

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

**OPERATIONS**

A comparison of monthly and year-to-date training activities for FY 2012 and FY 2011 are summarized in the following table which 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 – October".

**Total (On and Off Site)**

	<b>October 2011</b>	<b>October 2011</b>	<b>FY2012</b>	<b>FY2011</b>
Courses	145	131	590	496
Course Hours	6,015	4,787	25,467	22,944
Students	3,145	3,083	14,300	12,765
Contact Hours	182,528	121,395	639,970	560,691

**On-Campus**

	<b>October 2011</b>	<b>October 2011</b>	<b>FY2012</b>	<b>FY2011</b>
Courses	99	97	413	356
Course Hours	4,950	4,081	20,943	19,338
Students	2,274	2,368	9,224	8,520
Contact Hours	162,174	106,685	551,381	481,824

**Off-Campus**

	<b>October 2011</b>	<b>October 2011</b>	<b>FY2012</b>	<b>FY2011</b>
Courses	46	34	177	140
Course Hours	1,065	706	4,524	3,606
Students	871	715	5,076	4,245
Contact Hours	20,354	14,710	88,589	79,067

**Online**

	<b>October 2011</b>	<b>October 2011</b>	<b>FY2012</b>	<b>FY2011</b>
Courses	18	12	76	48
Course Hours	31	14	208	118
Students	2,050	1,434	8,569	6,522
Contact Hours	2,144	1,483	9,695	7,418

**Hand-Off**

	<b>October 2011</b>	<b>October 2011</b>	<b>FY2012</b>	<b>FY2011</b>
Courses	25	12	90	36
Course Hours	544	326	1,510	794
Students	355	255	1,173	706
Contact Hours	7,724	6,618	20,124	15,386

## 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 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. Our offsite GPSTC Academy in Garden City began two (2) Basic Law Enforcement Training sessions with a total of 56 students and our onsite academy began two (2) Basic Law Enforcement Training sessions with a total of 71 students. Our Driver Training section conducted five (5) Basic EVOG blocks of instruction for our Academies. Our Basic Communication Coordinator began two (2) courses, one of which continued into November for a total of 47 students.

#### Forsyth Campus

	October 2011	October 2010	FY2012 YTD	FY2011 YTD
Courses	7	8	61	34
Course Hours	1,048	296	2,619	1,141
Students	191	170	2,223	708
Contact Hours	35,016	6,464	79,237	25,013

#### Regional Academies

	October 2011	October 2010	FY2012 YTD	FY2011 YTD
Courses	20	27	71	96
Course Hours	1,224	2,177	8,128	8,105
Students	440	689	1,463	2,476
Contact Hours	35,068	58,554	203,184	217,423

#### Contract Academies

	October 2011	October 2010	FY2012 YTD	FY2011 YTD
Courses	3	3	12	11
Course Hours	149	480	1,627	1,248
Students	54	58	190	254
Contact Hours	2,605	9,360	29,475	30,392

#### Hand-Off Distribution Courses Offered

	October 2011	October 2010	FY2012 YTD	FY2011 YTD
# Courses Held	14	11	21	37
Course Hours	366	290	516	782
Students	210	235	335	802
Contact Hours	5,462	5,906	8,048	14,846

## 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)

	October 2011	October 2010	FY2012 YTD	FY2011 YTD
Courses	29	30	124	135
Course Hours	940	938	4,066	4,289
Students	616	711	2,870	3,347
Contact Hours	21,412	23,772	95,892	106,542

### Hand-Off Distribution

	October 2011	October 2010	FY2012 YTD	FY2011 YTD
Courses	-	1	-	1
Course Hours	-	40	-	40
Students	-	8	-	8
Contact Hours	-	320	-	320

### Online

	October 2011	October 2010	FY2012 YTD	FY2011 YTD
Courses	-	-	1	-
Course Hours	-	-	8	-
Students	-	-	7	-
Contact Hours	-	-	56	-

### 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-site: Savannah, Rome, Albany and Athens.

### Total (On and Off Site)

	October 2011 Courses	Courses YTD 2011	Students YTD 2011
In-Service On-Site (24-hrs)	-	4	90
In-Service Off-Site (24-hrs)	-	4	154
Basic Programs (40-hrs)	-	1	10
<b>Total</b>	-	<b>9</b>	<b>254</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>October 2011</b>	<b>October 2010</b>	<b>FY2012 YTD</b>	<b>FY2011 YTD</b>
Courses	42	40	139	113
Course Hours	886	832	3,403	3,166
Students	750	815	3,624	2,616
Contact Hours	14,201	17,556	71,690	77,900

**Hand-Off Distribution**

	<b>October 2011</b>	<b>October 2010</b>	<b>FY2012 YTD</b>	<b>FY2011 YTD</b>
Courses	11	-	69	-
Course Hours	178	-	994	-
Students	145	-	838	-
Contact Hours	2,262	-	12,076	-

**Online**

	<b>October 2011</b>	<b>October 2010</b>	<b>FY2012 YTD</b>	<b>FY2011 YTD</b>
Courses	-	-	2	2
Course Hours	-	-	64	64
Students	-	-	23	22
Contact Hours	-	-	736	704

**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 – October 31, 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)**

	<b>October 2011</b>	<b>October 2010</b>	<b>FY2012 YTD</b>	<b>FY2011 YTD</b>
Courses	3	1	9	7
Course Hours	88	80	420	34
Students	33	18	145	107
Contact Hours	1,424	1,440	6,708	5,311

**Online**

	<b>October 2011</b>	<b>October 2010</b>	<b>FY2012 YTD</b>	<b>FY2011 YTD</b>
Courses	18	12	73	46
Course Hours	31	14	136	54
Students	2,050	1,434	8,539	6,500
Contact Hours	2,144	1,483	8,903	6,714

**TECHNICAL/FACILITY SCHEDULING**

**Registration**

Course Registration: The Training Center received and processed 6,550 applications for “open enrollment courses” during the period of July 1, 2011 – October 31, 2011. Of these applications, 4,963 or 75.8% were accommodated. Of the 1,587 applications not accommodated, 10 or 0.2% were scheduled to attend a future offering of the course for which they applied; 51 or 0.8% were rejected for failing to meet course prerequisites; and the remaining 1,526 or 23.3% 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 8,552 applications for online “open enrollment courses” during the period of July 1, 2011 – October 31, 2011.

Dormitory: The Training Center dormitory consists of 253 rooms with 496 beds. During the period of July 1, 2011 – October 31, 2011, the Center received and processed 14,120 lodging requests for Sunday night through Thursday night lodging. Of these, 14,120 or 100% were accommodated in the Training Center Dormitory. The average “percent of capacity” rate was 32.3%.

<b>FY2012</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>
<b>% of Capacity</b>	30%	35%	32%	32%

Facility Requests: The Training Center received and processed 748 “on-campus facility requests” during the period of July 1, 2011 – October 31, 2011. Of these requests, 748 or 100% were accommodated. 505 or 67.51% of the facility requests were for training courses, while the remaining 243 or 32.49% 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 website can be found at [www.gpstc.georgia.gov](http://www.gpstc.georgia.gov). During the month of October the website had 872,542 hits by 15,606 different visitors. For FY 2012, the website has had 3,674,665 hits by 64,007 different visitors. Currently, the Center has issued 1,684 agency online registrations and 23,965 individual student registrations. During the month of October, the Training Center processed 1,270 applications for on-site classes with 981 applications entered electronically by agencies. In addition, 1,983 applications were processed for online class offerings.

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, used as handout material in various training programs. However, there is a large volume of printing in the form of manuals and booklets requiring covers and binding. The following table reflects monthly and year-to-date requests for printing and the number of impressions produced.

	October 2011	October 2010	FY2012	FY2011
Requests	214	196	815	761
Impressions	529,795	135,698	1,704,067	1,334,398

## 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 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. The following table presents the monthly and year-to-date activities.

	October 2011	October 2010	FY2012	FY2011
PC Helpdesk Requests	41	26	171	146
A/V Service Requests	174	197	674	646

## SUPPORT SERVICES

### Food Service

During October 2011, the Training Center's Food Services operation provided 82,430 meals for students, staff, visitors, and inmates. On average the Center provided approximately 2,748 meals per day. Roughly 72% were provided for the inmate population at the Burruss Correctional Facility, 13% were provided for the inmate population at Monroe County Sheriff's Department while the remaining 15% comprised cafeteria, banquet, and break activity.

### Inmate Labor

Of the 808 inmate beds at the Burruss Correctional Training Center, an average of 66 inmates was used by GPSTC in various labor positions each day during the month of October 2011. The use of this labor equates to 8,588 hours of inmate labor. Based on the assumption that this labor could have been obtained at the current minimum wage, a cost avoidance of \$62,266 was achieved.

## Special Projects

The Training Center recently participated in the Governor's "Energy Efficiency Challenge" and has re-energized our 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 Service 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 70 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 for our staff. During our student orientation at the start of each course, the coordinator solicits the help of the class in participating in the state's energy conservation efforts. As always, the Training Center conducts training with resource conservation in mind.

	October 2011	October 2010	FY2012 YTD	FY2011 YTD
Water Usage (gals)	384,900	1,434,900	5,610,964	4,412,400
Nat. Gas Usage (cf)	1,364,650	1,471,100	3,425,540	3,726,890
Elect. Usage (KwH)	335,312	406,854	1,681,087	2,073,059

## 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 six (6) 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
James D. Paugh	Richmond County Sheriff's Office	October 23, 2011
Terry L. Fleming	Albany Police Department	October 28, 2011
Robert Wilson	Doraville Police Department	November 14, 2011

### **Personnel**

The Training Center currently employs 151 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 one request under the Opens Records Act during November 2011 for training material. This request was handled in a timely manner.

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

ANNUAL BUDGET	EXPENDITURES YEAR TO DATE	REMAINING FUNDS	% OF BUDGET REMAINING
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**PROGRAM BUDGETS**

Fire Academy Division	\$ 1,896,092	\$ 561,627	\$ 1,334,465	70%
Police Academy Division	\$ 2,885,874	\$ 1,021,917	\$ 1,863,957	65%
GA Public Safety Training Center	\$ 9,370,879	\$ 3,365,450	\$ 6,005,429	64%
<b>TOTAL BUDGET &amp; EXPENSES</b>	<b>\$ 14,152,845</b>	<b>\$ 4,948,994</b>	<b>\$ 9,203,851</b>	<b>65%</b>

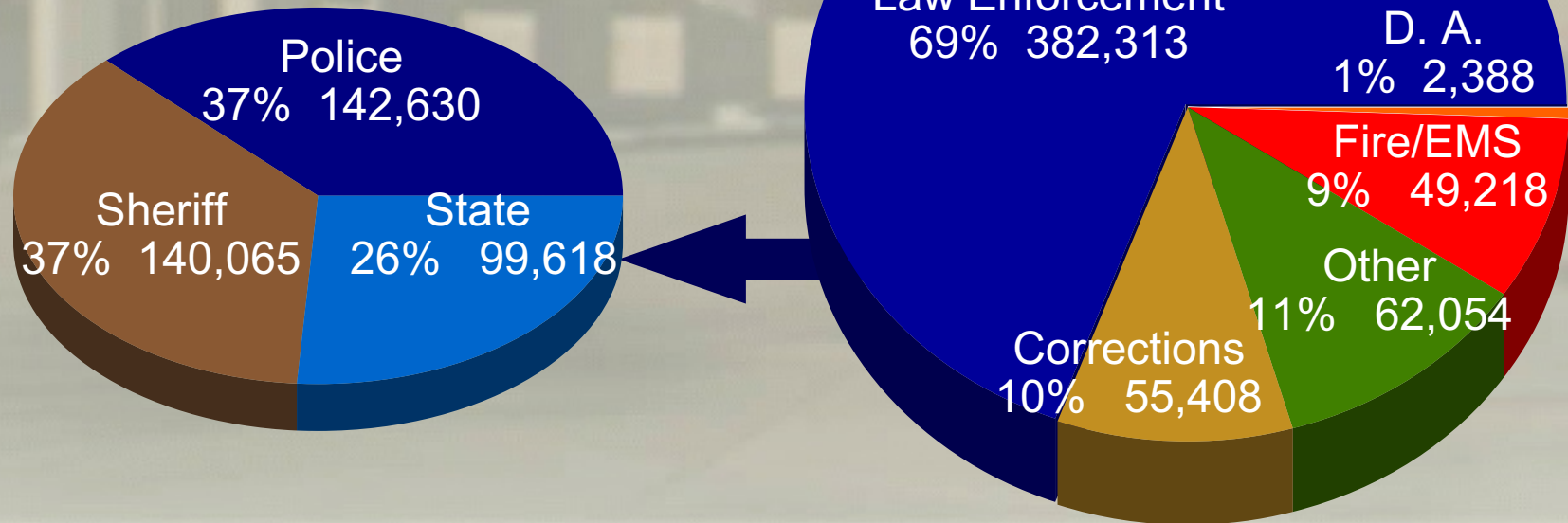
State General Funds	\$ 10,246,951	\$ 3,338,093	\$ 6,908,858	67%
Federal ARRA Stimulus Funds	\$ 93,483	\$ 92,482	\$ 1,001	1%
Federal Funds	\$ 1,697,972	\$ 506,648	\$ 1,191,324	70%
Other Funds	\$ 2,114,439	\$ 1,011,771	\$ 1,102,668	52%
<b>TOTAL STATE, FEDERAL &amp; OTHER FUNDS</b>	<b>\$ 14,152,845</b>	<b>\$ 4,948,994</b>	<b>\$ 9,203,851</b>	<b>65%</b>

# On Campus Contact Hours

FY 2012 Year to Date  
July 1 - October 31

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<b>Other Activity</b>	<b>Total contact hours</b>	<b>551,381</b>
<b>Courses</b>	<b>413</b>	
<b>Course hours</b>	<b>20,943</b>	
<b>Students</b>	<b>9,224</b>	



Georgia Public Safety Training Center and Regional Academies

# Off Campus Contact Hours

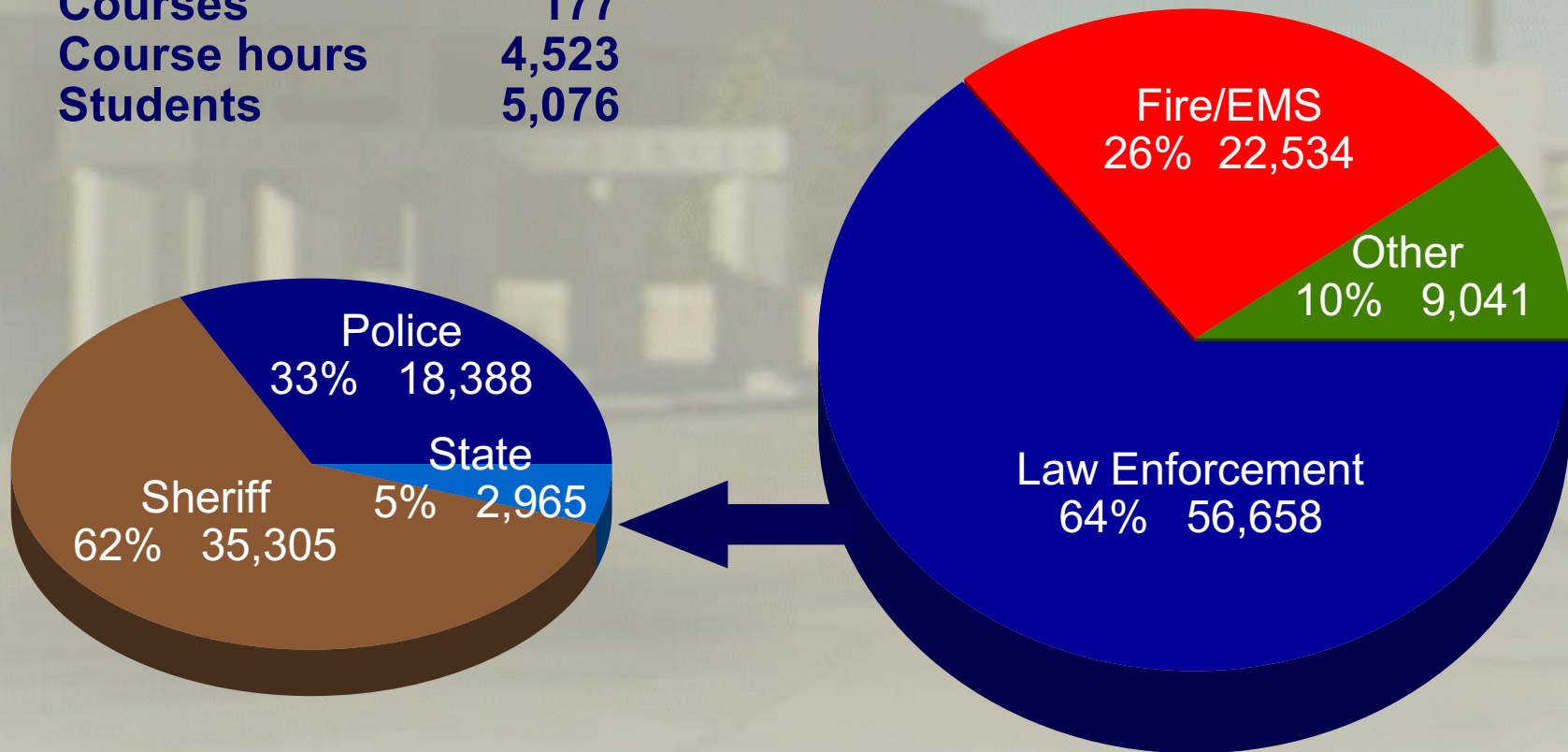
FY 2012 Year to Date  
July 1 - October 31

## Other Activity

Courses	177
Course hours	4,523
Students	5,076

## Total contact hours

88,588



Georgia Public Safety Training Center

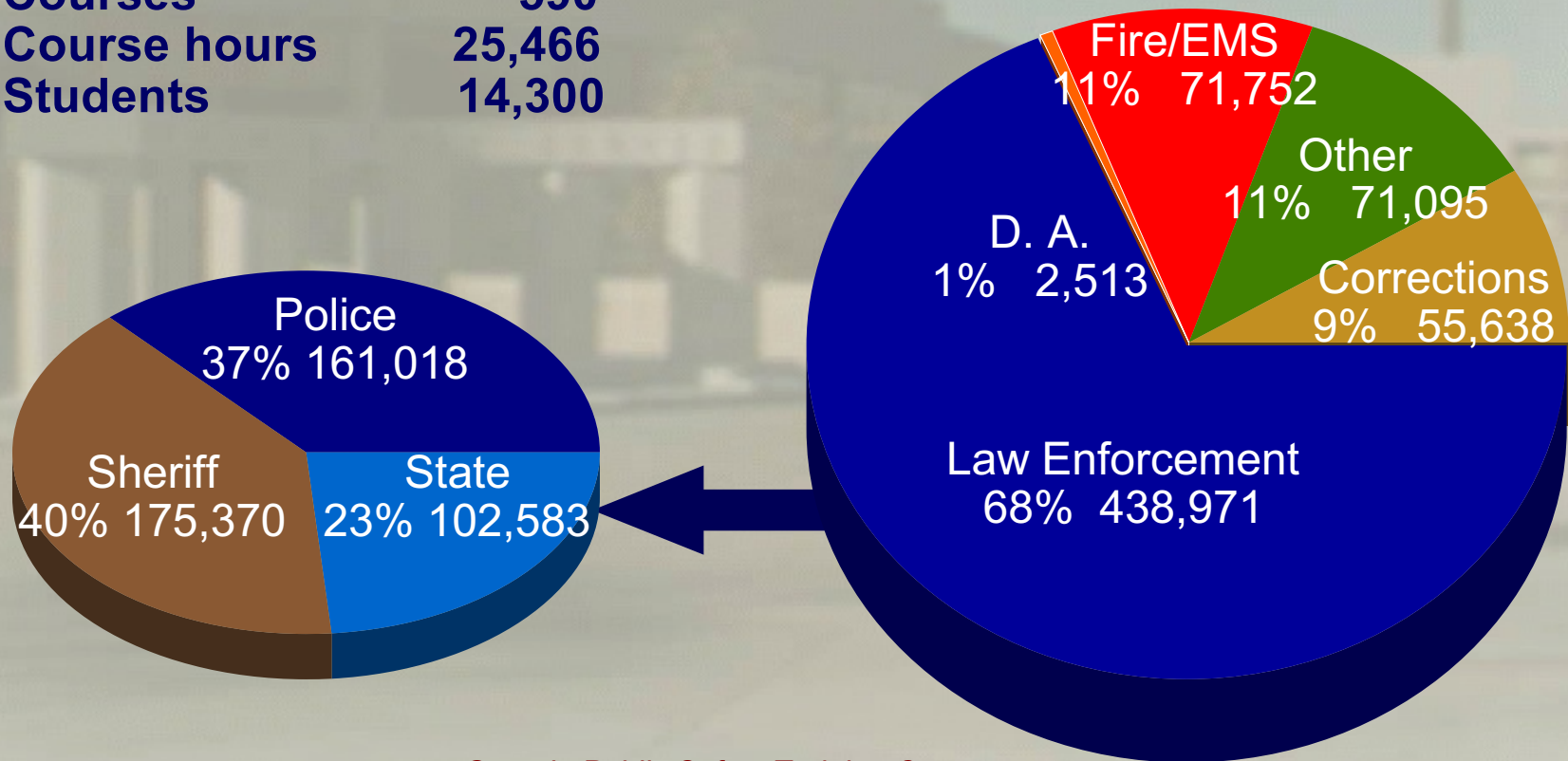
# Combined Contact Hours

FY 2012 Year to Date  
July 1 - October 31

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<b>Other Activity</b>	
<b>Courses</b>	<b>590</b>
<b>Course hours</b>	<b>25,466</b>
<b>Students</b>	<b>14,300</b>

**Total contact hours 639,969**



Georgia Public Safety Training Center