

AGENDA

MUNICIPAL POLICE TRAINING COUNCIL 269th Meeting March 5, 2025 at 10:00 a.m.

Live Stream Link:

<https://www.youtube.com/watch?v=SIRZ49icejk>

ACTION / APPROVAL ITEMS

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|--|-----------------|
| 1. Introductory Remarks - Introductions - Adoption of Agenda – Approval of 268th Meeting Minutes | Chairman Maciol |
| 2. Sexual Assault Trauma-Informed Online Training | Molly Bates |
| 3. In-Person Death Notification Model Policy Update | Molly Bates |
| 4. Course in Police Supervision Regulatory Amendments | Daniel Nedwell |
| 5. Initial Pistol Course for Peace Officers Update | Michael Puckett |
| 6. MPTC Courses with Firearms Instructor Requirements Update | Michael Puckett |

INFORMATIONAL / UPDATE ITEMS

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| 1. Child Sensitive Arrest Practices Model Policy | Molly Bates |
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NEW BUSINESS

- | | |
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| 1. Potential Executive Session – Proposed Physical Ability Test Model | Chairman Maciol
Council Members and
Authorized Public |
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Next Meeting:
June 4, 2025
10:00am

Council Member Virtual Attendance:

Name: Sheriff Errol Toulon
Location: 200 Suffolk Avenue
Yaphank, NY 11980

Minutes of the 268th Meeting
New York State Municipal Police Training Council
December 4th, 2024
Alfred E. Smith Building
80 South Swan Street
Albany, NY 12210
CrimeStat Room 118

Livestream link: <https://www.youtube.com/watch?v=MRly21yIP68>

Council Members Present

Robert Maciol, Chairman, Sheriff, Oneida County Sheriff's Office
Maureen Curtis, Vice President, Safe Horizon
John Mueller, Chief of Police, MTA Police
Robert Appleton, Inspector, NYSP
Dr. R. Bruce McBride
Dr. Debra Long, Community Representative (Remote)
Olufunmilola Obe, Chief of Training, NYPD
Opal Rivera, Assistant Commissioner, NYS DOCCS

DCJS Staff Present

Rossana Rosado, Commissioner, DCJS
Colleen Glavin, Deputy Commissioner and Counsel, Office of Legal Services
Matthew Schrantz, Deputy Counsel, Office of Legal Services
Natasha Harvin-Locklear, Associate Counsel, Office of Legal Services

OPS Staff Present

Michael A. Bonse, Deputy Commissioner, Office of Public Safety
Johanna Sullivan, Director, Office of Public Safety
Joshua Vinehout, Supervisor of Public Safety Programs
Michael Puckett, Public Safety Program Specialist 3
Molly Bates, Public Safety Program Specialist 3
Jonathan Becker, Public Safety Program Specialist 2
Gavin Boyer, Public Safety Program Specialist 2
Dr. Janay Gasparini, Public Safety Program Specialist 2
Earnest Weeks, Public Safety Program Specialist 2
Sara Dean, Criminal Justice Program Specialist 2
Daniel Nedwell, Associate Training Technician (Police)
Kevin Roy, Public Safety Program Specialist 1
Kelly Conlon, Criminal Justice Program Specialist 1
Kileen Iveson-Braender, Criminal Justice Program Specialist 1
Matthew Torracco, Administrative Assistant 1

Guests

Richard Castle, NYS Sheriff's Association
Lieutenant Despoina Kodetsky, NYPD (Remote)
Sergeant Gregory McNally, NYPD (Remote)
Sergeant Patrick Wilkens, NYPD (Remote)
Michael Whiteley, Director of Law Enforcement Public Safety Bureau, OPDV

ACTION/APPROVAL ITEMS

#1 - Introductory Remarks – Adoption of Agenda- Approval of 267th Meeting Minutes

The 268th session of the Municipal Police Training Council (MPTC or Council) commenced at 10:05 a.m. with Chairman Maciol leading all attendees in the Pledge of Allegiance followed by a moment of silence in remembrance for all law enforcement and those who lost their lives serving this country.

Introductions

Chairman Maciol introduced himself followed by introductions made by all in attendance, both in-person and remotely. Council member Dr. Debra Long participated remotely. Due to technical difficulties with audio, Council member Dr. Long was informed to type responses in chat field when voting for action items.

Introductory Remarks

Commissioner Rosado expressed her appreciation to the Council and DCJS staff for their assistance with working with local partners. Commissioner Rosado provided an overview of funding to support the Statewide Targeted Reductions in Intimate Partner Violence (STRIVE) initiative, increased safety and security measures at over 300 community-based organizations at risk of hate crime attacks, and investments in Rochester and Syracuse to help law enforcement and community response to crime as well as enhance support for youth and families. Commissioner Rosado concluded by highlighting shootings have been halved since their 2021 peak and are near pre-pandemic levels.

Adoption of Agenda

Dr. Bruce McBride made a motion to adopt the 268th meeting agenda, with a second by **Maureen Curtis**; the motion was passed by unanimous vote. Chairman Maciol proceeded with the approval of 267th meeting minutes.

Approval of 266th Meeting Minutes

Dr. Bruce McBride made a motion to approve the 267th meeting minutes as submitted with a second by **Chief Olufunmilola Obe**. The motion was passed by unanimous vote.

#2 – Adoption of 2025 Meeting Dates

Dr. Bruce McBride made a motion to adopt March 5th, June 4th, September 10, and December 3rd 2025 meeting dates with a second by **Chief Olufunmilola Obe**. The motion was passed by unanimous vote.

#3 - Professional Communication Skills for Law Enforcement Curriculum Update

Janay Gasparini presented to the Council an overview of the Professional Communications for Law Enforcement curriculum update beginning with a brief discussion of the project timeline and process. Janay Gasparini then covered the major updates to the curriculum including the infusion of modern best practices in police-citizen interactions, the infusion of emotional intelligence awareness, and the incorporation of group activities and discussions into the lesson plan. Janay Gasparini then discussed the pilot of the new curriculum which was conducted by Peter Brunett and Dan Carlson at the Ulster County Law Enforcement Training Group on December 1, 2024.

At the conclusion of the presentation the Council was given an opportunity to ask questions. Dr. McBride asked if there would be a specific instructor certification to teach the course. Janay Gasparini responded that at this time, the only instructor requirement is to be certified as a general topics instructor. Michael Puckett added that the new lesson plan format and course materials provided to instructors are much more detailed and specific and provide greater support to the instruction overall. Dr. McBride also asked whether there would be a formal evaluation of recruits at the conclusion of the course. Janay Gasparini responded that elements of the course are interwoven into other sections of the BCPO curriculum. Michael Puckett added that after the job task analysis is completed, the office hopes to provide written assessments based on the findings of the analysis.

Dr. McBride shared a historical perspective on emotional intelligence and indicated that members of the Council had previously explored it and expressed positivity about the incorporation of emotional intelligence into the updated curriculum.

Chairman Maciol then called for a vote on the following motions which were passed by the Council:

Motion #1: Approve Professional Communications Skills for Law Enforcement – Part 4, Section V as the minimum standard of instruction in the Basic Course for Police Officers or equivalent, Basic Course for Peace Officers, Campus Public Safety Officer Course and Specialized Investigator Police Course and require all instructors teaching this section to be at minimum a General Topics Instructor.

Chief Olufunmilola Obe made a motion to approve with a second by **Maureen Curtis**. The motion was passed by unanimous vote.

Motion #2: All employers and academies conducting the Basic Course for Police Officers or equivalent, Basic Course for Peace Officers, Campus Public Safety Officer Course and Specialized Investigator Police Course beginning on or after September 1, 2025, must utilize the newly approved curriculum.

Maureen Curtis made a motion to approve with a second by **Dr. Bruce McBride**. The motion was passed by unanimous vote.

#4 - MPTC Basic School Resource Officer Curriculum Update

Jonathan Becker presented updates to the MPTC Basic School Resource Officer (SRO) curriculum which was approved previously approved by the Council during the September 2021 meeting.

Jonathan Becker explained that the State Education Department (SED) recently adopted policy and procedural changes in SED Commissioner's Regulation 155.17 that specifically relate to Section 7 of the Basic SRO Curriculum. Further explanation was provided summarizing the content of Section 7 titled "School Safety Plans & S.H.E.L.L. (Shelter in Place, Hold in Place, Evacuate, Lockout, Lockdown) to include instructional material on the SAVE legislation, school safety planning and responding to emergency events.

Jonathan Becker explained that the State Education Department recently adopted the “I Love U Guys” Foundation Standard Response Protocol which utilizes Hold, Secure Lockout, Lockdown, Evacuate and Shelter to replace S.H.E.L.L. Johnathan Becker informed the Council the new response protocol is required to be implemented in schools by July 1, 2025, pursuant to SED Commissioner’s Regulation 155.17.

Jonathan Becker stated that the State Education Department adopted this new protocol to standardize emergency procedures to align with the more than 50,000 schools, districts, departments, organizations, and communities around the world that have already implemented it. An additional reason for the change was indicated regarding studies that have indicated using the words “Lockout” and “Lockdown” as separate stand-alone words within a school safety standard response plan are often confused during emergencies, leading to unnecessary stress and trauma in already stressful situations. Along with these action-based terms each has a specific image that correlates with the requested action. Jonathan Becker shared an example of the images provided in the meeting materials and explain how the images assist with training and creates a universal language for crisis response.

Motion: Rename Section 7 of the MPTC Basic School Resource Officer Course to School Safety Plans and Standard Response Protocol and adopt the revised instructional objective to the MPTC Basic School Resource Officer course. All future deliveries of the course must utilize the new section title and learning objective.

Maureen Curtis made a motion to approve with a second by **Inspector Robert Appleton**. The motion was passed by unanimous vote.

#5 - Pistol Instructor Course

EJ Weeks provided a brief history of the Office of Public Safety’s efforts to update firearms-related curriculum to include the adoption of the new Basic Course for Police Officer section in December of 2022 and the Firearms Instructor Workshop in September. This included previous adoption by the MPTC of the Firearms Workshop to facilitate the needs of academies to conduct firearms for the BCPO as well as for agencies to conduct their own in-house workshops.

EJ Weeks then proceeded to give a brief overview of the Pistol Instructor Course. Some of the highlights include the three pilots that had been conducted in Westchester, Onondaga and Albany counties with each including a ten-day training course. Mr. Weeks discussed a focus on skill-based performance, updated instructional learning methodology and a focus on real-world performance and decision-making while taking a data driven approach.

Mr. Weeks then gave an overview of many of the topics covered in the Pistol Instructor Course, many of which coincide with topics covered in the Firearms Instructor Workshop. Some of the topics covered included drills with an emphasis on grip and vision, the utilization of the shooter coach model and how to properly conduct non-lethal training ammunition.

An overview of the Firearms Instructor Workshop was then given regarding the number of Firearm Instructors currently training throughout the state. This included 360 from DCJS deliveries, 86 members of NYPD, and 94 members from the NYSP.

Mr. Weeks then took questions from Dr. McBride. Dr. McBride asked of the pre-requisites required to attend the course. Mr. Weeks stated that this included the Instructor Development Course and three years as a Police Officer while carrying a firearm in the course of their duties. Dr. McBride then asked if prospective students have the ability to receive information and videos regarding the qualification course. Mr. Weeks responded that the information is provided in a link within the course announcement so the prospective student and the agency has the ability to work on the qualification and can familiarize themselves with it prior to attendance. Dr. McBride discussed that students are able to miss up to ten percent of the course and commented that he would argue they shouldn't miss any of the course due to each topic's importance.

Mr. McBride asked how we deal with the problem shooter. Mr. Weeks responded that the shooter coach model is used. Early on the coach is strictly there for safety but during the course the coach transitions to assisting the shooter in directing their attentional focus to one specific thing based on the drill being conducted. Mr. Weeks then discussed much of the course is based on self-exploratory learning, The shooter can hypothesize what the issue is and then can discuss this with their coach. An instructor is available if needed, giving a layered approach to solving the issue.

Dr. McBride then asked based on the previous beta testing who has been the biggest problem shooters. Mr. Weeks answered that during the first pilot the current BCPO qualification was used for the shoot in. During later pilots the DCJS qualification was modified to 35 seconds and with work being done by students prior to attending the course, problem shooters have not been an issue. Mr. Weeks also added that through proper coaching, demonstrations, and repeating drills with differing variations assists any problem shooters.

Mr. McBride asked if the panel would remain intact in the event that changes needed to be made in the future to the curriculum. Mr. Weeks deferred the question to Mr. Puckett. Mr. Puckett answered that six of the panel members are contracted instructors that would continue in our efforts. Mr. Puckett expressed that if needed, necessary changes would be made to the curriculum with the advisement of subject matter experts.

Mr. Vinehout then added that regarding the previous discussion of attendance, the regulation allows discretion of the school director to excuse up to ten percent of the course and we will do our due diligence to convey the importance of attendance.

Motion 1: Approve the MPTC Pistol Instructor Course for issuance of MPTC certificates to all students who successfully complete the course and issue MPTC certificates to all students that have previously successfully completed the Pistol Instructor Course pilots.

Maureen Curtis made a motion to approve with a second by **Dr. Bruce McBride**. The motion was passed by unanimous vote.

Motion 2: Require all instructors of the Pistol Instructor Course to have successfully completed the MPTC Firearms Instructor Course and MPTC Firearms Instructor Workshop or have completed the MPTC Pistol Instructor Course. Require all new instructors in the use of a pistol to complete the new Pistol Instructor Course as the minimum standard of instruction for courses approved on or after January 1, 2025.

Maureen Curtis made a motion to approve with a second by **Chief Olufunmilola Obe**. The motion was passed by unanimous vote.

Motion 3: Require all instructors serving in the role of an Exercise Control Officer or Training Coordinator as defined in the Reality Based Training Instructor Course during the non-lethal training ammunition (NLTA) drills or teaching the Safely Conducting NLTA Drills section of the Pistol Instructor Course to be a certified MPTC Reality Based Training Instructor.

Inspector Robert Appleton made a motion to approve with a second by **Chief Olufunmilola Obe**. The motion was passed by unanimous vote.

Motion 4: Permit all current and new MPTC Pistol Instructors to instruct the MPTC Firearms Instructor Workshop

Dr. Bruce McBride made a motion to approve with a second by **Assistant Commissioner Opal Rivera**. The motion was passed by unanimous vote.

#6 - Initial Pistol Course

Mike Puckett explained that the size of the project involving the implementation of the new recruit training program for police officers required a bifurcated process, dividing police and peace officer implementation into phases. As a result, the section that previously served as 4-M Firearms of the Basic Course for Police Officers still has a role to play and serves as the initial weapons course for peace officers who employers choose to arm.

Mike Puckett explained that with the implementation of the new section 4-M of the Basic Course for Police Officers, there was a need to establish the initial weapons course as a stand-alone course. Mike Puckett explained that this was primarily an administrative request resulting in a name change to the retired BCPO section.

Mike Puckett advised the Council that OPS hoped to be in a position to achieve peace officer implementation of firearms training similar to that of the training found in the Basic Course for Police Officers by September of 2026. However, it was noted that date is tentative and subject to change as OPS worked on this project.

Motion 1: Approve the amendments to the Initial Pistol Course for Peace Officers to reflect the new firearms safety rules and recommendations previously adopted by the MPTC at the December 2022 meeting for the Basic Course for Police Officers – Firearms.

Assistant Commissioner Opal Rivera made a motion to approve with a second by **Dr. Bruce McBride**. The motion was passed by unanimous vote

Motion 2: Require peace employers to utilize the Initial Pistol Course for Peace Officers as the minimum standard of training when equipping their officers with a pistol for courses that begin on or after January 1, 2025. All instructors of the Initial Pistol Course must have successfully completed the MPTC Firearms Instructor or MPTC Pistol Instructor Course.

Inspector Robert Appleton made a motion to approve with a second by **Chief Olufunmilola Obe**. The motion was passed by unanimous vote.

Motion 3: Rename section 4-M of the BCPO from *Firearms Training* to *Initial Pistol Course*.

Maureen Curtis made a motion to approve with a second by **Chief Olufunmilola Obe**. The motion was passed by unanimous vote.

#7 - MPTC Extreme Risk Protection Order Model Policy Update

Molly Bates began with providing a brief background on the development of the MPTC Extreme Risk Protection Order (ERPO) Model Policy to the Council originally adopted in 2022 in accordance with Executive Law § 840 subdivision 3 paragraph (i).

Molly Bates informed the Council of amendments necessary to align the model policy with updates made to Civil Practice Laws and Rules § 6340 (2) which expanded the definition of petitioner to include a law enforcement agency that employs a police officer, as defined Criminal Procedure Law §1.20.

Molly Bates presented the specific updates to the model policy that include an updated definition of petitioner in Section Three, the filing process amendments that list the law enforcement agency as the petitioner in Section Four, and the addition of clarifying language in Section Five for the service of an ERPO – allowing for the individual who completed the temporary ERPO application to serve the order to the respondent when the law enforcement agency is listed as the petitioner.

Dr. McBride inquired as to the reasoning of the statute amendment and if it was related to officer privacy in which Chairman Maciol indicated it was privacy and issues with credit checks as officers were named in civil proceedings that may affect credit outcomes.

Maureen Curtis provided explained that Safe Horizon encourages using both ERPOs and orders of protections to protect victims since the timing of the orders may differ based upon different courts issuing the orders. Director Johanna Sullivan responded the same practice is encouraged in the domestic violence section of the Basic Course for Police Officers.

Motion: Adopt the updates made to the MPTC Extreme Risk Protection Order Model Policy

Maureen Curtis made a motion to approve with a second by **Inspector Robert Appleton**. The motion was passed by unanimous vote.

INFORMATIONAL/UPDATE ITEMS

#1- Administrative Site Visit Program

Sara Dean presented to the Council an overview of the administrative site visit program beginning with a summary of the Office of Public Safety's (OPS) responsibility of approval and certification of training courses. A review of statute that authorizes the MPTC to conduct site visits of police academies and training schools was discussed along with the mission and intent of the program. Sara Dean covered the qualifications needed for individuals to serve as a consultant in performing the administrative site visits which consist of a minimum of 10 years of experience as a police officer or correction officer in NYS. The Council was informed OPS has the discretion to select consultants to best align the purpose of the site visit to the unique experience(s) and skillset a consultant may possess.

Sara Dean continued the presentation by providing a high-level overview of the responsibilities of the site visit consultants which include a review of MPTC training standards and associated course documentation requirements, completion of the MPTC Course Director training, performance of the actual site visit, adherence to the Inspection Details Checklist and documentation requirements as well as communication of findings to OPS staff. Following the overview of the consultant's responsibilities, a summary of the post on-site assessment process was covered highlighting that all corrective action planning or follow-up investigative steps will be conducted by DCJS.

Sara Dean concluded, before fielding questions from the Council, with a summary of two site visit pilots and informing the Council all routine site assessments will be announced in advance to the course directors.

Director Johanna Sullivan expressed appreciation to staff for the work that went behind creating the program. Dr. Bruce McBride asked for clarification regarding the training the consultants received. Director Johanna Sullivan explained all consultants would at minimum need to complete the Course Director online training to familiarize themselves with the rules and regulations related to conducting MPTC courses. Sara Dean reiterated the intention of the program is to collaborate with course directors and responded to questions regarding use of a standardized form to document the visit. Additional information was provided to clarify that the program isn't just limited to academy training but may also include any MPTC in-service training.

Inspector Robert Appleton raised the need to select consultants who have experience in conducting an audit and not limit it to just experience in the subject matter of the course content. Director Johanna Sullivan thanked Inspector Robert Appleton for the feedback with the point being well taken while emphasizing the balance between the goal of providing collaborative technical assistance to the course director and the handling of deficiencies that necessitate more formal action. Deputy Commissioner Michael Bonse added the importance of having credible consultants who are familiar with the instructional material to ensure fidelity to the delivery of the training curriculum.

New Business

There was no new business raised by the Council.

The 268th session of the Municipal Police Training Council came to a close at 11:27 a.m. with a motion to adjourn by **Dr. Bruce McBride** and a second by **Maureen Curtis**. The motion was unanimously approved.

**NEXT MEETING:
March 5th, 2025 at 10:00 a.m.**

**NYS Municipal Police Training Council
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Action Item #2

Sexual Assault Trauma-Informed Online Training

The Office of Public Safety will present the Sexual Assault Trauma-Informed Online Training to the Council for their review and approval.

NYS Executive Law §838-a Section 3(a) requires each police agency, prosecutorial agency and other law enforcement agency within New York State to designate at least one person trained in trauma and victim response that meets the minimum training standards established by DCJS. Completion of this online training will meet the required standards.

This on demand training will be hosted on the DCJS Acadis Learning Management System and will be available to all officers listed on the peace and police officer registry. Guidance on how to access the training will be given in the training announcement.

The training is based upon DCJS' Sexual Offense Trauma-Informed Victim Response Training Standards. It provides an overview of the neurobiology of trauma, considerations and steps to take prior to conducting a trauma informed interview, including working with advocates, guidance on conducting the interview, and follow up activities such as report writing and self-care. Intermixed throughout the training are comprehension checks and review of content presented with additional learning resources available for the learner.

The training is broken into four modules of learning and all four must be completed to receive a certificate of completion. The modules and training objectives are listed below:

Module I: Neurobiology of Trauma

- Define trauma.
- Identify common signs and symptoms of trauma.
- Identify how the brain responds when exposed to trauma with respect to attention, memory, and survival reflexes.

Module II: Considerations Prior to Conducting a Trauma Informed Interview

- Identify characteristics of a soft interview room.
- List various types of assistance a victim advocate can provide the sexual assault victim during the investigation process.
- Identify considerations when establishing a time to conduct the interview.
- Define three types of biases to be aware of when conducting a trauma-informed interview.

Module III - Conducting the Trauma-Informed Interview

- Identify how to begin the trauma-informed interview.
- Identify ways to help establish open lines of communication during the interview.
- Provide examples of open-ended and tell me more questions.
- Identify key considerations when closing the interview.

Module IV. After the Interview

- Identify components of a well written report.
- Identify signs of burnout, secondary traumatic stress, and compassion fatigue that can affect your wellness.

- Identify some personal strategies you can employ to maintain or seek personal wellness.

Motion:

Adopt the Sexual Assault Trauma-Informed Online Training as an MPTC approved training course.

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Action Item #3

In-Person Death Notification Model Policy Update

The Office of Public Safety will present an update to the In-Person Death Notification Model Policy to the Council for their review and approval.

The model policy was adopted by the Council in March 2023 pursuant to Executive Law § 840 subdivision 7. It provides guidance to law enforcement in developing written policies and procedures for personnel who are assigned responsibilities associated with delivering an in-person death notification to the next of kin.

Recent amendments to the same executive law section, directing the Council to adopt the model policy, was amended to require the model policy to address procedures for providing information to the deceased individual's next of kin regarding the existence of programs and support services available to them. The current policy already contained this information in compliance with the statute revision when it took effect. However, OPS, in collaboration with the Office of Victim Services, has updated the policy with additional language and documents to further assist officers with providing information to family members and dependents about awards that may be eligible to them.

The following updates have been made to the model policy.

Section IV. D 11– Post Notification

- Provide information regarding the availability of services and programs available through the NYS Office of Victim Services if the incident prompting the death notification was a crime, including access to victim compensation and victim support services.
- Footnote 1 – Link to OVS Help and Healing Brochure.

Motion:

Adopt the updates made to the MPTC In-Person Death Notification Model Policy as presented.

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Action Item #4

Course in Police Supervision Regulatory Proposal

General Municipal Law § 209-q subdivision 1-a requires all police officers appointed to a first-line supervisory position to complete an approved course in police supervision, within one year of appointment, as prescribed by the MPTC.

The Office of Public Safety is currently in the process of procuring a vendor who will work in conjunction with OPS staff and a NYS law enforcement subject matter expert panel to redesign the current Course in Police Supervision that meets the needs of a 21st century first-line police supervisor.

As part of the process to revise the current training curriculum, OPS is recommending amendments to Title 9, N.Y.C.R.R. Part 6021. The recommendations to the regulatory requirements of the Course in Police Supervision will ensure the content of the new training curriculum is relevant to the learner and organizational goals of the learners' agency. The proposed amendments will also allow the flexibility to structure the curriculum, including future updates, in a manner that aligns with current best practices and meets learners' needs for achieving effective learning outcomes.

Proposed Regulatory Amendments:

Section 6021.2 of 9 NYCRR is amended to read as follows:

- (a) The purpose of the course in police supervision is to ensure that police officers newly promoted to supervisory rank receive a course of professional training in the principles of leadership, supervision and management to prepare them to carry out their duties properly.
- (b) The purpose of this Part is to set forth minimum standards for the course in police supervision with regard to subject matter and time allotments and to set forth specific requirements associated with the administration of a supervisory course and rules governing attendance/completion of such a course.

Section 6021.3 of 9 NYCRR is amended to read as follows:

- (a) No supervisor course shall be approved by the commissioner that does not follow the minimum curriculum as prescribed by the council.

Specific curriculum categories, respective titles/topics, and time allotments shall be established by the council and published by the commissioner. This training course and curriculum shall be reviewed regularly by the council and modified as need may require.

~~[The commissioner shall approve no course in police supervision that does not provide a minimum of 105 hours of training covering the following general topics:-~~

~~Leadership
Employee Assistance
The Role of the Supervisor
Legal Updates
Community Relations
Incident Management
Communications
Crime Prevention
Local Training Options~~

~~Specific time allotments for these topics and respective titles/topics shall be established by the council published by the commissioner.]~~

- (b) Only instructors qualified/certified in accordance with the provisions of Parts 6023 and/or 6024 of this Title may provide instruction in a supervisory course.
- (c) Only course directors as defined in section 6021.1(b) of this Part may administer a course in police supervision.

Section 6021.6 of 9 NYCRR is amended to read as follows:

- (a) All supervisory course requirements shall be completed as a single and cohesive unit.
- (b) Attendance shall be required of each police officer at all sessions of the supervisory course except for valid reasons. The course director is authorized to determine the validity of and excuse absences of not more than 10 percent of the hours of instruction as provided from the curriculum of the course. An absentee from any scheduled class session shall make up such absence as required by the course director.
- (c) A police officer who is unable to satisfactorily complete the full curriculum of a course due to excessive absence may apply for authorization to complete the requirements of that curriculum in an alternately approved supervisory course. Such applications shall be subject to the approval of the course director. If the course director approves the application, it shall be forwarded to the commissioner by the course director. The commissioner may authorize the officer to make up required hours at another supervisory course in satisfaction of the requirements for a certificate of completion. Such a determination shall be subject to review and approval by the council at its next scheduled meeting subsequent to such determination.
- ~~(d) [Each police officer enrolled in a supervisory course shall keep a notebook. The notebook shall contain an outline of major points and pertinent information for each topic presented. The course director will evaluate notebooks based upon~~

~~criteria such as content, organization, regularity of entries, accuracy and legibility.]~~

- (d) The taking and passing of any exams, papers or other assignments pursuant to the minimum standard(s) established by the council ~~[a written examination(s)]~~ is required of each police officer prior to issuance of a certificate of completion. ~~[If a series of examinations is required by the course director, the candidate must achieve a total passing average for the series. The course director shall assemble examination material, give and supervise the examination(s), and grade the examination(s).]~~ The course director and sponsoring agency shall retain the ~~examination papers~~ exams, papers and other assignments as required by the appropriate schedule for records retention and disposition promulgated by the Commissioner of Education. Such records shall be available for inspection by members of the council or the commissioner.
- (e) Upon certification by a course director stating that a police officer has satisfactorily completed all supervisory course requirements, the commissioner may issue a certificate of completion to such police officer.
- (f) Receipt of the certificate of completion by a police officer shall be considered as fulfillment of the training obligation as set forth in section 209-q of the General Municipal Law and shall not be construed as a limitation of the discretionary power of the appointing officer to terminate the services of a probationary police officer in the manner prescribed of by law.
- (g) Only a sworn police officer enrolled in a course in police supervision is eligible for the issuance of a certificate of completion upon satisfactory completion of all course requirements.

Motion: Approve and recommend to the Governor the proposed amendments to Title 9, New York Codes, Rules and Regulations Sections 6021.2, 6021.3 and 6021.6 regarding the Course in Police Supervision training.

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Action Item #5

Initial Pistol Course for Peace Officers Update

With the implementation of the new section 4-M Initial Pistol Course of the Basic Course for Police Officers or equivalent courses, OPS is now in the process of developing peace officer instructors to deliver this new curriculum. This effort, supported by the development of new peace officer Pistol Instructors, will seek to ensure that peace officers and police officers are trained to the same high standard. This transition is expected to take several years, and it is anticipated that some peace employers will be prepared to utilize this new program before others.

The Office of Public Safety will request that the Council permit peace employers to utilize the 80-hour BCPO section 4-M Initial Pistol Course as the minimum training standard for peace officers who are armed, if they chose. If employers plan to use the newer curriculum, they will be required to meet the instructor requirements of this new curriculum.

Motion 1:

Permit the use of section 4-M Initial Pistol Course of the Basic Course for Police Officers as satisfying the minimum training standard for peace officers who are armed.

Motion 2:

Permit the MPTC Initial Pistol Course for Peace Officers to serve as a pre-requisite course for any course requiring the Initial Firearms Course as a student pre-requisite.

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Action Item #6

MPTC Courses with Firearms Instructor Requirements Update

In December, the Council approved the MPTC Pistol Instructor Course which replaces the previous MPTC Firearms Instructor Course. With this update there are several MPTC courses that require an update to either pre-requisites, instructor requirements, or both.

The Office of Public Safety will request that the MPTC modify student pre-requisites and instructor requirements for all courses where the MPTC Firearms Instructor Course has been required. OPS will not seek to remove the MPTC Firearms Instructor Course as satisfying those requirements at this time; however, as the program achieves full implementation, OPS will revisit this issue with the Council.

Motion 1:

Permit the MPTC Pistol Instructor Course to serve as a pre-requisite course for any course requiring the MPTC Firearms Instructor Course as a student pre-requisite.

Motion 2:

Permit the MPTC Pistol Instructor Course to serve as the instructor requirement for any courses or sections of courses where the MPTC Firearms Instructor Course is required.

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Informational Item #1

Child Sensitive Arrest Practices Model Policy

OPS staff will brief the Council on Executive Law §840 subdivision 3 paragraph f-2 promulgating the development and dissemination of a Child Sensitive Arrest Practices Model Policy by the MPTC.

**NYS Municipal Police Training Council
269th Meeting
March 5, 2025**

New Business Item #1

Executive Session – Proposed Physical Ability Test Model

Motion to enter executive session:

Motion to enter into executive session to discuss preparation and administration of an examination – the proposed Physical Ability Test model.

Motion to exit executive session:

Motion to exit Executive Session and reconvene in Open Session.

Motion:

Approve the use of the proposed Physical Ability Test model.