

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

**OPERATIONS**

A comparison of monthly and year-to-date training activities for FY 2012 and FY 2011 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 – August."

**Total (On and Off Site)**

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	160	112	269	221
Course Hours	5,123	4,176	13,383	12,650
Students	3,105	2,531	5,634	5,256
Contact Hours	111,470	107,217	316,749	299,231

**On-Campus\***

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	130	85	217	172
Course Hours	3,891	3,085	11,140	10,510
Students	2,557	2,012	4,710	4,276
Contact Hours	89,986	84,040	278,790	254,219

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

**Off-Campus**

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	30	27	52	49
Course Hours	1,232	1,091	2,243	2,140
Students	548	519	924	980
Contact Hours	21,484	23,177	37,959	45,012

**Hand-Off Distribution**

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	28	8	50	19
Course Hours	404	176	722	352
Students	380	150	652	351
Contact Hours	5,552	3,296	9,544	6,512

**Online**

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	18	12	38	23
Course Hours	27	14	102	58
Students	2,218	2,119	4,513	3,582
Contact Hours	2,310	2,165	5,150	4,098

## 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. GPSTC/Forsyth continued two (2) Basic Law Enforcement Courses. Our Driver Training section conducted seven (7) Basic EVOC blocks of instruction for our Academies. These were 24-hours each with a total of 158 students and 3,793 contact hours.

#### **Forsyth Campus**

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	7	9	15	17
Course Hours	277	288	1,330	573
Students	88	176	268	357
Contact Hours	5,402	5,896	37,372	12,533

#### **Regional Academies**

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	14	18	32	41
Course Hours	864	2,248	4,468	4,060
Students	254	469	647	1,034
Contact Hours	23,472	61,940	112,704	107,869

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

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	1	3	5	5
Course Hours	408	256	943	464
Students	16	76	63	125
Contact Hours	6,528	7,504	13,751	13,056

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

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

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
# Courses Held	3	9	4	20
Course Hours	56	192	72	368
Students	66	253	81	454
Contact Hours	1,200	3,364	1,440	6,580

## 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)

	August 2011	August 2010	FY 2012 YTD	FY 2011 YTD
Courses	41	37	68	70
Course Hours	1,434	1,337	2,194	2,303
Students	965	923	1,628	1,832
Contact Hours	31,910	27,932	52,584	56,538

### Hand-Off Distribution

	August 2011	August 2010	FY 2012 YTD	FY 2011 YTD
Courses	0	0	0	0
Course Hours	0	0	0	0
Students	0	0	0	0
Contact Hours	0	0	0	0

### Online

	August 2011	August 2010	FY 2012 YTD	FY 2011 YTD
Courses	1	0	1	0
Course Hours	8	0	8	0
Students	7	0	7	0
Contact Hours	56	0	56	0

### 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 235 Deputy Coroners certified by the Council. There have been four (4) 24-hour In-Service training classes conducted off-sites: Savannah, Rome, Albany and Athens.

### Total (On and Off Site)

	August 2011 Courses	Courses YTD 2011	Students YTD 2011
In-Service On-Site (24-hrs)	0	3	61
In-Service Off-Site (24-hrs)	2	4	154
Basic Programs (40-hrs)	0	1	10
<b>Total</b>	<b>2</b>	<b>8</b>	<b>225</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>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	34	21	51	42
Course Hours	832	522	1,556	1,230
Students	594	419	1,167	1,217
Contact Hours	11,574	11,256	36,738	37,708

### Hand-Off Distribution

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	25	0	46	0
Course Hours	348	0	650	0
314	314	0	571	0
8,104	4,352	0	8,104	0

### Online

	<b>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Courses	0	0	1	1
Course Hours	0	0	32	32
Students	0	0	14	13
Contact Hours	0	0	448	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, 2011 – August 30, 2011, 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)

	August 2011	August 2010	FY 2012 YTD	FY 2011 YTD
Courses	2	5	3	6
Course Hours	160	164	240	244
Students	36	75	50	89
Contact Hours	2,880	2,751	4,000	3,871

### Online

	August 2011	August 2010	FY 2012 YTD	FY 2011 YTD
Courses	17	12	36	22
Course Hours	19	14	62	26
Students	2,211	2,119	4,492	3,569
Contact Hours	2,254	2,165	4,646	3,682

## TECHNICAL/FACILITY SCHEDULING

### Registration

Course Registration: The Training Center received and processed 3,535 applications for “open enrollment courses” during the period of July 1, 2011 – August 31, 2011. Of these applications, 2,693 or 79.4% were accommodated. Of the 842 applications not accommodated, 0 or 0.0% were scheduled to attend a future offering of the course for which they applied; 40 or 1.1% were rejected for failing to meet course prerequisites; and the remaining 802 or 22.7% 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 4,495 applications for online “open enrollment courses” during the period of July 1, 2011 – August 31, 2011.

Dormitory: The Training Center dormitory consists of 253 rooms with 496 beds. During the period of July 1, 2011 – August 31, 2011, the Center received and processed 7,605 lodging requests for Sunday night through Thursday night lodging. Of these, 7,605 or 100% were accommodated in the Training Center Dormitory. The average “percent of capacity” rate was 34.5%.

FY 2012	July	Aug
% of Capacity	30%	35%

Facility Requests: The Training Center received and processed 389 “on-campus facility requests” during the period of July 1, 2011 – August 31, 2011. Of these requests, 389 or 100% were accommodated. 279 or 71.72% of the facility requests were for training courses, while the remaining 110 or 28.28% 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 August, the web site had 984,551 hits by 17,031 different visitors. For FY 2012, the website has had 1,857,038 hits by 31,976 different visitors. Currently, the Center has issued 1,677 agency registration passwords and 23,195 individual student transcript passwords. During August, the Training Center processed 1,657 applications for on-site classes with 1,329 applications entered electronically by agencies. In addition, 2,159 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>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Requests	228	219	395	382
Impressions	687,214	456,713	997,755	759,815

### **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>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
PC Helpdesk Requests	46	39	78	90
A/V Service requests	214	192	346	313

## **SUPPORT SERVICES**

### **Food Service**

During August 2011, the Training Center's Food Services operation provided 91,213 meals for students, staff, visitors, and inmates. On average the Center provided approximately 2,942 meals per day. Roughly 70% 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 18% comprised cafeteria, banquet, and break activity.

### **Inmate Labor**

Of the 808 inmate beds at the Burruss Correctional Training Center, an average of 74 inmates was used by GPSTC in various labor positions each day during the month of August 2011. The use of this labor equates to 10,995 hours of inmate labor. Based on the assumption that this labor could have been obtained at the current minimum wage, a cost avoidance of \$79,700 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 is now a Certified Energy Manager and working to upgrade exterior lighting to more efficient fixtures. 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. GPSTC placed second in the first annual energy challenge sponsored by GEFA. We currently have an energy star rating of 68 and are working towards the minimum of 75. This will mark the first state building to receive this rating. We are tracking our utility usage 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>August 2011</b>	<b>August 2010</b>	<b>FY 2012 YTD</b>	<b>FY 2011 YTD</b>
Water Usage (gals)	369,537	380,000	3,001,964	1,967,000
Natural Gas Usage (cf)	674,660	748,030	1,319,350	1,409,070
Electricity Usage (KwH)	450,081	609,407	952,656	1,138,585

## **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 153 full-time employees, 1 contract employee and 20 part-time employees. Of the full-time employee population, 48% are female and 16% are of minority ethnic origin. 22% of the instructional staff is minority, 9% 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 80% 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 August 2011 for student transcripts and training material. These requests were handled in a timely manner.

**GEORGIA PUBLIC SAFETY TRAINING CENTER**  
**Fiscal Year 2012**  
**For Period Ending August 31, 2011**

	<b>ANNUAL BUDGET</b>	<b>EXPENDITURES YEAR TO DATE</b>	<b>REMAINING FUNDS</b>	<b>% OF BUDGET REMAINING</b>
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**PROGRAM BUDGETS**

Fire Academy Division	\$1,915,097	\$218,499	\$1,696,598	89%
Police Academy Division	\$2,853,614	\$340,584	\$2,513,030	88%
Georgia Public Safety Training Center	\$9,353,314	\$1,597,514	\$7,755,800	83%
<b>TOTAL BUDGET AND EXPENSES</b>	<b>\$14,122,025</b>	<b>\$2,156,597</b>	<b>\$11,965,428</b>	<b>85%</b>

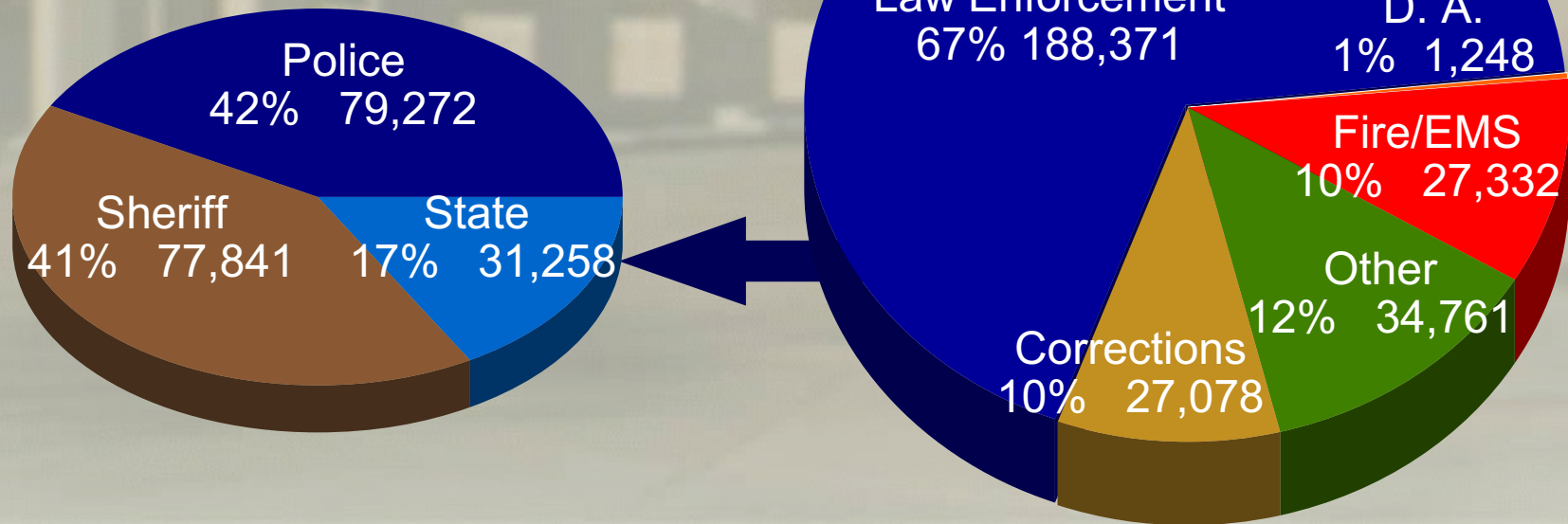
State General Funds	\$10,246,951	\$1,679,059	\$8,567,892	84%
Federal ARRA Stimulus Funds	\$90,003	\$366	\$89,637	100%
Federal Funds	\$1,688,297	\$139,121	\$1,549,176	92%
Other Funds	\$2,096,774	\$338,052	\$1,758,722	84%
<b>TOTAL STATE, FEDERAL &amp; OTHER FUNDS</b>	<b>\$14,122,025</b>	<b>\$2,156,597</b>	<b>\$11,965,428</b>	<b>85%</b>

# **APPENDIX**

# On Campus Contact Hours

FY 2012 Year to Date  
July 1 - August 31

<b>Other Activity</b>	<b>Total contact hours</b>	<b>278,790</b>
Courses	217	
Course hours	11,140	
Students	4,710	



Georgia Public Safety Training Center and Regional Academies

# Off Campus Contact Hours

FY 2012 Year to Date  
July 1 - August 31

## Other Activity

Courses	52
Course hours	2,243
Students	924

Total contact hours 37,959



Georgia Public Safety Training Center

# Combined Contact Hours

FY 2012 Year to Date  
July 1 - August 31

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<b>Other Activity</b>	
<b>Courses</b>	<b>269</b>
<b>Course hours</b>	<b>13,383</b>
<b>Students</b>	<b>5,634</b>

**Total contact hours 316,749**

