



Memorandum

TO: ALL DEPARTMENT PERSONNEL

FROM: Anthony Mata
Chief of Police

**SUBJECT: LGBTQ+ AWARENESS TRAINING
UPDATE**

DATE: August 26, 2022

APPROVED

Memo #2022-042

BACKGROUND

On March 10, 2022, the Department issued [Memorandum #2022-005 regarding LGBTQ+ Awareness Training](#) [REDACTED]. As described in the memorandum, Phase 1 ordered all Department members, both sworn and professional staff, assigned outside Patrol and the Communications Control Room to attend the 4-hour LGBTQ+ Awareness Training by July 31, 2022.

ANALYSIS

In Phase 2, all Department members in Patrol are required to attend the LGBTQ+ Awareness Training. For clarification, any Department member regularly assigned to work in a beat, district, or division is considered to be in Patrol. This includes Community Service Officers, but it does not include Special Operations personnel.

Due to minimum staffing requirements, the training for Patrol will be provided on release time or overtime. Patrol personnel are authorized up to 4 hours OVT to attend the training. Release time is still authorized by for Patrol personnel. Work with your chain of command if you would like to attend on release time.

The Communications Division will be implementing the LGBTQ+ Awareness Training during the regularly scheduled CPT cycle in December. As a result, Communication Division personnel do not need to schedule themselves to attend the training at this time.

For all Patrol personnel, the VIS Code information is as follows:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Process


All class scheduling will be through Eventbrite. Class sizes will be limited to facilitate participation in learning activities. **It is recommended all Department members sign up early and attend the session for which they are scheduled.** In the event of exigent circumstances, Department members may cancel their scheduled class and reschedule for another date, subject to availability.

[REDACTED]

ORDER

All Department members, both sworn and professional staff, assigned outside Patrol and the Communications Division who have not attended the 4-hour LGBTQ+ Awareness Training shall do so on a work day, for release time. No overtime is authorized for the training for these personnel. Work with your chain of command for release time.

All Department members assigned to patrol who have not attended the 4-hour LGBTQ+ Awareness Training shall do so for either release time or overtime. If using release time, work with your chain of command. If using overtime, personnel are authorized up to 4 hours OVT as described above.


Anthony Mata
Chief of Police

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