



MCOLES ANNUAL REGISTRATION UNDERWAY

Each year, as a part of its statutory responsibility to track law enforcement employment of Michigan's active officers, MCOLES conducts its Annual Registration. This year, the MCOLES Annual Registration period will commence on Thursday, January 7, 2010, and conclude on Friday, March 5, 2010. Michigan law requires the participation of all Michigan law enforcement agencies in the MCOLES Annual Registration. Voluntary participation in the Justice Training Law Enforcement Distribution may also be accomplished as a related component of the annual

registration process. The MCOLES Information and Tracking Network (MCOLES Network) will be used to complete the registration process.

The Annual Registration includes the following steps:

1. Verification that the agency's profile (agency head, address, phone number, e-mail address, etc.) is correct as listed on the MCOLES Network.
2. Verification of the agency's roster of current and former law enforcement employees.

3. Report the hours worked by officers who were employed during the calendar year 2009.

4. Report 2009 Law Enforcement Distribution (LED) expenditures and register for 2010 funds. Agencies that have previously received LED funds must report the prior year expenditures.

5. Report compliance status on the MCOLES Active Duty Firearms Training Standard.

Continued to page 2

USE THE MCOLES NETWORK TO REPORT ACTIVE DUTY FIREARM STANDARD COMPLIANCE

The MCOLES Active Duty Firearm Standard became effective January 1, 2009. All licensed law enforcement officers are required to receive both the educational and skill components of this training annually.

MCOLES recommends that agencies register the standard using the tracking tool for in-service training provided through the MCOLES Network. This is the preferred method of reporting compliance with the Active Duty Firearm Standard. This method accomplishes the following:

- it provides an easy to use tool for tracking all officer training;
- it tracks training delivery input from

multiple training providers (individual agencies, consortia, private training vendors, etc.); and,

- it provides an automated compliance roster for maintenance of MCOLES mandates.

For the 2010 reporting period, MCOLES is requesting that agencies also indicate officer compliance with the Active Duty Firearm Standard in a single check box area on the Annual Registration page in the MCOLES Network. If all officers have achieved the standard, agencies may check a box titled "yes." If any of the reporting agency's officers have yet to achieve the standard, the "no" box would be

Continued to page 2

INSIDE THIS ISSUE

*MCOLES Annual Registration Underway.....	1
*Use the MCOLES Network to Report Active Duty Firearm Standard Compliance.....	1
*Streamlined Reporting of Training Expenditures.....	2
*New Applicant Fees for Recognition of Prior Training and Experience Program.....	3
*MCOLES Adds New Job Assistance Service to Web Site for Laid Off Officers.....	3
*MCOLES Membership.....	4
*MCOLES Staff & Responsibilities.....	4



STREAMLINED REPORTING OF TRAINING EXPENDITURES

This year the Law Enforcement Distribution (LED) expenditure reporting mandate has been further streamlined by pre-populating the In-Service Training section of the expenditure details with courses attended by an agency's officers. Previously, agencies had to manually enter all information for a training course, look up a course category, enter dates, etc., all of which was time-consuming. Now the training events will be listed with the course name, training agency, and other relevant information. The only remaining item to be entered by the agency is the amount of LED funds expended for that course.

Although expenses are allowable only for training courses registered in the MCOLES Network, there was no cross-check that the courses entered manually by the agency were in fact registered. By pre-populating the information, only registered courses will be available to enter expenditures. Since the courses are drawn from reported attendance, training providers must remain current on entering course rosters. If the training does not appear on the agency's list, the agency should follow up directly with the training provider. Approval as an in-service training provider is

contingent on entering rosters in a timely fashion, so if an agency is having difficulties with a provider, the provider's participation in the MCOLES Network status may be removed.

MCOLES assistance will be available from 7:00 AM to 5:30 PM. The Help Desk number is (517) 322-5615. The Licensing Services Section's fax number is (517) 316-0824. If your agency head does not appear correctly on the Entity Profile page, please remember that a Law Enforcement Agency User Agreement Addendum must be submitted to initiate any change. The Addendum form can be found on the MCOLES public Web site at www.michigan.gov/mcoles. Please fax the completed form to MCOLES at (517) 316-0824. When the form is received, MCOLES staff will update the agency head information. Specific instructions and guidelines, a checklist, and responses to frequently asked questions are available for your reference on the Annual Registration Home Page and the MCOLES public Web site noted above.

Thanks in advance for your participation and for your patience as we implement changes.

REPORTING FIREARM STANDARD COMPLIANCE

Continued from page 1

checked.

The check box may be used exclusively to report compliance status with the MCOLES Active Duty Firearm Standard, without registering the standard, however, this method deprives users of the benefits of computerized tracking of training records accessible through the Internet.

Regardless of which reporting method is used for reporting compliance, MCOLES must be provided with information concerning those who do not achieve the standard. If the "no" box is checked, MCOLES requests that the names of those who have yet to achieve the standard be submitted to MCOLES on Reporting Roster forms that are available in the MCOLES Network as well as at the MCOLES Web site. The purpose of this information is to assist MCOLES in promoting agency compliance with the standard. MCOLES will not take action against officers and/or law enforcement employers in cases where the standard has not been achieved.

Additional details on the Active Duty Firearm Standard reporting process can be located through the MCOLES Network or via the MCOLES Web site. If you have questions on the reporting process, please contact David Lee at (517) 322-5826 or at leeda@michigan.gov. If you have questions regarding the firearm standard, please contact Danny Rosa at (517) 322-6449 or at rosad@michigan.gov. For questions on how to register a training course in the MCOLES Network, please contact Patrick Hutting at (517) 322-3967 or at huttingp@michigan.gov.

MCOLES ANNUAL REGISTRATION UNDERWAY

Continued from page 1

Please be sure that your agency has an authorized MCOLES Network operator available, with the appropriate Internet access, to enter your agency's information. Authorized operators should log into the MCOLES Network to verify their logon ID and password.

If passwords have expired, the change password screen will appear. Users will create a new password to complete the logon process.

Network operators should contact the MCOLES Help Desk at (517) 322-5615 if they cannot logon due to an invalid logon ID or need help with other reporting issues.

NEW APPLICANT FEES FOR RECOGNITION OF PRIOR TRAINING AND EXPERIENCE PROGRAM

For the past four months, the Commission has been exploring the possibility of assessing application processing fees on Recognition of Prior Training and Experience Program (RPTEP) candidates. The Commission heard presentations at its September and October meetings as well as before its Implementation Committee prior to being presented with an action item on this measure in December.

Under current administrative rules (R28.14402), MCOLES has the responsibility to conduct a background review and/or a medical investigation, when circumstances dictate, to ensure that applicants for the RPTEP meet mandated selection and employment standards. Typically, verification investigations are necessary for one in every five applicants.

In 2008, MCOLES processed approximately 200 RPTEP applications. Of these, 175 individuals were approved to enter the program. The application rate for 2009 is higher than in 2008, and it is estimated that the application rate will continue to increase in 2010.

At its December 9, 2009 meeting, the Commission approved setting reasonable application fees that would enable MCOLES to recover a portion of the administrative costs of processing RPTEP applications. Per MCL 28.611 (2), the revenue collected would be deposited into the law enforcement officers training fund, which distributes dollars back to law enforcement.

As approved by the Commission, non-refundable application pro-

cessing fees will be assessed to RPTEP applicant pools that result in the greatest burden on MCOLES resources. This results in different categories of RPTEP applicants. One of two tiers of fees would apply to some categories of candidates while other categories of candidates would not be assessed any fees. The applicant categories and fee tiers are shown below.

- Applications that seek to return a previously licensed officer to his/her immediately previous Michigan law enforcement employer would not be assessed a fee.
- Applications that seek RPTEP eligibility through a new Michigan law enforcement employer will be assessed a \$75 fee.
- Applications from pre-service law enforcement candidates who have never been licensed in Michigan and seek continued eligibility will be assessed a \$75 fee subsequent to their first participation in RPTEP.
- Applications from persons who seek entry to the program based upon out-of-state credentials will be assessed a \$150 fee.

Fee collection will begin for applications received after January 1, 2010. Fees will be paid by personal check, money order, or via credit or debit cards. Processing of applications will not occur without receipt of a payment.

As with any new program at MCOLES, we will continue to assess its usefulness as we move forward with implementation.

MCOLES ADDS NEW JOB ASSISTANCE SERVICE FOR LAID OFF OFFICERS TO THE WEB SITE: WWW.MICHIGAN.GOV/MCOLES

A new service to assist laid off law enforcement officers has recently been implemented on the MCOLES Web site. Upon request, MCOLES will publish the names and contact information of laid off officers on the Web site for law enforcement agencies to consider when filling vacant positions. MCOLES also maintains a list of individuals who have recently passed the Recognition of Prior Training and Experience Program (RPTEP) and basic training recruits seeking employment in Michigan on the Web site.

Laid off officers can submit their information through the MCOLES E-mail at mshp-mcoles@michigan.gov. Look for the link "List of Laid Off Officers / RPTEP Candidates Seeking Michigan Employment" for further information.

Law enforcement agencies needing to fill vacant positions are encouraged to look over the list of laid off officers when filling positions, as we begin to add the names of officers seeking alternative employment opportunities due to the economic downturn in Michigan. We also encourage that law enforcement agencies notify officers as they are laid off of this service, so they can take advantage of it.

As always, MCOLES will publish, free of charge, your agency's job opening on the MCOLES Web site. Look for the link: "Post Michigan Law Enforcement Job Vacancies" for information on how to submit your job announcement. For further information, contact Diane Horwath at 517-322-1384 or horwathd@michigan.gov.

MCOLES MEMBERSHIP

Sheriff James Bosscher
Commission Chair
Michigan Sheriffs' Association

Chief Kurt Jones
Michigan Association of Chiefs of Police

Sheriff Robert Pickell
Michigan Sheriffs' Association

Chief Doreen Olko
Commission Vice Chair
Michigan Association of Chiefs of Police

Professor Ron Bretz
Criminal Defense Attorneys Association of Michigan

Mr. David Morse
Prosecuting Attorneys' Association of Michigan

Sheriff Gene Wriggelsworth
Michigan Sheriffs' Association

Trooper Michael Moorman
Michigan State Police Troopers Association

Chief Warren Evans
represented by Commander James White
Detroit Police Department

Col. Peter C. Munoz
represented by
Captain Jack Shepherd
Michigan State Police

Chief Richard A. Mattice
Michigan Association of Chiefs of Police

Mr. James DeVries
Police Officers Association of Michigan

Attorney General Mike Cox
represented by Mr. Thomas C. Cameron

President Marty Bandemer
Detroit Police Officers Association

Mr. John Buczek
Fraternal Order of Police

Mr. Fred F. Timpner
Michigan Association of Police

Mr. Richard R. Weiler
Police Officers Labor Council

MCOLES STAFF AND RESPONSIBILITIES

Phone Number / E-Mail

Responsibilities

Administration

Kramp, Hermina 517-322-5621 kramph@michigan.gov
 Ruffini, Gary 517-322-5612 ruffing@michigan.gov
 King, Dave 517-322-6433 kingda@michigan.gov

MCOLES Administration; Commission Issues; Budget
 MCOLES Administration; Commission Issues; Field Issues
 Media Relations; Legislative Initiatives; Commission Issues

Management Services

Grace, Nancy 517-636-0546 gracen@michigan.gov
 Hartwell, Cheryl 517-322-5617 hartwec@michigan.gov
 Horwath, Diane 517-322-1384 horwathd@michigan.gov
 Park Donna 517-322-1519 parkd@michigan.gov
 Thelen, Deb 517-322-3968 thelend@michigan.gov

Payments; TTL; LED; Hearings
 Grants; LED; TTL; Fiscal Review 302 Funds
 Web Issues; Job Postings; Physical Fitness, Reading & Writing Test Scheduling
 MITN Lab/Computers; Business Solutions
 PSOB; Survivor Tuition

Career Development

Carlson, Wayne 517-322-5614 carlsonw@michigan.gov
 Hutting, Patrick 517-322-3967 huttingp@michigan.gov
 Lee, David 517-322-5826 leeda@michigan.gov
 Rosa, Danny 517-322-6449 rosad@michigan.gov

CCW; Driving; Mental Health; Speed Measurement
 Medical Standards; LEOSA; In-Service Training; Special Use Requests
 E-Learning
 Academy Training Curriculum; Firearms Standard; Use of Force

Standards Compliance

Steele, John 517-322-3966 steelej@michigan.gov
 Blackburn, Darnell 517-322-6637 blackbud@michigan.gov
 Edwards, Maggie 517-322-5943 edwardsmaggie@michigan.gov
 Ried, Lynn 517-322-1949 riedl@michigan.gov
 Luther, Sandi 517-322-6608 luthers@michigan.gov
 Jones, Larry 517-322-5627 joneslj@michigan.gov

Academy Issues; PA 330; Railroad
 OCC; MCJ; DPMA; WCR; WCSD; WCC; PA 330
 GRCC; GVSU; KCC; KTA; WSCC; FSU; NWC
 LCC; DCC; KLCC; FPA; MSP; DNR; LSSU; NMU; Domestic Violence
 Recognition of Prior Training & Experience Program (RPTEP);
 LERC; Professional Standards
 License Revocation; Investigations

Licensing Services

Furniss, Dan 517-322-6739 furnisd@michigan.gov
 Leodler, Chris 517-322-5623 leodlerc@michigan.gov
 Miller, Rhonda 517-322-5615 hoosonr@michigan.gov

Licensing; Records; Data Info; Annual Registration
 Licensing; Testing; Operator Training and Agreements
 Licensing; Data Collection; Annual Registration; Network Help Desk

