

**GEORGIA PUBLIC SAFETY TRAINING CENTER  
MONTHLY REPORT  
July 2011**

**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 – June."

**Total (On and Off Site)**

	<b>June 2011</b>	<b>June 2010</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	134	132	1,576	1,939
Course Hours	2,909	3,234	61,241	73,294
Students	3,019	3,100	37,581	41,482
Contact Hours	74,563	75,569	1,498,916	1,681,287

**On-Campus\***

	<b>June 2011</b>	<b>June 2010</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	102	75	1,137	1,066
Course Hours	2,329	1,783	50,295	31,462
Students	2,270	1,644	25,887	25,453
Contact Hours	63,171	42,846	1,275,003	860,249

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

**Off-Campus**

	<b>June 2011</b>	<b>June 2010</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	32	57	439	873
Course Hours	580	1,451	10,946	41,832
Students	749	1,456	11,694	16,029
Contact Hours	11,392	32,723	223,913	821,038

**Online**

	<b>June 2011</b>	<b>FY 2011 YTD</b>
Courses	17	168
Course Hours	19	417
Students	2,702	23,947
Contact Hours	2,738	26,877

**Hand-Off Distribution**

	<b>June 2011</b>	<b>FY 2011 YTD</b>
Courses	8	124
Course Hours	136	2,396
Students	121	2,124
Contact Hours	2,324	41,706

## 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) off-campus academies and one (1) contract academy. The Academy at Macon was moved to the Forsyth campus in July, 2010 and continues to offer Basic Law Enforcement Training. The off-campus academies also conduct Basic Jail courses, Advanced, Offsite, Handoff and In-Services courses. Our division is also responsible for the delivery of on-site Basic Law Enforcement Training, Basic Jail, Driver Training and Basic Communications Courses. The academies off-campus graduated their Basic LE Courses that began the end of March and first of April. GPSTC/Forsyth graduated two (2) Basic LE Courses that began April 18 that started with 69 students; 49 of these students successfully completed the course. Our Driving Section conducted five (5) Basic EVOC blocks of instruction for our Academies. These were 24-hours each with a total of 123 students and 2,952 contact hours. Handoff Course chart is a combination of all the off-campus academies and our on-campus academy.

#### Forsyth Campus

	June 2011	June 2010	FY 2011 YTD	FY 2010 YTD
Courses	3	7	95	104
Course Hours	160	240	4,556	3,201
Students	76	167	2,041	2,387
Contact Hours	4,320	6,104	128,794	71,893

#### Regional Academies

	June 2011	June 2010	FY 2011 YTD	FY 2010 YTD
Courses	15	38	229	440
Course Hours	384	1,874	20,144	24,103
Students	308	947	5,254	8,921
Contact Hours	9,296	47,780	508,216	572,509

#### Hand-off Distribution Courses Offered

	June 2011	FY 2011 YTD
# Courses Held	2	72
Course Hours	64	1,652
Students	37	1,404
Contact Hours	1,256	30,364

#### Contract Academies\*

	June 2011	June 2010	FY 2011 YTD	FY 2010 YTD
Courses	0	7	26	87
Course Hours	0	760	3,234	9,207
Students	0	176	530	1,883
Contact Hours	0	18,832	72,105	191,027

\*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>June 2011</b>	<b>June 2010</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	29	32	388	407
Course Hours	770	845	11,870	12,088
Students	790	748	9,817	9,843
Contact Hours	23,812	22,564	315,068	304,649

### Hand-Off Distribution

	<b>June 2011</b>	<b>FY 2011 YTD</b>
Courses	0	1
Course Hours	0	40
Students	0	8
Contact Hours	0	320

### Online

	<b>June 2011</b>	<b>FY 2011 YTD</b>
Courses	0	1
Course Hours	0	40
Students	0	6
Contact Hours	0	240

### 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 226 Deputy Coroners certified by the Council. There have been two (2) 24-hour In-Service training classes conducted off-sites: Savannah and Rome.

### Total (On and Off Site)

	<b>June 2011 Courses</b>	<b>Courses YTD 2010</b>	<b>Students YTD 2010</b>
In-Service On-Site (24-hrs)	1	3	61
In-Service Off-Site (24-hrs)	0	2	88
Basic Programs (40-hrs)	0	0	0
<b>Total</b>	<b>1</b>	<b>5</b>	<b>149</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 eight (8) 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>June 2011</b>	<b>June 2010</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Courses	31	29	459	458
Course Hours	559	394	10,002	9,559
Students	567	533	10,491	9,277
Contact Hours	11,351	6,612	210,423	197,309

**Online**

	<b>June 2011</b>	<b>FY 2011 YTD</b>
Courses	0	6
Course Hours	0	192
Students	0	69
Contact Hours	0	2,208

**Hand-Off Distribution**

	<b>June 2011</b>	<b>FY 2011 YTD</b>
Courses	6	52
Course Hours	72	700
Students	84	795
Contact Hours	1,068	10,574

**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 – June 30, 2011, there were thirteen (13) calls answered. Of these, three (3) were for structural fires, seven (7) were stand-bys and three (3) were for emergency medical assistance 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 and Off Site)

	June 2011	June 2010	FY 2011 YTD	FY 2010 YTD
Courses	4	1	25	24
Course Hours	92	80	968	977
Students	234	17	681	418
Contact Hours	2,380	1,360	17,609	15,810

### Online

	June 2011	FY 2011 YTD
Courses	17	163
Course Hours	19	249
Students	2,702	23,894
Contact Hours	2,738	25,133

## TECHNICAL/FACILITY SCHEDULING

### Registration

Course Registration: The Training Center received and processed 22,113 applications for “open enrollment courses” during the period of July 1, 2010 – June 30, 2011. Of these applications, 15,769 or 71.3% were accommodated. Of the 6,344 applications not accommodated, 65 or 0.3% were scheduled to attend a future offering of the course for which they applied; 160 or 0.7% were rejected for failing to meet course prerequisites; and the remaining 6,119 or 27.7% 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 23,990 applications for online “open enrollment courses” during the period of July 1, 2010 – June 30, 2011.

Dormitory: The Training Center dormitory consists of 254 rooms with 498 beds. During the period of July 1, 2010 – June 30, 2011, the Center received and processed 34,684 lodging requests for Sunday night through Thursday night lodging. Of these, 34,684 or 100% were accommodated in the Training Center Dormitory. The average “percent of capacity” rate was 26.8%.

FY 2011	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>% of Capacity</b>	19%	22%	21%	23%	23%	21%	21%	23%	24%	25%	26%	27%

Facility Requests: The Training Center received and processed 2,014 “on-campus facility requests” during the period of July 1, 2010 – June 30, 2011. Of these requests, 2,013 or 99.95% were accommodated. 1,366 or 67.88% of the facility requests were for training courses, while the remaining 647 or 32.13% 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 June, the web site had 885,751 hits by 14,793 different visitors. For FY 2011, the website has had 10,747,919 hits by 157,369 different visitors. Currently, the Center has issued 1,609 agency registration passwords and 22,416 individual student transcript passwords. During June, the Training Center processed 1,502 applications for on-site classes with 1,189 applications entered electronically by agencies. In addition, 2,576 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>June 2011</b>	<b>June 2010</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Requests	192	191	2,326	2,466
Impressions	196,428	209,469	3,532,954	4,051,576

### **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>June 2011</b>	<b>June 2010</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
PC Helpdesk Requests	37	23	437	455
A/V Service requests	253	193	1,952	2,314

## **SUPPORT SERVICES**

### **Food Service**

During June 2011, the Training Center's Food Services operation provided 87,461 meals for students, staff, visitors, and inmates. On average the Center provided approximately 2,915 meals per day. Roughly 69% were provided for the inmate population at the Burruss Correctional Facility, 12% were provided for the inmate population at Monroe County Sheriff's Department while the remaining 19% comprised cafeteria, banquet, and break activity.

### **Inmate Labor**

Of the 808 inmate beds at the Burruss Correctional Training Center, an average of 73 inmates was used by GPSTC in various labor positions each day during the month of June 2011. The use of this labor equates to 10,983 hours of inmate labor. Based on the assumption that this labor could have been obtained at the current minimum wage, a cost avoidance of \$79,629 was achieved.

### **Special Projects**

The Training Center has entered the “Energy Efficient Challenge” and has re-energized its conservation efforts by working closely with utility providers, staff from the Georgia Environmental Facilities Authority (GEFA) and the GPSTC “Green” committee to reduce our energy consumption. Upgrades to our HVAC system and refrigeration system in Food Services were made with energy efficient units. Our Maintenance Manager completed a week long course of instruction on energy saving measures and is now a Certified Energy Manager. We are partnered with GEFA and others to work toward reducing all utilities and upgrading our energy plant, to include the prospect of using solar energy. As you can see by the table below, we have substantially reduced our carbon footprint during this past fiscal year. 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>June 2011</b>	<b>June 2010</b>	<b>FY 2011 YTD</b>	<b>FY 2010 YTD</b>
Water Usage (gals)	919,346	1,226,000	10,805,446	11,858,000
Natural Gas Usage (cf)	631,480	733,150	17,589,420	22,240,616
Electricity Usage (KwH)	452,604	529,127	5,330,252	5,911,201

## **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 840 names of officers submitted to the committee for consideration. The status of those submitted is as follows:

Engraved	700
File - Name Only	27
File - Documentation	51
Denied	10
Not Qualified	3
Remanded	40
<b>Total</b>	<b>831</b>

In calendar year 2011, there have been three (3) line of duty deaths submitted to the Training Center.

Elmer B. "Buddy" Christian	Athens/Clarke County PD	March 22, 2011
James "Dee" D. Stewart	Spaulding County Sheriff's Office	July 3, 2011
Richard "Rick" Jerome Daly	Clayton County Sheriff's Office	July 20, 2011

#### **Personnel**

The Training Center currently employs 155 full-time employees, 1 contract employee and 20 part-time employees. Of the full-time employee population, 47% are female and 17% are of minority ethnic origin. 23% of the instructional staff is minority, 10% by ethnic origin and 17% female. 30% of the Training Center's management team is minority, 30% by gender and 0% by ethnic origin. Approximately 78% 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.

#### **Legal Issues**

The Training Center received four (4) requests under the Opens Records Act during June 2011 for student transcripts and training material. These requests were handled in a timely manner.

**GPSTC FY 2011  
QUARTERLY EXPENDITURE REPORT  
As June 30, 2011**

	ADJ AOB	EXPENDITURES	BALANCE	YTD PCT EXP
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**GEORGIA FIRE ACADEMY**

State Funds	\$883,798	\$883,736	\$62	100%
Revenue/Other Funds	\$83,722	\$83,181	\$541	99%
Federal Funds	\$1,171,110	\$935,839	\$235,271	80%
<b>FIRE ACADEMY - TOTAL FUNDS</b>	<b>\$2,138,630</b>	<b>\$1,902,756</b>	<b>\$235,874</b>	<b>89%</b>

**GEORGIA POLICE ACADEMY**

State Funds	\$1,220,732	\$1,220,730	\$2	100%
Revenue Funds	\$313,487	\$313,128	\$359	100%
Federal Funds	\$1,679,730	\$1,262,802	\$416,928	75%
<b>POLICE ACADEMY - TOTAL FUNDS</b>	<b>\$3,213,949</b>	<b>\$2,796,660</b>	<b>\$417,289</b>	<b>87%</b>

**GEORGIA PUBLIC SAFETY TRAINING CENTER**

State Funds	\$7,994,054	\$7,992,473	\$1,581	100%
Revenue/Other Funds	\$4,107,985	\$4,067,421	\$40,564	99%
Federal Funds	\$0	\$0	\$0	0%
<b>GPSTC - TOTAL FUNDS</b>	<b>\$12,102,039</b>	<b>\$12,059,895</b>	<b>\$42,144</b>	<b>100%</b>

TOTAL STATE FUNDS	\$10,098,584	\$10,096,940	\$1,644	100%
TOTAL REVENUE/OTHER FUNDS	\$4,505,194	\$4,463,729	\$41,465	99%
TOTAL FEDERAL FUNDS	\$2,850,840	\$2,198,641	\$652,199	77%
<b>TOTAL FUNDS</b>	<b>\$17,454,618</b>	<b>\$16,759,311</b>	<b>\$695,307</b>	<b>96%</b>

1. Through June of FY 2011, GPSTC's total state fund expenditure is 100% of Amended Budget of \$10,098,584.

FEDERAL FUND DETAIL/ GRANT TITLES	ADJ AOB	EXPENDITURES	BALANCE	YTD PCT	GRANT CLOSING DATE
CJCC VAW & Domestic Violence – 36038	\$232,182	\$142,040	\$90,142	61%	12/31/2011
GEMA Strategic Anti-Terrorism – 36018, 36118	\$410,699	\$323,324	\$87,375	79%	09/30/2011
GEMA ODP NIMS Local – 36049, 36149	\$602,202	\$602,201	\$1	100%	06/30/2011
GEMA NIMS IMT – 36039	\$158,373	\$18,516	\$139,857	12%	12/31/2011
GEMA NIMS State – 36029, 36129, 36227, 36228	\$344,794	\$266,224	\$78,570	77%	09/30/2011
CJCC Narcotic – 36188	\$242,281	\$202,017	\$40,264	83%	12/31/2011
GOHS Drug Recognition - 36178	\$405,666	\$312,356	\$93,310	77%	09/30/2011
GOHS Speed Detection – 36198	\$44,575	\$32,221	\$12,354	72%	09/30/2011
FEMA NFA Training – 16179, 16079	\$38,004	\$33,163	\$4,841	87%	09/14/2011
Forestry Grant Federal Funds – 36059, 36159	\$27,737	\$15,736	\$12,001	57%	12/31/2010
Recovery Act – 3B061	\$344,327	\$250,845	\$93,483	73%	09/30/2012
<b>TOTAL FEDERAL FUNDS</b>	<b>\$2,850,840</b>	<b>\$2,198,641</b>	<b>\$652,199</b>	<b>77%</b>	

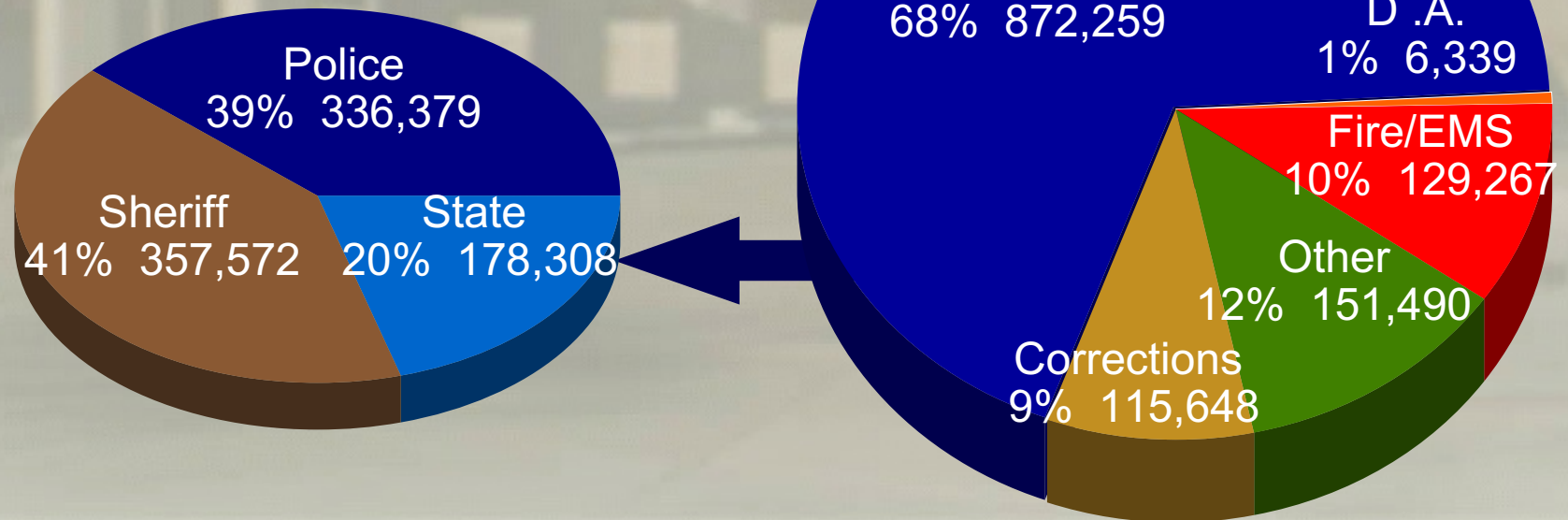
# **APPENDIX**

# On Campus Contact Hours

FY 2011 Year to Date  
July 1 - June 30

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<b>Other Activity</b>	<b>Total contact hours</b>	<b>1,275,003</b>
<b>Courses</b>	1,137	
<b>Course hours</b>	50,295	
<b>Students</b>	25,887	



Georgia Public Safety Training Center and Regional Academies

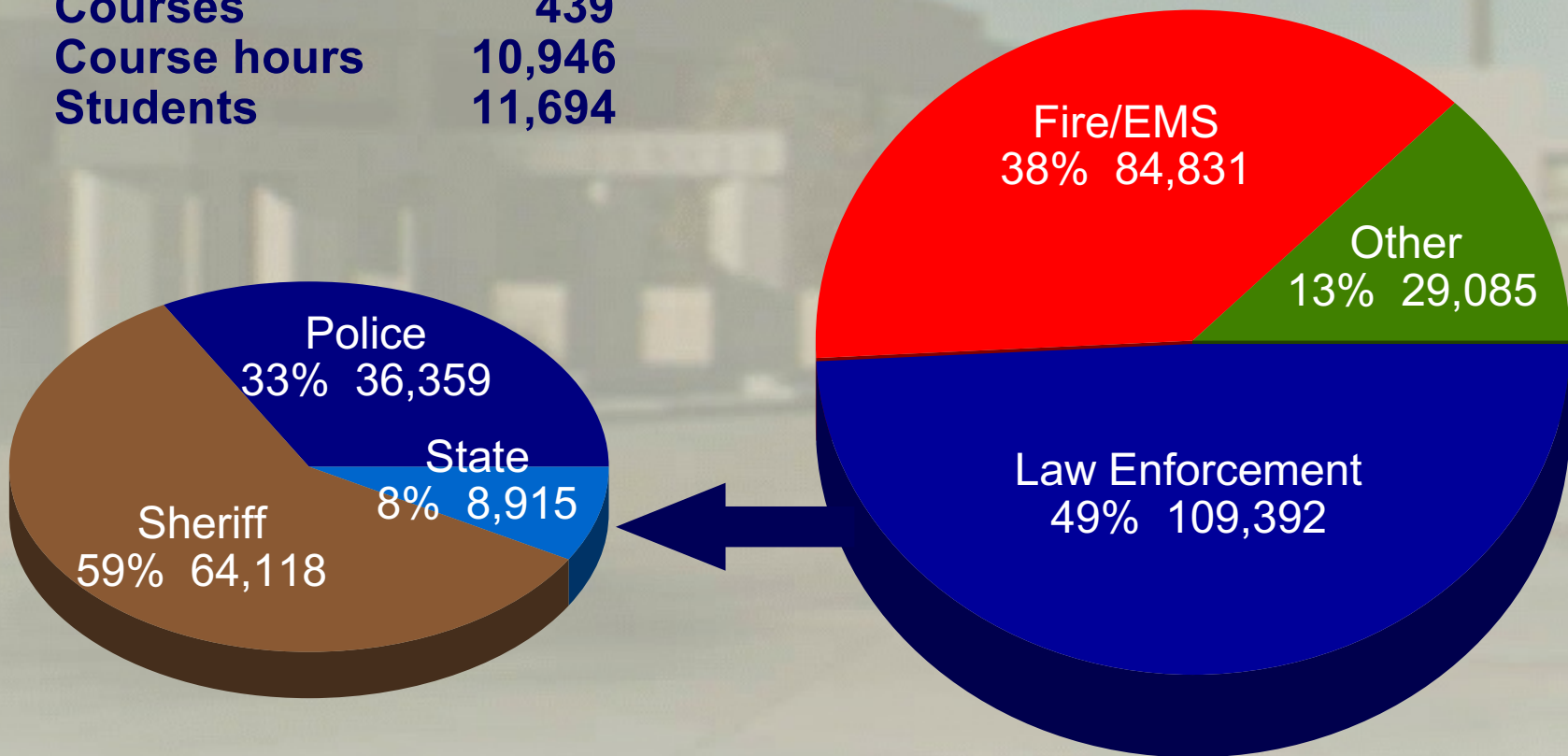
# Off Campus Contact Hours

FY 2011 Year to Date  
July 1 - June 30

## Other Activity

Courses	439
Course hours	10,946
Students	11,694

Total contact hours 223,913



Georgia Public Safety Training Center

# Combined Contact Hours

FY 2011 Year to Date  
July 1 - June 30

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<b>Other Activity</b>	
<b>Courses</b>	<b>1,576</b>
<b>Course hours</b>	<b>61,241</b>
<b>Students</b>	<b>37,581</b>

**Total contact hours 1,498,916**

