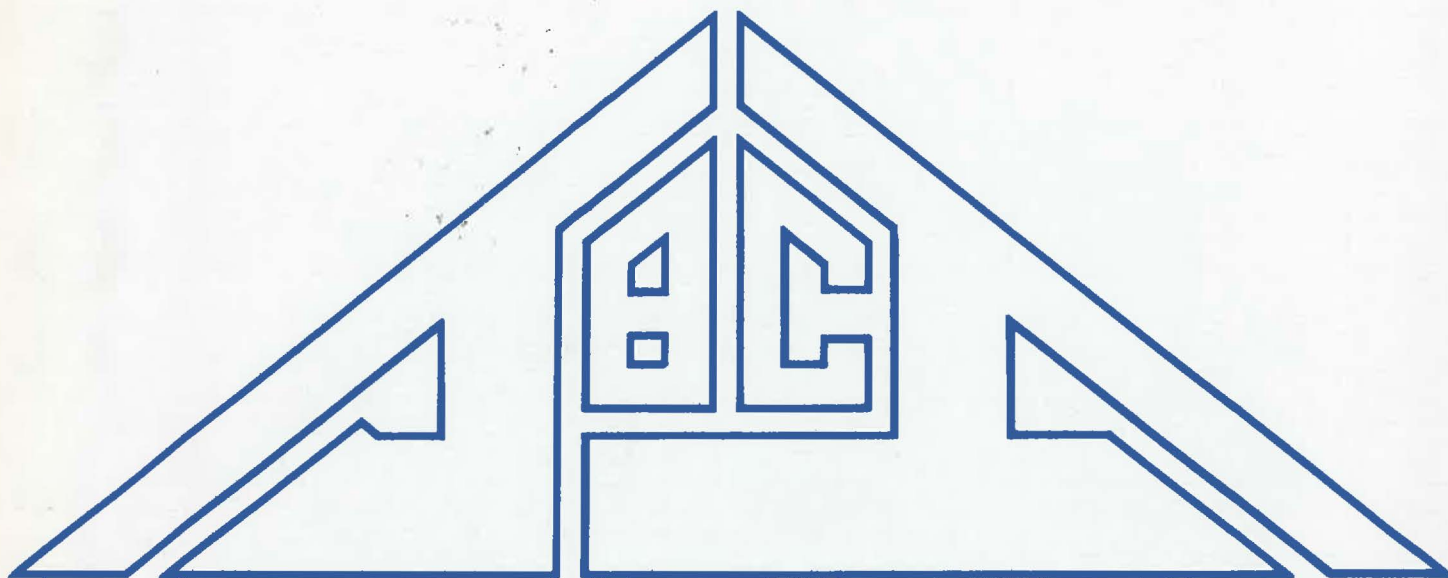


OPERATIONAL PLAN 1983-1984



Justice Institute Of British Columbia

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JUSTICE INSTITUTE OF BRITISH COLUMBIA

1983 - 1984 OPERATIONAL PLAN

June 21, 1983

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Introduction to Issues and Directions

As with other educational institutions, the Justice Institute has been hampered in its current operation by provincial budget uncertainty. In the Institute's case the situation is compounded by the fact the majority of students are funded by government ministries. These ministries have likewise been frustrated in their ability to plan and act. These factors, accompanied by the continuing call for restraint, have left little room for planned growth (as per Justice Institute Phase III Report) in the current fiscal year.

The contractual relationships between the Justice Institute and its clients is evolving and is unique in British Columbia's College and Institute system. Recently it was the subject of a thorough study, the contents of which have yet to be shared with the Institute. With no precedent in any education jurisdiction to help point the direction, there is an element of pioneering, of breaking new ground, in everything that occurs in connection with the Institute. This can be put into the perspective that the 5 year length of the planning period (1983-88) equates with the age of the Institute (1978-83).

Regarding the "First Future" identified for the Institute in the strategic plan, much of the five year future is dependent upon the contractual relationships between the Institute and its clients (Police Services Branch, Corrections Branch, Court Services Branch, Emergency Health Services Commission, Fire Commissioner's Office, Land Title Branch). These contracts are negotiated annually and the lack of extended commitments, particularly during a period of restraint, seriously inhibits the Institute's ability to do long range planning.

In continuing to meet the particular training and educational needs of its client groups, the Institute requires some specialized facility development to proceed as planned, namely the indoor firearms range, the gymnasium expansion, the on-campus student residence and the outdoor burn site at Haney (see appendix 3 - Facilities in 5 Year Plan).

Additionally, the three possible futures of the Justice Institute, as enumerated in the Strategic Plan, are dependent upon a response from the Ministry of Education. For the Institute much rests on the determination by the Ministry of Education of the role it wishes the Justice Institute, as a member of post-secondary educational network in the Province, to fulfill over the next five years and particularly regarding the "Third Future".

In addition to its major contract obligations, the Justice Institute sees its future in terms of taking on an expanded role within the post-secondary College and Institute education system. The development and offering of certificate and diploma programs in Justice, Fire Science and Emergency Medical Technology, as described in the Institute's second and third "futures", will be a major initiative area in 1983/4.

OBJECTIVES AND ACTION STRATEGIES, 1983-1984

Summary

The emphasis of the Justice Institute's Operational Plan for 1983/84 is to continue meeting the terms of the contractual arrangements with client groups. (Academic Plans attached as Appendices 1 through 5)

In addition, the Institute will develop a marketing strategy in an attempt to increase revenue from other sources. As well, the Institute will actively pursue measures to reduce training costs for its major clients, particularly through program development innovation. Finally, if and when the Institute becomes involved in offering certificate and diploma programs, it will be expanding the existing infrastructure to accomodate the new programs.

The operational activities for 1983 - 84 are identified hereunder and are related to the goals and objectives of the Ministry of Education as per the Strategic Plan.

A) Governance of the Justice Institute

Base Objectives

- No action strategies for base objectives.

Alternative Objective - A5

- A 5 To have a Program Advisory Committee for each justice and public safety certificate and diploma program, (ie Justice, Fire Science and Emergency Medical Technology) composed of individuals from the justice and public safety communities, from post-secondary educational organizations and from the Justice Institute.

Action strategy for alternative objective A5 will be implemented upon Ministry of Education designation. Specifics of implementation will be dependent on terms of reference given to Justice Institute and on system wide negotiation. This is particularly the case for Justice Programs.

B) Justice Institute's Role in Provincial Comprehensiveness

- Base objective B2.

- B 2 As a provincial resource for justice and public safety training and education, to serve the identified needs of other interested clients (Ministry of Environment - Conservation Officer Service, Indian and Northern Affairs Canada, Solicitor General, etc.) in accordance with negotiated contracts.

Action strategy to increase contract revenue by 5%.

The Justice Institute will develop a marketing strategy to attract new contractual clients. This strategy will be reviewed by the Board and approved for implementation.

No additional resources are required to carry out this objective.

- Base objective B3.

- B 3 As a provincial institution, to provide public programs on justice and public safety issues.

Action strategy to maintain level of public participation at 1982/83 level.

The Justice Institute will review its Community Programs offerings and include this area in a marketing strategy.

- Alternative objective B4

- B 4 As an educational institute, to offer Certificate and Diploma programs in Justice, Fire Science and Emergency Medical Technology. ("Second Future")

This objective area will be developed only as a result of the Ministry of Education's response to the Strategic Plan where support is indicated for the "Second Future".

Twenty-one point program proposals will be forwarded to the Ministry of Education as follows:

- 83/4 Justice Program - Year One (implemented 84/5)
- 84/5 Justice Program - Year Two (implemented 85/6)
- 84/5 Fire Science Certificate Program (implemented 85/6)
- 86/7 Emergency Medical Technology Certificate Program (implemented 87/8)

The resources required are noted in Appendix 2-Budget Summary in the 5 Year Plan. The performance measures will be the number of students enrolled in each program area.

The resources required for these program areas as noted in Appendix 2 - Budget Summary of the Strategic Plan, are in excess of those available as per the specified assumptions. The Justice Institute anticipates such resources being made available only by way of transferring the program area to the Justice Institute from another institution, along with the attendant dollar resources. This is particularly the case in the Justice Programs area.

- Alternative objective B5.

- B 5 As the provincial institution designated for coordinating Justice, Fire Science and Emergency Medical Technology programs, to put in place a strategy for rationalizing the development and delivery of these program areas in the province. ("Third Future")

The action strategies are dependent on the designation by the Ministry of Education of the Justice Institute as the provincial institution responsible for coordinating these program areas. Action strategies would then have to be developed according to the Terms of Reference identified to carry out the mandate. The Justice Insititue sees the necessity for system-wide collaboration and negotiation.

- 1) Forward to Ministry of Education program proposal in 83/4 for a rationalized Provincial Justice Program (included with the Strategic Plan Appendix 5).
- 2) Forward to Ministry of Education program proposal in 83/4 for a rationalized Provincial Fire Science Program (included with the Strategic Plan Appendix 6).
- 3) Forward to Ministry of Education program proposal in 85/6 for a rationalized Provincial Emergency Medical Technology Program (included with the Strategic Plan Appendix 7).

The resources required to implement the strategies should come by way of rationalizing existing resources which in turn depends on the Terms of Reference. The following represents a possibility:

Mandate

The Justice Institute is designated, on behalf of the post secondary College and Institute system, as the provincial Institute responsible for the coordination of all justice and public safety related courses and programs.

Terms of Reference

In consultation with the Justice, Fire Science and Emergency Medical Technology Program Provincial Advisory Committees, determine on an annual basis:

- 1) The content of justice and public safety programs offered within the College and Institute system,
- 2) The amount of programming to be offered within the College and Institute system,
- 3) The location where Justice, Fire Science and Emergency Medical Technology programs will be offered,
- 4) Alternative delivery methods for Justice, Fire Science and Emergency Medical Technology programs,
- 5) Allocation of financial resources within the approved funding levels for Justice, Fire Science and Emergency Medical Technology programs.

C) Quality of Courses, Programs and Instructional Support Services at the Justice Institute

Action strategies for the base objectives require no additional resources and represent only internal management actions.

Alternative Objectives C6, C7, C8

- C 6 To have each Program Advisory Committee oversee and ensure program relevancy for Certificate and Diploma programs in Justice, Fire Science and Emergency Medical Technology.
- C 7 To articulate Certificate and Diploma programs, where appropriate, with other post-secondary educational institutions.
- C 8 To provide Certificate and Diploma program areas with Program Development and Instructional Resource Centre support services.

Action strategies for the alternative objectives are dependent on the designation from the Ministry of Education for the Justice Institute being the Provincial Coordinating Institution for Justice, Fire Science and Emergency Medical Technology.

The additional resources required for alternative objective C8 are noted in the Budget Summary Appendix of Strategic Plan under "Support Costs-Alternative Assumptions".

D) Measures to Assist in Occupational and Manpower Development at the Justice Institute

Base Objectives D1, D2

- D 1 To have available facility resources appropriate for training and educational activities. Further, the Justice Institute, as part of the post-secondary educational network, has access to additional facility resources throughout the province.
- D 2 To have available instructional resources to support the learning process (library and media collection, audio-visual equipment) and which, through the post-secondary network, can be accessed on a province wide basis.

The action strategies for base objective D1 and D2 require capital grants as noted in the Strategic Plan Appendix 3 - Facilities.

Base Objective D3

- D 3 To develop programs and services that can be most efficiently delivered using an integrated approach (physical education, counselling, management development assessment centre, driver training, fire arms, first aid fire protection).

The action strategy for base objective D3 will be subject to the client groups of the Justice Institute making a collective determination and providing the necessary funding on a contractual basis. No additional Ministry of Education funding is required.

E) Provision of Lifelong Opportunities and Encouragement to Continue Education

Alternative Objectives E3, E4

E 3 To offer Certificate and Diploma Programs in Justice, Fire Science and Emergency Medical Technology at the Justice Institute (as per "Second Future").

E 4 To coordinate, develop and offer continuing education resources to those persons in the field who are unable to attend the Institute.

The action strategies for alternative objectives E3 and E4 are dependent on the Justice Institute offering certificate and diploma courses of study as per "Second Future". (Note: In the interim, the Police Academy has developed a certificate program of its own as an initiative in this goal area.)

The resources required for action strategies alternative objectives E3 and E4 are noted in the Strategic Plan Appendix 2 - Budget Summary.

Twenty-one point program proposals will be forwarded to the Ministry of Education as follows:

- 83/4 Justice Program - Year One (implemented 84/5)
- 84/5 Justice Program - Year Two (implemented 85/6)
- 84/5 Fire Science Certificate Program (implemented 85/6)
- 86/7 Emergency Medical Technology Certificate Program
(implemented 87/8)

F) Accessibility to the Justice Institute

Alternative Objectives F3, F4

F 3 To offer Certificate and Diploma programs in Justice, Fire Science and Emergency Medical Technology in a variety of ways to ensure that all British Columbians can have access to this education. ("Third Future")

F 4 To make accessible Certificate and Diploma programs to individuals who meet the pre-requisite entrance requirements.

The action strategies for alternative objectives F3 and F4 are dependent on the Ministry of Education designating the Justice Institute as the provincial coordinating institution in the program areas of Justice, Fire Science and Emergency Medical Technology.

G) Justice Institute Co-operation with Public and Private Agencies in Social Development

Within the directive of the constant dollar assumption the Justice Institute will continue to be involved in this area with the year 82/83 acting as the base year for performance expectation.

H) Justice Institute's Accountability for the Provision of Education

Alternative Strategy H2

H 2 To be held accountable for meeting the changing and evolving standards covering Certificate and Diploma programs by way of the Program Advisory Committee structure.

Action strategy required for alternative objective H2 is dependent on the Justice Institute forming Program Advisory Committees in the program areas where the Institute has been designated as the provincial coordinating institution.

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EDUCATIONAL SERVICES DIVISION
Academic Plan 1983 - 1984

COMMUNITY PROGRAMS

TO BE ANNOUNCED

The section plans to offer at least as many courses as were available in the 1982 - 1983 Academic Year = 155. The section issues its calandars trimestrially. The next issues will be out in August, 1983, and will list program offerings available from September 1983 through December 1983.

EMERGENCY HEALTH SERVICES ACADEMY
Academic Plan 1983 - 1984

<u>April</u>		
	1 - 24	Emergency Medical Assistant I (Field)
	1 - 27 Jan 1984	Advanced Life Support Block IV Clinical
Mar	28 - 1 April	Advanced Cardiac Life Support/Internship
	18 - 22	Cardiac Arrest Management (for Nurses)
	25 - 29	Advanced Cardiac Life Support
<u>May</u>		
	2 - 6	Cardiac Arrest Management (for Nurses)
	2 - 6	Cardiac Pulmonary Resuscitation/CPR
	9 - 13	Advanced Cardiac Life Support
	23 - 27	Advanced Trauma Life Support
	30 - 3 June	Community Trauma Management
<u>June</u>		
	6 - 10	CPR
	13 - 17	Trauma Workshop
	13 - 17	Advanced Cardiac Life Support
	20 - 24	Trauma Workshop
<u>September</u>		
Aug	29 - 16 Dec	Emergency Medical Assistant I (Field)
	12 - 4 Nov	Emergency Medical Assistant I + II (In-House)
	4 - 30 Dec	Recertification Program Block 3 - Group 1
	19 - 23	Trauma Workshop
	26 - 30	Cardiac Arrest Management (for Nurses)
<u>October</u>		
	3 - 7	Advanced Cardiac Life Support
	17 - 21	Advanced Life Support II - Continuing Ed
	17 - 21	Advanced Cardiac Life Support
<u>November</u>		
Oct	31 - 4 Nov	Advanced Cardiac Life Support
	14 - 18	Advanced Life Support II - Continuing Ed
	14 - 18	Community Trauma Management
<u>December</u>		
	5 - 9	Advanced Cardiac Life Support
	5 - 9	Community Trauma Management
	12 - 16	Advanced Life Support II - Continuing Ed
<u>January</u>		
	2 - 30 Mar + Beyond	Recertification Program Block 3 - Group 2
	9 - 30 Mar + Beyond	Emergency Medical Assistant I (Field)
	9 - 13	Advanced Life Support II - Continuing Ed
<u>Monthly</u>		
One Full Day a Month		Infant Transport Team - Continuing Ed

To Be Announced

From Apr 1983 to Sep 1983 - Advanced Life Support II - Continuing Ed
 First Quarter 1984 - Advanced Cardiac Life Support - 3 courses

FIRE ACADEMY
Academic Plan 1983 - 1984

April

11 - 22	Leadership Development 201
18 - 22	Volunteer Fire Officers' Phase I
25 - 29	Fire Prevention I

May

2 - 13	Leadership Development 201
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June

13 - 17	Industrial Fire Protection I
20 - 24	Leadership Development 301

July

11 - 15	Volunteer Officers' Phase I
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September

12 - 23	Leadership Development 201
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October

17 - 21	Volunteer Fire Officers' Phase I
17 - 21	Fire Prevention I
24 - 28	Fire Investigator I

November

28 - 9 Dec	Leadership Development 201
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February

6 - 17	Leadership Development 201
20 - 24	Volunteer Officers' Phase I

March

5 - 16	Fire Investigator II
12 - 16	Leadership Development 301

Continuous Year Round Training

Volunteer Basic Training (In-Field)
Volunteer Regional Training - Module A
Volunteer Regional Training - Module B

Dates To Be Announced

Volunteer Fire Officers' Phase II

JUSTICE PROGRAMS DIVISION
Academic Plan 1983 - 1984

CORRECTIONS ACADEMY

<u>April</u>	
5 - 15	Security Officer Block IV (Adult)
18 - 29	Security Officer Block IV (Juvenile)
<u>May</u>	
2 - 20	Security Officer Block II (Adult)
24 - 3 June	Security Officer Block IV (Adult) (Dedicated LMRCC)
<u>June</u>	
6 - 24	Security Officer Block II (Juvenile)
20 - 5 Aug	Security Officer Block I - IV (Pre-Trial) (Services & LMRCC on-site Basic Training)
<u>September</u>	
6 - 16	Security Officer Block IV (Adult)
19 - 7 Oct	Security Officer Block II (Adult)
<u>October</u>	
11 - 28	Security Officer Block II (Adult)
31 - 18 Nov	Security Officer Block II (Adult)
<u>November</u>	
21 - 9 Dec	Security Officer Block II (Adult)
<u>December</u>	
12 - 23	Security Officer Block IV (Juvenile)
<u>January</u>	
3 - 13	Security Officer Block IV (Adult)
16 - 3 Feb	Security Officer Block II (Juvenile)
<u>February</u>	
6 - 17	Security Officer Block IV (Adult)
20 - 9 Mar	Security Officer Block II (Adult)

COMMUNITY TRAINING

1 June - 9 Sept	Probation Officer Block II
15 Sept - 26 Sept	Probation Officer Block IV
2 Courses - To Be Announced 1984 - Probation Officer Block II + IV	

CRITICAL AND ESSENTIAL TRAINING

Category II - Standards Requirements or Legislation Change

Fitness Assessors	1
F.R.A.	1
Custody & Access	3
Financial Management & Control Act	3
Young Offenders Act - Not Budgeted	

Category III - Critical/Essential Training Requested by Regions

Tactical Squad Commanders	1
Crisis Intervention	15
Conciliation Skills	2
Conflict Resolution	2
Expert Witness	3
Family Legal Services	1
Industrial Relations	1
Technological Change*	1
Word Processing	?

COURT SERVICES ACADEMY

April

1 - 15	Deputy Sheriff Basic Continues
11 - 15	Registrar - Supreme Court Rules
25 - 29	Court Clerk Basic Program

May

2 - 20	Deputy Sheriff Basic Continues
9 - 13	Court Clerk Provincial Program
9 - 13	Weighmasters

June

6 - 8	Registrar - Court Order Enforcement
9 - 10	Registrar - Legal Research
6 - 10	Justice of the Peace
13 - 17	Court Clerk Supreme & County
27 - 28	Demystification of Family Court

July

4 - 8	Registrar - Probate
11 - 15	Court Clerk Basic Program

September

12 - 16	Justice of the Peace
19 - 23	Court Clerk Provincial
19 - 23	Land Title Tech. Course for Administrators
20 - 23	Ministry of Environment
26 - 7 Oct	Motor Vehicle Inspectors

October

17 - 21	Registrar - Taxation of Costs
17 - 31	Deputy Sheriff Basic Continues
24 - 28	Land Title Survey Course

November

1 - 4	Ministry of Environment
1 - 4	Deputy Sheriff Basic Continues
7 - 9	Registrar - Valuation of Assets
14 - 18	Land Title Introductory
21 - 25	Justice of the Peace
21 - 25	Weighmasters
21 - 30	Deputy Sheriff Basic Continues

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December

1 - 16
5 - 16
7 - 9
12 - 16

Deputy Sheriff Basic Continues
Registrar - Conduct of Hearings
Registrar - Report Writing
Land Title Advanced Course

January

16 - 20
23 - 27

Court Clerk Supreme and County
Registrar - Divorce Act and Family Relations

February

6 - 10
20 - 21
22 - 24

Land Title Intermediate Week One
Registrar - Default Judgements
Registrar - Enforcement of Judgements

March

5 - 9
19 - 20
21 - 23

Land Title Intermediate Week Two
Registrar - Foreclosures
Registrar - Legal Research

POLICE ACADEMY
Academic Plan 1983 - 1984

ADVANCED PROGRAMS

April

11 - 15	Effective Presentation #21
18 - 22	Firearms Instructors #5
18 - 22	Incident Investigation #12
25 - 29	Complaint Takers/Radio Dispatchers #5
26 - 29	Crime Prevention (R.C.M.P.) #6

May

2 - 13	Constables Advanced Program (Island) #6
9 - 20	Major Crimes Investigation Techniques Program #3

June

6 - 10	Fraud Investigation #4
6 - 13	Breathalyzer Technicians (Vancouver) #5
13 - 17	Effective Presentation (Island) #5
21 - 23	Field Trainers #20

September

12 - 19	Breathalyzer Technicians (Vancouver) #6
13 - 15	Police - School Liaison #3
19 - 30	Constables Advanced Program #7

October

3 - 7	Effective Presentation #23
11 - 14	Crime Prevention #7
17 - 21	Incident Investigation #13
24 - 28	Complaint Takers/Radio Dispatchers #6
24 - 28	Firearms Instructors #6
25 - 27	Breathalyzer Technicians Refresher #4
31 - 9 Nov	Breathalyzer Technicians #6

November

14 - 25	Constables Advanced Program #8
21 - 9 Dec	Juvenile Officers Program #3
28 - 2 Dec	Effective Presentation #24

December

5 - 16	First Level Supervisors #10
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Probable Courses For January - March 1984

Constables Advanced Program
Effective Presentation Program
First Level Supervisors Program
Vancouver Breathalyzer Technicians Program

CALENDAR FOR JANUARY - DECEMBER 1984 TO BE SCHEDULED IN RESPONSE TO DEPARTMENT DEMAND. QUESTIONNAIRES NOT YET FORWARDED.

RECRUIT TRAINING

February

14 - 22 Apr

Class 27, Block III

March

14 - 8 Apr

Class 18, Block V

April

11 - 4 May

Class 22, Block IV

May

16 - 9 June

Class 23, Block IV

August

1 - 3

Challenge #5

22 - 15 Sept

Class 24, Block IV

September

6 - 29

Class 19, Block V

26 - 20 Oct

Class 25, Block IV

October

11 - 3 Nov

Class 20, Block V

November

14 - 7 Dec

Class 21, Block V

21 - 14 Dec

Class 26, Block IV

February

27 - 21 Mar/84

Class 27, Block IV