

## The Commission's Standards and Training Committee

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**Role.** The primary role of the Standards and Training Committee is to support and advise the Commission on standards-related issues. The secondary role of the Committee is to identify training needs on standards-related issues and respond accordingly through the timely delivery of training.

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**Composition.** The Committee is comprised of nineteen (19) voting members appointed by the Commission.

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**Duties and Responsibilities.** Duties and responsibilities of the Standards and Training Committee include:

- ❑ **Reviewing All Changes to National Accreditation Standards.** The Committee recommends whether new or amended standards should be adopted for state Certification or Accreditation, and if for Accreditation, whether the standard should be mandatory or optional.
- ❑ **Proposing New Standards.** The Committee may recommend new standards to the Commission. Standards may be proposed to promote exemplary police practices. They may also be established to comply with state or federal court decisions or legislative acts pertaining to a law enforcement activity in Massachusetts. The Committee also reviews proposals to amend, rescind or develop new standards.
- ❑ **Interpreting Standards.** The Committee assists in clarifying the *intent* or *spirit* of a standard when there is confusion or a conflicting interpretation. When necessary, interpretations and clarifications are documented in Commission publications. The Committee also provides guidance on what would be *acceptable* to the Commission as proof of compliance.
- ❑ **Providing Self-Assessment Assistance.** To minimize non-compliance issues and corrective action during the on-site assessment phase, the Committee will review agency directives and documentation presented by the Commission's Executive Director to determine agency compliance, when compliance is questionable.
- ❑ **Updating the Commission's Assessment Checklists.** The Committee conducts regularly scheduled reviews of all Assessment Checklists to ensure that the evaluation measures for each standard clearly reflect Program standards as established by the Commission.
- ❑ **Commenting on Waiver Applications and Deciding on Appeals.** The Committee reviews and advises on waiver applications for mandatory standards deemed not applicable by an agency. Agencies may also appeal unfavorable decisions and recommendations made by the Executive Director or the Assessment Team dealing with the applicability of a mandatory standard or the inadequacy of compliance documentation. Following its review, the Committee is responsible for forwarding its findings and recommendations to the Commission for consideration and determination.

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### Duties and Responsibilities (continued)

- **Identifying Training Needs and Providing Regularly Scheduled Training Programs on Standards-related Matters.** Through needs assessment surveys and its business meetings, the Committee identifies subject-matter that relates to accreditation standards and develops training for Program members to facilitate and promote agency compliance with standards.

Training programs are intended to support Program members throughout the accreditation process in pursuit of certification and accreditation. This includes providing information and instructional material on each phase of the process to assist Accreditation Managers in particular, in their efforts to achieve and maintain their agency's award.

To that end and at a minimum, core Accreditation Manager Training Programs will be provided throughout the year (Pre-service, In-service and Specialized):

- *Pre-service* will prepare and equip the Accreditation Manager to begin the self-assessment phase of the accreditation process.
  - *In-service* will ensure that Accreditation Managers stay current on program changes such as new and amended standards as well as changes in the process.
  - *Specialized* training will target topical areas such as: (1) the subject matter of specific standards accompanied by corresponding sample compliance documentation; (2) how to prepare for the on-site assessment phase; and (3) accreditation maintenance systems.
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