two (2) line of duty deaths submitted to the Training Center:

Derek North	Stockton-Lanier Co. VFD	February 23, 2009
Terrell “Terry” Lee Adams	Tifton Police Department	April 22, 2009

Personnel

The Training Center currently employs 160 full-time employees, 1 contract employee and 23 part-time employees. Of the full-time employee population, 46% are female and 18% are of minority ethnic origin. 25% of the instructional staff is minority, 9% by ethnic origin and 16% female. 30% of the Training Center’s management team is minority, 30% by gender and 0% by ethnic origin. Approximately 79% of Training Center employees are 40 years of age or older, 46% have completed two years or more of college and 70% 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.¹

¹Based 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.

Legal Issues

The Training Center received one request under the Opens Records Act during November 2009 for training materials. This request was handled in a timely manner.

**GPSTC FY 2010
QUARTERLY EXPENDITURE REPORT
As of November 30, 2009**

	ADJ AOB	EXPENDITURES	BALANCE	YTD PCT EXP
GEORGIA FIRE ACADEMY				
State Funds	\$1,258,901	\$450,875	\$808,026	36%
Revenue/Other Funds	\$67,327	\$25,477	\$41,850	38%
Federal Funds	\$818,048	\$164,873	\$653,175	20%
FIRE ACADEMY - TOTAL FUNDS	\$2,144,276	\$641,225	\$1,503,051	30%

GEORGIA POLICE ACADEMY				
State Funds	\$1,236,748	\$451,051	\$785,697	36%
Revenue Funds	\$356,160	\$52,241	\$303,919	15%
Federal Funds	\$1,119,977	\$352,603	\$767,374	31%
POLICE ACADEMY - TOTAL FUNDS	\$2,712,885	\$855,895	\$1,856,990	32%

GEORGIA PUBLIC SAFETY TRAINING CENTER				
State Funds	\$7,887,410	\$3,059,316	\$4,828,094	39%
Revenue/Other Funds	\$2,003,793	\$857,378	\$1,146,415	43%
Federal Funds	\$0	\$0	\$0	0%
GPSTC - TOTAL FUNDS	\$9,891,203	\$3,916,695	\$5,974,508	40%

TOTAL STATE FUNDS	\$10,383,059	\$3,961,242	\$6,421,817	38%
TOTAL REVENUE/OTHER FUNDS	\$2,427,280	\$935,096	\$1,492,184	39%
TOTAL FEDERAL FUNDS	\$1,938,025	\$517,477	\$1,420,548	27%
TOTAL FUNDS	\$14,748,364	\$5,413,815	\$9,334,549	37%

1. Through October of FY 2010, GPSTC's total state fund expenditure is 38% of the Governor's Recommended Budget of \$10,383,059 (reflects 5% withhold and furlough).

FEDERAL FUND DETAIL/ GRANT TITLES	ADJ AOB	EXPENDITURES	BALANCE	YTD PCT	GRANT CLOSING DATE
GEMA NIMS State	\$184,153	\$0	\$184,153	0%	02/28/2010
GEMA Strategic Anti-Terrorism	\$369,466	\$104,494	\$264,972	28%	02/28/2010
GEMA ODP NIMS Local	\$310,169	\$63,868	\$246,301	21%	02/28/2010
GEMA NIMS IMT	\$246,636	\$75,441	\$171,195	31%	02/28/2010
CJCC Narcotic	\$90,003	\$55,945	\$34,058	62%	06/30/2010
FEMA NFA Training	\$45,350	\$17,864	\$27,486	39%	09/14/2009
GOHS Drug Recognition	\$453,081	\$116,775	\$336,306	26%	09/30/2009
GOHS Speed Detection	\$40,025	\$13,148	\$26,877	33%	09/30/2009
Forestry Grant Federal Funds	\$31,740	\$7,700	\$24,040	24%	12/31/2009
CJCC VAW & Domestic Violence	\$167,402	\$62,241	\$105,161	37%	12/31/2010
TOTAL FEDERAL FUNDS	\$1,938,025	\$517,477	\$1,420,548	27%	

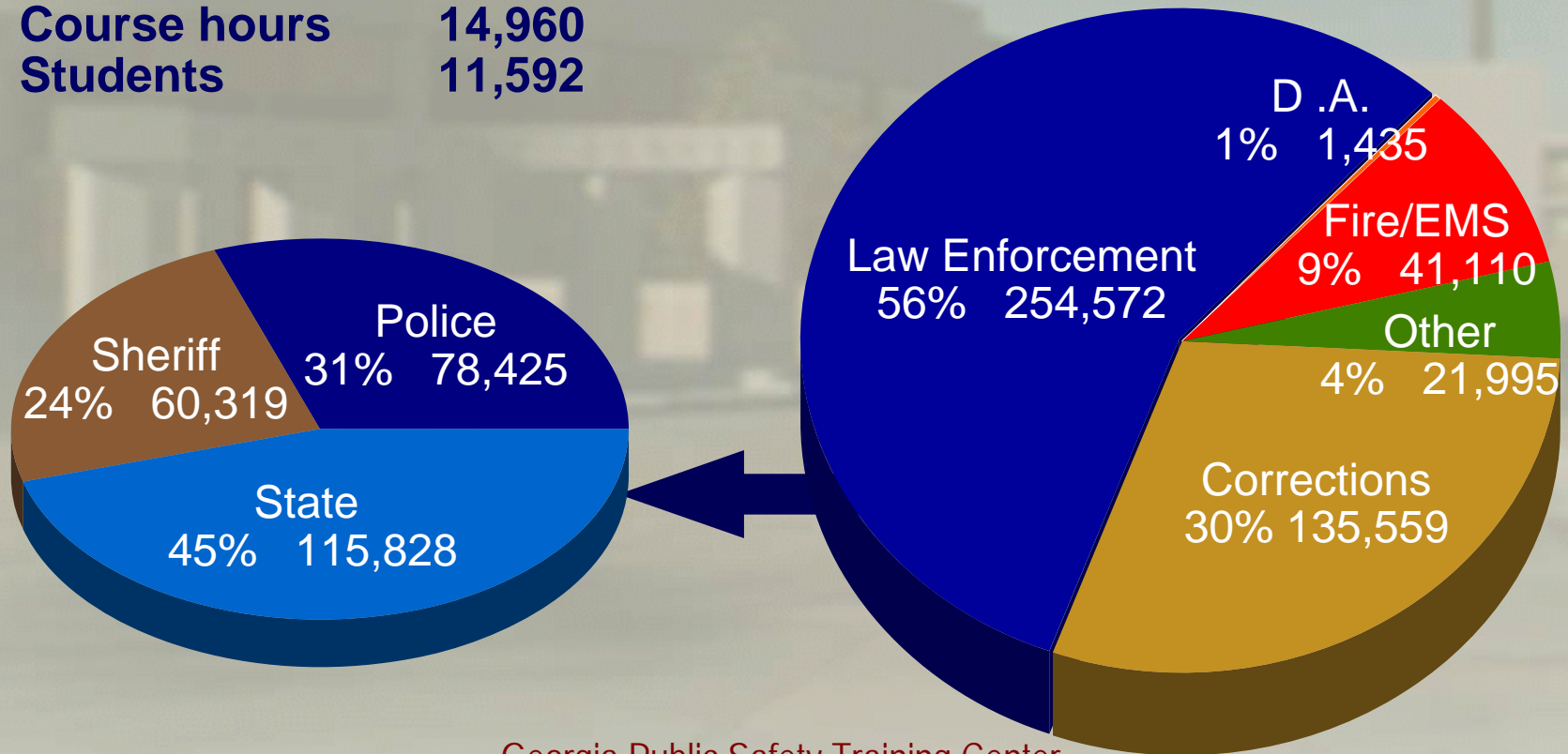
APPENDIX

On Campus Contact Hours

FY 2010 Year to Date
July 1 - November 30

Other Activity	
Courses	484
Course hours	14,960
Students	11,592

Total contact hours 454,671



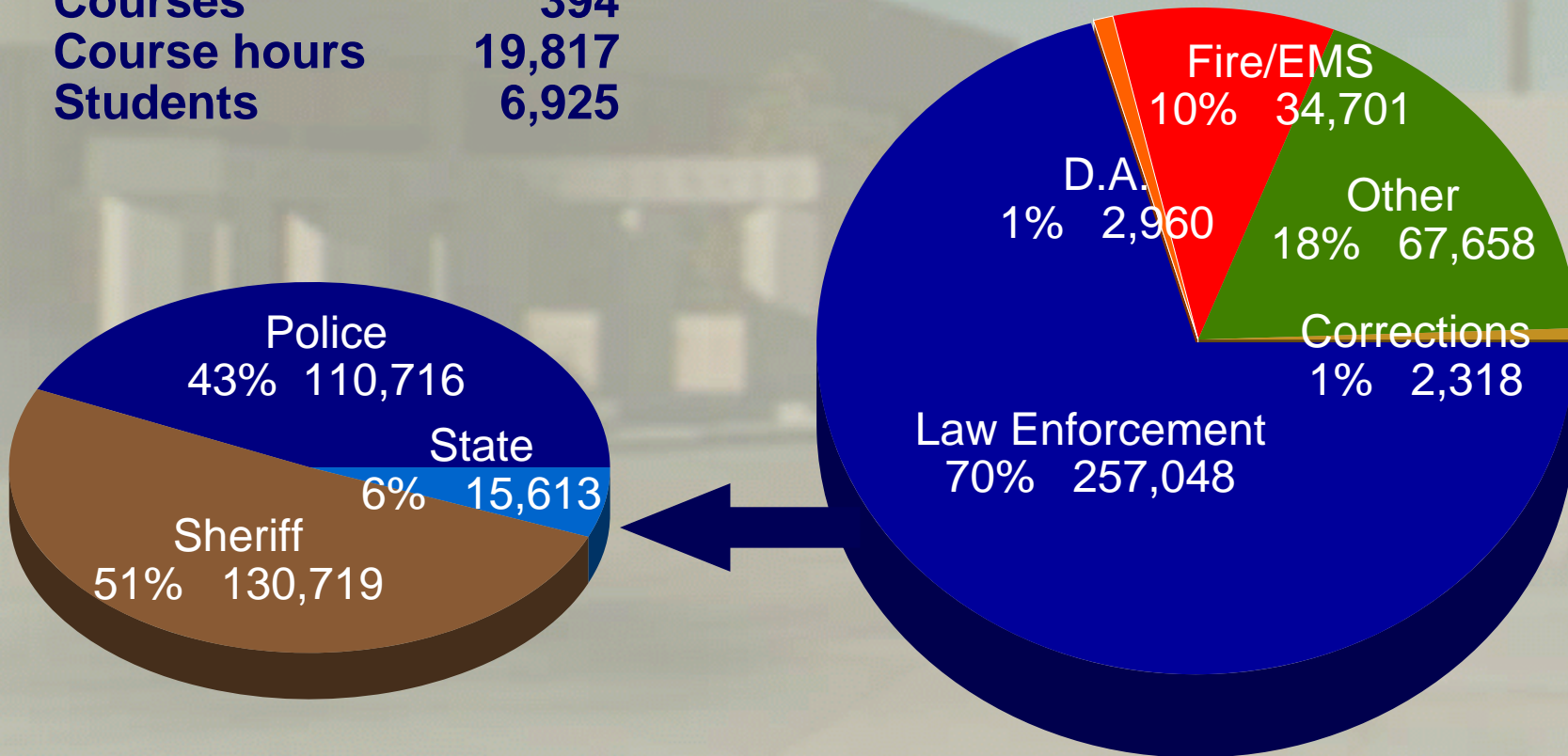
Georgia Public Safety Training Center

Off Campus Contact Hours

FY 2010 Year to Date
July 1 - November 30

Other Activity	
Courses	394
Course hours	19,817
Students	6,925

Total contact hours 364,685



Georgia Public Safety Training Center and Regional Academies

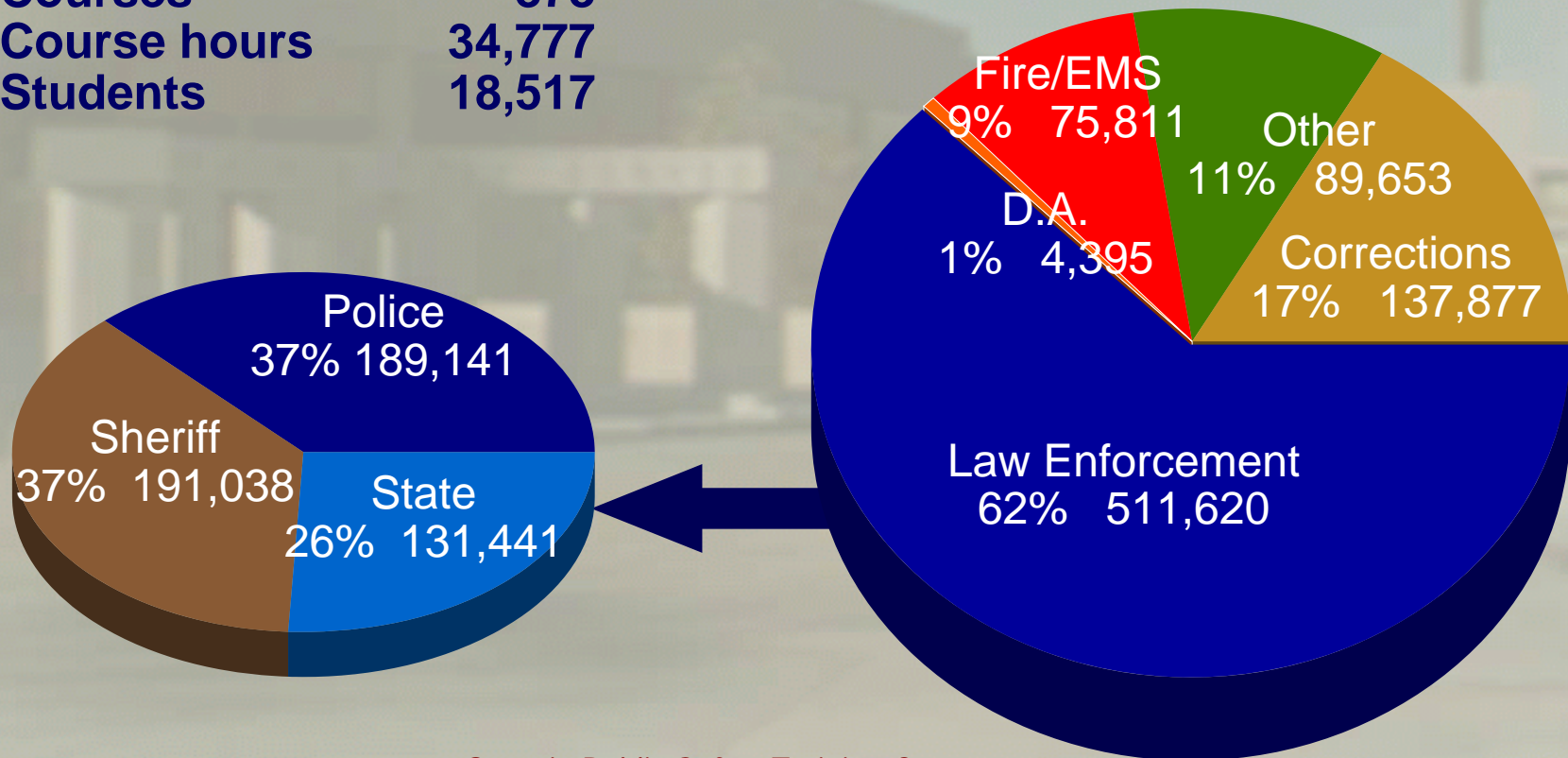
Combined Contact Hours

FY 2010 Year to Date
July 1 - November 30

Other Activity

Courses	878
Course hours	34,777
Students	18,517

Total contact hours 819,356



Georgia Public Safety Training Center