

# LOS ANGELES POLICE COMMISSION

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POLICE ADMINISTRATION BUILDING  
100 WEST FIRST STREET, SUITE 134  
LOS ANGELES, CA 90012-4112

(213) 236-1400 PHONE  
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(213) 236-1440 TDD

June 25, 2013

BPC #13-0225

The Honorable Antonio Villaraigosa  
Mayor, City of Los Angeles  
City Hall, Room 303  
Los Angeles, CA 90012

The Honorable City Council  
City of Los Angeles  
c/o City Clerk's Office

Dear Honorable Members:

RE: REVOLVING TRAINING FUND BUDGET FOR FISCAL YEAR 2013-2014

At the regular meeting of the Board of Police Commissioners held Tuesday, June 25, 2013, the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS

A handwritten signature in cursive script that reads "Maria Silva".

MARIA SILVA  
Commission Executive Assistant

Attachment

c: Chief of Police

INTRADEPARTMENTAL CORRESPONDENCE

June 21, 2013  
12.1.1


RECEIVED

JUN 20 2013

REVIEWED POLICE COMMISSION

TO: The Honorable Board of Police Commissioners

FROM: Chief of Police

  
RICHARD M. TELFORD  
EXECUTIVE DIRECTOR

6/20/13  
DATE

SUBJECT: REVOLVING TRAINING FUND BUDGET FOR FISCAL YEAR 2013-2014

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 of Los Angeles and City Council.
3. That the Board REQUEST the Mayor of Los Angeles and City Council to:
  - A. APPROVE the distribution of funds for the Los Angeles Police Department's (Department) Revolving Training Fund (RTF) for Fiscal Year 2013-2014 in the amount of \$1.5 million dollars.

B. AUTHORIZE the distribution of the funds as follows:

Executive Development:	\$173,000.00
Professional Development:	\$1,077,000.00
Tuition Reimbursement:	\$250,000.00
Total:	\$1,500,000.00

- 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; and,
- 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 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 program.

The use of RTF monies is restricted to 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,



CHARLIE BECK  
Chief of Police

**BOARD OF  
POLICE COMMISSIONERS**  
Approved *June 15, 2011*  
Secretary *Maria Hill*

# LOS ANGELES POLICE DEPARTMENT

**CHARLIE BECK**  
Chief of Police



P.O. Box 30158  
Los Angeles, Calif. 90030  
Telephone: (213) 486-0150  
TDD: (877) 275-5273  
Ref #: 12.1.1

**ANTONIO R. VILLARAIGOSA**  
Mayor

June 18, 2013

The Honorable Antonio R. Villaraigosa  
Mayor of the City of Los Angeles  
City Hall, Room 303  
Los Angeles, California 90012

Dear Mayor Villaraigosa:

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.

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- College affiliation program

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- 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.

The Honorable Antonio R. Villaraigosa

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12.1.1

The Los Angeles Police Department is anticipating approximately \$1.5 million dollars to be available for the Revolving Training Fund for Fiscal Year 2013-2014. It is requested that the funds be divided in the following categories:

Executive Development:	\$ 215,000.00
Professional Development:	\$1,035,000.00
Tuition Reimbursement:	\$ 250,000.00
Total:	\$1,500,000.00

- 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.

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.

Very truly yours,



CHARLIE BECK  
Chief of Police