

**State of Michigan**  
**MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS**  
 Michigan Justice Training Competitive Grant Program  
**2021 GRANT APPLICATION**

**SECTION 1 - IDENTIFICATION**

APPLICANT AGENCY Grand Valley State University		SIGMA ID/ADDRESS CODE
STREET ADDRESS/CITY/ZIP 401 W. Fulton Street, Grand Rapids, MI, 49504		
TRAINING CONSORTIUM (if applicable) West Michigan Criminal Justice Training Consortium		
PROJECT TITLE (Limit 45 characters) Police Precision Driving		
START DATE January 1, 2021	END DATE December 31, 2021	GRANT FUNDS REQUESTED \$56,946.20

**AUTHORIZED OFFICIAL** (PERSON AUTHORIZED TO ENTER INTO AGREEMENTS)

*As the Authorized Official, I have read and agree to all conditions set forth in the 2021 Grant Manual.*

NAME AND TITLE Michael Gouin-Hart, Director of the Office of Sponsored Programs		
STREET ADDRESS/CITY/ZIP 049 JZH, One Campus Drive, Allendale, MI 49401		
TELEPHONE (Direct) 616-331-6868	E-MAIL ADDRESS gouinmi@gvsu.edu	
SIGNATURE 	DATE June 4, 2020	


**PROJECT ADMINISTRATOR** (PERSON RESPONSIBLE FOR IMPLEMENTING AND REPORTING THE TRAINING)

*As the Project Administrator, I have read and agree to all conditions set forth in the 2021 Grant Manual.*

NAME AND TITLE Williamson N. Wallace, Director of Criminal Justice Training		
STREET ADDRESS/CITY/ZIP 157 Lake Michigan Hall, One Campus Drive, Allendale, MI 49401		
TELEPHONE (Direct) 616-331-8515	E-MAIL ADDRESS <a href="mailto:wallacew@gvsu.edu">wallacew@gvsu.edu</a>	
SIGNATURE <i>Williamson N. Wallace</i>	DATE June 2, 2020	

**FINANCIAL OFFICER** (PERSON RESPONSIBLE FOR GRANT ACCOUNTING)

*As the Fiscal Officer, I have read and agree to all conditions set forth in the 2021 Grant Manual.*

NAME AND TITLE Ian Mills		
STREET ADDRESS/CITY/ZIP 2015 Zumberge Hall, 4099 Calder Dr, Allendale MI 49401		
TELEPHONE (Direct) 616-331-2204	E-MAIL ADDRESS millsia@gvsu.edu	
SIGNATURE 	DATE June 2, 2020	

By authority of P.A. 302 of 1982, as amended  
 Submission of this application is required to participate in this program.

**Applications must be submitted to MCOLES via email to [thelend15@michigan.gov](mailto:thelend15@michigan.gov) no later than May 22, 2020.**

## SECTION 2 - PROJECT NARRATIVE

### A. PROBLEM IDENTIFICATION

Describe the problem or issue the training is expected to address. Connect the proposed training to the documented need. Explain why this proposal should be grant funded.

**Refer to Page 18 of the Grant Manual**

Grand Valley State University, on behalf of the West Michigan Criminal Justice Training Consortium (WMCJTC), submits this grant request for training in the area of Police Precision Driving based on the following problems:

Law enforcement agencies have an ongoing need to provide training in safe emergency vehicle operations - the majority of an officer's day is spent operating a patrol vehicle. Additionally, with the variety of emergency vehicles being utilized by law enforcement agencies, it is imperative for officers to gain familiarity with the capabilities and/or limitations of their agency's vehicles.

West Michigan law enforcement agencies, as well as agencies around the country, are experiencing a high volume of turnover due to retirements and the increased need of officers. As with other essential job functions, hiring new and inexperienced officers creates a large demand for training in emergency vehicle operations. Moreover, operating a vehicle in an emergency response situation is considered a high frequency/high severity job task according to the Michigan Municipal League, Liability and Property Pool.

The Below 100 Initiative shows that in the past 20 years an officer is likely to be killed because of a motor vehicle related crash. According to the Officer Down Memorial Page (ODMP), 22 of 146 (15%) law enforcement officers were killed by motor vehicle crashes in 2019, a 1% increase from 2018. Auto related deaths for 2020 account for 17% of officer related deaths, with weapon related deaths down 14%. Additionally, statistics from national organizations confirm the need for precision driving training and shows defensive emergency driving training has helped reduce the number of officer related deaths due to motor vehicle crashes.

Law enforcement officers are not the only victims in emergency driving accidents. There is also a devastating impact on innocent bystanders and their families; as well as an economic impact on municipalities. Our intent is to help minimize the loss of life and property damage through this vital training program. Precision driving continues to be the most crucial and requested training by WMCJTC agencies.

The 2018 Statewide Job Task Analysis (JTA) of Entry-Level Law Enforcement Officers lists emergency vehicle operation as a core task, lists the automobile as the second most frequently used (overall) piece of core equipment by patrol officers on a daily basis (second to the hand-held police radio), and emergency vehicle operation is listed as a high-frequency and critical task. The WMCJTC agrees with the conclusion of the JTA that emergency driving is a daily and high-risk job task. As you will see, our training objectives are linked to these fundamental job responsibilities.

In summary, full funding of this grant will provide law enforcement personnel in West Michigan with critical training consistent with the Commission's priority program area of Law Enforcement - Emergency Vehicle Operation.

**NOTE:** In 2016, due to a reduction in training funds, the WMCJTC redesigned the Police Precision Driving program with cost efficiency in mind. It is now delivered in four segments, as described below, to maximize the training impact while minimizing costs.

## SECTION 2 - PROJECT NARRATIVE

### B. TRAINING OBJECTIVES

Describe the subject matter for each course/topic. Provide global objectives in terms of outcomes, stating what the trainees are expected to know and do as a result of this training.

**Refer to Page 18 of the Grant Manual**

Police Precision Driving consists of four separate segments – (1) On-line Training, (2) Defensive Driving, (3) Emergency Driving, and (4) Defensive and Emergency Driving Refresher Class. During this outcome-based training program, students must demonstrate proficiency in the skills taught.

This program is centered on the following five principles:

1. complying with agency policy and procedures in emergency driving situations;
2. demonstrating an understanding of legal issues relevant to emergency vehicle operations;
3. recognizing the psychological and physiological factors that influence emergency driving decisions;
4. engaging post incident operations; and
5. operating a vehicle under emergency conditions.

#### **SEGMENT ONE – On-line Training:**

Each student is required to complete an online training program delivered through the Police One Academy or an online learning platform that meets current industry standards for the delivery of computer-based training. The content includes defensive driving, vehicle maintenance, vehicle dynamics, civil liability, skid control, night driving, and performance driving (*see attached Online EVO Course Content*). The training concludes with students taking an online test and for which they are required to obtain a minimum passing score of 75% (*see attached Online EVO Course Test*). Each student will be required to pass the written test as a prerequisite for Segment Two - Defensive Driving, Segment Three – Emergency Driving, and Segment Four - Defensive and Emergency Driving Refresher.

#### **OBJECTIVES & OUTLINE**

At the conclusion of the online training component, the student will be able to demonstrate an understanding of the content listed below. The student's understanding will be evaluated through a written examination.

##### Defensive Driving:

- The definition of defensive driving
- The four driving patterns identified by the Life-Style Theory of Driving and which is the most dangerous
- The four characteristics of a good law enforcement driver
- The five areas that comprise the Smith System of defensive driving
- The basic driving skills which can reduce traffic collisions involving police fleet vehicles, in normal routine driving situations
- That approximately 40% of all officer deaths each year are traffic related, and that the average officer can expect to be involved in a crash every 28,000 miles of driving
- Decision making related to identifying the best time to communicate radio traffic or operate the mobile computer

#### Vehicle Maintenance:

- What equipment is checked in a pre-patrol inspection
- The basic components of both disc and drum brakes
- The primary cause of brake fade
- What a brake pad sensor tells the driver
- What speed ratings on tires mean to the driver
- The difference in the pressure reading of the same tire when hot as compared to cold
- How normal permeation will affect tire pressure

#### Vehicle Dynamics:

- Effects of kinetic energy
- Forces that affect a vehicle in motion
- The difference between understeer and oversteer and how to correct each condition
- What type of weight transfer occurs in various vehicle maneuvers

#### Civil Liability (relating to the operation of police vehicles):

- The three types of law enforcement driving
- The three liability concepts central to officers' understanding the potential implications of their driving
- The exemptions granted by and the requirements on the officer according to MCL 257.603
- The exemptions granted by and the requirements on the officer according to MCL 257.632
- The requirement mentioned in MCL 257.653 on the public
- The definition of a pursuit

#### Skid Control:

- Impact of effective skid control training
- Techniques which will bring a driver the greatest success regaining control after a skid
- The "critical link" in the control of your vehicle
- The three types of friction
- Factors influencing avoidance
- The differences in "grip"
- The four types of skids
- The proper driver actions to recover from the four types of skids
- What a driver should always anticipate when involved in a skid

#### Night Driving:

- Statistical data relating to nighttime driving, accidents and fatal accidents
- The four factors relating to accident and fatality rates
- Determine the inherent problems associated with nighttime driving

#### Performance Driving:

- The capabilities and limitations of both the driver and the patrol vehicle
- The use of proper braking techniques
- The three most common types of curves
- Reading the roadway
- The use of proper steering techniques
- The effects of forward inertia (centrifugal force)

## **SEGMENT TWO – Defensive Driving:**

This class is for students who have completed the online training segment and achieved a minimum score of 75% on the written examination. The class consists of five defensive driving exercises, all of which will be evaluated individually and then assessed as a cumulative exercise. The cone exercises allow the students to safely practice maneuvering a police vehicle through a variety of avoidance and emergency obstacles. All exercises will teach the importance of utilizing a 9-3 hand position, smooth steering inputs, braking and accelerating. Focusing on each individual exercise will increase both driving skill and the muscle memory necessary to avoid potential accidents. Successful completion allows the student to continue with the high-speed course in segment three. Instructors will also review key points from in the online training with each student on a one-to-one basis (*see attached In-Car Discussion Points*).

### **OBJECTIVES**

At the conclusion of this course, students will be able to:

- Operate a patrol vehicle through four cone exercises at the prescribed speed and time designated for each exercise, without striking critical cones.
- Demonstrate vehicle operation skills in a cumulative exercise within the allotted time, without striking critical cones.
- Make appropriate decisions related to appropriate speeds to safely complete each exercise within in their driving capabilities.

The student's proficiency will be evaluated through pass/fail practical exercises.

### **DEFENSIVE DRIVING OUTLINE (8 HOURS)**

0800-0900 Introduction, safety rules, and vehicle inspection

0915-1115 Driving Skills (Serpentine, Evasive maneuvers, Precision maneuvering, Controlled braking, Off-Set backing exercise)

- Exercise 1 – requires each student to maneuver through a series of cones while driving in reverse. Helping each student to recognize the relationship on the vehicle to a fixed object.
- Exercise 2 – requires each student to successfully complete a high-speed lane change to demonstrate the maneuvering capabilities and stability of the vehicle, as well as showing each student their own capabilities and limitations.

1115-1215 Lunch

1230-1530 Driving Skills

- Exercise 3 – requires each student to successfully complete a forward and reverse serpentine to teach proper timing with steering inputs, coordination of steering and throttle control and judging the relationship of fixed objects with respect to the vehicle.
- Exercise 4 – focuses on braking while steering. This will develop the ability to achieve maximum braking while still being able to control the direction of the vehicle.

- Exercise 5 – a new exercise requiring each student to navigate through a series of lanes, offset from each other, while driving in reverse. The offset backing will give each student another opportunity to work on judging the relationship of fixed objects with respect to their vehicle while driving in reverse.

1530-1700 Cumulative Driving Course/Evaluation – combination exercise, closing, class evaluations (see *attached Defensive Driving Student Practical Evaluation Form*)

### **SEGMENT THREE – Emergency Driving:**

This class is for students who have successfully completed the online class segment. This class will focus on decision making while engaged in emergency driving. It will incorporate distractions, such as traffic control devices, radio communication, and road obstacles. This segment will also provide practical application of the Performance Driving components learned in segment one. Instructors will also review key points from in the online training with each student on a one-to-one basis (see *attached In-Car Discussion Points*).

**NOTE:** Once all three segments have been completed, departments may send officers to any one or more of the three segments, or to the Defensive and Emergency Driving Refresher class which combines all skills in one class. The WMCJTC recommends that officers complete one course every three (3) years to maintain a high level of driving skills.

### **OBJECTIVES**

At the conclusion of this course, students will be able to:

- Comply with their agency's policies and procedures in emergency driving situations
- Demonstrate a greater understanding of legal issues relevant to emergency vehicle operations
- Recognize the psychological and physiological factors that influence emergency driving decisions
- Engage appropriately in post incident operations
- Operate a vehicle under emergency conditions
- Locate turn apexes while driving a patrol vehicle at speed designated by the instructor
- Demonstrate straight line braking and turn apexes during timed performance laps without losing control of the patrol vehicle
- Decide when to engage or disengage in emergency driving

### **EMERGENCY DRIVING OUTLINE (8 HOURS)**

0800-0845 Introduction, safety rules, vehicle inspection, and classroom (PowerPoint and facilitated discussion) – review concepts, techniques, liability, distractions, emergency driving, proper steering through turns and not over driving one's personal limitations.

0900-0945 2 low-speed, 1 medium-speed, and 2 high-speed instructor demonstration laps (counterclockwise) to introduce shuffle steering, proper lines of travel, recognizing apexes and traversing turns safely and efficiently.

1000-1200 4 medium-speed student practice laps (counterclockwise)

5 high-speed student practice laps (counterclockwise)

1200-1300 Lunch

1300-1345 1 medium-speed, 2 high-speed instructor demonstration laps (clockwise)

1400-1530 4 medium-speed student practice laps (clockwise)

5 high-speed student practice laps (clockwise)

1530-1700 4 student evaluation laps (clockwise)

*(see attached Emergency Driving Student Practical Evaluation Form)*

#### **SEGMENT FOUR – Defensive and Emergency Driving Refresher Training:**

This class is for students who have successfully completed the online class, defensive, and emergency driving segments. The class will continue to develop both defensive and emergency driving skills by incorporating four defensive driving cone exercises, emergency driving, and distractions (such as traffic control devices, radio communication and road obstacles). This segment will also provide practical application of the Performance Driving components learned in segment one. Instructors will also review key points from in the online training with each student on a one-to-one basis *(see attached In-Car Discussion Points)*.

#### **OBJECTIVES**

At the conclusion of this course, students will be able to:

- Operate a patrol vehicle through four cone exercises at the prescribed speed and time designated for each exercise, without striking critical cones
- Comply with their agency's policies and procedures in emergency driving situations
- Demonstrate a greater understanding of legal issues relevant to emergency vehicle operations
- Recognize the psychological and physiological factors that influence emergency driving decisions
- Engage appropriately in post incident operations
- Operate a vehicle under emergency conditions
- Locate turn apexes while driving a patrol vehicle at speed designated by the instructor
- Demonstrate straight line braking and turn apexes during timed performance laps without losing control of the patrol vehicle
- Decide when to engage or disengage in emergency driving

#### **DEFENSIVE AND EMERGENCY DRIVING REFRESHER OUTLINE (8 Hours)**

0800-0845 Introduction, safety rules, vehicle inspection, and classroom

0900-1100 4 defensive driving courses (Cones) – 30 minute per exercise – no less

1100-1200 Cumulative cone course – start outside of vehicle, get in, buckle and enter track

- a. 2 lap series – even if the student passes on the first lap
- b. No critical cones, 7 total cones
- c. Drive at 80%

1200-1300 Lunch

1300-1330 2 instructor medium and 2 high speed demonstration laps (clockwise)

1330-1700 3 student medium speed practice laps (clockwise)

5 student high speed practice laps (clockwise)

4 student evaluation laps (clockwise)

*(see attached DD&ED Refresher Student Practical Evaluation Form)*

SECTION 2 - PROJECT NARRATIVE
C. TRAINING METHODS
Describe how the training will be delivered for each course/topic. Identify program developers and instructors. Outline the method(s) of presentation. <b>Refer to Page 19 of the Grant Manual</b>

***Teaching Methodologies:***

This program is based on the adult learning theory. Instructors teach and participants learn in a variety of ways. In this program, there is a mix of instructional methods – self-paced online learning through PowerPoint, facilitated discussion (during the two in-person sessions), instructor demonstration, student practice, and cumulative scenarios (that require students to demonstrate decision-making skills and proper judgment).

***Driving Instructors:***

Our driving instructors are law enforcement officers from WMCJTC member agencies. Each instructor has attended the Advanced Precision Driving and the Precision Driving Instructor schools at the Michigan State Police Training Academy. The instructors recognize and emphasize the relationship between the reality-based scenarios and the transference of those skills to authentic emergency driving situations.

***Online Classroom Material:***

Student manuals will be provided to each student online. A copy of the student manual will be on file with the GVSU Criminal Justice Education Center - available for inspection and use by other criminal justice practitioners.

***Training Locations:***

Training will occur at four separate locations. Defensive Driving (segment two) will be conducted in the Michigan's Adventure parking lot in Muskegon, MI and on the campus of Kalamazoo Valley Community College in Kalamazoo, MI. Emergency Driving (segment three) will be at Grattan Raceway in Belding and Gingerman Raceway in South Haven (each is a closed course between 1 & 2 miles long). Defensive and Emergency Driving Refresher classes will be done at Grattan Raceway – a closed driving track.



## SECTION 2 - PROJECT NARRATIVE

### D. EVALUATION

In addition to participant feedback, describe how the participants will be evaluated on their acquisition of knowledge for each course/topic.

**Refer to Page 19 of the Grant Manual**

#### ***Knowledge Acquisition:***

Students will be required to obtain 75% or higher on a 25-question written examination at the conclusion of the online training portion (*see attached Online EVO Course Test*).

#### ***Performance Evaluation:***

Students will be evaluated by instructors in a reality-based scenario on all of the practical skills taught during this course. The students will receive a Pass or Fail on each exercise as shown on the driving performance evaluation form. (*see attached Defensive Driving, Emergency Driving, and Refresher Course Evaluations*)

#### ***Post Class Evaluations:***

An on-line survey was developed and will be sent via email to all training attendees within 6 months of their attendance to solicit further feedback and determine the impact the training made on the individual officer and their department. (*see attached Follow-up Survey*)

#### ***Participant Feedback:***

The MCOLES Participant Evaluation Form will be provided at the conclusion of each training course (*see attached MCOLES Participant Evaluation Form*). The purpose of the evaluation will be to gain the students' perspective of the course content concerning applicability to their job responsibilities. Additionally, the student evaluation will be used to evaluate the instructor's presentation skills in getting the message "delivered." Program adjustments will be made when and where the student has identified appropriate issues.

**SECTION 3 – COURSE DETAIL**

Complete the Course Detail section for **each topic/course** included in your proposal. Copy and insert this page into your application as many times as needed.

**Refer to Page 20 of the Grant Manual**

**Course Details**

Course Title

**Police Precision Driving – ON-LINE TRAINING**

Training Location

**On-Line Distance Learning**

Maximum Participants

**Unk**

Minimum Participants (2/3 of Max)

**Unk**

Hours of Training Per Session

**3 hours**

Number of Sessions

**Unk**

**Cost Breakdown**

<i>Per Session Costs</i>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>
Personnel	\$1,626.60	\$1,626.60	\$0
Contractual Services	\$0	\$0	\$0
Tuition	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Supplies & Operating	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Total <b>Per Session</b> Costs	Unk	Unk	\$0
Total <b>Course</b> Costs	\$1,626.60	\$1,626.60	\$0

**NOTES:**

1. Unable to provide maximum and minimum number of participants or number of sessions due to the segments being available as a prerequisite and as a stand-alone component that consortium members are recommend to attend every three years. Specific number of participants will be recorded and document via quarterly reports.
2. The training and evaluation content have already been developed and the delivery platform has already been acquired, thus no costs involved. This on-line training segment is being utilized currently and the only expenses involved are administrative hours for the Program Administrator to capture and record results for each trainee.
3. The noted Program Administrator hours (Personnel section) includes the portion of hours designated for administering the On-Line Training Segments and evaluations.

**Course Details**

Course Title <b>Police Precision Driving – DEFENSIVE DRIVING</b>			
Training Location <b>Michigan’s Adventure parking lot (North) &amp; Kalamazoo Valley Community College parking lot (South)</b>			
Maximum Participants <b>18</b>	Minimum Participants (2/3 of Max) <b>12</b>	Hours of Training Per Session <b>8 hours</b>	Number of Sessions <b>4</b>

**Cost Breakdown**

<i>Per Session Costs</i>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>
Personnel	\$3,030.12	\$325.32	\$2,704.80
Contractual Services	\$0	\$0	\$0
Tuition	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Supplies & Operating	\$1,752.74	\$866.66	\$886.08
Equipment	\$0	\$0	\$0
Total <b>Per Session</b> Costs	\$4,782.86	\$1,191.98	\$3,590.88
Total <b>Course</b> Costs	\$19,131.44	\$4,767.92	\$14,363.52

**NOTES:**

1. Four Defensive Driving classes will be held in 2021 (2 spring & 2 fall). Defensive Driving classes will be offered at two different locations (North & South) to accommodate the large geographical area covered by the WMCJTC.
2. The noted Program Administrator hours (Personnel section) includes handling individual training session logistics (venue, instructors, and attendees) and ensuring correct student documentation for each course is documented and archived.

### Course Details

Course Title <b>Police Precision Driving – EMERGENCY DRIVING</b>			
Training Location <b>Grattan Raceway (North) &amp; Gingerman Raceway (South)</b>			
Maximum Participants <b>18</b>	Minimum Participants (2/3 of Max) <b>12</b>	Hours of Training Per Session <b>8 hours</b>	Number of Sessions <b>8</b>

### Cost Breakdown

<i>Per Session Costs</i>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>
Personnel	\$3,416.52	\$325.32	\$3,091.20
Contractual Services	\$0	\$0	\$0
Tuition	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Supplies & Operating	\$3,952.74 [4 sessions] \$4,002.74 [4 sessions]	\$866.66 \$2,200 [4 sessions] \$2,250 [4 sessions]	\$886.08
Equipment	\$0	\$0	\$0
Total <i>Per Session</i> Costs	\$7,369.26 [4 sessions] \$7,419.26 [4 sessions]	\$3,391.98 [4 sessions] \$3,441.98 [4 sessions]	\$3,977.28
Total <i>Course</i> Costs	\$59,154.08	\$27,335.84	\$31,818.24

NOTES:

1. Eight Emergency Driving classes (4 spring & 4 fall). Emergency Driving classes will be offered at two different locations (North & South) to accommodate the large geographical area covered by the WMCJTC.
2. The noted Program Administrator hours (Personnel section) includes handling individual training session logistics (venue, instructors, and attendees) and ensuring correct student documentation for each course is documented and archived.

**Course Details**

Course Title  
**Police Precision Driving – REFRESHER TRAINING**

Training Location  
**Grattan Raceway**

Maximum Participants <b>18</b>	Minimum Participants (2/3 of Max) <b>12</b>	Hours of Training Per Session <b>8 hours</b>	Number of Sessions <b>3</b>
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**Cost Breakdown**

<i>Per Session Costs</i>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>
Personnel	\$3,416.52	\$325.32	\$3,091.20
Contractual Services	\$	\$	\$
Tuition	\$	\$	\$
Travel	\$	\$	\$
Supplies & Operating	\$3,952.74	\$866.66 \$2,200.00	\$886.08
Equipment	\$	\$	\$
Total <b>Per Session</b> Costs	\$7,369.26	\$3,391.98	\$3,977.28
Total <b>Course</b> Costs	\$22,107.78	\$10,175.94	\$11,931.84

NOTES:

1. Three Defensive and Emergency Driving Refresher classes in the spring. Refresher classes will only be held at one location due to track restrictions and availability.
2. The noted Program Administrator hours (Personnel section) includes handling individual training session logistics (venue, instructors, and attendees) and ensuring correct student documentation for each course is documented and archived.

## SECTION 4 - COST JUSTIFICATION

The cost justification section is the bridge between the project narrative and the budget detail. Describe the proposed expenditures for each course offering or topic separately. Explain the proposed expenditures (both grant and match) and why the costs are necessary. Provide sufficient detail to justify the expenditures and to support the calculations that are shown in the budget detail. If a student fee will be charged, specify the amount per student.

**Refer to Page 20 of the Grant Manual**

### **BUDGET:**

#### **MATCH SHARE**

##### PERSONNEL - Grant Administrator (GVSU Administrative Professional):

The Grant Administrator will document and complete required quarterly grant reports, maintain grant documentation for audits and inspections, help the Program Administrator, and perform other administrative activities as required. Williamson N. Wallace has been designated as the Grant Administrator. It is estimated that his administrative duties will require approximately 16 hours.

- **Administrative in-kind labor contribution = \$1,026.62** (\$45.47 per hour x 41.112% fringe rate x 16 hours).

##### PERSONNEL - Driving Instructors (Adjunct Overload Non-Tenure Track Instructors):

WMCJTC member agencies, who employ the certified instructors, have pledged instructors on departmental time. Instruction time for **Defensive Driving** of 32 hours (4 classes x 8 hours) delivered by 7 instructors per day, equals **224 hours of instruction**. Instruction time for **Emergency Driving** of 64 hours (8 classes x 8 hours) delivered by 8 instructors (includes one safety officer) per day, equals **512 hours of instruction**. Instruction time for **Refresher Training** of 24 hours (3 classes x 8 hours) delivered by 8 instructors (includes one safety officer) per day, equals **192 hours of instruction**. **Total Instructional Hours (DD, ED, RT) equals 928 hours**.

- **Instructor in-kind labor contribution = \$44,822.40** (based on an average departmental rate of \$30.00 per hour and a fringe rate of 61% x 928 hours).

##### SUPPLIES AND OPERATING – Patrol Vehicles:

Patrol Vehicles (per day use) provided by the West Michigan Criminal Justice Training Consortium agencies. Based on a formula that factors in tire wear, fuel, miles, fluids, and depreciation, the average cost of a patrol vehicle used by three officers for 8 hours = \$147.68.

- **Patrol Vehicle in-kind contribution = \$13,291.20** (270 maximum possible students divided by 3 [number of students per vehicle] equals 90 vehicles x \$147.68 per day vehicle use expense).

(See attached WMCJTC Matching Funds Letter)

**Total Match Share = \$59,140.22**

## GRANT SHARE

### PERSONNEL - Program Administrator (Adjunct Overload Non-Tenure Track Instructor):

The Program Administrator is responsible for the day-to-day administration of the program – managing on-line course and evaluation, facilitating instructor communication and meetings, scheduling of instructors, making training venue reservations, handling individual training session logistics, acquisition and delivery of training supplies, ensuring correct student documentation for each course, follow-up survey dissemination and tabulation, and quarterly report data gathering. Officer Joel Maat has been designated as the Program Administrator. The lack of grant funding for this position would cause a significant financial hardship to his employing agency and may jeopardize the delivery of this program. It is estimated that his administrative duties will require approximately 350 hours.

- **Total administrative expense = \$11,386.20** (\$30.00 per hour x 8.44% fringe rate x 350 hours).

### TUITION - Instructor Training:

In order to maintain enough certified instructors to fill the 116 instructor positions required to deliver the 15 training sessions, this request includes the cost of certifying new driving instructors through the Michigan State Police Driving Program. **We are requesting to send four new driving instructors to this training course for a total of \$12,000.00** (see below).

- *MSP Precision Driving Instructor Program:* Four students x \$2,000 = **\$8,000**
- *MSP Advanced Precision Driving Program:* Four students x \$1,000 = **\$4,000**

The WMCJTC also recognizes the importance for continuous instructor development. Driving skills are perishable and if instructors are not given the ability to use these learned skills on a regular basis, there is a potential for their instructional abilities to diminish. Instructor refresher classes are offered through the Michigan State Police Training Academy. **We are requesting to send at least ten (10) instructors to this refresher training course for a total of \$2,000.00** (see below).

- *MSP Instructor Refresher Training:* Ten students x \$200.00 = **\$2,000.00**

### TRAVEL – Employee:

We are requesting travel funds to cover the costs of Lodging and Meals for the instructor training courses noted above – Precision Driving Instructor is a two-week course, Advance Precision Driving Program is a one-week course, and Instructor Refresher Training is a one-day course.

- **Lodging for New Instructor Training (3 weeks of training):** 4 instructors (double occupancy) x \$85.00 per night x 12 nights equals **\$2,040.00**.
- **Meals for New Instructor Training (3 weeks of training):**
  - 4 instructors x \$8.50 x 15 breakfasts equal \$510.00

- 4 instructors x \$8.50 x 15 lunches equal \$510.00
  - 4 instructors x \$19.00 x 15 dinners equal \$1,140.00
- Total meals for New Instructor Training equal **\$2,160.00**

- **Meals for Instructor Refresher Training (1-day training):**

- 10 instructors x \$8.50 x 1 breakfast equals \$85.00
- 10 instructors x \$8.50 x 1 lunch equals \$85.00
- 10 instructors x \$19.00 x 1 dinner equals \$190.00

Total meals for Instructor Refresher Training equal **\$360.00**

**SUPPLIES AND OPERATING - Track Rental:**

To deliver the Emergency Driving & Refresher segments of the Police Precision Driving program, two local raceways are used - Grattan Raceway and Gingerman Raceway. Both locations have worked with the WMCJTC over several years to keep costs at a minimum, giving discounts even on already reduced off-season rates. **We are requesting rental fees for a total of 11 days, for a total of \$24,400.00.**

- Grattan Raceway: 7 days x \$2,200.00 = **\$15,400.00**
- Gingerman Raceway: 4 days x \$2,250.00 = **\$9,000.00**

**SUPPLIES AND OPERATING – Traffic Cones:**

To deliver this program, numerous traffic cones are required to design the various courses. Due to wear and tear, a significant number of traffic cones must be replaced yearly.

- **We are requesting funds to purchase 200 new 18” traffic cones at \$8.00 per cone, for a total of \$1,600.00.**

**SUPPLIES AND OPERATING – Tape, Paint, & Fluids:**

To deliver this program, other miscellaneous items are needed – Tape to mark numbers on vehicles, spray paint to mark cone locations, and various vehicle fluids (oil, break, steering).

- **We are requesting \$1,000 for the purchase of these items.**

**Total Grant Share = \$56,946.20**



## SECTION 5 - APPLICANT PRIORITIES

Prioritize the components of your application in descending order. Include the GRANT COSTS and MATCH COSTS. Priority ranking can be made within an application by budget category, course/topic, or number of sessions. Also, if more than one grant application is being submitted, prioritize your list of applications in descending order.

**BE SURE TO GIVE ACTUAL COSTS OF EACH TOPIC.**

**Copy and insert this page into your application as many times as needed.**

**Refer to Page 21 of the Grant Manual**

It is imperative that the consortium receive full grant funding for this project in order to deliver job essential training for police officers employed by the 96 consortium member agencies. If full funding is not available, the WMCJTC requests that this grant be funded in the priority order below.

### HIGHEST TO LOWEST PRIORITY:

#### **Priority # 1 - Supplies and Operating**

- a. *Track Rental:* **\$24,400.00 Grant** / \$0.00 Match
- b. *Patrol Vehicles (per day use):* \$0.00 Grant / \$13,291.20 Match

#### **Priority # 2 - Tuition**

- a. *Instructor Training:* **\$12,000.00 Grant** / \$0.00 Match
- b. *Instructor Refresher Training:* **\$2,000.00 Grant** / \$0.00 Match

#### **Priority # 3 - Personnel**

- a. *Program Administrator:* **\$11,386.20 Grant** / \$0.00 Match
- b. *Driving Instructors:* \$0.00 Grant / \$44,822.40 Match
- c. *Grant Administrator:* \$0.00 Grant / \$1,026.62 Match

#### **Priority # 4 – Travel - Employee**

- a. *Lodging:* **\$2,040.00 Grant** / \$0.00 Match
- b. *Meals:* **\$2,520.00 Grant** / \$0.00 Match

#### **Priority # 4 - Supplies and Operating**

- c. *Traffic Cones:* **\$1,600 Grant** / \$0.00 Match
- d. *Tape, Paint, Fluids:* **\$1,000 Grant** / \$0.00 Match

#### **If fully funded:**

**Total Grant Share = \$56,946.20**

**Total Match Share = \$59,140.22**

## SECTION 5 - APPLICANT PRIORITIES

Prioritize the components of your application in descending order. Include the GRANT COSTS and MATCH COSTS. Single topic applications should list priorities by sessions or category expenditures. If the application contains more than one training topic, prioritize by topic. If more than one grant application is being submitted by an agency, prioritize the list of applications. The applicant's list of priorities will be followed to the highest degree possible; however, Commission priorities take precedence over a grantee's priorities.

**BE SURE TO PROVIDE ACTUAL COSTS FOR EACH TOPIC.**

**Copy and insert this page into your application as many times as needed.**

**Refer to Page 21 of the Grant Manual**

### GRANT APPLICATIONS PRIORITY LIST

If full funding is not available, the West Michigan Criminal Justice Training Consortium requests that its grant applications be funded in the priority order below.

#### HIGHEST TO LOWEST PRIORITY:

**Priority # 1** – Police Precision Driving, Grant funds requested = \$56,946.20

**Priority # 2** – 360° Behavioral Health for Law Enforcement, Grant funds requested = \$25,055.12

**CERTIFICATE OF CONSORTIUM MEMBERSHIP**

The Certifying Official shall be the individual who administers consortium activities and has the authority to act on behalf of the consortium. Attach paperwork supporting the Consortium Membership to this document.

*See Attached Certificate of Consortium Membership, WMCJTC Matching Funds Commitment Letter, Consortium Bylaws, and Consortium Member Agency List.*

APPLICANT AGENCY:  
**Grand Valley State University**

TRAINING CONSORTIUM (if applicable):  
**West Michigan Criminal Justice Training Consortium**


PROJECT TITLE (Limit 45 characters):  
**Police Precision Driving**

***Application Attachments***



## REQUIREMENTS

- This online class must be completed prior to attending all driving class.
- The test must be completed and submitted with a 80% score prior to attending the defensive driving class.
- Students who do not meet all the requirements prior to the class will NOT be able to participate in any of the driving activities



## Overview


- **Defensive Driving**
- **Vehicle Dynamics**
- **Civil Liability**
- **Skid Control**
- **Night Driving**
- **Performance Driving**

## DEFENSIVE DRIVING



## OBJECTIVES

- When finished with this section, you will know:
  - What defensive driving is.
  - Know the Life-Style Theory of Driving.
  - The characteristics of a good law enforcement driver.
  - The 5 areas of the Smith System of defensive driving.
  - The basic driving skills which can reduce traffic collisions involving police fleet vehicles.



## Michigan Traffic Crash Facts (OHSP-2014)

- There were 298,699 reported crashes, of which 806 were fatal, 52,523 were personal injury.
- Of all fatal crashes, 27.5% involved at least one drinking operator, 19.9% involved drinking but no drugs, 8.6% involved drugs but no drinking, and 7.7% involved both drinking and drugs.
- 21.1% of all fatal crashes, excessive speed was involved.

## Law Enforcement Statistics (ODMP-2015)

- 129 Officers were killed in 2015
- 28 of those were automobile related
- 4 were motorcycle crashes
- 5 were struck by vehicles
- 5 were in vehicle pursuits
- 7 were vehicular assaults
- 38% of all officer deaths were related to motor vehicle incidents. (More than gunfire - 31%)

## What is defensive driving?

- Defensive driving is the ability to operate your vehicle in such a manner as to be able to avoid involvement in a **PREVENTABLE ACCIDENT no matter what the road or weather conditions.**
- Anticipate a drivers next move, not waiting and then reacting to it. **EXPECT THE UNEXPECTED!**

## Driver

- Why do people drive the way they do?
- The Lifestyle Theory of Driving is plausible explanation of why drivers do the things they do.
- Individuals most likely demonstrate the traits, behaviors, or personality characteristics that are evident during their non-driving time, simply said: We drive as we live.

## Characteristics of a Good Law Enforcement Driver

- The most important characteristic the law enforcement driver can possess is **MATURITY**. In addition the following specific attributes:
  - A level of driving skill beyond that possessed by the general public.
  - The ability to remain under control in stressful driving situations.
  - Know their and their vehicles abilities
  - Ability to apply this knowledge.

## Smith System of Defensive Driving

- Aim High in Steering
- Keep Your Eyes Moving
- Get the Big Picture
- Leave Yourself an Out
- Make Sure You're Seen



## Smith System of Defensive Driving

- **AIM HIGH IN YOUR STEERING.**
  - Having your focus too close to the front of the vehicle will cause difficulty in keeping the car positioned in the lane.
  - In urban areas look 1-2 blocks ahead, in rural areas look up to ½ mile ahead.

### Smith System of Defensive Driving

- **KEEP YOUR EYES MOVING.**
  - Visually scanning everything in front and behind you produces the following benefits:
    - Enhances peripheral vision.
    - Prevents highway hypnosis.
    - Reduces over-concentration.
    - Reduces physical and mental fatigue.
    - Increases powers of observation.

### Smith System of Defensive Driving

- **GET THE BIG PICTURE.**
  - Detecting everything in front, on the sides, and to the rear of your vehicle.
  - Double check intersections.
  - Watching out for pedestrians, especially children.
  - Watching other drivers to predict their next move.

### Smith System of Defensive Driving

- **LEAVE YOURSELF AN OUT.**
  - Seeing potential conflict situations.
  - Establish a “space cushion.”
  - Planning an evasive maneuver.
  - Timing and execution of the evasive maneuver.



### Smith System of Defensive Driving

- **MAKE SURE YOU ARE SEEN.**
  - Establish eye contact with the other driver.
  - Signal intentions well before execution.
  - Use horn and lights.
  - Avoid other driver’s blind spots.
  - Head check your own blind spots.
  - No system of defensive driving can be better in its application.



### Law Enforcement Driving

- Law enforcement officers are 3 times likely to be involved in a traffic crash than non-law enforcement drivers
  - These occur in normal routine driving conditions with police fleet vehicles
- You are not Superman and you are just as vulnerable to a crash as anyone else.

### Basic Law Enforcement Driving Skills

- **ESTABLISHING A SAFE SPEED.**
  - Be mindful of existing conditions.
  - More speed, more distance required to stop.
  - Slow down in urban areas
    - Pedestrians; especially children.
    - Intersections.
    - Traffic congestion.
    - Reduced visibility.



### Basic Law Enforcement Driving Skills

- **NEGOTIATING INTERSECTIONS**
- Reduce potential conflict at intersections by:
  - Reducing speed upon approach.
  - Covering the brake when approaching.
  - Establishing eye contact.
  - Knowing the right of way can become the dead right of way.
  - Left-Right-Left sequence to visually check.
  - Watching out for right turns on red lights.
  - Never speed up to “beat the light.”

### Basic Law Enforcement Driving Skills

- **LANE POSITION**
- a) Aim high in steering to help you stay in your lane.
- b) Care in changing lanes:
  - 1) check rear/side mirrors
  - 2) signal early
  - 3) physically check your blind spots
  - 4) Check your mirrors again
  - 5) Execute lane change if safe to do so.

### Basic Law Enforcement Driving Skills

- **EXECUTING TURNING MOVEMENTS**
- Next to intersections, the left turn is rated second as having the most potential conflict.
- Proper turn (lane usage).
- Reduce speed.
- Watch out for pedestrians.
- Hard to judge speed on oncoming traffic during left hand turns, allow them plenty of space.

### Basic Law Enforcement Driving Skills

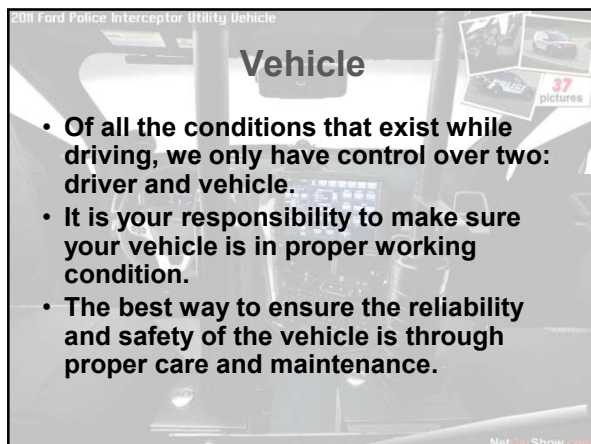
- **POLICE RADIO/MCT USE:**
- Transmit while driving in a straight line.
- Always return radio “mic” to its holder.
  - Never attempt to steer the patrol vehicle with the radio “mic” in your hand.
  - Never drop the radio “mic” between your legs.
- Know where your equipment is located.
- Secure your equipment in the patrol vehicle.



### Vehicle

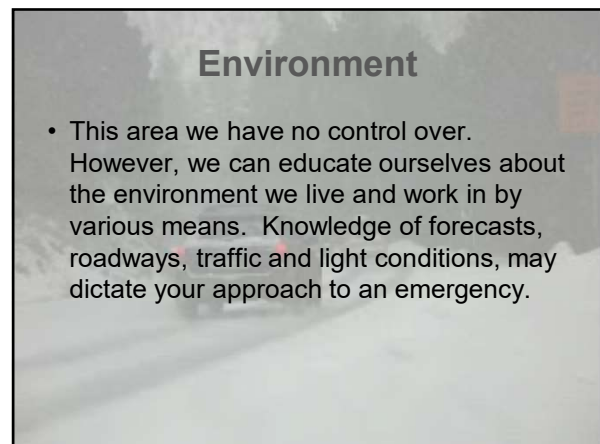
2011 Ford Police Interceptor Utility Vehicle

- Of all the conditions that exist while driving, we only have control over two: driver and vehicle.
- It is your responsibility to make sure your vehicle is in proper working condition.
- The best way to ensure the reliability and safety of the vehicle is through proper care and maintenance.



### Environment

- This area we have no control over. However, we can educate ourselves about the environment we live and work in by various means. Knowledge of forecasts, roadways, traffic and light conditions, may dictate your approach to an emergency.





## Weather

- Affects your ability to **SEE AND BE SEEN.**
- Severe weather may obscure **TRAFFIC CONTROL DEVICES.**
- Slow down, consider using **HIGH-BEAMS** for better visibility.

## Road Conditions

- **Curves, turns, hill, etc., hazard recognitions is REDUCED.**
- **Road surfaces- may vary from one to the next.**
- **Shoulder driving- straddling the shoulder as an option.**

## Traffic Conditions

- Applies to both vehicle and **PEDESTRIANS.**
- Morning vs. Noon vs. Afternoon
- Construction zones (areas).

## Distractions

- **Anything that takes your attention away from the driving task is a distraction.**
- **We have laws pertaining to phones, texting, etc., but what about our own vehicles?**
- **Increasing cause of vehicle collisions is our attention being drawn away from the driving task.**

## Distractions

- **How do we minimize distractions?**
- **Secure items inside your vehicle before you leave.**
- **Know where your equipment is and how it works.**
- **Keep primary focus on the driving task.**


## CONCLUSION

- Remember, you alone are responsible for yourself, your vehicle and any passengers in your vehicle.
- Drive as if your own family is in the other car.
- Based on averages, Law Enforcement drivers can expect to be involved in a crash every 28,000 miles of driving.
- 38% of Officer fatalities are traffic related.



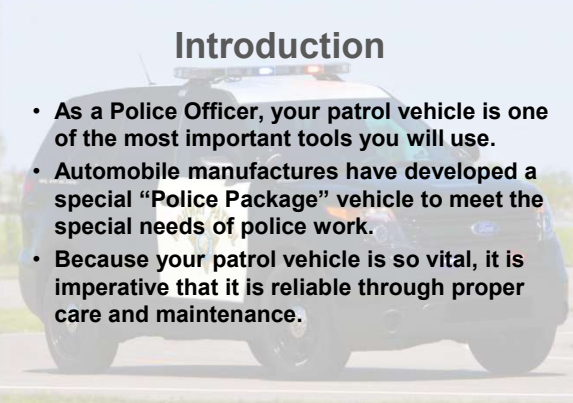

## Objectives

- Pre-Patrol inspections
- Difference in pressure readings on hot and cold tires.
- Normal permeation affect on tires.



## Introduction

- As a Police Officer, your patrol vehicle is one of the most important tools you will use.
- Automobile manufactures have developed a special “Police Package” vehicle to meet the special needs of police work.
- Because your patrol vehicle is so vital, it is imperative that it is reliable through proper care and maintenance.

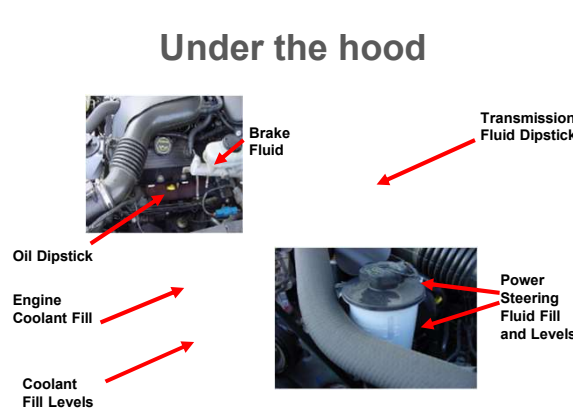



## Daily Patrol Checks

- Exterior check for damage and clean.
- Brakes
- Steering
- Tires
- Lights
- Fuel
- Police Radio, MCT, Radar, other objects.
- Trunk
  - Check spare tire, fire extinguisher, first aid kit, and for loose articles.



## Under the hood



Oil Dipstick

Engine Coolant Fill

Coolant Fill Levels

Brake Fluid

Transmission Fluid Dipstick

Power Steering Fluid Fill and Levels

## Periodic Maintenance

- There is no “Standard” Police vehicle anymore.
  - Ford, Dodge, Chevrolet
- When in doubt, look at your owners manual to determine what fluid is used, what amount, and maintenance schedule.
- Many new vehicles will tell you when you need to do something, not following a specific time or mileage

## Brake Types

- Hydraulic systems:
  - The system employs steel lines to each wheel with fluid being forced through lines, which forces the pads against the rotor or brake shoe and against the drums.
- Mechanical systems:
  - The system operates by **cable or rod**.
  - It is generally used to operate the parking (emergency) brake.

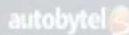


## Anti-Lock Brakes (ABS)

- **Stomp, Stay, Steer**
  - When activated, **DO NOT PUMP** the brakes. Stay on the brakes throughout the event.
  - ABS allows you steering control while braking.
- **ABS works on any surface including split coefficient.**
- **An ABS System failure means you have no ABS, but will still have conventional brakes.**

## Tire Tread

- The only contact between the vehicle and the road,,
  - Each tire has a contact patch about the size of the **palm of your hand**.
  - All vehicle movement is transmitted through the contact patch.
- Tire tread designed to move water & debris and allow contact with roadway surface.
- Minimum tread depth **4/32** inch. (Quarter test)



## Speed Ratings



- Be certain the tire speed ratings meets or exceeds the speed capability of the vehicle on which the tire is being used.  
Note: A spinning tire can attain a speed twice the speedometer reading.

## Tire Inflation

- Do not over inflate.
- **Under inflation** is the major cause of tire failure.
- Improper tire pressure affects vehicle handling
- Check pressure when tire is cold.
  - If hot, pressure can read up to 4-psi high.
  - Lose 1 psi/month to normal permeation



## Summary

- Understand your patrol vehicle is one of the most vital components in your job.
- Without your patrol vehicle you will NOT be able to perform your required duties.
- Patrol vehicle maintenance is no one else's responsibility but yours, don't **ASSUME** that someone else has taken care of it.





## Objectives

- You will learn and understand the following:
  - Physical forces that affect a motor vehicle
  - Understeer and oversteer and how to correct each condition.
  - Weight transfer effects on your vehicle in various maneuvers.



## Introduction

- Vehicle dynamics is technology used to understand the responses of a vehicle in various “in motion” situations.
- There is no intent to give a complete technical definition of each principle, but to present them in a way that will be useful in understanding why a vehicle acts the way it does.



## Physical Forces

- Forces affecting a moving vehicle are:
  - Kinetic Energy
  - Inertia
  - Momentum
  - Coefficient of Friction



## Kinetic Energy

$$KE = \frac{1}{2} mv^2$$

- The energy a solid object (vehicle) has due to its mass and velocity.
- The speed, or velocity is crucial here, as speed increases, the stopping force needed increases geometrically (square of speed).
- Double your speed, quadruple your stopping distance (3x speed, 9x stopping distance, etc.).



## Inertia (Centrifugal force)

- The force that resists change in **DIRECTION** and speed.
- Inertia more noticeable as speed **INCREASES**.
- As you turn from a straight line, something on your dash slides away from the turn.
- It's why you want to wear your seatbelt.

## Momentum

- Momentum is the amount of motion.
- The product of the vehicle's weight times its speed.
- Bigger vehicles have more momentum due to heavier weights.
  - Larger vehicles take more time/effort to stop than lighter cars.



## Coefficient of Friction

- The maximum force generated by the tires of a vehicle upon the surface of the roadway divided by the weight of the vehicle.
- Represented as a percentage of the pull of gravity.
- Basically, it's the slipperiness of the roadway surface.

## Limits of Friction

- What affects Friction?
  - Roadway surface (What it's made of)
  - Condition (Maintenance)
  - Weather
  - Your vehicle
  - How you are driving
- There is only so much friction available, once you exceed the limits, you have lost control of your vehicle.

## Weight Transfer

- Longitudinal
  - Occurs during braking, **ACCELERATION**, or decelerating.
  - Weight is transferred from front to rear, or rear to front.
- Lateral
  - Occurs when turned from a **STRAIGHT LINE**.
  - Causes the suspension to be compressed on the opposite side from the direction of the turn.
  - A series of reversing turns can have a cumulative effect of storing energy in the suspension.

## Under steer (plowing)

- What is it?
  - A vehicle travels in a line straighter than the front wheels are turned.
- Causes?
  - Built into cars by the manufacturer.
  - Entering a curve **TOO FAST**.
- How to correct?
  - Release the brake and accelerator.
  - Unwind some steering to regain rolling friction.

## Oversteer (loose)

- What is it?
  - The front wheels are turning in a tighter radius than the **REAR WHEELS**.
- Causes?
  - Results from rough steering.
  - Braking too **DEEP** and **HARD** into a turn.
- How to correct?
  - Release brakes and ease off the accelerator.
  - Steer in the direction you want to go.



## Tires

- Tread grooves are designed to move water from under the tire.
- Tire Pressure
  - Do not exceed manufacturer's maximum pressure as stated on the sidewall.
  - **UNDERINFLATION** is the major cause of tire failure.
- Tires effect vehicle handling.
  - **INCORRECT** tire pressure will create under steer or oversteer in an otherwise good handling vehicle.

## SUMMARY

- The laws of motion are always at work as we operate a vehicle.
- Although rarely noticeable at lower speeds, during emergency driving, they will become a real factor.
- By understanding these laws and applying the techniques you will learn, they can be used to aid you in high speed maneuvering.



## SKID CONTROL



West Michigan  
CRIMINAL JUSTICE  
Training Consortium

## Skid

- Dangers that may cause a skid
  - Being “caught off guard”.
  - Not paying attention to the conditions that may cause a skid
  - Rough acceleration, rough steering, rough braking
  - Not knowing what to do or reacting incorrectly.



## Skid Control

- A skid can be defined as losing traction or “grip” with the roadway, by one or more of the vehicle tires.
- Effective skid control training will teach you to:
  - Recognize the start of a skid.
  - Know what to do when the skid happens.
  - Know how to avoid a skid.
- A driver will have greater success in **AVOIDING** a skid than they do of regaining control after a skid is experienced.



## Tires

- The “critical link” in the control of your vehicle is you **TIRES**.
- Remember that the tire “contact patch” with the roadway, is no larger than the palm of your hand assuming proper inflation.

## Friction

- There are 3 types of friction at work with a vehicle.
  - **STATIC (Stationary-Parked Car)**
  - **KINETIC (Sliding or Skidding)**
  - **ROLLING (Normal Vehicle Operation)**
- Once a vehicle is under motion, only rolling friction and sliding friction affect your car. Rolling good, Sliding, bad.

## Skid Avoidance

- Good visual search techniques, Detect hazards early.
  - 12 to 16 seconds ahead in town
  - 20 to 30 seconds ahead freeway
- Good Space Cushion
  - 3 second following distance
- Smooth Steering, Braking, and Acceleration
  - The difference between skidding and not skidding may be only **2-3** mph.

## Skid Categories

- Skids can be divided into 4 major categories.
  - **ACCELERATION**
  - **CORNERING**
  - **BRAKING**
  - **HYDROPLANING**

## Skid Control

- When a sudden and unexpected skid occurs, either experience and/or training will dictate the driver's actions.
- Proper corrective action, in a timely manner, is essential if control of the vehicle is to be regained.



## ACCELERATION SKIDS

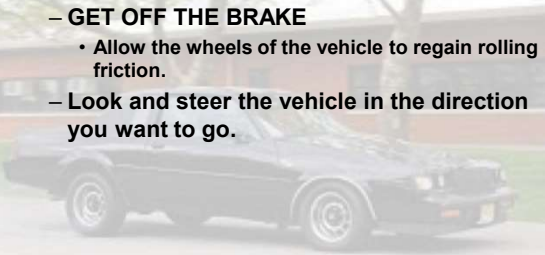
- **GET OFF THE GAS**
  - Allow the drive wheels to stop spinning and regain rolling friction with the roadway surface.
- **EYES ON TARGET**
  - LOOK & STEER WHERE YOU WANT TO

## CORNERING SKIDS

- OFF THE GAS OR BRAKE
  - Allow the front wheels of the vehicle to regain **ROLLING FRICTION**.
- Slightly **DECREASE** your steering input.
- Look and steer the vehicle in the direction you want to go.


## BRAKING SKIDS

- **GET OFF THE BRAKE**
  - Allow the wheels of the vehicle to regain rolling friction.
- Look and steer the vehicle in the direction you want to go.




## HYDROPLANING

- **OFF THE GAS**
  - Let the car slow naturally
- **DO NOT TOUCH THE BRAKE!!!**
- Smooth steering
- Look and steer the vehicle in the direction you want to go.



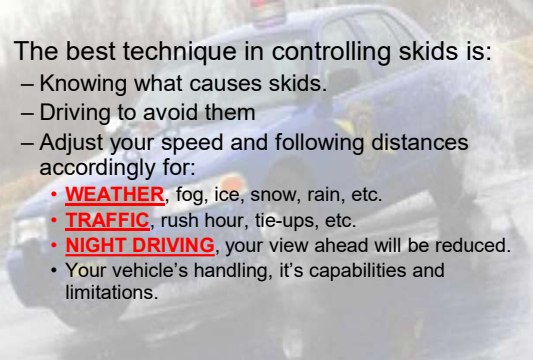
## Skid Control

- Use **QUICK, HAND OVER HAND** steering inputs to regain control of the vehicle after being involved in a skid.
- If involved in any type of skid, you should always be aware of, and anticipate **SECONDARY SKIDS**.




## Skid Control

- The best technique in controlling skids is:
  - Knowing what causes skids.
  - Driving to avoid them
  - Adjust your speed and following distances accordingly for:
    - **WEATHER**, fog, ice, snow, rain, etc.
    - **TRAFFIC**, rush hour, tie-ups, etc.
    - **NIGHT DRIVING**, your view ahead will be reduced.
    - Your vehicle's handling, it's capabilities and limitations.




## Skid Control

- No two patrol cars will handle exactly the same.
  - Develop a feel for the vehicle's brakes.
  - Be familiar with the location of the various controls inside the vehicle.
  - Know the vehicle's power potential.



## Summary

- Skids happen from various situations.
- **The best way to avoid a skid is to recognize conditions that cause a skid!!**
- To be effective in regaining control of your vehicle when experiencing a skid, you must react quickly to the start of the skid, and **use quick hand over hand** steering inputs.







## Objectives

- After completion of this section you will be able to select the correct answer or determine whether the statement is true or false to the following:
  - Statistical data relating to night time driving, accident and fatal accidents.
  - The four factors relating to accident/fatality rates.
  - Determine the inherent problems associated with nighttime driving.



## Introduction

- Traffic death rates are three times greater at night than during the day.
- Why?
  - **YOU CAN'T SEE** as well as during the day.
- Many of us are unaware of night-driving special hazards or don't know effective ways to deal with them.



## Statistics

- In Michigan 2014
  - 3p-6p highest crash time (22.6%)
  - 6p-Midnight second highest (23.7%)
- Most Fatal crashes occurred between 9p-Midnight (17.6%)



## Nighttime Hazards

- **Why is night driving so hazardous?**
  - 90% of a driver's reaction depends on vision and it is severely limited at night.
  - Fatigue and drowsiness make driving more difficult by dulling concentration and slowing reaction time.
  - Older drivers have greater difficulty seeing at night. 50 yr. old needs twice the amount of light a 30 yr. old does to see.

## Four factors responsible for greater night accidents

- **Poor Vision**
- **Fatigue (3 hrs. sleep = .10% BAC)**
- **Drugs and alcohol**
- **Driver error**



## Nighttime Hazards

- Reduce your speed and increase following distance.
- It's more difficult to judge vehicle speeds and distance at night.
- When following another vehicle use your low beam headlights to keep from blinding other drivers.

## Overdriving Headlights

- Driving at a speed that when an object becomes visible in your headlights, you cannot stop in time to avoid a collision.
- Properly aligned headlights
  - Low beams 100-150 ft.
  - High beams 300-500 ft.
- You should be able to stop inside your headlight beam. If not, you're creating a blind crash area in front of your car.

## What can you see, what don't you see.....

- Pedestrian in light colored clothing
  - High beams - 300 ft.
  - Low beams – 200 ft.
- Pedestrian in dark clothing
  - High beams – 170 ft.
  - Low beams – 100 ft.

## Stopping Distances

- On average, the distance it takes a motorist to stop is:
  - 30 mph = 75 ft.
  - 50 mph = 175 ft.
  - 70 mph = 315 ft.
- What can I see and how long is it going to take me to stop?
- Summary, SLOW DOWN.....

## Variables

- Reaction time
  - Average driver reacts in  $\frac{3}{4}$  of a second.
  - Add in alcohol/drugs, fatigue, poor visibility, even longer.
- Braking Distance
  - ABS doesn't shorten stopping distance.
  - Brake and tire condition
- Roadway condition

## Headlight reflection

- At times, headlight reflection can be used to give us some signs about the road ahead.
  - If the roadway appears dark, it is dropping away or curving.
  - If the roadway appears brighter as you approach it, the road is rising.
  - If there is ambient light, the absence of trees may approximate the direction of the road.
  - On-coming headlight and departing taillights can help determine if the road curves or is straight.

## Dawn/Dusk

- Dawn & dusk visual perception can present difficulties to the nighttime driver.
- At dusk the sky is light and the road darker, thus less color is apparent, along with deep shadows.

## Dawn/Dusk

- Full darkness causes lower acuity levels. For example, on on-coming vehicles speed and distance from you are difficult to judge.
  - 90% of information obtained from our eyes.
  - Objects exhibit relatively low contrast which makes them hard to see. Colors fade to almost black and white.

## Fatigue

- Driver fatigue is a factor that can lead to impaired night vision, coordination and reaction time. This is primarily due to a greater effort to gain information.
  - Fatigue can affect your vision efficiency and can **lengthen** perception, decision, and reaction time.

## Glare

- When confronted with headlights, avoid looking directly at the approaching lights.
  - Average night vision recovery time is from 5-7 seconds.
  - Look off to the right fog line area of the roadway.
  - Keep eye contact with the approaching vehicle.

## Sleep

- After 20 days of demanding, continuous physical activity:
  - 7 hrs. of sleep/day = 87% peak efficiency.
  - 6 hrs. of sleep/day = 50% peak efficiency.
  - 5 hrs. of sleep/day = 28% peak efficiency.
  - 4 hrs. of sleep/day = 15% peak efficiency.
- 30 minutes = minimum time for effective nap.
- Sleep must be uninterrupted and in the dark.
- Caffeine is temporary assistance in sleep deprivation

## Ways to minimize fatigue

- Get proper rest
- Exercise.
- Keep fresh air coming into the vehicle.
- Radio
- Talking with someone

## High speed driving

- High speed driving under reduced light conditions the same limitations apply, except they are greatly magnified due to speed.
- More concentration is required because night vision is diminished.
- Avoid tunnel vision or stare response.
- Keep your eyes moving, continual scanning.

## Process of decision making

- **Maximize your sight distance by taking time to keep your windshield clean, headlights clean and properly adjusted.**
- **Keep your eyes on the driver/occupants while initiating your traffic stop.**
- **Keep panel lights low for better vision.**

## Summary

- Driving at night can be more dangerous by the mere fact that there is less light to see by.
- Visual acuity and perception is decreased, thus, it takes more concentration while performing on the road.
- Don't overdrive your headlights, consider glare vision, and be conscientious of fatigue.
- Sources [nhtsa.gov](http://nhtsa.gov), [michigan.gov/msp](http://michigan.gov/msp), [ohsp.gov](http://ohsp.gov)



## CIVIL LIABILITY



## Objectives

- Three types of law enforcement driving
- The liability concepts central to police driving.
- The exemptions and restrictions granted to the officer according to Motor Vehicle Code.
- The definition of a pursuit.



## Introduction

- **Having a basic understanding of the legal principles of liability will assist you in making proper driving decisions.**
  - In crashes the injured parties often argue that the officer's conduct was unreasonable under the circumstances.
    - They may also argue that the officer constituted an intentional disregard for the victim or property.
  - Officers must exhibit a driving behavior that weighs all factors existing at the time.

## Basic Legal Concepts

- To minimize the potential for the civil & criminal liability, officers must conform to:
  - State statutes and current case law
  - General liability principles
  - Department policy
 – Compliance with these principles will minimize individual and departmental liability.
- Possess driving skills
  - Document all training received.
- Make legally proper driving decisions weighing all factors at the time.



## Types of Law Enforcement Driving

- Non-Emergency Driving
- Emergency Response Driving
- Pursuit Driving

## Non-Emergency Driving

- You have the same driving responsibilities as the general motoring public in these situations.
- You have no exemptions to the law because you are driving a police vehicle, actually you have a higher standard to uphold.
- Remember, you are driving a **FULLY MARKED PATROL** vehicle, which is readily identifiable.
- The same rules of responsibility apply to patrol vehicle crashes as civilians.
- Know your department's MV policy.



## Emergency Response Driving

- Defined as: An officer responding in an “emergency vehicle” to an “emergency” or circumstances warrant the officer to **believe one exists**. (Sells v. Monroe County)”
- MCL **257.2** defines an “authorized emergency vehicle” as “police vehicles”. Therefore, a departmental police vehicle with emergency lights and siren meets the first of two necessary requirements.



## Statutory Emergencies

- |  |  |
|--|--|
| • Property or human life in jeopardy     | • Drug overdoses   |
| • Immediate medical attention is needed. | • Heart attack   |
| • Fire and police protection             | • Injury crashes   |
| • Imminent childbirth                    | • Any other instances where there is a possibility of death or injury. |

**The exemptions granted during an emergency response only apply when the officer is responding in an authorized emergency vehicle and activated emergency lights AND siren.**



## MVC Emergency Exemptions

- **257.603 & 632:** Permit police w/ **lights and siren** are activated, an emergency vehicle may disregard signs and signals when safe to do so. An emergency vehicle may exceed prima facie speed limits **as long as driver is not endangering life or property**. Also allows emergency runs without lights and siren when silence is required.
  - It does not protect officers from the consequences of a reckless disregard for the safety of others.
- **257.653** requires that drivers must yield right of way to emergency vehicles which are operating their lights and siren.
  - However, this does not relieve the driver of the emergency vehicle from duty to drive with due regard for the safety of all persons using the highway.



## Pursuit Driving

- A police pursuit can generally be described as you are trying to stop a violator and they are actively trying to get away.
- The legal definition of pursuit is by no means clear and is the subject of much controversy and many lawsuits.
  - Pursuing a violator does not necessarily constitute an emergency.



## Pursuit Driving

- Officers must balance the seriousness of the pursuit against the potential danger or injury considering the existing circumstances.
- “An officer’s **REASONABLENESS** is what the courts will consider.”
- Reasonable person standard is defending your actions, a jury will have to agree with your perspective of “reasonableness as an officer.



## Legal Basis for Liability

- Negligence Actions
- Intentional torts
- Constitutional torts



## Negligence Actions

- **Duty** – Police have a duty to perform in a non-negligent manner.
- **Breach** – Doing something careless or negligently. (**Not INTENTIONALLY**)
- **Injury** – The act results in injury from police conduct.



## Negligence Actions-Legal Connection (Police Conduct Caused the Injury)

- An officer has a duty to perform in a reasonable manner—the way a reasonably prudent person would in a like circumstance.
- When an officer is driving 35 mph in a 25 mph zone, and strikes a child on a bicycle, a finding of negligence will probably result since a reasonable person would not have been driving in excess of the speed limit.



## Intentional Torts

- An intentional tort is a wrongful act, intentionally perpetrated against another, and includes the following three elements:
  - **Intentional Act** (Act intended to be committed)
  - **Not Justified** (No legal basis exists for act)
  - **Resulting Injury** (Injury or loss to victim)





## Intentional Torts

- If an officer intentionally rams a vehicle for fleeing and eluding, resulting in injury to the suspect.
- The officer may incur liability since ramming to apprehend for a misdemeanor is excessive force.
- (Ramming has been equated to the use of deadly force, since the potential for serious harm or death may result.)



## Robinson v. City of Detroit

- The police owe a duty of careful operation of their vehicles to innocent passengers and pedestrians, but not to passengers who are engaged in encouraging or abetting the fleeing.
- The employing municipality is liable **ONLY** if the innocent passenger's injuries result from **the police physically forcing a fleeing vehicle off the road or into another vehicle.**
- **MERE PURSUIT DOES NOT EQUAL LIABILITY.**
- A pursuing police officer is only liable if his or her vehicle operation is "the proximate cause" of the accident.



## Constitutional Torts

- A constitutional tort violation involves the following three elements:
  - A person (includes people or municipalities, not states).
  - Acting under color of state authority (acting in an official capacity enforcing a statute, ordinance, official policy, or unofficial policy allowed by the department).
  - Deprivation of a right, privilege or immunity (includes rights guaranteed by the Constitution, statute, or other means)

## Constitutional Torts

- If during a pursuit an officer or the person who the officer is pursuing strikes an innocent third party and kills them, the deceased person's estate may sue the suspect as well as the officer for depriving the deceased of life.

## Constitutional Torts

- In the pursuit example:
  - The officer was acting as an officer (color of law),
  - S/He was a person (as required by federal statute),
  - Worked for a township, city, or county, the municipality may also be sued (since they are considered "persons")
  - The deceased victim was deprived of the right (right to life).
- Therefore, the officer and employing department may incur liability in the situation.

## Constitutional Torts

- Under federal tort violations
  - Simple negligence by the officer will not give rise to this liability
  - Intentional actions on the part of officers may.
- Supervisors whose officers engage in intentional misconduct have been held liable for improper supervision or inadequate training.

## Constitutional Torts - Training

- **Departments have a responsibility to properly train officers for for high risk operations, such as EVO. (City of Canton v. Harris)**
- **For liability to attach for lack of or improper training, the lack of training must amount to a reckless disregard or a deliberate indifference to the rights of others.**
- **Like giving a new officer a gun and no training on how or when to use it.**



## Intentional Collisions (Ramming)

- An officer who contemplates the use of ramming as a means of stopping a vehicle must look to his departmental policy and act accordingly.
- The officer must weigh the facts known at the time he decided to utilize this it is used.
- Supervisor advisement and/or approval?



## PIT

### (Precision Immobilization Technique)

- The Michigan State Police is currently training their personnel in the use of PIT.
- Only MSP trained personnel may use PIT



## Roadblocks

- **A total or partial blockage of a roadway to attempt to stop and apprehend a person.**
  - Fourth Amendment implications make an improper roadblock a constitutional violation. (Sobriety checkpoints)
- **Courts will look to determine whether the stop was reasonable.**
  - Were less intrusive means available to effect the stop?
- **What does your department policy state?**

## Departmental Policies

- **Departments have a duty to establish policies outlining responsibilities and expectations of officers operating department vehicles in routine, emergency, and pursuit situations.**
- **A policy is a procedural guideline, which reflects the department's view of the proper response to given situation.**
- **Regular review shows a department's responsibility to make sure officers are aware of what they can and cannot do**



## Departmental Policies

- An annual review of policies, especially pertaining to pursuit and emergency driving is looked upon favorably by civil courts.
- Any questions regarding any policy by an officer should be reviewed by the officer and departmental officials to ensure all questions have been answered, clearly understood, and so documented.





## SUMMARY

- The most effective method of accomplishing this goal is to educate and maintain skill areas, and know and following department policy.
- We must act based on knowledge and training to ensure compliance with existing legal mandates to protect yourself from fear of lawsuits.
- You will have to establish that the police conduct in the course of a pursuit was "reasonable" under the circumstances and in compliance with state law governing the operation of emergency vehicles.



## PERFORMANCE DRIVING



West Michigan  
CRIMINAL JUSTICE  
Training Consortium

## Objectives

- Understand the abilities and limitations of both you and your vehicle.
- Learn proper braking, search and steering techniques.
- Most common types of curves.
- How to read the roadway.
- Physical effects on the vehicle

## Performance Driving

- You will learn how to develop a positive driving attitude and the proper principles and techniques used in high speed driving.
- How to select a proper line of travel through different radius turns, proper braking, steering and acceleration techniques for safe curve negotiation.

## Traits for Normal Street Driving

- Be smooth in your driving.
  - Don't jerk the steering wheel, slam the brakes or the gas.
  - Any quick changes in throttle, brake or turning may upset the chassis and cause a skid.
- Keep your eyes moving and focus where you want to go.
- Understand changing conditions and be prepared for the unexpected.
- Stay relaxed but alert.

## Three types of curves

- **CONSTANT RADIUS** - The curve remains the same throughout.
- **DECREASING RADIUS**-The curve tightens up as you traverse it.
  - This type of curve can cause the greatest concern for law enforcement drivers.
- **INCREASING RADIUS**-The curve begins tighter, then opens as you proceed through it.

## Apex

- Every curve will have an **APEX**.
- An apex is described as the highest point of the inside of a curve.
  - Before the apex the curve is tightening;
  - beyond the apex the curve is opening up.
  - It's where the curve starts to open up.



## Apex

- Driving apex locations
  - A constant radius apex location is found in the middle of the curve and is described as being a **MID APEX**.
  - A decreasing radius apex location is found later in the curve, and is described as being **LATE TURN**.
  - An increasing radius apex location is found earlier in the curve, and is described as being **EARLY TURN**.



## Curve Negotiation

- Decrease your speed before the turn
  - It's always better to enter the turn too slow than too fast.
  - All braking should be accomplished in a **STRAIGHT LINE**, prior to entering a curve.
- A proper line of travel will be the **QUICKEST and SAFEST** route through a turn. Utilize all of the pavement legally available.

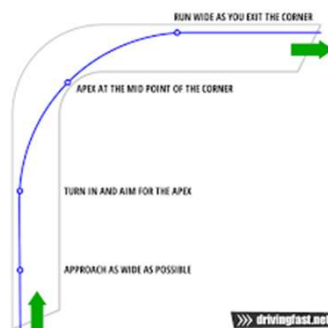


## OUTSIDE-INSIDE-OUTSIDE

- Set up away from the curve as far as possible. (**Outside**)
- Steer towards the apex (**Inside**)
- Let momentum carry you away from the apex. (**Outside**)

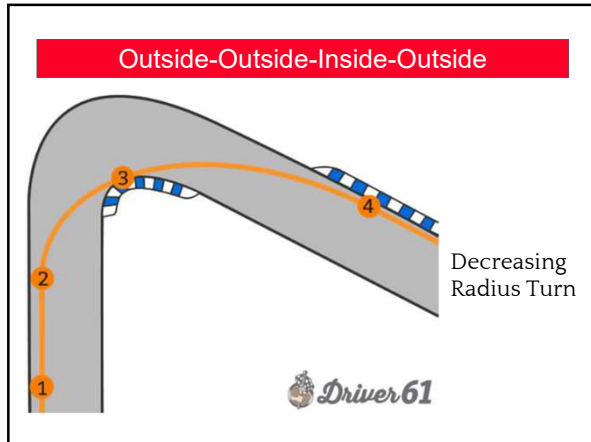
### Outside-Inside-Outside: Right Turn

Constant Radius Curve



## OUTSIDE-OUTSIDE-INSIDE-OUTSIDE

- When negotiating a **LATE APEX** turn, you need to stay outside longer through the turn.
  - Remember that the apex is later in the curve.
- All of the other techniques will remain the same.



### Traversing a curve

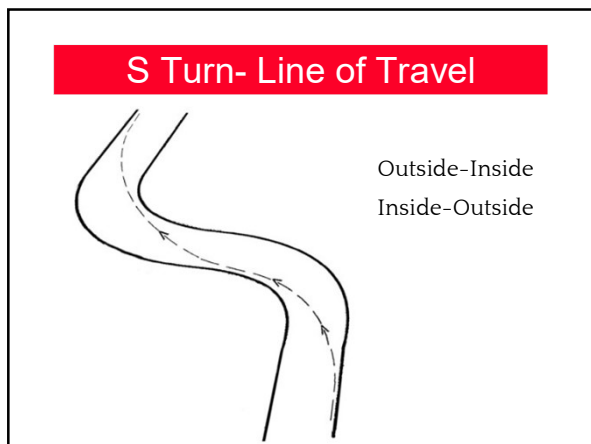
- If there is a doubt of the apex location, take a late one.
  - This will cause your entry speed to be slower but should ensure your safe exit out of the curve.
- Taking an early apex in a late apex curve increases the chance that you will run out of roadway before you exit the turn. (Early in – Early out)

### Traversing a curve

- Once you turn in the steering wheel should stay at the same angle until the apex.
  - If you are sawing the wheel your turn in was incorrect. Maintain speed until you reach the apex.
- As you cross the apex, accelerate allowing your vehicle to move back to the outside of your lane. Hold the wheel **lightly**.
  - The vehicle will want to move outside naturally, because of the momentum.
- Utilize **shuffle** steering for inputs greater than 45°

### Reading the roadway

- Is there more than one turn?
  - You must position the vehicle properly for additional turns that may be ahead.
  - You have to begin to scan ahead through the curve as much as possible, concentrating as much on where you're **GOING** as where you're at.
  - The existing land contour can also be helpful in reading the road ahead.



### Reading the roadway

- How much of the roadway should be used?
  - Utilize as much of the roadway as is **LEGALLY** available.
  - On a two-lane roadway, legally, you must stay within your own lane.
  - On a limited access freeway, traffic permitting, more than one lane may be available for your use.
  - Remember that the MVC identifies the laws that can be disregarded in an emergency run.

### Braking for a curve

- **Straight line** threshold braking - **RIGHT** foot only.
- If braking during a turn is required, it should be a **LIGHT** squeeze of the pedal.

### Driving within your limitations

- Never over drive the capabilities of either yourself or your vehicle.
  - Driving at 100% of your ability leaves no room for error.
- Drive at **80%** of your ability.
  - Learn your abilities here, not on the road.
- Be smooth in your vehicle operation.
  - Smooth is fast, fast is safe.

### Driving within your limitations

- Competition driving has no place in law enforcement.
  - Learn to accept and stay within your limitations.
  - We don't want to make the news for the **WRONG** reasons!!
- Any driver can drive fast in a straight line.
  - **The true talent is in the PROPER negotiation of turns and curves.**

### TEST

Please click on the link and complete the test for driving eligibility.

[Driving Test](#)



West Michigan  
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Training Consortium

# WMCJTC Driving Test

A passing score is 80% and must be completed before attending all driving classes.

\* Required

1. Full Name \*

---

2. Agency \*

---

3. MCOLES \*

---

4. Date you will be taking driving class \*

---

Example: January 7, 2019

5. 1. Based on the Lifestyle Theory of driving, it could be said that you drive as you live. \*

4 points

Mark only one oval.

True

False

6. 2. A good law enforcement driver must possess; \*

4 points

Mark only one oval.

Maturity.

A level of skill beyond non-law enforcement drivers.

Ability to remain cool and calm in stressful situations.

Accurate perception of their driving abilities and vehicle capabilities.

All of the above.

7. 3. The Smith System of driving includes the following except; \*

4 points

Mark only one oval.

Aim high steering.

Keep our eyes moving.

Get the big picture.

Leave yourself an out.

Make sure they see you

Don't worry about blind spots.

8. 4. The definition of defensive driving is the ability to operate your vehicle in such a manner as to be able to avoid involvement in a preventable accident no matter what the road and weather conditions. \* 4 points

Mark only one oval.

- True  
 False

9. 5. It is not necessary to expect the unexpected when driving. \* 4 points

Mark only one oval.

- True  
 False

10. 6. The amount of surface area that one tire contacts the road surface is approximately; \* 4 points

Mark only one oval.

- 4 square feet.  
 The size of our palm.  
 16 inches.  
 8 1/2 x 11 inches.

11. 7. Improper tire inflation may affect the handling ability of our vehicle. \* 4 points

Mark only one oval.

- True  
 False

12. 8. The use of friction or traction as it relates to your tires on the road surface may be used for; \* 4 points

Mark only one oval.

- Braking.  
 Turning.  
 Accelerating.  
 All the above.

13. 9. The best way to control a skid is to; \* 4 points

Mark only one oval.

- Drive as fast as you can.  
 Avoid it by understanding what causes a skid.  
 Slam on the brakes when you start skidding.  
 Put snow tires on your vehicle.

14. 10. Select the three different type of turns. \* 4 points

*Check all that apply.*

- Increasing.
- Decreasing
- Sweeping.
- Constant.
- Arching.

15. 11. When checking a "hot" tire pressure, your tire pressure will usually read; \* 4 points

*Mark only one oval.*

- The same as cold tire pressure.
- About 4 psi higher.
- 40 psi.
- 30 psi.

16. 12. You will be able to notice your tire pressure simply by looking at the tires; \* 4 points

*Mark only one oval.*

- True
- False

17. 13. Under inflation of tires is a major cause of tire failure; \* 4 points

*Mark only one oval.*

- True
- False

18. 14. The average night vision recovery time is; \* 4 points

*Mark only one oval.*

- 5-7 seconds
- 1-2 minutes.
- 10-15 seconds.
- 30 seconds.

19. 15. It is a good idea to keep your dashboard lights turned down low to help you maintain your night vision. \* 4 points

*Mark only one oval.*

- True
- False

20. 16. When approaching a red light while running in an emergency mode, you should; \* 4 points

Mark only one oval.

- Slow, then proceed if clear.
- There is no need to stop.
- Stop only for pedestrians.
- Stop and wait for a green light.

21. 17. When driving your emergency lights and sirens on; \* 4 points

Mark only one oval.

- It is safe to assume other drivers will yield to you.
- Do not assume drivers will react correctly.
- Assume the driver hears you so you can shift your attention to the next nearest vehicle.
- Only use your siren at speeds above 70 mph.

22. 18. Simple negligence by an officer will subject them to Constitutional tort liability. \* 4 points

Mark only one oval.

- True
- False

23. 19. While on patrol in a routine non-emergency driving mode, you are exempt from traffic laws in an authorized police vehicle; \* 4 points

Mark only one oval.

- True
- False

24. 20. You should consider the following issues when initiating a pursuit; \* 4 points

Mark only one oval.

- Nature of violation.
- Presence of pedestrians and traffic conditions.
- Population density in the area of the pursuit.
- Road and weather conditions.
- All of the above.

25. 21. A copy of your department's pursuit policy; \* 4 points

Mark only one oval.

- Should be read and understood.
- Should be kept in your duty bag so you can read it during the pursuit.
- Is not important.
- Should only be read after a pursuit.



26. 22. A police officer in a pursuit has a duty of due care and caution to the public while operating an emergency vehicle. \* 4 points

*Mark only one oval.*

- True
- False

27. 23. An apex is; \* 4 points

*Mark only one oval.*

- The highest point of the inside of the turn.
- In the middle of the road.
- Not safe to use.
- To be avoided.

28. 24. Distracted driving is defined as anything that takes away from the driving task (i.e. eating, cell phones, MCT, radio); \* 4 points

*Mark only one oval.*

- True
- False

29. 25. Police can limit the potential for Civil and/or Criminal liability while driving by conforming to (select all that apply); \* 4 points

*Check all that apply.*

- State statutes and case law.
- Department policy.
- Attorneys.
- Civil Rights Leaders
- Protesters.

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Google Forms

## In-Car Discussion Points

Student \_\_\_\_\_ Date \_\_\_\_\_

Instructor \_\_\_\_\_

Please review each of these points with ALL students and turn the completed form in to the LEAD instructor.

Reviewed	
	<b>DEFENSIVE DRIVING</b>
	- Ability to drive vehicle and avoid preventable crashes
	- Expecting the unexpected
	<b>SMITH SYSTEM OF DRIVING</b>
	- Aim high steering
	- Keep eyes moving
	- Leave yourself an out
	- Make sure you are seen
	<b>NEGOTIATING INTERSECTIONS</b>
	- Reduce Speed
	- Cover brake
	- Eye contact
	- Left – Right – Left
	<b>DISTRACTED DRIVING</b>
	- Avoid using MCT while driving
	- Transmit radio while driving in a straight line
	- Return “mic” to its holder
	<b>VEHICLE DYNAMICS</b>
	- Understeer – What is it? How to correct it?
	- Oversteer – What is it? How to correct it?
	- What weight transfer does to vehicle
	<b>PERFORMANCE DRIVING</b>
	- What does it mean to drive smooth?
	- Constant Radius turn – what is it/how to negotiate the turn correctly?
	- Decreasing Radius turn – what is it/how to negotiate the turn correctly?
	- Increasing Radius turn – what is it/how to negotiate the turn correctly?
	- Explain an Apex
	- Explain when to use shuffle steering and 9/3 driving techniques
	- Importance of braking in a straight line



## Defensive Driving Performance Evaluation Form

**Student:** \_\_\_\_\_ **Instructor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Emergency Contact Name/Agency \_\_\_\_\_

Phone Number \_\_\_\_\_

Written Test  Pass  Fail

Defensive Driving Course  Pass  Fail

Track Conditions  Wet  Dry

**Serpentine/Forward:** 3 of 4, 25 (±2mph), no cones  Pass  Fail

Maintained proper hand position – 9 & 3 #1            #2            #3            #4	Number of cones struck #1            #2            #3            #4
Proper speed – accelerator control #1            #2            #3            #4	Uses brakes #1            #2            #3            #4

**Serpentine/Reverse:** 1 of 2, no cones  Pass  Fail

Proper steering inputs (no palming) Run #1 _____ Run #2 _____	Uses brakes Run #1 _____ Run #2 _____
Proper driver position Run #1 _____ Run #2 _____	Number of cones struck Run #1 _____ Run #2 _____
Proper hand position (LH at 12) Run #1 _____ Run #2 _____	_____

**Controlled Braking:** 3 of 4, 40 (±2mph), no cones  Pass  Fail

Stops vehicle in exit lane #1            #2            #3            #4	Braking early #1            #2            #3            #4
Proper hand position (9-3) #1            #2            #3            #4	Number of cones struck #1            #2            #3            #4
Proper speed – accelerator control #1            #2            #3            #4	_____



# West Michigan CRIMINAL JUSTICE Training Consortium

## Precision Maneuvering: 1 of 2, Max time: 40 sec & 0 cones

Pass Fail

Under Max Time Run #1 _____ Run #2	Proper steering inputs Run #1 _____ Run #2
Proper hand position (9-3) Run #1 _____ Run #2	Number of cones struck Run #1 _____ Run #2
Proper hand position Run #1 _____ Run #2	

## Evasive Maneuvering: 3 of 4, 35 (±2mph), no cones

Pass Fail

Accelerates #1 #2 #3 #4	Uses brake #1 #2 #3 #4
Proper hand position (9-3) #1 #2 #3 #4	Number of cones struck #1 #2 #3 #4
Proper speed #1 #2 #3 #4	Proper exit lane #1 #2 #3 #4

## Cumulative Skills: Driven at 80% of student ability – 1 of 2 runs – No critical cones – No left of center – No wheels off roadway – 7 Cones max

Pass Fail

Critical cones struck Run #1 _____ Run #2	Serpentine Run #1 _____ Run #2
Total cones struck Run #1 _____ Run #2	Evasive Maneuvering Run #1 _____ Run #2
Controlled braking Run #1 _____ Run #2	Loss of control Run #1 _____ Run #2
Wheel off roadway Run #1 _____ Run #2	Left of center Run #1 _____ Run #2



# West Michigan CRIMINAL JUSTICE Training Consortium

## Emergency Driving Performance Evaluation Form

Student \_\_\_\_\_ Instructor \_\_\_\_\_

Emergency Contact Name/Agency \_\_\_\_\_

Phone Number \_\_\_\_\_ Date \_\_\_\_\_ Written Test  Pass  Fail

Gingserman Raceway       Wet       Dry       Grattan Raceway

80% of driver's capabilities       Pass       Fail      80% of driver's capabilities

Proper steering technique Lap #1 #2	No left of center Lap #1 #2																																							
No wheel off roadway Lap #1 #2	No loss of control Lap #1 #2																																							
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Turn</th> <th style="width: 45%;">Lap 1</th> <th style="width: 45%;">Lap 2</th> </tr> </thead> <tbody> <tr><td style="text-align: center;">1</td><td></td><td></td></tr> <tr><td style="text-align: center;">2</td><td></td><td></td></tr> <tr><td style="text-align: center;">3</td><td></td><td></td></tr> <tr><td style="text-align: center;">4</td><td></td><td></td></tr> <tr><td style="text-align: center;">5</td><td></td><td></td></tr> <tr><td style="text-align: center;">6</td><td></td><td></td></tr> <tr><td style="text-align: center;">7</td><td></td><td></td></tr> <tr><td style="text-align: center;">8</td><td></td><td></td></tr> <tr><td style="text-align: center;">9</td><td></td><td></td></tr> <tr><td style="text-align: center;">10</td><td></td><td></td></tr> <tr><td style="text-align: center;">11</td><td></td><td></td></tr> <tr><td style="text-align: center;">80%</td><td></td><td></td></tr> </tbody> </table>	Turn	Lap 1	Lap 2	1			2			3			4			5			6			7			8			9			10			11			80%			<div style="font-size: 2em; font-weight: bold; text-align: center;">17 / 22</div> <p style="text-align: center;">minimum (Turns x Laps, min of 77%)</p> <div style="font-size: 3em; font-weight: bold; text-align: center;">Actual _____ / 22</div> <p>Key:</p> <ul style="list-style-type: none"> <li>BIT - Braking in turn</li> <li>E - Early apex</li> <li>L - Late apex</li> <li>W - Wide of apex</li> <li>OR - Off road - disqualification</li> <li>LC - Left of center - disqualification</li> <li>✓ - Proper line</li> </ul> <div style="background-color: #f0f0f0; padding: 5px; margin-top: 10px;"> <p>Failure to utilize proper steering techniques- going left of center – off roadway – or losing control is a disqualification.</p> </div>
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# West Michigan CRIMINAL JUSTICE Training Consortium

## DD& ED Refresher Driving Performance Evaluation Form

**Student:** \_\_\_\_\_ **Instructor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Emergency Contact Name/Agency \_\_\_\_\_

Phone Number \_\_\_\_\_ **Written Test**  Pass  Fail **Track**  Wet  Dry

**DEFENSIVE DRIVING:** Every exercise must have no less than 45 minutes of instruction per vehicle. The exercises are to refresh each students' skills and prepare them for the cumulative evaluation.

Pass	Fail		Pass	Fail	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Serpentine/Forward: (3 of 4, 25 (±2mph), no cones)</b>	<input type="checkbox"/>	<input type="checkbox"/>	Uses brakes
<input type="checkbox"/>	<input type="checkbox"/>	Maintained proper hand position – 9 & 3	<input type="checkbox"/>	<input type="checkbox"/>	Number of cones struck
<input type="checkbox"/>	<input type="checkbox"/>	Proper speed – accelerator control			

Pass	Fail		Pass	Fail	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Serpentine/Reverse: (1 of 2, no cones)</b>	<input type="checkbox"/>	<input type="checkbox"/>	Proper steering inputs (no palming)
<input type="checkbox"/>	<input type="checkbox"/>	Proper driver position	<input type="checkbox"/>	<input type="checkbox"/>	Uses brakes
<input type="checkbox"/>	<input type="checkbox"/>	Proper hand position (LH at 12)	<input type="checkbox"/>	<input type="checkbox"/>	Number of cones struck

Pass	Fail		Pass	Fail	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Controlled Braking: (3 of 4, 40 (±2mph), no cones)</b>	<input type="checkbox"/>	<input type="checkbox"/>	Braking early
<input type="checkbox"/>	<input type="checkbox"/>	Proper hand position (9-3)/Steering input	<input type="checkbox"/>	<input type="checkbox"/>	Stops vehicle in exit lane
<input type="checkbox"/>	<input type="checkbox"/>	Proper speed – accelerator control	<input type="checkbox"/>	<input type="checkbox"/>	Number of cones struck

Pass	Fail		Pass	Fail	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Precision Maneuvering: (1 of 2, Max time: 40 sec &amp; 0 cones)</b>	<input type="checkbox"/>	<input type="checkbox"/>	Proper steering inputs
<input type="checkbox"/>	<input type="checkbox"/>	Proper driver position	<input type="checkbox"/>	<input type="checkbox"/>	Number of cones struck Run #1 _____ Run #2 _____
<input type="checkbox"/>	<input type="checkbox"/>	Proper hand position	<input type="checkbox"/>	<input type="checkbox"/>	

Pass	Fail		Pass	Fail	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Evasive Maneuvering: (3 of 4, 35 (±2mph), no cones)</b>	<input type="checkbox"/>	<input type="checkbox"/>	Uses brakes
<input type="checkbox"/>	<input type="checkbox"/>	Proper hand position (9-3)	<input type="checkbox"/>	<input type="checkbox"/>	Proper exit lane
<input type="checkbox"/>	<input type="checkbox"/>	Proper speed	<input type="checkbox"/>	<input type="checkbox"/>	Number of cones struck



# West Michigan CRIMINAL JUSTICE Training Consortium

## CUMMULATIVE SKILLS:

Wet Dry

- Evaluate based on 80% of driver's capabilities,
- Striking a critical cone - Improper steering techniques – going left of center – off road – losing control is a disqualification.
- No more than 7, non-critical cones may be struck.

Pass	Fail		Pass	Fail	80%: Run 1: _____ Run 2: _____
<input type="checkbox"/>	<input type="checkbox"/>	Critical cones struck Number: _____	<input type="checkbox"/>	<input type="checkbox"/>	Serpentine
<input type="checkbox"/>	<input type="checkbox"/>	Total cones struck Number: _____	<input type="checkbox"/>	<input type="checkbox"/>	Evasive Maneuvering
<input type="checkbox"/>	<input type="checkbox"/>	Controlled braking	<input type="checkbox"/>	<input type="checkbox"/>	Loss of control/Left of center/ Wheel off roadway

## EMERGENCY DRIVING EVALUATION

Wet Dry

- Evaluate based on 80% of driver's capabilities.
- Improper steering techniques – going left of center – off road – losing control is a disqualification.

Pass	Fail		Pass	Fail	
<input type="checkbox"/>	<input type="checkbox"/>	Proper steering techniques	<input type="checkbox"/>	<input type="checkbox"/>	No left of center
<input type="checkbox"/>	<input type="checkbox"/>	No wheel off roadway	<input type="checkbox"/>	<input type="checkbox"/>	No loss of control

### Proper Lines of Travel (Complete Box for Each Turn)

Turn	Lap 1	Lap 2	<p><b>17 / 22</b> minimum (Turns x Laps, Minimum 77%)</p> <p>Actual: <u>      </u> / <b>22</b></p> <p>Key:</p> <ul style="list-style-type: none"> <li>BIT - Braking in turn</li> <li>E - Early apex</li> <li>L - Late apex</li> <li>W - Wide of apex</li> <li>OR - Off road</li> <li>LC - Left of center</li> <li>✓ - Proper line</li> </ul>
#1			
#2			
#3			
#4			
#5			
#6			
#7			
#8			
#9			
#10			
#11			
80%			

Comments:

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# Participant Evaluation Form

Program Title: \_\_\_\_\_ Date: \_\_\_\_\_

1. Overall, I thought that the program was:

Poor  Fair  Good  Very Good  Excellent

2. To what degree will the information be helpful to you in your job?

Not helpful  Some Help  Very Helpful

3. Was the program what you expected it to be?

Not at all  Somewhat  As Expected

4. How would you rate the overall effectiveness of the instructors?

Name of Instructor	Poor	Fair	Good	Very Good	Excellent

5. Were there any parts of the program you would change? If so, please specify.

6. Other comments regarding this program:

7. What other kinds of in-service training would you like to have available?

# Follow-Up Driving Evaluation

The evaluation is required as part of the grant that helps fund the driving program. We are sending this out as a means to help measure the success of the training and identify areas we can improve.

\* Required

**1. Have you been in a crash since attending the training? \***

*Mark only one oval.*

Yes

No

**2. If yes, please describe what happened.**

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**3. Have you used any of the techniques since attending class? \***

*Mark only one oval.*

Yes

No

**4. If yes, which technique did you use?**

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**5. Did it help you avoid a crash?**

*Mark only one oval.*

Yes

No

**6. Which class provides the most benefit? \***

*Mark only one oval.*

Defensive Driving (Cones)

Emergency Driving (High Speed)

**7. Describe the benefits of the class you selected. \***

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**8. How can we improve the Defensive Driving Class? \***

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**9. How can we improve the Emergency Driving Class? \***

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**10. Did your training increase your driving skills? \***

*Mark only one oval.*

Yes

No

Powered by



## CERTIFICATE OF CONSORTIUM MEMBERSHIP

The Certifying Official shall be the individual who administers consortium activities and has the authority to act on behalf of the consortium. Attach paperwork supporting the Consortium Membership to this document.

### Identification:

1. Applicant Agency:

**Grand Valley State University**

2. Consortium:

**West Michigan Criminal Justice Training Consortium**

### Consortium:

3. Consortium Structure:

**See attached by-laws.**

4. Geographic Region Served by the Consortium:

**Counties served: Mason, Lake, Oceana, Newaygo, Muskegon, Ottawa, Montcalm, Kalamazoo, Kent, Ionia, Allegan, Berry, Van Buren, Berrien, Cass, St. Joseph**

5. Member Agencies:


**See attached Member Agency roster.**

6. Financial Commitment from Member Agencies:

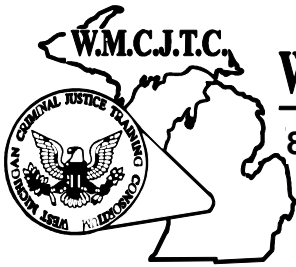
**Each member agency is billed 35% of their Public Act 302 fund distribution semi-annually for membership fees.**

### Certification:

I certify, on behalf of the consortium, the information contained in this document is complete, accurate and, in compliance with the requirements of the Michigan Commission on Law Enforcement Standards.

Printed Name of Certifying Official Keith Mulder	Title of Certifying Official WMCJTC Executive Committee Chair
Signature of Certifying Official 	Date 05/28/20

Other consortium certification may be submitted as addendum files.



# WEST MICHIGAN CRIMINAL JUSTICE TRAINING CONSORTIUM

89 West 8<sup>th</sup> Street, Holland, MI 49423

June 1, 2020

**To:** Grand Valley State University  
**From:** Keith Mulder, WMCJTC Executive Committee Chair  
**Ref:** 2020 Police Precision Driving Program Grant Proposal

The West Michigan Criminal Justice Training Consortium has an interest in grant-funded training for member agency law enforcement officers. Grand Valley State University will submit a grant proposal to the Michigan Commission on Law Enforcement Standards (MCOLES) for a 2020 Police Precision Driving Program. The grant requirements include a portion of the total project cost to be provided by match funds.

To support this proposal, the West Michigan Criminal Justice Training Consortium and its member agencies commit to providing the following matching funds in each listed category:

**PERSONNEL:**

Driving Instructors = \$44,822.40

**SUPPLIES AND OPERATING:**

Patrol vehicles = \$13,291.20

The total for the in-kind contribution from the WMCJTC and its agencies is \$58,113.60. These matching funds meet the requirements set by MCOLES in the grant application process.

Thank you for your continued partnership with the West Michigan Criminal Justice Training Consortium.

Sincerely,

Keith Mulder, Executive Committee Chair  
West Michigan Criminal Justice Training Consortium

**EXHIBIT "B"**

**BY-LAWS**

**WEST MICHIGAN CRIMINAL JUSTICE TRAINING CONSORTIUM**

**ARTICLE 1**

**NAME**

The name of the organization shall be the "West Michigan Criminal Justice Training Consortium," hereinafter sometimes referred to as "the Consortium."

**ARTICLE II**

**PURPOSE**

The Consortium is established as a voluntary, unincorporated association for the purpose of cooperatively providing joint training in police methods and investigative techniques. The members of the Consortium seek to maximize the utilization of available training funds, to improve their position for obtaining grants, to promote multi-disciplinary training, and to encourage the inter-agency use and sharing of training resources.

**ARTICLE III**

**MEMBERSHIP**

1. **Composition.** The membership of the Consortium shall consist of those Municipalities, state or private institutions of higher education and private entities who are certified by MCOLES under PA330 which execute the "West Michigan Criminal Justice Training Consortium Agreement."
2. **One Member, One Vote.** Membership in the Consortium entitles each member to one (1) vote in all matters related to Consortium business.
3. **Membership Approval.** To qualify for membership in the Consortium, an agency must be approved by a majority of the membership present at a regularly scheduled meeting of the General Membership Committee. Membership shall be limited to the 16 counties indicated, to include Mason, Lake, Oceana, Newaygo, Muskegon, Montcalm, Ottawa, Kent, Ionia, Allegan, Barry, Van Buren, Kalamazoo, Berrien, Cass, and St Joseph.
4. **Membership Fees.** Each member is billed 35% of the Act 302 funds (or equivalent amount per officer) semi-annually for their membership fees. If the respective agency's bill is delinquent after 30 days, the Consortium Finance Committee will follow up with a letter or phone call to make sure the bill was received and the member agency is taking steps to pay it in a timely manner. If the bill is still delinquent 60 days after originally being sent, the Finance Committee will notify the respective member agency one final time. If the bill is still delinquent 90 days after originally being sent, the Treasurer will notify the Executive Board of the name of any member agency. The Executive board will notify in writing a member agency they are suspended for non-payment of their membership dues. They will be instructed that any training attended will be billed at the same rate as non-members. Membership can be restored by paying the outstanding bill in full, along with any other membership fees that may be due at that time.

5. Corrections Membership Fees. Each county participating in the Corrections related training shall pay 5% of their retained PA 124 funds during each financial quarter as their membership fee. Each county shall submit with their payment to the treasurer, a copy of the same documentation required by the state when paying PA 124 funds. If the county's payment is delinquent after 30 days, the Consortium Finance Committee will follow up with a notice or phone call to make sure the member agency is taking steps to pay in a timely manner. If the payment is delinquent 60 days after originally sent, the Finance Committee will notify the respective member agency one final time. If the payment is still delinquent 90 days after originally sent, the Treasurer will notify the Executive Board of the name of the delinquent agency. The Executive board will notify in writing a member agency they are suspended for non-payment of their membership dues. They will be instructed that any training attended will be billed at the rate for non-members. Membership can be restored by paying the outstanding fee in full, along with any other fees that may be due.

## ARTICLE IV

### COMMITTEES

1. Appointment of General Membership. The membership of all standing and special committees, except as otherwise provided for herein, shall be appointed by the General Membership at a duly called annual meeting. The annual meeting shall be held at a date, time, and location specified by the Consortium Chairperson and shall occur in May of each year. The chairperson of the Curriculum Committee shall also be chosen at the annual meeting and the Chairperson of the Consortium shall also be Chairperson of the Executive Committee.
2. General Membership Committee. Each member shall be represented on the General Membership Committee by the chief administrative officer of the member's law enforcement agency, or by his/her designee. It shall be the duty of the General Membership Committee to provide overall guidance to the activities of the Consortium. The members of the General Membership Committee shall, at the annual meeting, select members to serve on the Executive Committee.
3. Executive Committee.
  - a. Composition. The Executive Committee shall consist of six (6) members, who shall include the Consortium Chairperson, Vice-Chairperson, Secretary, Treasurer, and two at-large members appointed from the General Membership.
  - b. Purpose. The purpose of the Executive Committee shall be to direct the functioning of the Consortium and to oversee, coordinate, and assign such responsibilities as may be necessary for the completion of the Consortium mission. The Executive Committee shall have the authority to act on behalf of the Consortium in all matters deemed necessary for the efficient and orderly conduct of business, including the addition of new members, or removal from membership for non-payment of funds.
4. Curriculum and Corrections Committees.
  - a. Curriculum Committee Composition. Each member may be represented on the Curriculum Committee, by the chief administrative officer of the member's law enforcement agency, or by his/her designee. A majority of all members of the Curriculum Committee present shall constitute a quorum for the purpose of conducting business. The Treasurer of the Consortium shall be a member of the Curriculum Committee. Non-voting members, including faculty representatives of state or private institutions of higher education, may be appointed to the Curriculum Committee by the Consortium Chairperson.
  - b. Corrections Committee Composition. Each corrections member may be represented on the Corrections Committee, by the chief administrative officer of the agency, or by his/her designee. The Executive Committee shall appoint the Chairperson of the Corrections Committee. A majority of all members of the Corrections Committee present shall constitute a quorum for the purpose of conducting business. Non-voting members, including faculty representatives of state or private institutions of higher education, may be appointed to the Corrections Committee by the Consortium Chairperson.
  - c. Purpose. The purpose of the Curriculum and Corrections Committees shall be to direct the development of training priorities, to prepare and recommend an annual budget, to develop and recommend an annual training schedule, to keep training records and provide them to the State of Michigan and to members of law enforcement agencies as may be necessary, and to provide oversight and evaluation of training programs.



- d. Utilization of Training. It shall be the responsibility of the Executive Committee to monitor the utilization of training by member agencies. As part of this responsibility, member agencies may be assessed a fee, as determined by the Executive Committee, for failure to utilize a reserved position which has not been cancelled prior to a pre-determined cancellation deadline.

The Treasurer will cause a notice be sent to the member agency of the fee and due date.

Member agencies may contest the fee at the next regularly scheduled meeting of the Finance Committee. The circumstances which led to the failure of the member agency to utilize the reserved position must be set forth in writing. Upon review, the Finance Committee may either waive the fee or determine that the fee is due. If the Finance Committee determines that the fee is due, and no appeal is taken, the fee must be paid within thirty (30) days of the determination.

The member agency contesting the fee may appeal the decision of the Finance Committee to the Executive Committee within fourteen (14) days of the determination for a review at the next regularly scheduled Executive Committee meeting. The appeal must be in writing for the Executive Committee reviewing the documents submitted and deciding the issue prior to concluding the meeting. The Executive Committee may waive the fee, reduce the fee, or determine the entire fee is due. If a fee is determined to be due it must be paid within thirty (30) days for the agency to remain eligible to participate in future Consortium offered training.

- e. Retention and Disposition of Equipment

Equipment purchases approved by the Executive Committee or obtained through grant funding or donations will be retained by the Consortium as long as the equipment is used for the provision of in-service criminal justice training.

When equipment is no longer used for the provision of in-service criminal justice training by the Consortium, the Executive Committee may select one of the following actions:

- Transfer of the equipment to a member agency. The agency requesting transfer of the equipment must apply in writing to the Executive Committee for approval of the transfer. Costs and coordination of the transportation will be borne by the receiving agency.
- Approve the sale of the equipment with the following requirements: The member agency must first apply in writing to the Executive Committee for approval of the sale. The receipts from the sale shall be returned to the Executive Committee.
- Dispose of the property in any other manner consistent with the purposes of P.A. 302 of 1982, as amended. The member agency requesting disposal of the equipment must first apply in writing to the Executive Committee for the approval of disposal.

5. Finance Committee.

- a. Composition. The Finance Committee shall consist of five (5) members, including the Treasurer (who shall be the Chairperson of the Committee), the Chairperson of the Consortium (who shall be the Vice-Chairperson of the Committee), and three additional voting members, one of whom will represent the north area of the Consortium, which

consists of agencies located north of the northern boundary of Allegan and Barry counties, one of which will represent the south area of the Consortium, which consists of agencies located south of the northern boundary of Allegan and Barry Counties, and one of whom will be a member-at-large.

- b. Purpose. The purpose of the Finance Committee shall be to provide oversight concerning all financial matters of the Consortium, to assist the Treasurer as needed, to review and approve expenditures of the Consortium, and to conduct studies for and make recommendations to the Consortium Chairperson, as directed. Any action by the Finance Committee is not to replace any action or direction provided by the Executive Committee of the Consortium.

The Finance Committee will meet as needed when called by the Treasurer, and at a minimum shall meet at least once during each financial quarter of the year.

## ARTICLE V

### OFFICERS AND DIRECTORS

1. Chairperson; Vice-Chairperson; Secretary; Treasurer; Duties. The officers of the Consortium shall be the Chairperson, Vice-Chairperson, Secretary, and Treasurer. The Chairperson and Vice-Chairperson shall be responsible for calling and presiding at all meetings of the General Membership Committee. The Secretary shall prepare and maintain a permanent written record of all Consortium proceedings, shall transmit notices and agendas to the General Membership and shall transmit a copy of the minutes from each Consortium meeting to each member prior to the next regular meeting. The municipality or state or private institution of higher education which is represented by the Treasurer shall be the designed depository agency of the Consortium. The Treasurer shall be responsible for the maintenance of all financial records related to Consortium business, including records of the receipt, allocation, and disbursement of funds. All expenses relating to the maintenance of the financial and training records of the Consortium, including accounting and auditing expenses, if any, shall be born by the Consortium.
2. Election of Officers. At the annual meeting of the General Membership Committee, nominations shall be accepted for the offices of Chairperson, Vice-Chairperson, Secretary, Treasurer, and the at-large members of the Executive Committee and Chairperson of the Curriculum Committee. The officers shall be elected by majority vote of the General Membership. Terms of office shall be for a period of one (1) year.
3. Vacancies. If an officer is unable to perform the duties of his/her office, or if a vacancy in office exists, the Chairperson of the Consortium shall appoint a successor, and the appointee shall then serve until the next annual meeting of the General Membership Committee.

## ARTICLE VI

### MEETING OF THE CONSORTIUM

1. Annual Meeting; Regular Meetings. The annual meeting of the General Membership Committee shall be held in May of each year at a time and place to be selected by the Chairperson of the Consortium. Regular meetings may be scheduled for such other dates, time and locations as may be determined by the Chairperson of the Consortium.
2. Quorum; Action to be Taken by Majority Vote. A majority of all members of the General membership Committee present shall constitute a quorum for the purpose of conducting business. Actions of the General Membership Committee shall be taken by a majority vote of those attending, except as may be otherwise provided herein.
3. Note of Meetings. Notice of the date, time and location of all General Membership Meetings, along with an agenda therefore, shall be mailed to each member of the Consortium at least seven (7) days prior to the scheduled meet date.

## ARTICLE VII

### PARLIAMENTARY PROCEDURE

1. Robert's Rules of Order. Robert's Rules of Order, Revised, shall govern all matters of Consortium procedure not otherwise provided for in these By-Laws.

## **ARTICLE VIII**

### **AMENDMENT**

1. Amendments. These By-Laws may be amended by a two-thirds vote of the members of the General Membership Committee. Proposed changes in the By-Laws shall be transmitted to each member at least seven (7) days prior to the date of the meeting at which the vote will be taken.

\* As amended by a vote of the general membership on May 25, 2016.



# West Michigan CRIMINAL JUSTICE Training Consortium

Agency	Phone Number	Address	Training Officer
Allegan City Police Department	(269) 673-2115	170 Monroe St Allegan, MI 49010	<a href="#"><u>Jay Gibson</u></a>
Allegan County Sheriff's Office	(269) 673-0500	112 Walnut St Allegan, MI 49010	<a href="#"><u>Mike Brown</u></a>
Bangor Police Department	(616) 427-5801	414 N Division St Bangor, MI 49013	<a href="#"><u>Tommy Simpson</u></a>
Baroda-Lake Township Police Department	(269) 465-3258	3169 W Shawnee Rd Bridgman MI 49106	<a href="#"><u>Shawn Martin</u></a>
Barry County Sheriff's Office	(269) 948-4801	1212 W State St Hastings, MI 49058	<a href="#"><u>Matt Houchlei</u></a>
Belding Police Department	(616) 794-1900	120 South Pleasant St Belding, MI 48809	<a href="#"><u>Dale Nelson</u></a>
Benton Harbor Police Department	(269) 927-8414	200 E Wall St Benton Harbor, MI 49022	<a href="#"><u>Mike Clark</u></a>
Berrien County Sheriff's Office	(269) 983-7141	919 Port St Saint Joseph, MI 49085	<a href="#"><u>Marty Kurtz</u></a>

<b>Agency</b>	<b>Phone Number</b>	<b>Address</b>	<b>Training Officer</b>
Berrien Springs-Oronoko Twp Police Department	(269) 471-2813	4411 E Snow Rd Berrien Springs, MI 49103	<a href="#"><u>Paul Toliver</u></a>
Bridgman Police Department	(269) 465-5144	9765 Maple St P.O. Box 366 Bridgman, MI 49106	<a href="#"><u>Dan Unruh</u></a>
Buchanan Police Department	(269) 695-5120	107 West Front St Buchanan, MI 49107	<a href="#"><u>Harry Burnett</u></a>
Carson City Police Department	(989) 584-6448	123 E Main St Carson City, MI 48811	<a href="#"><u>David Ellis</u></a>
Cass County Sheriff's Office	(616) 445-1201	321 M-62 North Cassopolis, MI 49031	<a href="#"><u>Rick Behnke</u></a>
Chikaming Township Police Department	(269) 469-3245	13535 Red Arrow Highway Harbert, MI 49115	<a href="#"><u>Todd Taylor</u></a>
Coloma Township Police Department	(269) 468-8291 x12	4919 Paw Paw Lake Rd Coloma, MI 49038	<a href="#"><u>Wes Smigielski</u></a>
Covert Township Police Department	(269) 764-8986	33805 M-140, PO Box 6 Covert, MI 49043	<a href="#"><u>Jay Allen</u></a>
Decatur Police Department	(269) 423-2171	114 N Phelps Decatur, MI 49045	<a href="#"><u>Tom VanDerWoude</u></a>

<b>Agency</b>	<b>Phone Number</b>	<b>Address</b>	<b>Training Officer</b>
Dowagiac Police Department	(269) 782-9743	241 S Front St Dowagiac, MI 49047	<a href="#">Steve Grinnewald</a>
East Grand Rapids Public Safety	(616) 949-7010	770 Lakeside Drive SE East Grand Rapids, MI 49506	<a href="#">Ric Buikema</a>
Fennville Police Department	(269) 561-8123	177 N Maple St Fennville MI 49408	<a href="#">Greg Rekucki</a>
Fremont Police Department	(231) 924-2100	101 E Main St Fremont, MI 49412	<a href="#">Randy Wright</a>
Fruitport Township Police Department	(231) 865-8477	6543 Airline Rd Fruitport, MI	<a href="#">Andy Hunt</a>
Gerald R. Ford International Airport Police	(616) 233-6015	5500 44th St SE Grand Rapids, MI 49512	<a href="#">Braden Myers</a>
Grand Haven Department of Public Safety	(616) 842-3460	525 Washington Av Grand Haven, MI 49417	<a href="#">Lee Adams</a>
Grand Rapids Community College Academy	(616) 234-3568	143 Bostwick Ave NE Grand Rapids, MI 49503	<a href="#">Jermaine Reese</a>
Grand Rapids Community College DPS	(616)-234-4010	143 Bostwick Ave NE Grand Rapids, MI 49503	<a href="#">Bo Peters</a>

<b>Agency</b>	<b>Phone Number</b>	<b>Address</b>	<b>Training Officer</b>
Grand Valley State University DPS	(616) 331-3255	1 Campus Dr Allendale, MI 49401	<a href="#">Nate Dornbos</a>
Grand Valley State University School of CJ	(616) 331-8515	1 Campus Dr A1140 MAK Allendale, MI 49401	<a href="#">Billy Wallace</a>
Grandville Police Department	(616) 538-6110	3181 Wilson Ave SW Grandville, MI 49468	<a href="#">Paul Anglim</a>
Greenville Police Department	(616) 754-9161	415 S Lafayette St Greenville, MI 48838	<a href="#">Darren Jones</a>
Gun Lake Tribal Police Department	(269) 397-1610	2869 Mno Bmadzewen Dr Shelbyville, MI 49344	<a href="#">Rick Rabenort</a>
Hart Police Department	(231) 873-2488	407 State St Hart, MI 49420	<a href="#">Juan Salazar</a>
Hastings Police Department	(269) 945-4358	201 East State St Hastings, MI 49058	<a href="#">Jeff Pratt</a>
Holland Department of Public Safety	(616) 355-1100	89 West 8th St Holland, MI 49423	<a href="#">Scott Doza</a>
Ionia County Sheriff's Office	(616) 527-5383	133 East Adams St Ionia, MI 48846	<a href="#">Jack Pieters</a>
Ionia Department of Public Safety	616-527-4431	239 E Adams St Ionia, MI 48846	<a href="#">John Odette</a>



<b>Agency</b>	<b>Phone Number</b>	<b>Address</b>	<b>Training Officer</b>
Kalamazoo County Sheriff's Office	(269) 383-8821	1500 Lamont Kalamazoo, MI 49048	<a href="#">Michelle Greenlee</a>
Kalamazoo Township Police Department	(269) 343-0551	1720 Riverview Dr Kalamazoo, MI 49004	<a href="#">Darren Smith</a>
Kalamazoo Valley Community College Academy	(269) 353-1260	7107 Elm Valley Dr Kalamazoo, MI 49009	<a href="#">Richard Ives</a>
Kalamazoo Valley Community College Public Safety	(269) 488-4575	230 N Rose St Kalamazoo, MI	<a href="#">Don Benthin</a>
Kent County Sheriff's Office	(616) 632-6101	701 Ball Avenue NE Grand Rapids, MI 49503	<a href="#">Joel Roon</a>
Kentwood Police Department	(616) 656-6687	4742 Walma Ave Kentwood, MI 49512	<a href="#">Ryan Vanderveen</a>
Lake County Sheriff's Office	(231) 745-2712	1153 Michigan Ave Baldwin, MI 49304	<a href="#">Lino Johnson</a>
Lake Odessa Police Department	(616) 374-7110	839 4th Ave Lake Odessa, MI 48849	<a href="#">Kendra Backing</a>
Lakeview Police Department	(989) 352-8444	10300 Edmore Rd Lakeview, MI 48850	<a href="#">Darin Dood</a>

Agency	Phone Number	Address	Training Officer
Lawton Police Department	(269) 624-2382	125 South Main, PO Box 117 Lawton, MI 49065	<a href="#">Jeff Mack</a>
Lincoln Charter Township Police Department	(269) 429-2444	5599 Cleveland Ave Stevensville, MI 49127	<a href="#">Daniel Sullivan</a>
Lowell Police Department	(616) 897-7123	111 North Monroe Lowell, MI 49331	<a href="#">Chris Hurts</a>
Ludington Police Department	(231) 843-3425	408 South Harrison Ludington, MI 49431	<a href="#">Steve Wietrzykowski</a>
Mason County Sheriff's Office	(231) 843-3475	302 North Delia St Ludington, MI 49431	<a href="#">Oscar Davila</a>
Mattawan Police Department	(269) 668-3661	24221 Front Ave Mattawan, MI 49071	<a href="#">Scott Herbert</a>
Montague Police Department	(231) 893-0810	8778 Ferry St Montague, MI 49437	<a href="#">Robert Rought</a>
Montcalm County Sheriff's Office	(989) 831-7589	659 North State St Stanton, MI 48888	<a href="#">Tom Goerge</a>
Muskegon County Sheriff's Office	(231) 724-6351	25 W Walton Ave Muskegon, MI 49442	<a href="#">Shane Brown</a>

<b>Agency</b>	<b>Phone Number</b>	<b>Address</b>	<b>Training Officer</b>
Muskegon Heights Police Department	(231) 733-8900	2715 Baker St Muskegon Heights, MI 49444	<a href="#">Mattie Porter-Dye</a>
Muskegon Police Department	(231) 724-6750	980 Jefferson St Muskegon, MI 49940	<a href="#">Dennis Lord</a>
Muskegon Township Police Department	(231) 777-1666	1990 E Apple Ave Muskegon, MI 49442	<a href="#">Tim Thielbar</a>
Nashville Police Department	(517) 852-9866	208 N Main St Nashville, MI 49073	<a href="#">Chris Underhile</a>
New Buffalo Police Department	(269) 469-1593	224 W Buffalo St New Buffalo, MI 49117	<a href="#">Rich Killips</a>
New Era Police Department	(231) 861-5186	PO Box 1 New Era, MI 49446	<a href="#">David Vansumeren</a>
Newaygo County Sheriff's Office	(231) 689-6623	1035 E James Street White Cloud, MI 49349	<a href="#">Jon Borgman</a>
Newaygo Police Department	(231) 652-1655	28 State Rd Newaygo, MI 49337	<a href="#">Georgia Stroven</a>
Niles Police Department	(616) 683-1313	1600 Silverbrook Ave Niles, MI 49120	<a href="#">Jim Millin</a>

Agency	Phone Number	Address	Training Officer
North Muskegon Police Department	(231) 744-4313	1114 Ruddiman Dr North Muskegon, MI 49445	<a href="#">Edward Viverette</a>
Norton Shores Police Department	(231) 733-2691	4814 S Henry St Norton Shores, MI 49441	<a href="#">Marc VanderStelt</a>
Oceana County Sheriff's Office	(231) 873-2121	216 Lincoln St Hart, MI 49420	<a href="#">Shane Hasty</a>
Ontwa Township - Edwardsburg Police Dept.	(269) 663-8444	26296 East Main St Edwardsburg, MI 49112	<a href="#">Doug Westrick</a>
Otsego Police Department	(269) 692-6111	127 Court St Otsego MI 49078	<a href="#">Bn&lt;=""&gt;</a>
Ottawa County Sheriff's Office	(616) 738-4000	12220 Fillmore St West Olive, MI 49460	<a href="#">Derek Christensen</a>
Paw Paw Police Department	(269) 657-5501	114 Harry L Bush Blvd PO Box 179 Paw Paw, MI 49079	<a href="#">Eric Marshall</a>
Pentwater Police Department	(231) 869-4630	327 S Hancock St Pentwater, MI 49449	<a href="#">Laude Hartrum</a>
Plainwell Department of Public Safety	(269) 685-9858	141 N Main St Plainwell, MI 49080	<a href="#">Bill Bomar</a>

<b>Agency</b>	<b>Phone Number</b>	<b>Address</b>	<b>Training Officer</b>
Pokagon Tribal Police Department	(269) 782-2232	PO Box 180 Dowagiac, MI 49047	<a href="#">William Lux</a>
Portage Police Department	(269) 329-4567	7810 Shaver Rd Portage, MI 49002	<a href="#">Brian Vandenbrink</a>
Portland Police Department	(517) 647-2934	73 E Grand River Ave Portland, Mi 48875	<a href="#">Star Thomas</a>
Richland Police Department	(269) 629-4807	7504 N 32nd St Richland, MI 49083	<a href="#">Evan Turanzas</a>
Rockford Police Department	(616) 866-9557	7 South Monroe Rockford, MI 49341	<a href="#">Glenn Robinson</a>
Roosevelt Park Police Department	(231) 755-3721	900 Oakridge Rd Roosevelt Park, MI 49441	<a href="#">David Boone</a>
Sand Lake Police Department	(616) 636-8802	2 Maple St Sand Lake, MI 49343	<a href="#">Jim Reamsma</a>
Douglas Police Department	(269) 857-4339	47 W Center St PO Box 815 Douglas, MI 49406	<a href="#">Lori Warsen</a>
Scottville Police Department	(231) 757-4729	105 North Main St Scottville MI 49454	<a href="#">Donald Riley</a>
Shelby Police Department	(231) 923-6493	36 Third St Shelby, MI 49455	<a href="#">Ryan Furman</a>

Agency	Phone Number	Address	Training Officer
South Haven Police Department	(269) 637-5151	90 Blue Star Hwy South Haven, MI 49090	<a href="#">Mike Pauly</a>
Sparta Police Department	(616) 887-8716	260 West Division Sparta, MI 49345	<a href="#">Andrew Milanowski</a>
St. Joseph Police Department	(269) 985-0300	700 Broad St St. Joseph, MI 49085	<a href="#">Amy Sternaman</a>
Sturgis Police Department	(269) 651-3231	122 N Nottawa Sturgis, MI 49091	<a href="#">Ryan Banaszak</a>
Three Oaks Police Department	(269) 756-9585	14 Maple St Three Oaks, MI 49128	<a href="#">Dennis Buller</a>
Van Buren County Sheriff's Office	(269) 657-2006	205 S Kalamazoo Paw Paw, MI 49079	<a href="#">Jim Charon</a>
Walker Police Department	(616) 453-5441	4343 Remembrance Rd Walker, MI 49534	<a href="#">Jason Howe</a>
Wayland Police Department	(269 )792-9366	160 West Superior St Wayland, MI 49348	<a href="#">Mark Garnsey</a>
Western Michigan University DPS	(269) 387-5555	511 Monroe St Western Michigan University Kalamazoo MI 49006	<a href="#">Jeff Lillard</a>

Agency	Phone Number	Address	Training Officer
West Shore Community College	(231) 843-5831	3000 North Stiles Rd PO Box 277 Scottville, MI 49431	<a href="#">Dan Dellar</a>
White Cloud Police Department	(231) 689-1696	12 N Charles St White Cloud, MI 49349	<a href="#">Dan Evans</a>
Whitehall Police Department	(231) 894-4048	405 E Colby St Whitehall, MI 49461	<a href="#">Roger Squiers</a>
Wyoming Police Department	(616) 530-7300	2300 DeHoop Wyoming, MI 49509	<a href="#">Robert Aungst</a>
Zeeland Police Department	(616) 772-9125	29 W Main St Zeeland, MI, 49464	<a href="#">Tom Ball</a>



















## MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS

*GVSU on behalf of West Michigan Criminal Justice Training Consortium - Police Precision Driving*

### 2021 Proposed Budget Detail

<b>Personnel</b>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	\$ 57,235.22	\$ 11,386.20	\$ 45,849.02	

<b>Contractual</b>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	\$ -	\$ -	\$ -	

<b>Tuition</b>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	\$ 14,000.00	\$ 14,000.00	\$ -	

<b>Travel-Employee</b>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	\$ 4,560.00	\$ 4,560.00	\$ -	

<b>Travel-Contractor</b>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	\$ -	\$ -	\$ -	

<b>Travel-Trainee</b>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	\$ -	\$ -	\$ -	

<b>Supplies &amp; Operating</b>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	\$ 40,291.20	\$ 27,000.00	\$ 13,291.20	

<b>Equipment</b>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	\$ -	\$ -	\$ -	

<b>GRANT TOTALS</b>	<i>Total Costs</i>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	\$ 116,086.42	\$ 56,946.20	\$ 59,140.22	

<b>Percentage of Total Costs</b>	<i>Grant Share</i>	<i>Match Share</i>	<i>Comments:</i>
	49.1%	50.9%	