

INTRADEPARTMENTAL CORRESPONDENCE

May 11, 2012
12.1.1

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: REVOLVING TRAINING FUND BUDGET FOR FISCAL YEAR 2012-2013

RECOMMENDED ACTIONS

1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
 2. That the Board TRANSMIT the report concurrently to the Mayor and City Council.
 3. That the Board REQUEST the Mayor and City Council to:
 - A. APPROVE the distribution of funds for the Los Angeles Police Department's Revolving Training Fund (RTF) for Fiscal Year 2012-2013 in the amount of \$1.5 million dollars.
 - B. AUTHORIZE the distribution of the funds as follows:

Executive Development:	\$215,000
Professional Development:	\$1,035,000
Tuition Reimbursement:	\$250,000
Total:	\$1,500,000
- Executive Development – This category of disbursements includes courses and programs geared for executive or upper-management personnel. Generally used for employees at the rank of Captain and above and their civilian equivalents.
 - Professional Development – This category of disbursements includes courses that enhance, develop and update the expertise of all Department employees, and includes discretionary executive development courses, equipment and facility rental.
 - Tuition Reimbursement – This category is for the reimbursement of tuition expenditures for Department personnel who attend certificate and degree programs presented by various accredited colleges. The program is open to all full-time Department personnel.

DISCUSSION

On October 16, 1996, the Los Angeles City Council passed Ordinance No. 171378 to establish the Los Angeles Police Department's Revolving Training Fund (RTF). The purpose of the RTF is to oversee the receipt, retention and disbursement of monies received from the State of California Commission on Peace Officer Standards and Training (POST), outside agencies and the college affiliation program.

The RTF is funded by:

- POST reimbursements for Department-incurred expenses when presenting POST-certified courses;
- POST reimbursements for per diem, tuition and travel expenses incurred by Department personnel while attending POST-reimbursable courses;
- Tuition fees paid by outside agencies whose employees attended training provided by the Department; and,
- College affiliation

The use of RTF monies is restricted for the following purposes:

- The payment of travel, per diem and tuition related to training;
- Expense and equipment directly related to the delivery of training by Department personnel; and,
- Short term rental of training facilities (no more than five days)

The RTF is divided into a Reimbursable and Non-Reimbursable account. The Reimbursable Account is allotted for expenditures that will be reimbursed by POST or by other agencies, and the Non-Reimbursable Account is allotted for expenditures that will not be reimbursed.

If you have any questions or concerns, please contact Senior Management Analyst Laura Rangel, Officer in Charge, Support Section, Training Division, at (310) 342-3099.

Respectfully,

A handwritten signature in black ink, appearing to read 'Charlie Beck', with a stylized, flowing script.

CHARLIE BECK
Chief of Police

ORDINANCE NO. 174756

An Ordinance amending Article 4 of Chapter 8 of Division 5 of the Los Angeles Administrative Code, with regard to the LAPD Revolving Training Fund, to require the Police Department to develop an annual expenditure plan, to include the college affiliation program as a source of revenue, and to allow receipt of \$1.5 million before requiring the deposit of revenues into the General Fund.

THE PEOPLE OF THE CITY OF LOS ANGELES

DO ORDAIN AS FOLLOWS:

Section 1. Subsection (b) of Section 5.146 of the Los Angeles Administrative Code is amended to read:

(b) The purpose of the Fund shall be for the receipt, retention and disbursement of moneys received from Peace Officer Standards and Training (POST) reimbursements, the college affiliation program and special service fees for the training of members of outside agencies by members of the Los Angeles Police Department, referred to in this Article as the "Department," in topics directly related to law enforcement. These monies shall only be expended for the following purposes:

1. The payment of travel, per diem, and tuition, related to POST and non-POST certified training;
2. Expense and equipment directly related to the delivery of training within the Department; and
3. The short term (no more than five days) rental of training facilities.

Sec. 2. Subsection (c) of Section 5.146 of the Los Angeles Administrative Code is amended to read:

(c) In each fiscal year, revenue receipts deposited into the Revolving Fund shall be limited to \$1,500,000 and all sums received in excess of that amount shall be deposited into the General Fund.

Sec. 3. Subsection (g) of Section 5.146 of the Los Angeles Administrative Code is relettered as Subsection (h).

Sec. 4. Subsection (h) of Section 5.146 of the Los Angeles Administrative Code is relettered as Subsection (i).

Sec. 5. Section 5.146 of the Los Angeles Administrative Code is amended to add a new Subsection (g) to read:

(g) No expenditure shall be made from the LAPD Revolving Training Fund, nor shall the Chief of Police disburse, seek to disburse or permit monies in the LAPD Revolving Training Fund to be disbursed except for purposes that are consistent with Subsection (b) and with a detailed plan for expenditures, which has been approved by a majority vote of the City Council, subject to the approval of the Mayor, or passage by the Council by a two-thirds vote over the Mayor's veto. The expenditure plan and any amendments shall be approved by the Board of Police Commissioners. The Secretary of the Board shall transmit the plan and any amendments as approved by the Police Commission to the City Council. The Department shall retain the discretion to approve and authorize expenditures up to the budgeted amount in the specific training categories as approved by the Council and Mayor.

Sec. 6. The City Clerk shall certify to the passage of this ordinance and have it published in accordance with Council policy, either in a daily newspaper circulated in the City of Los Angeles or by posting for ten days in three public places in the City of Los Angeles: one copy on the bulletin board located in the Main Street lobby to the City Hall; one copy on the bulletin board located at the ground level at the Los Angeles Street entrance to the Los Angeles Police Department; and one copy on the bulletin board located at the Temple Street entrance to the Los Angeles County Hall of Records.

I hereby certify that this ordinance was passed by the Council of the City of Los Angeles, at its meeting of AUG 02 2002.

J. MICHAEL CAREY, City Clerk

By Marie Kokenia
Deputy

Approved AUG 13 2002

James Hahn
Mayor

Approved as to Form and Legality

ROCKARD J. DELGADILLO, City Attorney

By Debra L. Gonzales
DEBRA L. GONZALES
Assistant City Attorney

File No. 95-0374