



## Board of Peace Officer Standards and Training

1600 University Avenue, Suite 200, Saint Paul, MN 55104

(651) 643-3060 | [www.mn.gov/post](http://www.mn.gov/post)

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# RULES COMMITTEE MEETING AGENDA

**Tuesday, September 23, 2025, at 9:00 a.m.**

*This will be a hybrid meeting held at the MN POST Board, 1600 University Ave, Ste 200, St. Paul, MN 55104*

1. Call to Order
2. Approval of the Agenda **ACTION**
3. Approval of Minutes from 7/10/25 Meeting **ACTION**
4. Rule Part 6700.0300 **ACTION**
5. Rule Part 6700.0400 **ACTION**
6. Upcoming Rules (Summary)
7. Adjournment



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ITEM 3

### Rules Committee Meeting Minutes

July 10, 2025

10:00 a.m.

*This was a hybrid meeting held at the POST Board office.*

#### Members Present:

Chair Jim Yang  
Kelly Phillips  
Troy Wolbersen  
Tanya Gladney

#### Staff Present:

Alicia Popowski  
Erik Misselt

#### Members Absent:

Bobbi Holtberg

1. **Call to order:** The meeting was called to order by Chair Yang at 10:02 a.m.
2. **Approval of the agenda:** Chair Yang asked for a motion to approve the agenda.
  - **MOTION:** Ms. Gladney made a motion to approve the agenda. Ms. Phillips seconded the motion. The motion passed via unanimous voice vote.
3. **Approval of the Rules Committee Meeting Minutes from April 16, 2025:** Chair Yang asked for a motion to approve the meeting minutes from April 16, 2025. Chair Yang stated he will be abstaining from the vote as he was not on the committee during the April meeting.
  - **MOTION:** Ms. Gladney made a motion to approve the agenda. Mr. Wolbersen seconded the motion. The motion passed with one abstention (Chair Yang).
4. **Review of proposed changes to 6700.0800 (obsolete rule):** Chair Yang asked Ms. Popowski to provide a summary of the proposed changes to rule 6700.0800. Ms. Popowski stated that on December 1<sup>st</sup> of each year, the board must submit an obsolete rules report to the Legislature. In the report, the board is to identify any obsolete rules in chapter 6700 and then inform the Legislature how the board plans to deal with the rule. This rule proposal initiates the removal process of subpart 5, which is obsolete as the board no longer issues paper licenses via mail.
  - **MOTION:** Ms. Phillips made a motion to approve the draft for board approval. Ms. Gladney seconded the motion. The motion passed via unanimous voice vote.

#### **6700.0800 LICENSING OF PEACE OFFICERS.**

Subpart 1. **Board appointees; notification.** The chief law enforcement officer shall

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notify the board of the appointment of any person to the position of peace officer before the first day of the appointee's employment. Notification shall be made on a form provided by the board, and it shall include the appointee's full name, sex, date of birth, the effective date of the appointment, and an affirmation that the appointee has met all selection standards as prescribed in part 6700.0700. The appointee may not exercise peace officer powers until the notification form is received and approved by the board.

Subp. 2. **Application procedures.** If the appointee is not already a licensed peace officer, but is eligible to be licensed, the appointee shall apply to be licensed at the time of appointment. Application shall be made on a form provided by the board, and both the applicant and the chief law enforcement officer shall affirm that the applicant is eligible to be licensed. The applicant shall also submit the licensing fee as prescribed in subpart 4.

Subp. 3. **License certificate.** The executive director shall issue a license certificate to an applicant who has complied with the requirements in subpart 2 and part 6700.0700, subpart 1, and whose affirmations are consistent with the board's records. The period of initial licensure is determined by the original date the license was issued. The license shall be due for renewal on June 30 of the third calendar year after the year the license was issued, regardless of the month and day of initial licensure.

Subp. 4. **Licensing fee.** The licensing fee is \$90. The license will be valid through June 30 of the third year following receipt.

~~Subp. 5. **Surrender of license certificate.** Licenses shall remain the property of the board. The license certificate and any renewal certificates shall be surrendered to the board if suspended or revoked.~~

5. **Complete the rule proposal for 6700.0501:** Chair Yang asked Ms. Popowski to provide a summary of the proposed changes to 6700.0501. Ms. Popowski stated the rule draft of 0501 in front of the committee today was discussed previously, but that Chair Yang requested it be brought before the committee again for further consideration/discussion. The draft includes a reciprocity pathway for non-degree holders so long as they meet the requirements described in item C. These requirements include 4 years of law enforcement experience (or the equivalent in hours) and that the applicant complete 60 postsecondary education credits within 5 years of their MN Peace Officer License becoming active. The applicant would then have to provide the board proof that the education credits were completed prior to the 5-year deadline.

Under subpart 11 of the draft, if a reciprocity applicant does not complete the required 60 credits, their MN Peace Officer License will be rescinded for a minimum of 6 months. If, within 6 months and 1 year, the individual completes 60 postsecondary education credits and regains employment with an agency, their license will be reinstated.

The committee expressed that item C seemed to be a good compromise – it increases reciprocity professionalism standards without closing the door to good applicants who have law enforcement experience, but no college experience or degree.

- **MOTION:** Ms. Gladney made a motion to refer the draft to the full board for review. Ms. Phillips seconded the motion. The motion passed via unanimous voice vote.

## 6700.0501 RECIPROCITY LICENSING EXAMINATION.

Subpart 1. **Scope.** For the purposes of this part, the terms defined have the meanings given to them.

Subp. 2. **Basic peace officer ~~police~~ education.** "Basic peace officer ~~police~~ education" means:

A. a basic course recognized by a state council, state commission, state board, or state agency which leads to licensing or basic certification as a law enforcement officer where the appointing authority is located; or

B. a basic course sponsored by the federal government for its law enforcement officers, including but not limited to, the basic Drug Enforcement Administration's agent school, the Federal Bureau of Investigation's basic agent school, or the Federal Law Enforcement Training Centers' Uniformed Police Training ~~Center's uniformed patrol course~~ or Criminal Investigator Training Program ~~basic investigators course~~.

Subp. 3. **Law enforcement officer.** "Law enforcement officer" means: ~~a person appointed or employed as a peace officer in another state, or a federal law enforcement employee, who has full powers of arrest, authority to carry a firearm, and is classified in a law enforcement position by the office of personnel management, not including any time served in the United States armed services.~~

A. a person appointed or employed as a federal tribal law enforcement officer or a certified or licensed law enforcement officer in another state; or

B. a federal law enforcement employee, who has full powers of arrest, authority to carry a firearm, and is classified in a law enforcement position by the Office of Personnel Management, not including any time served in the United States armed services.

Subp. 4. [Repealed, 30 SR 903]

Subp. 5. **Postsecondary degree.** "Postsecondary degree" means an academic title degree awarded by a postsecondary institution which is accredited by a ~~member of one of the six regional accrediting associations~~ federally recognized accrediting association or recognized as meeting accreditation by a member of the National Association of Credential Evaluation Services (NACES). The post-secondary institution must be authorized to award degrees. ~~and authorized to award degrees, including, but not limited to, Associate of Arts (A.A.) degrees, Associate of Science (A.S.) degrees, Bachelor of Arts (B.A.) degrees, and Bachelor of Science (B.S.) degrees.~~

Subp. 6. **~~Years of experience.~~** "~~Years of experience~~" means the total number of years ~~the applicant has been employed as a law enforcement officer since completing the basic police education course.~~ **Full-time.** An individual is considered employed full-time as a law enforcement officer if they are working, at a minimum, an average of 35 service hours per week.

Subp. 7. **Qualifications.** ~~A person who has completed a postsecondary degree, who has had three years of employment as a law enforcement officer after completing basic police education, who has served as a law enforcement officer during the past six years, and who has not had a peace officer license, certificate, or the federal equivalent suspended or revoked shall qualify for the reciprocity examination; or a person who has five years of employment as a law enforcement officer after completing basic police education, who has served as a law enforcement officer during the past six years, and who has not had a peace officer license, certificate, or the federal equivalent suspended or revoked shall qualify for the reciprocity examination.~~ **Peace officer reciprocity.** An individual qualifies for the reciprocity examination if they:

- A. have completed a postsecondary degree or a minimum of 60 postsecondary education credits, two years of full-time employment as a law enforcement officer after successfully completing basic peace officer education, worked as a law enforcement officer during the past four years, and have not had a peace officer license, certificate, or the federal equivalent revoked, rescinded, or currently or permanently suspended;
- B. are not considered a full-time law enforcement officer but have completed a postsecondary degree or a minimum of 60 postsecondary education credits, worked a minimum of 3,640 hours as a law enforcement officer after completing basic peace officer education, worked as a law enforcement officer during the past four years, and have not had a peace officer license, certificate, or the federal equivalent revoked, rescinded, or currently or permanently suspended; **or**
- C. have completed four years of full-time employment or a minimum of 7,280 hours as a law enforcement officer after completing basic peace officer education, worked as a law enforcement officer during the past four years, have not had a peace officer license, certificate, or the federal equivalent revoked, rescinded, or currently or permanently suspended, and sign an agreement with the board stating the applicant will complete a minimum of 60 postsecondary education credits within five years of the applicant's Minnesota Peace Office License becoming active.

Subp. 8. **Military reciprocity.** Military personnel are eligible to take the reciprocity exam if they meet the requirements in Minnesota Statute 626.8517.

Subp. 8 9. **Eligibility.** ~~The eligibility for a person to take the reciprocity examination shall be void one year after qualifying for the examination. In order to reestablish eligibility, the person shall comply with subpart 7 and part 6700.0600.~~ Reciprocity applications are valid for one year from the date they are approved by the Board. If the applicant does not take the examination within that year, they must reapply and comply with subparts 7 or 8 and part 6700.0600.

Subp. 9 10. **License eligibility.** Upon successful completion of the reciprocity examination, a person is eligible for a peace officer license. If the person is not licensed after three years, the person may reinstate eligibility by again demonstrating qualifications for the examination pursuant to subparts 7 or 8 and ~~must again comply with the provisions of part~~

6700.0600.

Subp. 11. **Confirmation of postsecondary education credits.** An individual who receives reciprocity pursuant to subp. 7, item C will have five years to complete 60 postsecondary education credits after their Minnesota Peace Officer License becomes active. Once the college credit requirement has been met, a transcript must be supplied to the Executive Director for verification. If an individual fails to complete 60 postsecondary education credits within five years of their peace officer license becoming active, their peace officer license will be rescinded. An individual whose peace officer license is rescinded for failure to complete the postsecondary education credit requirement may not regain their license until they meet the credit requirement; and no earlier than 6 months from the date their license was rescinded. If an individual meets the requirement and regains employment between 6 months and 1 year from the date their license was rescinded, their license may be reactivated without having to complete Minnesota's peace officer preservice training program. Individuals may not use the experience they gained while working in Minnesota under subp. 7, item C as years of experience to qualify for the reciprocity exam under subp. 7, item A or B.

Subp. 12. **Applicability.** This part shall not apply to a person who holds a ~~lapsed~~, revoked, rescinded, or currently or permanently suspended peace officer license or certificate.

6. **Future topics:** The committee was informed the next rule segments in need of revision are 6700.0300/0400, 6700.0401, and 6700.0500/0600. The committee was told that there will need to be some revisions made to these rules before the drafts come to the committee for review. Said changes will reflect the decisions made by the board at the July 24, 2025, meeting.

Before adjournment, Chair Yang asked if anyone present had any additional matters they would like addressed or comments to make. Chair Yang that going forward, the format (hybrid or in person) of the meeting would be dependent upon the subject matter of the meeting. This is because some conversations are better had in person. Committee members agreed.

7. **Adjournment :** The meeting adjourned at 10:47 a.m.

- **MOTION:** Ms. Phillips made a motion to adjourn the meeting. Ms. Gladney seconded the motion. The motion passed via unanimous voice vote.

**6700.0300 ~~PROFESSIONAL PEACE OFFICER~~ PRESERVICE PROGRAM EDUCATION.**

Subpart 1. **Subject areas.** ~~The professional peace officer education must minimally include instruction in the learning objectives approved by the board and based on the following subject areas:~~ The Peace Officer Preservice Training Program shall teach the learning objectives set by the board as prescribed. The learning objectives will relate to the following categories:

- A. core competencies; ~~history and overview of the criminal justice system;~~
- B. foundational knowledge; ~~Minnesota statute law;~~
- C. performance of peace officer duties and tasks; and ~~constitutional law and criminal procedure;~~
- D. tools, techniques, and tactics. ~~juvenile justice system and procedure;~~
- E. ~~patrol procedures;~~
- F. ~~criminal investigation and testifying;~~
- G. ~~human behavior and crisis intervention;~~
- H. ~~defensive tactics and use of force; and~~
- I. ~~cultural awareness and response to crime victims.~~

~~The organization of the curriculum and the location of delivery of curriculum components is the responsibility of the certified school's governing body.~~

When the learning objectives or their delivery methods are revised by the board, the board shall give certified schools a reasonable period of time to adopt and implement the changes.

Subp. 2. ~~**Waiver.** Participation or continued instruction in a particular subject area in subpart 1 may be waived by the coordinator upon satisfactory evidence of approved equivalent training.~~ **Preservice training advisory committee.** The Preservice Training Advisory Committee provides support to the board and aids in the development of program learning objectives and delivery methods. Both the board and the Preservice Training Advisory Committee reserve the right to consult with outside individuals who have specialized training and/or expertise in topics covered by the preservice training program.

- A. The Preservice Training Advisory Committee shall, minimally, consist of the following members selected by the board:
  - 1) two Peace Officer Preservice Training Program directors,
  - 2) two Chiefs of Police (one from the metro area and one from greater Minnesota),
  - 3) two Sheriffs (one from the metro area and one from greater Minnesota),
  - 4) two peace officers currently designated as a field training officer or a field training officer supervisor (one from the metro area and one from greater Minnesota),

- 5) one Defensive Tactics Instructor,
- 6) one Firearms Instructor,
- 7) one Emergency Vehicle Operations Instructor,
- 8) two County Attorneys (one from the metro area and one from greater Minnesota),
- 9) one victim's rights advocate,
- 10) one mental health professional, and
- 11) two community organization representatives.

B. The Preservice Training Advisory Committee shall:

- 1) conduct an annual review of the Peace Officer Preservice Training Program, its learning objectives, and the prescribed delivery methods and provide a report to the board's subcommittee on training by December 1 of each year,
- 2) provide program recommendations to the board as needed and as a result of the annual review,
- 3) advise the board of pertinent changes in case law, industry standards, and best practices that affect the program, its content, or its delivery, and
- 4) complete any other tasks requested by the board within the purview of the committee.

Subp. 3. ~~Minimum requirements~~ All certified schools shall comply with the minimum requirements in subpart 1 and shall furnish reasonable and necessary proof to the board to verify that the provisions of subpart 1 are being met. Nothing in parts 6700.0100 to 6700.1800 precludes any certified school from enacting rules which establish standards of training above the minimum requirements in subpart 1. **Peace officer preservice training program enrollment requirements.** To enroll in a certified school's Peace Officer Preservice Program, individuals must complete the board's application and satisfy the requirements of this subpart prior to enrollment. The program director of the primary certified school is responsible for ensuring individuals meet the requirements described in this subpart before being accepted into the Peace Officer Preservice Training Program or any degree program leading to or purporting to lead to licensure as a peace officer in the State of Minnesota.

A. Applicants must possess a valid Minnesota driver's license or a valid license from another state. The applicant must acquire an official copy of their driving record from the Minnesota Department of Public Safety, Division of Driver and Vehicle Services, and its equivalent from another state if licensed elsewhere. The records must be provided to the certified programs's director for review.

B. Applicants must submit the board's physical assessment form, completed and signed by a licensed medical professional, to the primary certified program's director stating the applicant is free from any physical condition that would adversely affect the applicant's ability to perform the duties of a peace officer.

C. Applicants must submit to a psychological screening to assess their general suitability for law enforcement. A psychologist licensed in Minnesota or the state in which the



psychologist practices must review the results of the screening and submit a written opinion to the primary certified school stating whether the applicant is fit to enter the Peace Officer Preservice Program.

D. Applicants must pass a criminal history background check completed by the Bureau of Criminal Apprehension. Applicants must comply with applicable Minnesota Statutes and provide the required documents, fees, and other necessary items to the Bureau of Criminal Apprehension so the background check may be completed and shared with the POST Board and the primary certified school.

E. Applicants must sign the board's advisory form and attest they meet the minimum selection standards as described in part 6700.0700. If an applicant is found not to meet the minimum selection standards, or the standards are violated while the individual is enrolled in a certified school's program, the applicant or participant will be denied entry into or removed from the Peace Officer Preservice Program. Applicants do not have to satisfy 6700.0700, subpart 1, items C, J or K to enroll in the program. Primary certified school program directors shall use an applicant's criminal history and psychological screening to verify the applicant meets the minimum selection standards as they attested on the advisory form.

If an applicant is denied entry into a certified school's program, the certified school shall inform the applicant of the basis for the denial in writing. Applicants attending multiple certified schools to complete the Peace Officer Preservice Program shall complete the necessary paperwork to allow certified schools to share enrollment data and information.

Subp. 4. ~~Learning objectives.~~ Periodically the board may revise the learning objectives applicable to the content of the professional peace officer education as outlined in subpart 1. These revisions must be incorporated into the professional peace officer education of the certified program.  
**Compliance reviews of certified schools.**

- A. A school certified and approved by the board to provide the Peace Officer Training Program shall comply with the requirements prescribed in 6700.0300 and 6700.0400.
- B. A certified school must cooperate fully with scheduled and/or random compliance reviews by the board.
- C. The board reserves the right to conduct a compliance review on certified schools at any time. Certified schools will minimally be subject to a compliance review once every two years.
- D. The board will review the certified school's training materials, facilities, and/or equipment. During a review, a certified school must supply any documentation or records kept on their program or the participants, as permitted by law, to the board as requested.

**Subp. 5. Participation requirements.**

~~A. All certified schools shall develop standards for admission to the professional peace officer education courses. These standards must measure the student's likelihood of successful completion of the program.~~

~~B. No student may be admitted to the professional peace officer program who:~~

- ~~(1) poses a serious threat to the health or safety of themselves or others; or~~

~~(2) has been convicted of any crime listed as a disqualification from appointment to the position of peace officer under part 6700.0700, subpart 1, item D.~~

~~C. If a student is denied admission or participation in the professional peace officer education program because of any of the requirements in item A or B, the certified school shall inform the student of the denial and its reasons for the denial. The certified school shall also afford the student a formal appeal process. That appeal process must be reduced to writing and provided to each student who is denied admission or participation in the program because of any of the requirements in item A or B.~~

~~D. Prior to admission to the professional peace officer education program, all students must be advised in writing of the minimum selection standards under part 6700.0700, using an advisory form developed by the board. In addition, students shall be advised in writing of the credit transfer agreements which the certified program has established with upper division institutions in Minnesota.~~

Subp. 6 5. Certified school's responsibilities. The certified school's responsibilities include the following:

A. ~~The certified school shall be responsible for maintaining and making available to the board and executive director pertinent information on all classes conducted in the certified school. The coordinator shall notify the executive director of students who have successfully completed the professional peace officer education.~~ Certified schools shall implement a records retention schedule for materials used to deliver the Peace Officer Preservice Training Program. Program materials shall be retained in compliance with applicable data practices laws, or minimally for seven years. The records must include any documentation that establishes compliance with the board's learning objectives and program, regardless of the location of the training.

B. ~~The certified school shall implement a records retention schedule requiring that curriculum materials used in the delivery of professional peace officer education be retained for five years. The materials must include course outlines, bibliographies, and other materials which would document the contents of the certified school's curriculum. This document applies to courses offered both on the certified school's campus and at any contracted extended sites. The certified school shall implement a records retention schedule for documents that show the Peace Officer Preservice Program was completed by a participant. The records shall be retained in compliance with applicable data practices law, or minimally for seven years.~~

C. ~~The chief executive officer of the certified school shall, by October 1 of each year, file with the board an affirmative action plan and such other relevant information as the board may require. The affirmative action plan must include specific goals and objectives which describe measurable statements of performance for the recruitment and retention of minority students and women in the certified school's professional peace officer education program. By September 1 of each year, the chief executive officer of the certified school shall submit a written report to the board evaluating the effectiveness of the special goals and objectives included in the affirmative action plan from the previous year. "Minority student" means a Black, Hispanic, Asian or Pacific Islander, American Indian, or Alaskan native person. Relevant information may include lesson plans and course outlines. It is the responsibility of the primary certified school to ensure Peace Officer Preservice Program applicants satisfy the program enrollment requirements described in subpart 3. Secondary certified schools shall verify the enrollment requirements have been met prior to admission. Primary and secondary schools shall communicate with one another if enrollment requirements are found to not be satisfactorily met prior to or while a student is enrolled in the program.~~

~~D. When a coordinator leaves a certified school, the chief executive officer of the certified school must notify the board no later than 20 days after the coordinator has left the position, and provide the board with the name of the new coordinator. The signature facsimile of the new coordinator must accompany this notification. Any person appointed as a coordinator after January 1, 1990, must have a bachelor's degree in law enforcement, criminal justice, education, social or behavioral science, or related field and at least three years of experience with a criminal justice agency.~~

~~Subp. 7 6. **Instructor requirements.** All instructors who teach law enforcement courses in a certified school shall possess a postsecondary degree, or have professionally recognized training and experience to teach the assigned subject matter. This part shall not preclude the use of guest lecturers.~~

A. All instructors who teach in a certified school's Peace Officer Preservice Program shall:

- 1) possess a postsecondary degree;
- 2) have experience that equates to, at minimum, three years of full-time work experience in law enforcement or a criminal justice related field;
- 3) not have had a professional license or certificate revoked, rescinded, or currently or permanently suspended;
- 4) have recognized training and experience to teach the program's subject matter; and
- 5) complete an adult learning, instructor development, or curriculum development course prior to or within the first two years of being employed as an instructor with a certified school.

B. Certified schools must maintain documentation on each instructor who teaches any portion of the curriculum. The documentation must include the instructor's resume and relevant qualifications. This section does not apply to guest lecturers.

~~Subp. 8 7. **Director Requirements. Safety policies required.** Each certified school shall implement a formal written safety policy which incorporates specific rules, procedures, and protocols to ensure student and faculty safety as well as provide a safe, humane, and educationally sound learning environment. These policies must contain at least:~~

~~A. a process for students to identify any preexisting injuries or medical restrictions which may affect their ability to safely participate in the training;~~

~~B. a prohibition against unduly harsh training activities, or training activities which are designed to humiliate or inappropriately accentuate student shortcomings;~~

~~C. a process for written documentation of details associated with any student injury which occurs during any training course. Specific injury trends and any particularly high risk training practices or techniques shall be evaluated, amended, or eliminated if safe environments cannot be ensured;~~

~~D. guidelines to direct instructors to reduce instructional pace and intensity during heat waves, cold waves, or other adverse climatic or environmental conditions; and~~

~~E. a prohibition against depriving students of necessary food, water, or protective equipment~~

~~when engaged in physical or psychomotor skills training.~~

A. An individual appointed as a certified school's program director shall:

- 1) possess a bachelor's degree or an advanced degree in law enforcement, criminal justice, education, social or behavioral science, or a related field;
- 2) not have had a professional license or certificate revoked, rescinded, or currently or permanently suspended;
- 3) have at least four years of experience as a full-time licensed or certified peace officer;
- 4) have at least two years of experience instructing or teaching; and
- 5) complete an adult learning, instructor development, or curriculum development course prior to or within the first two years of being employed as a director with a certified organization.

B. Coordinators of Professional Peace Officer Education programs who were appointed prior to DATE may take on the role of director without meeting the new requirements of item A so long as they are appointed director with the same school and their appointment is continuous. If a coordinator's appointment is terminated or the individual seeks appointment with a different certified school, they must comply with the requirements listed in item A.

C. Certified schools must submit a director appointment form to the board for review and receive the board's approval before an appointee may take on the official capacity of director. The director appointment application will be vetted by the board's subcommittee on training before being sent to the full board for final approval.

D. When a certified school's director is no longer assigned to that position, the chief executive officer or designee of the certified school must notify the board as soon as the director's last day of assignment is known. Similarly, certified schools must notify the board when a new director has been identified and then follow the requirements described in item C. In certain circumstances, the board may approve a temporary program director until a permanent director is identified.

Subp. 9 8. ~~Policies provided. Students and faculty shall be provided with a copy of the written safety policy required in subpart 8. Instructors shall review this policy prior to any psychomotor skills training.~~ **Safety policies required.** Each certified school shall implement a formal written safety policy which incorporates specific rules, procedures, and protocols to ensure the safety of participants and staff as well as provide a safe, humane, and educationally sound learning environment. These policies must contain, minimally, the following:

- A. a process for participants to identify any preexisting injuries or medical restrictions which may affect their ability to safely participate in the program;
- B. a prohibition against unduly harsh training activities or training activities which are designed to humiliate or inappropriately accentuate a participant's shortcomings;
- C. the options available to support the mental health and overall well-being of program participants and instructors;
- D. a process for written documentation of details associated with any participant injury

which occurs during any training course. Specific injury trends and any particularly high-risk training practices or techniques shall be evaluated, amended, or eliminated if safe environments cannot be ensured;

- E. guidelines directing instructors to reduce instructional pace and intensity during heat waves, cold waves, or other adverse climatic or environmental conditions; and
- F. a prohibition against depriving participants of necessary food, water, or protective equipment when engaged in physical or psychomotor skills training.

Subp. 10 9. **Documentation of completion.** ~~The registrar's office of each certified school shall retain documentation on an official school transcript which indicates the manner in which the student completed the professional peace officer education courses.~~ **Policies provided.** Program participants and instructors shall be provided a copy of the written safety policies required in subpart 8. Instructors shall review these policies in the form of a safety briefing prior to any psychomotor skills training.

**6700.0400 CERTIFICATION OF SCHOOLS.**

Subpart 1. **Application.** ~~Upon filing a proper application, a school desiring certification shall be reviewed by the board. The board will not consider certification unless the school has shown a documented need for its program. The school must also file with the board satisfactory proof that the school will offer courses meeting the prescribed learning objectives, has reasonable training equipment and facilities including library, and has qualified instructors. All applications for certification must be accompanied by evidence that the higher education system office governing the applicant school has approved the application of the school and, if required, that the application has been approved by the Minnesota Office of Higher Education. A school seeking certification from the board to deliver the Peace Officer Preservice Program must submit an application to the board. The application must include the supporting documentation listed in this part to demonstrate compliance with subpart 2.~~

- A. proof of accreditation;
- B. a signed acknowledgement by the school's president stating the school will teach the board's learning objectives as prescribed;
- C. a director appointee and list of instructors including certifications and resumes; and
- D. a strategic plan and a detailed list of the facilities, equipment, and locations the school intends to use to deliver the program and it's learning objectives.

Subp. 2. **Provisional certification.** ~~Upon review of an application, properly filed by a school, and having determined that the school has met the requirements in subpart 1, the board shall grant provisional certification until such time as an on-site evaluation and inspection has been completed.~~ **Minimum requirements for certification.** To become certified to deliver the Peace Officer Preservice Program, the school must:

- A. deliver the board approved learning objectives as prescribed by the board,
- B. possess or have access to the appropriate physical facilities and the necessary equipment for training, including but not limited to, classrooms, a firearms range, space suitable and safe for defensive tactics training, and an emergency vehicle operations track.

Subp. 3. **Certification.** ~~The board's duties with respect to certification include the following:~~ **Secondary training facilities.** Certified schools may use secondary training locations or facilities for firearms and emergency vehicle operations training if:

- A. ~~Not later than one year from the granting of provisional certification, the board~~

~~shall grant or deny certification. Certification shall remain contingent upon periodic review by the board or by the executive director in addition to the requirements for a renewal application every five years as provided by item C.~~

~~B. Before a certified school offers any course from the professional peace officer education program at another site not included in its original application, the certified school must seek written approval from the board. The board shall consider those criteria in subpart 1 in determining whether the proposal will be approved.~~

~~C. By May 1, 1990, and every five years after that, the board must send a renewal application form to all certified schools. This application form must request information regarding the criteria contained in subpart 1. The coordinator must file the completed application with the board by November 1 of the year the application form was received. All applications for renewal of certification must be accompanied by evidence that the higher education system office governing the applicant school has approved the application of the school and, if required, that the application has been approved by the Minnesota Office of Higher Education. Upon review of the properly filed application form, the board shall renew the school's certification for another five years, if the board finds that the requirements of subpart 1 have been met. If a certified school does not comply with the requirements of this subpart, the school's certification will be deemed to have expired and the school will be required to reapply for certification under the procedures in subparts 1 and 2.~~

- A. the use of a secondary training location was disclosed to the board and approved during the initial application or re-application process and
- B. board staff have access to the secondary training facility or facilities to conduct inspections and compliance reviews as described in 6700.0300.

Subp. 4. **Application Review.** The board shall:

- A. review a school's application and supporting documents to ensure the school has provided proof of compliance with the program and has the appropriate equipment and facilities to offer the training program; and
- B. conduct a full inspection of the school's amenities, including but not limited to, the school's training facilities and equipment. The board will not approve any school for certification prior to the full inspection being completed.

Subp. 5. **Re-certification.** Every certified school is required to re-certify with the board to deliver the Peace Officer Preservice Program once every three years. Re-certification shall be granted by the board if the school is compliant with the provisions described in rule 6700.0300 and 6700.0400. At their discretion, the board may require a school delivering the training program to re-certify more than once

every three years. If the board determines a school needs to re-certify prior to the three-year expiration, the board will provide the school reasonable notice.

Subp.-4 6. ~~Certified school disciplinary action.~~ Failure of a certified school to comply with any of the following requirements will result in imposition of disciplinary sanctions by the board against the certified school: **Certified school requirements post certification.** Certified school must comply with the requirements listed in this subpart. A school's failure to comply with the requirements listed in items A-F may result in disciplinary action by the board against the certified school or its director, up to and including, the revocation of the school's certification.

A. ~~provision of instruction consistent with the published learning objectives in the subject areas for which the school was certified pursuant to part 6700.0300, subpart 1;~~ Certified schools shall provide instruction according to 6700.0300, subpart 1 for which the school was certified.

B. ~~filing with the board all information which the board requires;~~ Certified schools shall provide the board any necessary documentation or information that shows the certified school is compliant with this part and rule 6700.0300.

C. ~~cooperation of the staff and faculty of a certified school with any board investigation relative to its certification status;~~ The certified school must cooperate with any board review or investigation relative to its certification.

D. ~~cooperation of the staff and faculty of a certified school~~ The certified school and its staff must cooperate with any board investigation of alleged misconduct by students, staff, or faculty in the giving or taking of examinations, reports, or investigations required by the board. The staff and faculty shall report any misconduct which is discovered to the board. For purposes of this requirement, the term "misconduct" includes cheating on any licensing examination or tests required by the rules of the board, or helping another to cheat; filing a false report with the board; or obstructing a board investigation; and

E. ~~failure to comply with parts 6700.0300 to 6700.0500.~~ Certified schools and staff must comply with the provisions in 6700.0300 to 6700.0500.

F. Certified schools and staff must comply with any order issued by the board.

Subp.-5 7. **Sanctions Disciplinary action and sanctions.** ~~Sanctions for failure to comply with the requirements in subpart 4 that may be imposed upon a certified school by the board include, but are not limited to be one or more of the following:~~ a letter of censure to the ~~coordinator~~ director of the certified school; formal or informal probation for the certified school; or suspension, revocation, or nonrenewal of certification of the certified school.

Subp.-6 8. **Disciplinary proceedings.** Disciplinary proceedings under this part shall



be conducted pursuant to the Administrative Procedure Act, Minnesota Statutes, chapter 14, and the rules of the Office of Administrative Hearings, parts 1400.5100 to 1400.8400.