



LASSEN COUNTY SHERIFF'S OFFICE

1415 Sheriff Cady Lane Susanville, CA 96130

Administration
Phone: (530) 251-8013
Fax: (530) 251-2884

Dispatch
Phone: (530) 257-6121
Fax: (530) 257-9863

Civil
Phone: (530) 251-8014
Fax: (530) 251-2884

Adult Detention Facility
Phone: (530) 251-5245
Fax: (530) 251-5243

Dean F. Growdon
Sheriff - Coroner

To: Lassen County Board of Supervisors

From: Ryan Ruano- Sergeant

Date: February 24, 2021

Agenda Date: March 09, 2021

Discussion:

One Sergeant is scheduled to attend the POST Supervisory Course as required by The Commission on Peace Officer Standards and Training. This course consists of 10 days of instruction, spread over two weeks. It is held at the Monterey Peninsula College Extended Education and Hilton Garden Inn in Monterey, California, on March 22-April 2, 2021. The attendee will stay in Monterey the duration of two week course. The up-front training costs will exceed \$2000 and require advance Board Authorization pursuant to the Lassen County Travel Policy. A portion of this course is reimbursed by POST. During the COVID 19 pandemic, this training has been reserved and rescheduled several times throughout 2020.

The training costs are as follows:

POST Supervisory Course	
Tuition/Registration Fees	\$425.00
Lodging	\$1934.02
Per Diem	\$895.00
Total (Est)	\$3254.02

Funding: These training costs would be expended from the Sheriff's Patrol
Budget 130-0522-(3002901) for one Sergeant.

Recommendation: That the Board of Supervisors authorizes the listed training expenditures for required training, and approves per diem and tuition to be provided prior to the training session.



U.S. General Services Administration

FY 2021 Per Diem Rates for California

Max lodging by month (excluding taxes.)

Primary Destination	County	2020 Oct	Nov	Dec	2021 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Monterey	Monterey	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$166	\$240	\$240	\$240	\$166



U.S. General Services Administration

FY 2021 Per Diem Rates for California

Meals & Incidentals (M&IE) Breakdown

Primary Destination	County	M&IE Total	Continental Breakfast/Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Monterey	Monterey	\$76	\$18	\$19	\$34	\$5	\$57.00



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Course Schedule
Assessment Testing
Law Enforcement Training
Dispatch Training
Fire Services Training
EMT Training
Oral Board Prep Course
Corporate Training
About Us
Bookstore
Employment
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Joint Powers Authority
Board
Resources

Law Enforcement

Supervisory Course
Mar 22 2021 - Apr 2 2021

Description

This 80-hour P.O.S.T. SUPERVISORY COURSE includes: values and ethics, role identification, leadership styles, assertive leadership, legal/liability issues, employee performance appraisal, counseling, discipline, employee relations, administrative support, press relations, planning and organizing, communications, stress, and the transition into a supervisory role. This curriculum is presented in a facilitated discussion format, which requires the active participation of all students.

THIS COURSE MEETS P.O.S.T. REGULATION 1005(b)(1): Every peace officer promoted, appointed or transferred to a first-level supervisory position shall satisfactorily complete a certified Supervisory Course 12 months prior to promotion or within 12 months after the initial promotion, appointment or transfer to such position.

Designed For

This course is specifically designed for sworn first-level supervisors and may not be compatible with the needs of students who are other than sworn first-line supervisors.

Requirements

All prospective students must have completed the P.O.S.T. Basic Course or its equivalent prior to enrollment in the Supervisory Course.

Hours

80.0 Hour(s)

Units

2.00 Semester Unit(s)

Certification

P.O.S.T. Plan IV
Certificate awarded upon completion.

College of Record

Monterey Peninsula College

College Term

SPRING

Location

Hilton Garden Inn
1000 Aguajito Road
Monterey, CA 93940

(831) 373-6141

Deadline for reservation is February 21, 2021 for room rate of \$155 or until room block is full.

To make a reservation, [CLICK HERE](#)

Meeting days/times

Monday-Friday; 0800 - 1700

Fees

\$425.00

FEES for Non-Compliance of college application process: \$275

Course Control #2540-00400-20-006

Late Cancellation Fee

\$50 will be applied after 3/10/2021

Payment Information

All classes require full payment or a designated deposit **at time of reservation**. We accept Visa and MasterCard (a transaction fee of 2% will apply), cash, money order and cashier's checks (made payable to SBRPSTC). Agency billing may also be arranged. Financial aid and VA benefits may be available.

*ALL FEES ARE SUBJECT TO CHANGE. When possible, students will be advised of any fee changes prior to course start date. Tuition fee increases made at any time by the State Chancellor's office may require collection of additional fees from students.

Students who have not lived in California for at least one (1) year and (1) day prior to start of college semester or do not meet other college criteria may be considered "out-of-state" students, and subject to additional fees to the ones listed above. Please check with our staff for details and exact costs.

Reservations

Agency personnel: please phone in (or email to: sbrpstc@theacademy.ca.gov) the following information:

- Class Requested
- Agency Name
- Training Officer (TO) Name
- TO's Email Address
- Phone Number
- Attendee Name(s), Email Address, DOB
- Method of payment if applicable

Self-sponsored students: Contact our main office at (408) 229-4299 to register. Be prepared to submit full or partial payment, depending on the class

Non-U.S. Citizens: If you are not a U.S. citizen but have a Permanent Resident card, email a copy of the front and back of the card (indicate the class in which you are registering) to: sbrpstc@theacademy.ca.gov

Cancellation/Refund Policy

All classes require full payment due by or before the first day of class. Out of consideration for people who are on a waiting list, your reservation must be cancelled no later than 30 days prior to first day of class. After the 30-day cancellation period, students/agencies will forfeit a minimum of \$50 for materials expenses associated with unexcused cancellations. Substitutions or transfer of your reservation to another student is permitted upon approval.

Course Cancellation by South Bay

Each class has a minimum enrollment requirement. If the minimum enrollment is not reached for the course three weeks prior to the beginning of the class, the class may be cancelled and any deposits/payments will be refunded in full.

College Application Process

This program is presented through the South Bay Regional Public Safety Training Consortium of Community Colleges (SBRPSTC), which includes Gavilan College, Monterey Peninsula College, Ohlone College, Hartnell College, Lake Tahoe Community College, Mission College, College of San Mateo, and Cabrillo College.

Only courses and programs presented for college credit will be funded, transcribed and certified through one of the above accredited institutions.

Funds generated through this process offset the costs of each course, thereby reducing student fees for the student/agency and allowing us to present more courses. Consequently, we require all students taking one of our college-based courses to apply to the designated college using OpenCCC, the online college application system by which the majority of community colleges collects registration and transcription information.

Students will receive reservation confirmation and class information along with college application instructions approximately 45 days before the class starts. If applicable, you will be required to complete the college application process and submit your South Bay Registration Form, to include your OpenCCC and applicable College ID numbers no later than 30 days before the class start date. ****Failure to complete the college application process may result in your cancellation from the course or additional course/cancellation fees.***

Ryan Ruano

From: Hilton Garden Inn Confirmed <noreply@h4.hilton.com>
Sent: Thursday, February 4, 2021 2:31 PM
To: Ryan Ruano
Subject: Your Mar-21-2021 Confirmation #3145110392

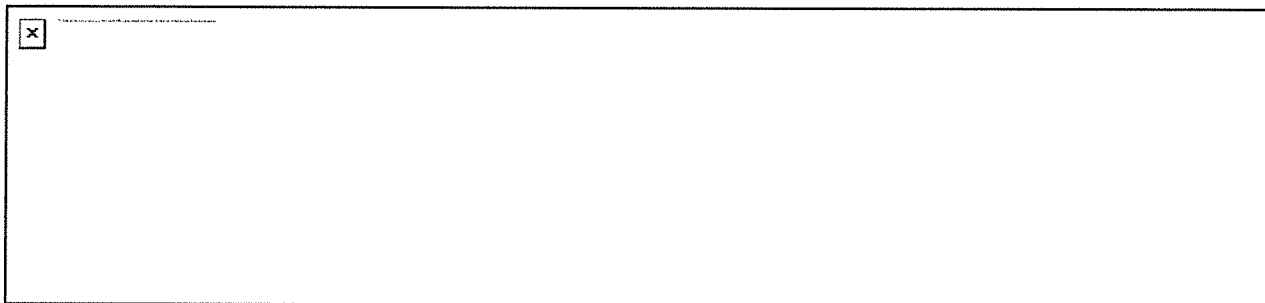
This message comes from an external sender. EXTERNAL SENDER WARNING!



See you soon, Ryan Ruano

Your reservation for Mar-21-2021 has been confirmed.

Confirmation #3145110392



Hilton Garden Inn Monterey

1000 Aguajito Road
Monterey CA 93940 US

[Maps & Directions >>](#)

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Due to the current travel environment, hotel amenities and services may be limited. Please check the [Hilton Garden Inn Monterey](#) hotel website for any updates provided by the hotel or to understand any local rules or restrictions that may be in place.

Your Room Information

Guest Name: Ryan Ruano
Guests: 1 Adult
Rooms: 1
Room Plan: 2 QUEEN BEDS BALCONY



Your Rate Information

HONORS DREAM AWAY

Rate per night

Mar-21-2021 - Mar-26-2021	135.20 USD
Mar-26-2021 - Mar-27-2021	159.20 USD
Mar-27-2021 - Mar-28-2021	167.20 USD
Mar-28-2021 - Apr-02-2021	135.20 USD

Total for Stay per Room Rate 1,678.40 USD

Taxes 255.62 USD

Total price for Stay 1,934.02 USD

[Modify Your Reservation >>](#)



What To Expect When You Arrive



Plan Ahead With These Tips:



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Rate Rules and Cancellation Policy

- There is a credit card required for this reservation.
- If you wish to cancel, please do by 11:59 p.m. on Mar-20-2021, to avoid cancellation penalties.
- When you check in, a hold may be placed on your card for the full anticipated amount to be owed to the hotel, including estimated incidentals, through your date of check-out. Any such hold may not be released for 72 hours from the date of check-out or longer at the discretion of your card issuer.
- If the slider is used to select a Points and Money combination, that selection is final once your stay is booked.

Comments & Requests | Additional Information



We are a smoke-free hotel

Tax

12.00% Per Room Per Night

2.00 Per Room Per Night

0.20% Per Room Per Night

1.60% Per Room Per Night

Self Parking: 15.00 USD daily



Please do not reply to this email as mail sent to this address cannot be answered. If you have any comments, please visit our [Contact Us](#) page and use our live chat or contact method.

Disclaimer: Room's location varies by hotel and the room booked may differ from room shown in this email.