



Oregon Department of Public Safety Standards and Training

DPSST Supervision and
Mid-Management Training

Revised October 2011

Situation

- DPSST Leadership Training Program was defunded to balance 2007-09 budget, eliminated in 2009-11 budget, and not restored in the 2011-13 budget.
- The F-21 & F-22 process in place since 2009 has been difficult at best.
- DPSST has developed a new process, worked with constituents to finalize it, and presented it to associations in September.
- Feedback has been universally positive.

New F-21 and F-22 Structure

October 2011

- Field Training concept – learning objectives listed; employee & supervisor initial when training in that area is completed.
- Learning objectives identified by subject area:
 - Eleven subject areas for F-21 (Supervision)
 - Thirteen subject areas for F-22 (Mid-management)
- Task-and competency based, not dependent on hours of formal training.

Learning Objectives

- Based on identified statewide essential tasks and surveys of former supervision/mid-management course attendees
- Learning objectives are grouped by subject area



Training Requirements

- 80 hours of training still required
 - Agency head affirms requirement has been met during the process of training on the identified learning goals
 - Training may include mentoring, coaching, one-on-one time
- Not related to F-6 course roster process
 - Continue to turn in F-6 for all formal training that meets roster requirements
 - F-6 results in training hours being added to training record; F-21 & F-22 do not

What's Changing

- NO DPSST review of content of classes attended. Verification and records are employer's responsibility
- New supervisor or manager works with their supervisor to ensure training received meets learning objectives.
- Opportunity for informal mentoring and training to address learning objectives.

What's Not Changing!

- Supervisory or Management training IS required.
 - Supervisory or Management certification IS NOT required.
 - Agencies can view training entries on line through Snapshot.
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DPSST Process – Supervision

- When a person is appointed to a supervisory position, DPSST will:
 - Add **Mandatory Supervision Training** “required” to their training record.
 - Send a letter to employer notifying them of the training requirement and due date.

DPSST Process – Supervision

- Once training has been completed and the F-21 has been submitted DPSST will:
 - Review to ensure all learning objectives are appropriately initialed by new supervisor and their supervisor and all signatures are on form.
 - Change the training record entry from “required” to “completed.”

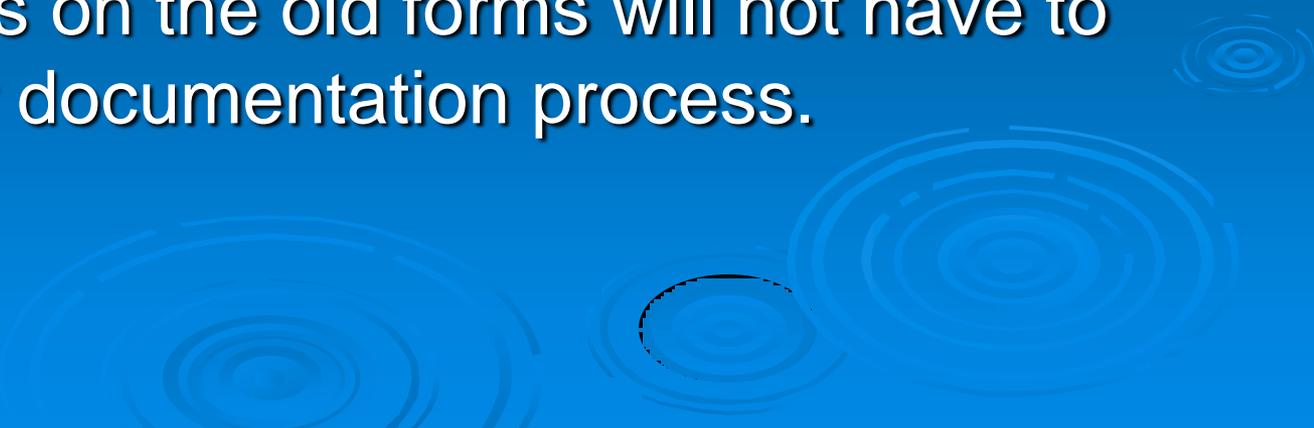
DPSST Process – Management

- When a person is appointed to a management position, DPSST will:
 - Add **Mandatory Mid-Management Training** “required” to their training record.
 - Send a letter to employer notifying them of the training requirement and due date.

DPSST Process – Management

- Once training has been completed and the F-22 has been submitted DPSST will:
 - Review to ensure all learning objectives are appropriately initialed by new manager and their supervisor and all signatures are on form.
 - Change the training record entry from “required” to “completed.”

Transition to New Forms

- New F-21 and F-22 forms are posted on DPSST web page, replacing the previous versions.
 - DPSST will continue to recognize both versions.
 - Officers who have been working through requirements on the old forms will not have to re-start their documentation process.
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Assistance with Form Requirements

- DPSST-sponsored classes with a leadership focus:
 - Will include pre-identification of the F-21/22 learning objectives covered by the training
- Recurring training sponsored by outside entities (OACP, OSSA Command College, IACP, etc.)
 - DPSST will work with providers upon request to identify F-21/22 learning objectives covered during those courses

Possible Training Sources

- Leadership training sponsored by public safety associations (OACP, IACP, OSSA, APCO-NENA, OFCA, etc.)
- Local City/County/Chamber of Commerce leadership programs
- Public sector professional association training (Public Management Association, League of Oregon Cities, Association of Oregon Counties, etc.)

Possible Training Sources

- Community colleges (on-line or in-person courses)
 - Universities (on-line or in-person courses)
 - FLETC or FBI National Academy (on-line or in-person courses)
 - DPSST- sponsored IPSLEI courses
 - Proprietary vendor courses
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Questions?

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