

**Nomination Form****POST Excellence in Training Award****Application for 2015 Nominees**[POST Home](#)[California Home](#)[Section 1 – Nominee](#)[Section 2 – Nominator](#)[Section 3 – Justification](#)[Section 4 – Documentation](#)**Section 1. Nominee Information**1. **Award Category** (select one only) ☒ **Individual** ☐ **Lifetime** ☐ **Organizational**2. **Nominee** Kelli Florman3. **Title** (if applicable) Academy Coordinator4. **Agency/Organization** (if applicable) Palomar College Police Academy5. **Mailing Address**6. **Contact Numbers****Section 2. Nominator Information**7. **Name** Shanon Dreyer8. **Title** Academy Director9. **Agency/Organization** Palomar College Police Academy10. **Mailing Address**11. **Contact Numbers**12. **Department Head/CEO**13. **Signature****Complete all remaining sections. Attach additional pages if needed.**[Section 3 – Justification](#)[Section 4 – Documentation](#)[How to Submit](#)

Nomination Form: POST Excellence in Training Award Application for 2015 Nominees

[Section 1 – Nominee](#)[Section 2 – Nominator](#)[Section 3 – Justification](#)[Section 4 – Documentation](#)

Section 3. Justification for Nomination – REQUIRED

14. Describe the individual's or organization's purpose and training responsibility.

Kelli Florman has been the Palomar College Police Academy Coordinator since January 2014. She oversees the day-to-day operation of the academy and supervises the instructors and RTO staff. She ensures the academy is complying with all POST regulations and best practices. She also reviews all instructor lesson plans to ensure training is delivered in accordance to the TTS.

15. Describe the nominee's overall achievement.

In record time, Kelli did two things when she came to Palomar Police Academy. First, within a few weeks, she brought our program into compliance by submitting a complete and updated Expanded Course Outline and Hourly Distribution Schedule that adhered to the Training and Testing Specifications. She also updated our Safety Policy and created a new Test Use and Security Policy. In addition to resolving these immediate needs, she has continued throughout her tenure here to recognize equipment deficiencies that impacted training and rectify them. For example, she arranged the donation of 60 gas masks required to conduct Chemical Agents training. She also got instructor input to purchase needed equipment for state-of-the-art training in Arrest and Control, Physical Training, and CPR/First Aid.

Second, within a few months she completed the college curriculum requirements to change our Basic Course Extended into a Modular Format academy set to begin in January 2016. Navigating the curriculum process with the college and getting approval for major course changes is very arduous, and Kelli was able to single-handedly accomplish the task.

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Section 3. Justification for Nomination *continued*

16. Give explanations for each of the following three criteria to support your nomination.

a) Innovation

Kelli has created several innovative forms and documents that have helped the academy to run smoothly. For example, she created an Excel spreadsheet that tracks student grades, attendance, and class rank. The spreadsheet calculates accurate individual attendance hours, and running totals turn red when a student has exceeded the 5% rule. She created a Non-Participation report that documents all absences, including absences involving legislative mandates or required learning activities. She created a Role-Player Release Form to limit the academy's liability when using role-players for scenarios.

b) Impact

Changing our academy to the Modular Format will address a huge unmet training need in San Diego and Imperial Counties. Our academy will offer the only Module I in the region. Grossmont College and Imperial Valley College offer Modules III and II, and their students have been unable to finish their basic training locally and were forced to travel almost 100 miles to the nearest Module I training site. In addition, local agencies have not had a place to send their Level II Reserves to turn them into Level I Reserves. The San Diego County Sheriff's Department was in immediate contact with us in December of 2014 when word first spread of our switch to the Modular Format, and they plan to sponsor ten Level II Reserves in our inaugural Module I course in 2016.

In addition to the impact the new format will have on regional training needs, the new format will also have a positive impact on the college and our students. Our academy has traditionally been presented in a Regular Basic Extended Format, one course running from January through December. By switching to a Modular Format, we will now be able to add students throughout the year to replenish those lost through resignation or termination. This change will increase our enrollment and make our program more financially sustainable. Students themselves who are unable to finish the year-long program due to injury or family/work obligations will no longer have to start the year-long training from scratch. Instead, once students have completed a Module, they will not have to completely start over, which will save them valuable time and money.

c) Reputation/Recognition

Kelli has created a stellar reputation with POST and other training academies around the state. On several occasions, POST has asked Kelli for permission to share with other academies her forms and documents, including her policy and procedure manuals, Expanded Course Outlines, Hourly Distribution Schedules, and Role-Player Release Form.

Kelli was awarded the Palomar College Confidential and Supervisory Team (CAST) Employee of the Year Award in her first year of eligibility in recognition of her strong work ethic and for completing the monumental task of changing our program to the Modular Format.

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Section 4. Support Documentation – REQUIRED

17. Provide a brief list of any supporting documents included with this application.

- 1) Sample Student Grade/Attendance Record
- 2) Non-Participation Form
- 3) Role-Player Release Form
- 4) Instructor Audio-Visual Training Approval Form
- 5) Table of Contents for Staff Policies and Procedures Manual

To complete your application:

- 1) Make sure you have filled in all applicable sections.
- 2) Print and sign form.
- 3) Attach all supporting documents.
- 4) Send your completed application to:



**Excellence in Training Screening Committee
c/o California POST
Executive Office
860 Stillwater Road, Suite 100
West Sacramento, CA 95605**

Application questions: 916.227.2808 — Janice Bullard