

Laurel Police Department – General Order  
Chapter VI, Section 100, Order 101 – Training Committee  
August 19, 2012

**6 / 101.05 POLICY**

The Department will maintain a Training Committee to advise the Chief of Police on all training related matters.

**6 / 101.10 PURPOSE**

The Training Committee is established to assist in developing and evaluating the training needs of the Department and to serve as a focal point for the input from representatives of agency components.

**6 / 101.15 DEFINITIONS**

Quorum           The minimal number of members of a committee who must be present for valid transaction of business.

**6 / 101.20 PROCEDURES**

A. GENERAL

1. The Chief of Police appoints the Training Coordinator who reports directly to the Chief of Police or his designee.
2. The Training Committee is chaired by the Training Coordinator or designee.
3. The Training Committee consists of five members.
  - a. Three members shall be sworn personnel
  - b. One member shall be a non-sworn personnel
  - c. One member shall be the Training Coordinator.
  - d. Three members are needed for a quorum.
4. Members, with the exception of the Training Coordinator, will serve for two years.
  - a. The Training Coordinator is a permanent member of the committee.
  - b. The Chief of Police will select replacements.
5. Representatives from all Department components will be represented.
  - a. Bureau of Administration
  - b. Bureau of Operations

B. AUTHORITY AND RESPONSIBILITIES

1. The Training Committee is a permanent committee.
2. The Training Committee will:
  - a. Develop training goals;
  - b. Develop In-Service training agendas;
  - c. Screen and recommend offered training courses; and
  - d. Recommend sworn and non-sworn personnel to attend training programs

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**6 / 101.25 GOVERNING LEGISLATION AND REFERENCES**

CALEA Standards 33.1.1, 33.2.3, 33.4.2

**6 / 101.30 ANNEX**

None