

CHAPTER 8
PUBLIC SAFETY DISPATCHER TRAINING COMMITTEE
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CHAPTER 8

PUBLIC SAFETY DISPATCHER TRAINING COMMITTEE

1. PUBLIC SAFETY DISPATCHER TRAINING COMMITTEE.

a. Purpose. As the Office of Primary Interest for Public Safety Dispatcher (PSD)/Public Safety Operator (PSO) training, Communications Centers Support Section (CCSS) has established the Public Safety Dispatcher Training Committee (PSDTC). The PSDTC's mission is to assist with ideas for new training courses, current training course review, policy recommendations, quality assurance concepts, and evaluation of training needs of the communications centers (CC). This committee shall serve as a means for input from the CCs on all basic, continuing, and specialized training CCSS provides.

b. Committee Structure.

(1) The PSDTC will be formed and led by the Committee Chair, a CCSS Public Safety Dispatch Supervisor I (PSDS I). The CCSS commander will have oversight of the committee.

(2) The PSDTC members will each serve a term of two years. The committee will consist of the following members:

(a) One CCSS Communications Training Program (CTP) North representative.

(b) One CCSS CTP South representative.

(c) One representative from each field Division.

c. Selection. When a committee vacancy occurs, a communications network message shall be sent announcing the vacancy. Candidates who meet the minimum qualifications for the committee shall submit a résumé, through channels, to CCSS. Field Divisions should select one qualified candidate to represent their Division. If more than one candidate is submitted to CCSS from a single Division, the most qualified candidate will be selected by the CCSS commander.

(1) The minimum qualifications for PSDTC members are:

(a) A PSD/PSO with current Communications Training Officer (CTO) certification, PSDS I, or higher.

(b) A minimum of one year of experience as a CTO, or minimum of one year of experience as an instructor.

(2) In the event a vacancy occurs prior to the completion of the two-year term, the selection process will be used to fill the vacancy.

d. Roles and Responsibilities.

(1) The PSDTC reports directly to the PSDS I.

(2) The PSDTC has the authority and responsibility for making recommendations on training policy and practices. Recommendations for new PSD/PSO training topics shall be submitted to the PSDTC via e-mail to CTP@chp.ca.gov. Recommendations will be discussed by the PSDTC with final approval by the CCSS commander.

(3) The CCSS shall be responsible for coordination of quarterly meetings. To reduce the required travel for all attendees, meetings may be facilitated by a conference call.

(4) The CCSS shall be responsible for recording meeting minutes. A copy of the meeting minutes shall be forwarded to Assistant Commissioner, Staff, through channels, within ten days following the meeting.

(a) Meeting minutes will be retained by CCSS for three years. (Two years plus current.)

(b) Meeting minutes will be posted on the California Highway Patrol Intranet site on the Communications Training Resources page for a period of three years. (Two years plus current.)