

JUSTICE AND PUBLIC SAFETY CABINET
Kentucky Law Enforcement Council
(Amended at ARRS Committee)

503 KAR 1:170. Career Development Program.

RELATES TO: KRS 15.310

STATUTORY AUTHORITY: KRS 15.330(1)(d), (h)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 15.330(1)(d) authorizes the Kentucky Law Enforcement Council to establish and prescribe minimum standards and qualifications for voluntary career development programs for certified peace officers and telecommunicators (public safety dispatchers). This administrative regulation establishes a Career Development Program for Kentucky certified peace officers and telecommunicators (public safety dispatchers).

Section 1. Definitions.

- (1) "Chief executive" means the highest level position in a law enforcement agency with direct operational and administrative responsibility for the policies and performance of the agency.
- (2) "Conceptual skills course" means a course that emphasizes planning, organization, goal setting abilities, strategic orientation, or provides material related to higher order abstractions that force conceptual thinking.
- (3) "Executive" means a position in the immediate line of authority under the chief executive who has the delegated responsibility for operational and administrative functions of the agency or division.
- (4) "Human skills course" means a course relating to cultural diversity, problem solving, leadership, interpersonal communication, group communication, or training abilities.
- (5) "KLEC" means the Kentucky Law Enforcement Council.
- (6) "Manager" means a position within law enforcement or public safety dispatch:
 - (a) Between the executive and supervisor positions; and
 - (b) Which is responsible for the supervision of supervisory employees, and possibly involving planning, organization, public relations, discipline, or general administrative work.
- (7) "Public Safety Dispatch" means telecommunications as described in KRS 15.530-15.590.
- (8) "Public Safety Dispatcher" means a telecommunicator as described in KRS 15.530-15.590.
- (9) "Supervisor" means a position which is responsible:
 - (a) For the direct supervision of nonsupervisory personnel; and
 - (b) Possibly for line duties in law enforcement or public safety dispatch.
- (10) "Technical skills course" means a course relating to operational or tactical abilities.

Section 2. Skill Area Determination.

- (1) Based on the definitions in Section 1 of this administrative regulation, the KLEC shall determine whether a law enforcement or public safety dispatch course is categorized as a:
 - (a) Conceptual skills course;
 - (b) Human skills course; or
 - (c) Technical skills course.
- (2) If a new course is approved or recognized by the KLEC, pursuant to 503 KAR 1:090 and 503 KAR 1:120, the council shall categorize the course in accordance with subsection (1) of this section.
- (3) A law enforcement or public safety dispatch course may be categorized in up to two (2) different categories.

Section 3. Application for Career Development Program. A peace officer or public safety dispatcher who wishes to apply for a particular career step certificate shall:

(1) Complete a "Form 1 Participant Commitment Form", which shall include the following:

- (a) Applicant's name and agency;
- (b) Social Security number and date of birth;
- (c) Current rank and full time employee status;
- (d) The program to which the applicant wishes to commit;
- (e) Signature of the applicant; and
- (f) Signature of the applicant's agency head;

(2) Submit one (1) of the following application forms for the specific career development step for which the participant wishes to apply:

- (a) Intermediate Law Enforcement Officer;
- (b) Advanced Law Enforcement Officer;
- (c) Law Enforcement Officer Investigator;
- (d) Law Enforcement Traffic Officer;
- (e) Law Enforcement Supervisor;
- (f) Law Enforcement Manager;
- (g) Law Enforcement Executive;
- (h) Intermediate Public Safety Dispatcher;
- (i) Advanced Public Safety Dispatcher;
- (j) Public Safety Dispatcher Supervisor;
- (k) Public Safety Dispatcher Manager/Director;
- (l) Law Enforcement Chief Executive;
- (m) Law Enforcement Training Officer;
- (n) Law Enforcement Officer Advanced Investigator;
- (o) Crime Scene Processing Officer;
- (p) Communications Training Officer;
- (q) Crime Scene Technician;
- (r) School Resource Officer I;
- (s) School Resource Officer II;
- (t) School Resource Officer III;
- (u) Law Enforcement Tactical Officer;
- (v) Law Enforcement Canine Officer;
- (w) Sheriff Supervisor;
- (x) Sheriff Manager;
- (y) Sheriff Executive;
- (z) Sheriff Chief Executive; or
- (aa) Investigative Public Safety Dispatcher;[.]

(3) Include the following information on the application form:

- (a) Applicant's name and agency;
- (b) Social Security number and date of birth;
- (c) Date of employment with current agency;
- (d) Current rank or title and date of promotion to that position;
- (e) Employment history;
- (f) Training history;
- (g) Educational history;
- (h) Signature of program applicant; and
- (i) College and training credit hours applied to the requirements of the particular program to which the applicant wishes to apply; and

(4) Submit an official copy of a transcript or other documentation showing that the applicant has successfully completed the required:

- (a) KLEC-approved or recognized courses; and
- (b) College courses.

Section 4. In-service Training, College, Out-of-state Work Experience, Retroactive Credit.

- (1) The KLEC shall approve in-service training before it is applied toward a career development step.
- (2) A program participant shall not receive more than one (1) program credit for an in-service training course.
- (3) Retroactivity. Participants in the Career Development Program may be granted credit for college courses and KLEC-approved training received prior to the implementation of the program.
- (4) Fifteen (15) hours of KLEC-approved classroom training may be substituted for one (1) hour of college credit by program participants.
- (5) A program participant may apply out-of-state work experience toward the requirements of a career development step. To receive credit, the participant shall submit a written request describing the past experience and any supporting documentation to the KLEC for approval.

Section 5. Intermediate Law Enforcement Officer Certificate. To demonstrate proficiency in the Intermediate Law Enforcement Officer Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2);
- (2) Earn 160 additional hours of KLEC-approved or recognized in-service training, of which:
 - (a) Sixty (60) percent (ninety-six (96) hours) shall be in technical skills development; and
 - (b) Forty (40) percent (sixty-four (64) hours) shall be in human skills development; and
- (3) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a bachelor's degree;
 - (b) Four (4) years of experience and an associate's degree;
 - (c) Four (4) years of experience and ninety-five (95) hours of college credit;
 - (d) Five (5) years of experience and eighty (80) hours of college credit;
 - (e) Six (6) years of experience and sixty-five (65) hours of college credit;
 - (f) Seven (7) years of experience and fifty (50) hours of college credit; or
 - (g) Eight (8) years of experience and thirty-five (35) hours of college credit.

Section 6. Advanced Law Enforcement Officer Certificate. To demonstrate proficiency in the Advanced Law Enforcement Officer Career Step, a peace officer shall:

- (1) Complete the Intermediate Law Enforcement Career Step;
- (2) Earn 160 additional hours of KLEC-approved or recognized in-service training, of which:
 - (a) Forty (40) percent (sixty-four (64) hours) shall be in technical skills development;
 - (b) Forty (40) percent (sixty-four (64) hours) shall be in human skills development; and
 - (c) Twenty (20) percent (32 hours) shall be in conceptual skills development; and
- (3) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Four (4) years of experience and a master's degree;
 - (b) Six (6) years of experience and a bachelor's degree;
 - (c) Eight (8) years of experience and an associate's degree;

- (d) Eight (8) years of experience and 110 hours of college credit;
- (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
- (f) Ten (10) years of experience and eighty (80) hours of college credit;
- (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
- (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 7. Law Enforcement Supervisor Certificate. To demonstrate proficiency in the Law Enforcement Supervisor Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2);
- (2) Earn a minimum of 160 additional hours of KLEC-approved or recognized in-service training as follows:
 - (a) Forty (40) hours of technical skills development courses;
 - (b) Forty (40) hours of conceptual skills development courses; and
 - (c) Eighty (80) hours in one (1) of the following options of courses:
 - 1. Academy of Police Supervision;
 - 2. The forty (40) hour basic supervisor's course and forty (40) hour advanced supervisor's course; or
 - 3. A KLEC-approved or recognized equivalent course; and
- (3) Have one (1) of the following combinations of full-time supervisory law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a master's degree;
 - (b) Four (4) years of experience and a bachelor's degree;
 - (c) Six (6) years of experience and an associate's degree;
 - (d) Six (6) years of experience and ninety-five (95) hours of college credit;
 - (e) Seven (7) years of experience and eighty (80) hours of college credit;
 - (f) Eight (8) years of experience and sixty-five (65) hours of college credit; or
 - (g) Nine (9) years of experience and fifty (50) hours of college credit.

Section 8. Law Enforcement Manager Certificate. To demonstrate proficiency in the Law Enforcement Manager Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2);
- (2) Complete the:
 - (a) Criminal Justice Executive Development Course;
 - (b) School for Strategic Leadership;
 - (c) Federal Bureau of Investigation (FBI) National Academy;
 - (d) University of Louisville Southern Police Institute Administrative Officers Course;
 - (e) Northwestern University School of Police Staff and Command;
 - (f) Police Executive Leadership College; or
 - (g) Another management leadership course recognized and approved by the KLEC as equal to one (1) of the above courses; and
- (3) Have one (1) of the following combinations of full-time law enforcement management experience and credits from an accredited College or University, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a master's degree;
 - (b) Four (4) years of experience and a bachelor's degree;
 - (c) Six (6) years of experience and an associate's degree;
 - (d) Six (6) years of experience and ninety-five (95) hours of college credit;
 - (e) Seven (7) years of experience and eighty (80) hours of college credit;
 - (f) Eight (8) years of experience and sixty-five (65) hours of college credit; or
 - (g) Nine (9) years of experience and fifty (50) hours of college credit.

Section 9. Law Enforcement Executive Certificate.

(1) To demonstrate proficiency in the Law Enforcement Executive Career Step, a peace officer shall:

- (a) Have active peace officer certification in accordance with KRS 15.386(2);
 - (b) Successfully complete:
 - 1. Orientation for New Chiefs;
 - 2. Mandatory Duties of the Sheriff;
 - 3. School for Strategic Leadership;
 - 4. Three (3) Police Executive Command courses;
 - 5. Three (3) Current Leadership Issues for Mid-level Executives (CLIMES) courses;or
 - 6. Another executive leadership course recognized and approved by the KLEC as equal to one (1) of the courses listed in subparagraphs 1 through 5 of this paragraph;
 - (c) Successfully complete one (1) of the following:
 - 1. 120 hours of training in conceptual or human skills development; or
 - 2. Law Enforcement Management Career Step, plus forty (40) hours training in conceptual or human skills development; and
 - (d) Have one (1) of the following combinations of full-time executive law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - 1. Two (2) years of experience and a bachelor's degree;
 - 2. Three (3) years of experience and sixty (60) hours of college credit; or
 - 3. Four (4) years of experience and thirty (30) hours of college credit.
- (2) Points earned from in-service training courses shall not be used to substitute for college credit in the Law Enforcement Executive Career Step.

Section 10. Law Enforcement Chief Executive Certificate.

(1) To demonstrate proficiency in the Law Enforcement Chief Executive Career Step, a peace officer shall:

- (a) Successfully complete:
 - 1. Orientation for New Chiefs;
 - 2. Mandatory Duties of the Sheriff;
 - 3. School for Strategic Leadership;
 - 4. Three (3) Police Executive Command courses;
 - 5. Three (3) Current Leadership Issues for Mid-level Executives (CLIMES) courses;or
 - 6. Another executive leadership course recognized by the KLEC as equal to one (1) of the courses listed in subparagraphs 1 through 5 of this paragraph;
 - (b) Successfully complete one (1) of the following:
 - 1. 120 hours of training in conceptual or human skills development; or
 - 2. Law Enforcement Management Career Step, plus forty (40) hours training in conceptual or human skills development; and
 - (c) Have one (1) of the following combinations of full-time executive law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - 1. Two (2) years of experience and a bachelor's degree;
 - 2. Three (3) years of experience and sixty (60) hours of college credit; or
 - 3. Four (4) years of experience and thirty (30) hours of college credit.
- (2) Points earned from in-service training courses shall not be used to substitute for college credit in the Law Enforcement Chief Executive Career Step.

Section 11. Law Enforcement Officer Investigator Certificate. To demonstrate proficiency in the Law Enforcement Investigator Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2);

(2) Complete 200 hours of KLEC-approved or recognized in-service training, consisting of:

- (a) Eighty (80) hour Criminal Investigations I course or KLEC-approved or recognized equivalent; and
 - (b) 120 training hours in investigative courses identified by the KLEC; and
- (3) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
- (a) Four (4) years of experience and a master's degree;
 - (b) Six (6) years of experience and a bachelor's degree;
 - (c) Eight (8) years of experience and an associate's degree;
 - (d) Eight (8) years of experience and 110 hours of college credit;
 - (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
 - (f) Ten (10) years of experience and eighty (80) hours of college credit;
 - (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
 - (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 12. Law Enforcement Traffic Officer Certificate. To demonstrate proficiency in the Law Enforcement Traffic Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2);
- (2) Complete 200 hours of in-service training, consisting of:
 - (a) Forty (40) hour Collision Investigation Techniques course or a KLEC-approved equivalent; and
 - (b) 160 training hours in traffic courses identified by the KLEC; and
- (3) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Four (4) years of experience and a master's degree;
 - (b) Six (6) years of experience and a bachelor's degree;
 - (c) Eight (8) years of experience and an associate's degree;
 - (d) Eight (8) years of experience and 110 hours of college credit;
 - (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
 - (f) Ten (10) years of experience and eighty (80) hours of college credit;
 - (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
 - (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 13. Communications Training Officer Certificate. To demonstrate proficiency in the Communications Training Officer Career Step, a person shall:

- (1) Have active certification as a:
 - (a) CJIS telecommunicator in accordance with KRS 15.565; or
 - (b) Non-CJIS telecommunicator in accordance with KRS 15.560;
- (2) Complete the following courses:
 - (a) Forty (40) hour Communications Training Officer course;
 - (b) Sixteen (16) hour Communications Training Officer: Developing a Training Program course;
 - (c) Eight (8) hour Ethics course; and
 - (d) A sixteen (16) hour Cultural Awareness course; and
- (3) Have one (1) of the following combinations of full-time telecommunications experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a bachelor's degree;
 - (b) Three (3) years of experience and twenty (20) hours of college credit or an associate's degree;

- (c) Four (4) years of experience and fifteen (15) hours of college credit;
- (d) Five (5) years of experience and ten (10) hours of college credit; or
- (e) Six (6) years of experience and five (5) hours of college credit.

Section 14. Intermediate Public Safety Dispatcher Certificate. To demonstrate proficiency in the Intermediate Public Safety Dispatcher Career Step, a person shall:

- (1) Have active certification as a telecommunicator in accordance with KRS 15.560 or KRS 15.565;
- (2) Complete fifty-six (56) hours of KLEC-approved public safety dispatch courses; and
- (3) Have one (1) of the following combinations of full-time telecommunications experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a bachelor's degree;
 - (b) Three (3) years of experience and twenty (20) hours of college credit or an associate's degree;
 - (c) Four (4) years of experience and ten (10) hours of college credit; or
 - (d) Five (5) years of experience and five (5) hours of college credit;[.

Section 15. Advanced Public Safety Dispatcher Certificate. To demonstrate proficiency in the Advanced Public Safety Dispatcher Career Step, a person shall:

- (1) Have active certification as a telecommunicator in accordance with KRS 15.560 or KRS 15.565;
- (2) Complete the Intermediate Public Safety Dispatcher Career Step;
- (3) Complete fifty-six (56) hours of KLEC-approved public safety dispatch courses; and
- (4) Have one (1) of the following combinations of full-time telecommunications experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a bachelor's degree;
 - (b) Three (3) years of experience and twenty (20) hours of college credit or an associate's degree;
 - (c) Four (4) years of experience and fifteen (15) hours of college credit;
 - (d) Five (5) years of experience and ten (10) hours of college credit; or
 - (e) Six (6) years of experience and five (5) hours of college credit.

Section 16. Public Safety Dispatcher Supervisor Certificate. To demonstrate proficiency in the Public Safety Dispatcher Supervisor Career Step, a person shall:

- (1) Have active certification as a telecommunicator in accordance with KRS 15.560 or KRS 15.565;
- (2) Complete the Advanced Public Safety Dispatcher Career Step;
- (3) Successfully complete eighty (80) hours of KLEC-approved public safety dispatch leadership courses; and
- (4) Have one (1) of the following combinations of full-time public safety dispatch experience in a supervisory position and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a bachelor's degree ;
 - (b) Three (3) years of experience and twenty-five (25) hours of college credit or an associate's degree;
 - (c) Four (4) years of experience and twenty (20) hours of college credit;
 - (d) Five (5) years of experience and fifteen (15) hours of college credit;
 - (e) Six (6) years of experience and ten (10) hours of college credit; or
 - (f) Seven (7) years of experience and five (5) hours of college credit.

Section 17. Public Safety Dispatcher Manager/Director Certificate. To demonstrate proficiency in the Public Safety Dispatcher Manager/Director Career Step, a person shall:

- (1) Have active certification as a telecommunicator in accordance with KRS 15.560 or KRS 15.565;
- (2) Obtain the Public Safety Dispatcher Supervisor Certificate;
- (3) Successfully complete Executive Development I, II, and III or eighty (80) hours of KLEC-approved public safety dispatch leadership courses; and
- (4) Have one (1) of the following combinations of full-time telecommunications experience in a management position and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a bachelor's degree;
 - (b) Three (3) years of experience and twenty-five (25) hours of college credit or an associate's degree;
 - (c) Four (4) years of experience and twenty (20) hours of college credit;
 - (d) Five (5) years of experience and fifteen (15) hours of college credit;
 - (e) Six (6) years of experience and ten (10) hours of college credit; or
 - (f) Seven (7) years of experience and five (5) hours of college credit.

Section 18. Law Enforcement Training Officer. To demonstrate proficiency in the Law Enforcement Training Career Step, a peace officer shall have:

- (1) Active peace officer certification in accordance with KRS 15.386(2);
- (2) Have successfully completed the following:
 - (a) Intermediate Law Enforcement Officer Certificate;
 - (b) Advanced Law Enforcement Officer Certificate; and
 - (c) 120 hours of in-service training, which shall include:
 1. Police Training Officer course;
 2. Field Instructor course; and
 3. Crisis Intervention Training or Law Enforcement Response to Special Needs Population; and
- (3) One (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Four (4) years of experience and a master's degree;
 - (b) Six (6) years of experience and a bachelor's degree;
 - (c) Eight (8) years of experience and an associate's degree;
 - (d) Eight (8) years of experience and 110 hours of college credit;
 - (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
 - (f) Ten (10) years of experience and eighty (80) hours of college credit;
 - (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
 - (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 19. Law Enforcement Officer Advanced Investigator. To demonstrate proficiency in the Law Enforcement Officer Advanced Investigator Career Step, a peace officer shall have:

- (1) Active peace officer certification in accordance with KRS 15.386(2);
- (2) Successfully completed the following:
 - (a) Law Enforcement Officer Investigator Certificate; and
 - (b) 160 hours of electives in investigations courses approved or recognized by the Kentucky Law Enforcement Council; and
- (3) One (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Four (4) years of experience and a master's degree;
 - (b) Six (6) years of experience and a bachelor's degree;
 - (c) Eight (8) years of experience and an associate's degree;
 - (d) Eight (8) years of experience and 110 hours of college credit;

- (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
- (f) Ten (10) years of experience and eighty (80) hours of college credit;
- (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
- (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 20. Crime Scene Processing Officer. To demonstrate proficiency in the Crime Scene Processing Officer career step, a peace officer shall have:

- (1) Active peace officer certification in accordance with KRS 15.386(2);
- (2) Successfully completed the Kentucky Criminalistics Academy or the National Forensic Academy; and
- (3) One (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Four (4) years of experience and a master's degree;
 - (b) Six (6) years of experience and a bachelor's degree;
 - (c) Eight (8) years of experience and an associate's degree;
 - (d) Eight (8) years of experience and 110 hours of college credit;
 - (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
 - (f) Ten (10) years of experience and eighty (80) hours of college credit;
 - (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
 - (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 21. Crime Scene Technician. To demonstrate proficiency in the Crime Scene Technician career step, a peace officer shall have:

- (1) Active peace officer certification in accordance with KRS 15.386(2);
- (2) Successfully completed the Crime Scene Technician portion of the Kentucky Criminalistics Academy or have completed any of the following courses to equal not less than 200 hours:
 - (a) Bloodstain Pattern Recognition;
 - (b) Forensic Mapping;
 - (c) CAD Zone;
 - (d) Fingerprint Pattern Recognition and Comparison Techniques;
 - (e) Digital Photography;
 - (f) Advanced Latent Fingerprints;
 - (g) Crime Scene Investigation; or
 - (h) Any KLEC-approved course equivalents; and
- (3) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Four (4) years of experience and a master's degree;
 - (b) Six (6) years of experience and a bachelor's degree;
 - (c) Eight (8) years of experience and an associate's degree;
 - (d) Eight (8) years of experience and 110 hours of college credit;
 - (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
 - (f) Ten (10) years of experience and eighty (80) hours of college credit;
 - (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
 - (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 22. School Resource Officer I Certificate. To demonstrate proficiency in the School Resource Officer I Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2) and active school resource officer I certification in accordance with KRS 158.4414;

(2) Earn 160 additional hours of KLEC-approved or recognized in-service training, of which:

(a) Sixty (60) percent (ninety-six (96) hours) shall be in technical skills development; and

(b) Forty (40) percent (sixty-four (64) hours) shall be in human skills development; and

(3) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:

(a) Two (2) years of experience and a bachelor's degree;

(b) Four (4) years of experience and an associate's degree;

(c) Four (4) years of experience and ninety-five (95) hours of college credit;

(d) Five (5) years of experience and eighty (80) hours of college credit;

(e) Six (6) years of experience and sixty-five (65) hours of college credit;

(f) Seven (7) years of experience and fifty (50) hours of college credit; or

(g) Eight (8) years of experience and thirty-five (35) hours of college credit.

Section 23. School Resource Officer II Certificate. To demonstrate proficiency in the School Resource Officer II Career Step, a peace officer shall:

(1) Complete the School Resource Officer I Career Step;

(2) Have active certification in accordance with KRS 15.386(2) and active school resource officer I and II certification in accordance with KRS 158.4414;

(3) Earn 160 additional hours of KLEC-approved or recognized in-service training, of which:

(a) Forty (40) percent (sixty-four (64) hours) shall be in technical skills development;

(b) Forty (40) percent (sixty-four (64) hours) shall be in human skills development; and

(c) Twenty (20) percent (thirty-two (32) hours) shall be in conceptual skills development; and

(4) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:

(a) Four (4) years of experience and a master's degree;

(b) Six (6) years of experience and a bachelor's degree;

(c) Eight (8) years of experience and an associate's degree;

(d) Eight (8) years of experience and 110 hours of college credit;

(e) Nine (9) years of experience and ninety-five (95) hours of college credit;

(f) Ten (10) years of experience and eighty (80) hours of college credit;

(g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or

(h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 24. School Resource Officer III Certificate. To demonstrate proficiency in the School Resource Officer III Career Step, a peace officer shall:

(1) Complete the School Resource Officer I and II Career Step;

(2) Have active certification in accordance with KRS 15.386(2) and active school resource officer I, II and III certification in accordance with KRS 158.4414;

(3) Earn 160 additional hours of KLEC-approved or recognized in-service training, of which:

(a) Forty (40) percent (sixty-four (64) hours) shall be in technical skills development;

(b) Forty (40) percent (sixty-four (64) hours) shall be in human skills development; and

(c) Twenty (20) percent (32 hours) shall be in conceptual skills development; and

(4) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:

- (a) Four (4) years of experience and a master's degree;
- (b) Six (6) years of experience and a bachelor's degree;
- (c) Eight (8) years of experience and an associate's degree;
- (d) Eight (8) years of experience and 110 hours of college credit;
- (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
- (f) Ten (10) years of experience and eighty (80) hours of college credit;
- (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
- (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 25. Law Enforcement Tactical Officer Certificate. To demonstrate proficiency in the Law Enforcement Tactical Officer Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2);
- (2) Complete 200 hours of in-service training, consisting of KLEC approved tactical courses; and
- (3) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Four (4) years of experience and a master's degree;
 - (b) Six (6) years of experience and a bachelor's degree;
 - (c) Eight (8) years of experience and an associate's degree;
 - (d) Eight (8) years of experience and 110 hours of college credit;
 - (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
 - (f) Ten (10) years of experience and eighty (80) hours of college credit;
 - (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
 - (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 26. Law Enforcement Canine Officer Certificate. To demonstrate proficiency in the Law Enforcement Canine Officer Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2);
- (2) Complete 200 hours of in-service training, consisting of KLEC recognized canine courses; and
- (3) Have one (1) of the following combinations of full-time law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Four (4) years of experience and a master's degree;
 - (b) Six (6) years of experience and a bachelor's degree;
 - (c) Eight (8) years of experience and an associate's degree;
 - (d) Eight (8) years of experience and 110 hours of college credit;
 - (e) Nine (9) years of experience and ninety-five (95) hours of college credit;
 - (f) Ten (10) years of experience and eighty (80) hours of college credit;
 - (g) Eleven (11) years of experience and sixty-five (65) hours of college credit; or
 - (h) Twelve (12) years of experience and fifty (50) hours of college credit.

Section 27. Sheriff Supervisor Certificate. To demonstrate proficiency in the Sheriff Supervisor Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2);
- (2) Earn a minimum of 160 additional hours of KLEC-approved or recognized in-service training as follows:
 - (a) Forty (40) hours of technical skills development courses;
 - (b) Forty (40) hours of conceptual skills development courses; and

- (c) Eighty (80) hours in one (1) of the following options of courses:
 - 1. Duties of the Sheriff's Office;
 - 2. The forty (40) hour basic supervisor's course and forty (40) hour advanced supervisor's course; or
 - 3. A KLEC-approved or recognized equivalent course; and
- (3) Have one (1) of the following combinations of full-time supervisory law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a master's degree;
 - (b) Four (4) years of experience and a bachelor's degree;
 - (c) Six (6) years of experience and an associate's degree;
 - (d) Six (6) years of experience and ninety-five (95) hours of college credit;
 - (e) Seven (7) years of experience and eighty (80) hours of college credit;
 - (f) Eight (8) years of experience and sixty-five (65) hours of college credit; or
 - (g) Nine (9) years of experience and fifty (50) hours of college credit.

Section 28. Sheriff Manager Certificate. To demonstrate proficiency in the Sheriff Manager Career Step, a peace officer shall:

- (1) Have active peace officer certification in accordance with KRS 15.386(2);
- (2) Complete the:
 - (a) Criminal Justice Executive Development Course;
 - (b) School for Strategic Leadership;
 - (c) Sheriff's Executive Command Course;
 - (d) Federal Bureau of Investigation (FBI) National Academy;
 - (e) University of Louisville Southern Police Institute Administrative Officers Course;
 - (f) Northwestern University School of Police Staff and Command;
 - (g) Police Executive Leadership College; or
 - (h) Another management leadership course recognized and approved by the KLEC as equal to one (1) of the above courses; and
- (3) Have one (1) of the following combinations of full-time law enforcement management experience and credits from an accredited College or University, recognized by the Kentucky Council on Postsecondary Education:
 - (a) Two (2) years of experience and a master's degree;
 - (b) Four (4) years of experience and a bachelor's degree;
 - (c) Six (6) years of experience and an associate's degree;
 - (d) Six (6) years of experience and ninety-five (95) hours of college credit;
 - (e) Seven (7) years of experience and eighty (80) hours of college credit;
 - (f) Eight (8) years of experience and sixty-five (65) hours of college credit; or
 - (g) Nine (9) years of experience and fifty (50) hours of college credit.

Section 29. Sheriff Executive Certificate.

- (1) To demonstrate proficiency in the Sheriff Executive Career Step a peace officer shall:
 - (a) Have active peace officer certification in accordance with KRS 15.386(2);
 - (b) Successfully complete:
 - 1. Orientation for New Chiefs-Sheriffs;
 - 2. Mandatory Duties of the Sheriff;
 - 3. School for Strategic Leadership;
 - 4. Three (3) Police Executive Command courses or three (3) Sheriff's Executive Command courses;
 - 5. Three (3) Current Leadership Issues for Mid-level Executives (CLIMES) courses; or
 - 6. Another executive leadership course recognized and approved by the KLEC as equal to one (1) of the courses listed in subparagraphs 1 through 5 of this paragraph;

(c) Successfully complete one (1) of the following:

1. 120 hours of training in conceptual or human skills development; or
2. Law Enforcement or Sheriff Management Career Step, plus forty (40) hours training in conceptual or human skills development; and

(d) Have one (1) of the following combinations of full-time executive law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:

1. Two (2) years of experience and a bachelor's degree;
2. Three (3) years of experience and sixty (60) hours of college credit; or
3. Four (4) years of experience and thirty (30) hours of college credit.

(2) Points earned from in-service training courses shall not be used to substitute for college credit in the Sheriff Executive Career Step.

Section 30. Sheriff Chief Executive Certificate.

(1) To demonstrate proficiency in the Sheriff Chief Executive Career Step, a peace officer shall:

(a) Have active peace officer certification in accordance with KRS 15.386(2);

(b) Successfully complete:

1. Orientation for New Chiefs;
 2. Mandatory Duties of the Sheriff;
 3. School for Strategic Leadership;
 4. Three (3) Police Executive Command courses;
 5. Three (3) Current Leadership Issues for Mid-level Executives (CLIMES) courses;
- or
6. Another executive leadership course recognized and approved by the KLEC as equal to one (1) of the courses listed in subparagraphs 1 through 5 of this paragraph;

(c) Successfully complete one (1) of the following:

1. 120 hours of training in conceptual or human skills development; or
2. Law Enforcement Management Career Step, plus forty (40) hours training in conceptual or human skills development; and

(d) Have one (1) of the following combinations of full-time executive law enforcement experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:

1. Two (2) years of experience and a bachelor's degree;
2. Three (3) years of experience and sixty (60) hours of college credit; or
3. Four (4) years of experience and thirty (30) hours of college credit.

(2) Points earned from in-service training courses shall not be used to substitute for college credit in the Sheriff Chief Executive Career Step.

Section 31. Investigative Public Safety Dispatcher Certificate. To demonstrate proficiency in the Investigative Public Safety Dispatcher Career Step, a dispatcher shall:

(1) Have active telecommunications certification in accordance with KRS 15.565 or 15.560;

(2) Have earned the Intermediate and Advanced Public Safety Dispatcher certificates and thirty-two (32) hours of KLEC approved public safety dispatch investigative courses; and

(3) Have one (1) of the following combinations of full-time dispatch experience and credits from an accredited college or university, recognized by the Kentucky Council on Postsecondary Education:

- (a) Two (2) years of experience and a bachelor's degree;
- (b) Three (3) years of experience and an associate's degree;
- (c) Three (3) years of experience and twenty (20) hours of college credit;
- (d) Five (5) years of experience and ten (10) hours of college credit; or
- (e) Six (6) years of experience and five (5) hours of college credit.

Section 32. Certificate of Completion. The KLEC shall issue a certificate and uniform lapel pin to a peace officer or telecommunicator upon completion of a career development step.

Section 33. Maintenance of Records. All training records shall be maintained in accordance with applicable provisions of KRS Chapter 171.

Section 34. Incorporation by Reference.

(1) The following material is incorporated by reference:

- (a) "Career Development Program Participant Commitment Form, Form 1", 2021;
- (b) "Intermediate Law Enforcement Officer, Form 2", 2021;
- (c) "Advanced Law Enforcement Officer, Form 3", 2021;
- (d) "Law Enforcement Officer Investigator, Form 4", 2021;
- (e) "Law Enforcement Traffic Officer, Form 5", 2021;
- (f) "Law Enforcement Supervisor, Form 7", 2021;
- (g) "Law Enforcement Manager, Form 8", 2021;
- (h) "Law Enforcement Executive, Form 9", 2021;
- (i) "Intermediate Public Safety Dispatcher, Form 11", 2021;
- (j) "Advanced Public Safety Dispatcher, Form 12", 2021;
- (k) "Public Safety Dispatcher Supervisor, Form 13", 2021;
- (l) "Public Safety Dispatcher Manager/Director, Form 14", 2021;
- (m) "Law Enforcement Chief Executive, Form 15", 2021;
- (n) "Law Enforcement Training Officer, Form 16", 2021;
- (o) "Law Enforcement Officer Advanced Investigator, Form 17", 2021;
- (p) "Crime Scene Processing Officer, Form 18", 2021;
- (q) "Communications Training Officer, Form 19", 2021;
- (r) "Crime Scene Technician, Form 20", 2021;
- (s) "School Resource Officer I, Form 21", 2021;
- (t) "School Resource Officer II, Form 22", 2021;
- (u) "School Resource Officer III, Form 23", 2021;
- (v) "Law Enforcement Tactical Officer, Form 24", 2021;
- (w) "Law Enforcement Canine Officer, Form 25", 2021;
- (x) "Sheriff Supervisor, Form 28", 2021;
- (y) "Sheriff Manager, Form 29", 2021;
- (z) "Sheriff Executive, Form 30", 2021;
- (aa) "Sheriff Chief Executive, Form 31", 2021; and
- (bb) "Investigative Public Safety Dispatcher, Form 32", 2021.

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