

**DEPARTMENT TRAFFIC COORDINATOR
TRANSIT SERVICES BUREAU**

NOTICE
8.1.3

November 13, 2019

TO: All Department Personnel

FROM: Department Traffic Coordinator, Transit Services Bureau

SUBJECT: DRUG RECOGNITION EXPERT CERTIFICATION AND STIPEND

PURPOSE

The purpose of this Notice is to provide an overview of the Drug Recognition Expert (DRE) certification process and eligibility requirements for the DRE stipend.

BACKGROUND

The DRE Unit is assigned to Traffic Group and is responsible for training, certifying and recertifying all Department personnel on recognizing community members who are under the influence (DUI) of alcohol and/or drugs. The International Association of Chiefs of Police (IACP) credential the Drug Evaluation and Classification Program (DECP) and the California (CA) DRE State Coordinator regulate the DECP. The DRE Unit is the official liaison between the IACP and State Coordinator.

PROCEDURE

The Department has an established eligibility requirement to attend DRE school for any interested candidate. To be eligible for DRE School, a candidate must meet the following criteria:

1. Pass the Impaired Driver Apprehension Program (IDAP) with a minimum 90% score within the past five years;
2. Submit a completed DRE application to the DRE Unit; and,
3. Submit an updated Curriculum Vitae (CV) documenting your training and experience, including DUI, under the influence of narcotics investigations, and court testimony experience related to the above investigations to the DRE Unit.

Once the above criteria have been satisfied, the candidate will be placed on a waiting list. Candidates will be scheduled with priority to those applicants that are assigned to patrol and traffic assignments.

OFFICIAL CORRESPONDENCE REVIEW FORM

INITIATED BY: (NAME, BUREAU OR DIVISION, ETC.) Commander Beverly A. Lewis, Commanding Officer, Traffic Group	DATE: September 11, 2019
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STAFF OFFICER ASSIGNED: (NAME, BUREAU OR DIVISION, PHONE EXTENSION, ETC.)
 Lieutenant David Ferry, Traffic Group (213)486-0680

SUBJECT:
DTC Notice: DRE CERTIFICATION AND STIPEND

Routing Order:	Reviewer Initials:	DIVISION / BUREAU / OFFICE	Routing Order:	Reviewer Initials:	DIVISION / BUREAU / OFFICE
1	(OK)	TRAFFIC COORDINATION SECTION			CENTRAL TRAFFIC DIVISION
		SPECIAL ENFORCEMENT SECTION			SOUTH TRAFFIC DIVISION
		OFFICE OF OPERATIONS			VALLEY TRAFFIC DIVISION
		OPERATIONS-CENTRAL BUREAU			WEST TRAFFIC DIVISION
		OPERATIONS-SOUTH BUREAU	BL	2	COMMANDING OFFICER, TRAFFIC GROUP
		OPERATIONS-WEST BUREAU		3	COMMANDING OFFICER, TRANSIT SERVICES BUREAU
		OPERATIONS-VALLEY BUREAU		4	DIRECTOR, OFFICE OF SPECIAL OPERATIONS
		INFORMATION TECHNOLOGY BUREAU		5	OFFICE OF THE CHIEF OF POLICE - Administrative Section
		ADMINISTRATIVE SERVICES BUREAU		6	CHIEF OF STAFF
7	am	Policies and Procedures Div			CHIEF OF POLICE
8	11/2-19	Mailroom			PSTB TRAVEL AUTHORITY

REFERENCE NUMBERS:

OSO #:	TSB #:	TG #:	DIVISION #:
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 Transit Services Bureau

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DRE Certification Requirements

The IACP has established requirements necessary to become a Certified DRE. These requirements are comprised of the following:

1. Pass the Department's DRE School with a minimum of 80% score;
2. Complete a minimum of 12 field (hands-on) evaluations, being the primary evaluator on at least six, within 90 days of completing DRE School;
 - a. All 12 evaluations supervised by a DRE Instructor
 - b. Be correct in your opinion 75% of the time (supported by toxicology)
 - c. Identify three different drug categories within the 12 or more evaluations
 - d. Enter all evaluations into the National Highway Traffic Safety Administration (NHTSA) tracking system and print a "Rolling Log"
3. Submit an updated CV;
4. Two DRE instructors who supervised an evaluation must approve certification; and,
5. Pass the Final Knowledge Examination.

Upon completion, all documentation shall be submitted to the DRE Unit for packet review. Once the packet is reviewed by the Commanding Officer, Traffic Group, the candidate's packet will be certified by the Agency Coordinator and submitted to the State Coordinator for review and approval. The DRE Certification is valid two years.

Note: In the event the State Coordinator reviews a DRE candidate's packet and does not approve of certification, the candidate will be deemed NOT CERTIFIED. The DRE Unit will assist to resolve any discrepancies identified.

To remain Certified and in good standing, the following is required:

1. Attend an eight (8) hour DRE recertification class presented by the Department's DRE Unit, pass the written test and accurately complete the fill in a blank Drug Matrix;
2. Submit four (4) evaluation reports in class, three of which are completed in the field with confirmatory toxicology and one is completed in the recertification class supervised by a DRE Instructor;
3. Submit an updated NHTSA tracking system log in class; and,
4. Submit an updated CV in class.

The IACP has established that a DRE is considered not in "good standing" and shall be decertified when the following condition exists:

- Evidence of improper performance of DRE evaluations, noncompliance with International Standards of the DECP or local state standards;

- Performance or ethical issues, even if not directly related to the duties as a DRE, which restrict the DRE's ability to testify in court, impacts the DRE's credibility, or brings discredit upon the DECP;
- The DRE voluntarily requests to be removed from the program; or
- The agency submits a written request to the DEC Program State Coordinator requesting decertification of an agency DRE for agency needs.

DRE Instructors Certification

The CA DRE State Coordinator has established requirements necessary to become a Certified DRE Instructor. The following are the requirements to be completed by all DRE Instructors:

1. Be a certified and current DRE in the State of California for at least two years;
2. Have passed the LAPD Academy Instructor Certificate Course (AICC) prior to attending DRE Instructor School;
3. Must be recommended by two current Department DRE Instructors;
4. The NHTSA Tracking System must be current and submit a copy of DRE rolling log from that system;
5. Submit an updated CV; and
6. Submit a summary of experience in teaching and instruction, with an emphasis on how your experience will benefit the DRE program, the Department, and the State of California.

Upon completion, all documentation shall be submitted to the DRE Unit for packet review. Once the packet is reviewed by the Commanding Officer, Traffic Group, the candidate's packet will be certified by the Agency Coordinator and submitted to the State Coordinator for review and approval. The DRE Instructor Certification is concurrent with the two-year DRE certification.

DRE Instructors Re-Certification

The following additional requirements are required to be completed by all DRE Instructors:

1. Submit proof of teaching eight (8) hours of DRE curriculum in class, which can be documented on your Instructor CV; and,
2. Attend one instructor recertification seminar per year of certification cycle; and
3. Oversee four DRE Evaluations

DRE Stipend

The DRE Unit will submit a monthly report to Fiscal Operations Divisions (FOD) of all DREs that are Certified and are in good standing to ensure the DRE stipend is allocated. It is

incumbent upon any DRE to notify the Department's DRE Unit if they are unable to perform their duties as a DRE officer. Once a DRE is decertified and/or is no longer in good standing, the DRE will be ineligible to receive the DRE stipend. The stipend may be reinstated when the DRE is recertified or is determined to be good standing with the Department, State Coordinator, and IACP. Any DRE who fails to be certified and in good standing will be reported to the Commanding Officer, Traffic Group, for review and final determination.

Any DRE who is no longer certified and in good standing will receive a notice from the DRE Unit that they are no longer certified to conduct DRE evaluations and will no longer receive the stipend. Notification, however, is not required to cease stipend pay.

Any questions regarding this Notice, shall be directed to DRE Unit, Traffic Group, at (213) 486-0690.



BLAKE H. CHOW, Deputy Chief
Department Traffic Coordinator
Transit Services Bureau

APPROVED:



BOB GREEN, Deputy Chief
Chief of Staff
Office of the Chief of Police

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