

IN THE SUPREME COURT OF THE STATE OF ARIZONA

In the Matter of:)	
)	
ESTABLISHING A COURT)	Administrative Order
SECURITY OFFICER TRAINING)	No. 2019 - <u>105</u>
ACADEMY AND CERTIFICATION)	(Affecting Administrative
REQUIREMENTS)	Order No. 2017-15)
)	

Administrative Order No. 2017-15 established mandatory court security standards and related implementation measures, effective July 1, 2017. The standards are being implemented incrementally as provided in Appendix B of Administrative Order No. 2017-15.

Court Security Standards 8, 25, 26, and 29 require that all court security officers and other court employees who engage in court security duties complete a court security officer training program approved by the Administrative Director of the Administrative Office of Courts (AOC) and receive additional annual training on select court security topics. Armed officers are required to complete firearms training to be authorized to carry a firearm. In addition, A.R.S. § 12-299.10 authorizes the Supreme Court to certify court security officers.

Therefore, pursuant to Article VI, Section 3, of the Arizona Constitution and consistent with A.R.S. 12-299.10,

IT IS ORDERED that:

1. The Administrative Director shall establish a training academy to include a firearms training program, use of force standards, and other standards and policies for court security officers.
2. On or before December 31, 2020, all court employees who are employed as of the effective date of this order whose primary duties are to provide court security are required to:
 - A. Successfully complete the Court Security Training Academy; and
 - B. Complete the requirements to become a certified court security officer as provided in Appendix 1.
3. All court employees whose primary duties are to provide court security and who are hired after the effective date of this order must complete the Court Security Officer Training

Academy and the requirements to become certified as provided in Appendix A within 90 days of their date of hire.

4. Notwithstanding the foregoing, court-employed security personnel who have completed courses through the Judicial Branch Security Department of Maricopa County after March 2016 and who have completed any additional courses required by the director may be certified by the Supreme Court upon approval of documentation of course completion.
5. When the director establishes a firearms training program, new security personnel who are armed must complete the program prior to carrying a firearm in a courthouse. All court security officers who are authorized by local order to be armed at the time of the effective date of this order are authorized to be armed until the firearms training program is established and opportunity to attend training is made available. At that time, those armed court security officers must comply with the provisions of that program.

IT IS FURTHER ORDERED that the Administrative Director shall have the authority to issue administrative directives as necessary to implement the programs and policies required by this Order.

Dated this 11th day of September, 2019.

ROBERT BRUTINEL
Chief Justice

APPENDIX A

Court Security Officer Training and Certification

A. Definitions.

1. “Certified court security officer” means any person providing court security, whether part- or full-time, who is an employee of a court and who has met the training requirements set forth herein.
2. “Court” means any court of limited jurisdiction, the superior court or any appellate court of the judicial branch of the State of Arizona.
3. “Court presiding judge” means the presiding judge of a superior, justice, or municipal court or the presiding judge’s designee.
4. “Director” means the Administrative Director of the Administrative Office of Courts or the director’s designee
5. “Officer” means any person providing court security, whether part- or full-time or persons who has court security duties whether by job title, or job description.
6. “Security director” means the individual designated by a court presiding judge to oversee security operations, whether part- or full-time.

B. General Administration. The director shall:

1. Establish and oversee the Court Security Officer Training Academy under the AOC Education Services Division;
2. Grant certification to those persons who meet the certification requirements set forth below;
3. Approve all Court Security Officer Training Academy curriculum and course instructors; and

4. Adopt other administrative practices and procedures, consistent with this section, as necessary for the administration of the Court Security Officer Training Academy.

C. Court Security Officer Training Academy.

1. All court-employed officers shall attend and successfully complete the Court Security Officer Training Academy within 90 days of the date of hire.

2. Attendees shall undergo assessment of competency upon conclusion of instruction and shall meet passing standards as set by the director.

3. Attendees who fail to attain the passing score on the competency assessment are permitted to retake the competency assessment once within 90 days of completion of the Court Security Officer Training Academy.

4. The director shall notify the attendee of the competency assessment results.

D. Court-Employed Court Security Officers Eligibility for Certification.

1. In addition to the requirements stated in subsection (C), court-employed security officers must successfully complete 90 days of on-post service as determined by the court presiding judge.

2. The officer's security director shall notify the director when the officer has met the requirement of this subsection and provide a recommendation for certification.

3. An officer granted certification shall be considered certified throughout the course of the officer's employment as a court security officer, provided the officer remains in good standing and maintains compliance with continuing education and annual training requirements established by the Arizona Code of Judicial Administration, and the director.

4. A certified court security officer shall undergo the certification process again if the officer returns to service after an absence of more than one year.

E. Reporting Requirements. The local training coordinator shall ensure that all court security officer training is included in the annual Committee on Judicial Education and Training compliance report.