

## 2-07/100.00 - Training Bureau

This Bureau is responsible for:

- developing and coordinating Department in-service training programs/schools in compliance with POST's continuous professional training requirements;
  - developing and coordinating civilian training programs;
  - researching, developing and updating the training curriculum and other material utilized for in-service training;
  - operating the Sheriff's Ranges, including the development and implementation of Range training programs, as well as weapons and ammunition research and testing;
  - conducting the Department's Driver Training Programs;
  - testing Departmental vehicles for in-service use;
  - maintaining liaison with POST and processing all POST certificate applications and reimbursement claims, Arranging for the purchase, dissemination and repair of all Department weaponry;
  - production of training film videos and tapes and maintenance of the Department Film Library;
  - coordinating and processing outside travel and training requests;
  - operating and maintaining the Tactics and Survival Training Center;
  - scheduling, staffing, administering regular and Reserve recruit training classes and training;
  - coordinating and conducting group tours of the training facility;
  - preparation of agenda for Training Committee meetings;
  - administering the physical agility test; and
  - Uniform Committee.
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