



*2010*

# TRAINING SCHEDULE

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*Kentucky*  
UNBRIDLED SPIRIT™



## JUSTICE AND PUBLIC SAFETY CABINET

Steven L. Beshear  
Governor

**Department of Criminal Justice Training**  
521 Lancaster Avenue  
Richmond, Kentucky 40475-3102  
(859) 622-1328  
[www.kentucky.gov](http://www.kentucky.gov)

J. Michael Brown  
Secretary

John W. Bizzack, Ph.D.  
Commissioner

To All Kentucky Law Enforcement Personnel:

The Department of Criminal Justice Training is pleased to provide the training calendar and schedule for 2010. We are offering several new classes in the various areas and continue to try to address the needs of the peace officers and telecommunicators in Kentucky.

Since the POPS Legislation was enacted in late 1998 the Department of Criminal Justice Training has continually pushed to utilize the most up-to-date training methods and provide current and relevant training all across Kentucky. Our mission is to advance, through training, the ability of Kentucky Law Enforcement to create a safe, secure environment in which to reduce crime and its cost to society.

The Training Schedule will be provided to all law enforcement agencies within the Commonwealth. The Schedule may also be accessed by logging on to our website at <http://docjt.ky.gov>

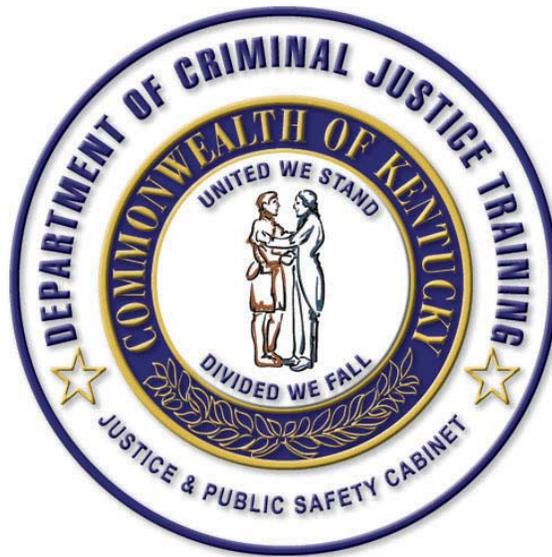
The Staff at DOCJT has worked to put this schedule together and to provide outstanding training for all Kentucky Law Enforcement Agencies. I want to express my gratitude to all who have worked to put this publication together.

I wish you success throughout the next training year.

Sincerely,

A handwritten signature in cursive script that reads "Charles J. Melville".

Charles J. Melville  
Director  
Training Operations Division



The Department of Criminal Justice Training does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability. This agency will provide, on request, reasonable accommodations including auxiliary aids and services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs and activities.

The Department of Criminal Justice Training is committed to full compliance with the spirit and intent of all provisions of the Americans with Disabilities Act and equal employment opportunity.



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# DIRECTORY

<b>General Information</b>	(859) 622-1328	
<b>Commissioner's Office</b>	(859) 622-6165	
<b>Deputy Commissioner</b>	(859) 622-2217	
<b>General Counsel</b>	(859) 622-2219	
<b>Communications Office</b>	(859) 622-6863	
<b>Advanced Individual Training Branch</b>	(859) 622-2209	Fax: (859) 622-8131
Investigations Training Section	(859) 622-8993	
Patrol/Traffic Training Section	(859) 622-8182	
Telecommunications Training Section	(859) 622-3386	Fax: (859) 622-5024
Advanced Telecommunications Training Section	(859) 622-2756	Fax: (859) 622-6857
<b>Basic Training Branch</b>	(859) 622-5032	Fax: (859) 622-5913
DUI Enforcement Section	(859) 622-2309	Fax: (859) 622-5081
Evaluation Section	(859) 622-4797 <b>or</b> (859) 622-5883	Fax: (859) 622-5913
General Studies	(859) 622-4797 <b>or</b> (859) 622-5883	
<b>Carrying Concealed Deadly Weapons</b>	(859) 622-2299	Fax: (859) 622-8387
<b>Compliance Section</b>	(859) 622-6562	Fax: (859) 622-1843
<b>Invoices for Pay Agencies</b>	(859) 622-3454	
<b>Director of Administration</b>	(859) 622-8081	
<b>Director of Training Operations</b>	(859) 622-2221	
Instructional Design	(859) 622-5930	
<b>Director of Training Support</b>	(859) 622-8081	
<b>Grant Funding</b>	(859) 622-5002	Fax: (859) 622-8256
<b>Kentucky Law Enforcement Council</b>	(859) 622-6218	Fax: (859) 622-5943
<b>KLEFPF Office (Pay Incentive)</b>	(859) 622-2224	Fax: (859) 622-1508
<b>Kentucky Leadership Institute Branch</b>	(859) 622-2213	
Legal Training Section	(859) 622-3801	Fax (859) 622-6578
Leadership Development Section	(859) 622-2213	Fax: (859) 622-1670
Louisville Training Section	(502) 429-7480	Fax: (502) 429-7481
<b>Records Section</b>	(859) 622-5055	Fax: (859) 622-8387
<b>Registration Section (Class Availability)</b>		Fax: (859) 622-2740
DUI Enforcement	(859) 622-2225	
Advanced Individual Training	(859) 622-6253 <b>or</b> (859) 622-2914	
Law Enforcement Basic Training	(859) 622-6253	
Telecommunications/CJIS/MDT	(859) 622-2225	
<b>Skills Training Branch</b>	(859) 622-2216	Fax: (859) 622-8570
Physical Training & Def. Tactics Section	(859) 622-3546	Fax: (859) 622-6825
Vehicle Operations Section	(859) 622-8317	
Firearms Section	(859) 622-8300	
<b>Staff Services</b>	(859) 622-8093	Fax: (859) 622-5886



## **KENTUCKY LAW ENFORCEMENT COUNCIL**

The Kentucky Law Enforcement Council is responsible for certification or approval of curricula, instructors, and schools conducting peace officer training for purposes of the Kentucky Law Enforcement Foundation Program Fund (KLEFPF) pay incentive, the Peace Officer Professional Standards Act, the Telecommunicator Professional Standards Act and the Certified Court Security Officer Standards Act. The Department of Criminal Justice Training has obtained certification for all law enforcement officer courses contained in this schedule of classes, unless otherwise noted. Other courses may also be approved. Please contact the KLEC office to inquire about getting an outside course pre-approved.

### **Peace Officer Professional Standards (POPS)**

The Peace Officer Professional Standards Act establishes minimum qualifications for employment and certification as a peace officer in Kentucky. The Kentucky Law Enforcement Council has been authorized by statute to administer the certification process.

### **Telecommunicator Professional Standards (TPS)**

The Telecommunicator Professional Standards Act establishes minimum qualifications for certification as a telecommunicator in Kentucky. The Kentucky Law Enforcement Council has been authorized by statute to administer the certification process.

### **Certified Court Security Officer Standards (CCSO's)**

The Certified Court Security Officer Standards Act establishes minimum qualifications to maintain employment, for pre-employment and certification as a court security officer in Kentucky. The Kentucky Law Enforcement Council has been authorized by statute to administer the certification process.

### **Career Development Program**

The Kentucky Law Enforcement Council is also responsible for the Career Development Program. The program is open to law enforcement officers/telecommunicators, and provides structure to the training process through career tracking. The program will acknowledge and reward officers and telecommunicators whose training and academic efforts are aligned with career objectives.

For additional information regarding the Kentucky Law Enforcement Council, please contact:

*Larry D. Ball, Executive Director*  
*Kentucky Law Enforcement Council*  
*Funderburk Building,*  
*521 Lancaster Ave., ECU*  
*Richmond, KY 40475-3102*  
*Phone: (859) 622-6218 Fax: (859) 622-5943*  
*E-Mail: [Larry.Ball@ky.gov](mailto:Larry.Ball@ky.gov)*

## **PEACE OFFICER TRAINING REQUIREMENTS**

**Basic Training:** KRS 15.380 to KRS 15.404 requires the certification of State Police officers, city, county, and urban-county police officers, deputy sheriffs (except those identified in KRS 70-045 and 70.263(3)), state or public university safety and security officers, school security officers, airport safety and security officers, Alcoholic Beverage Control field representatives and investigators, and investigators of the Division of Insurance Fraud.

To be certified, KRS 15.404 requires peace officers to successfully complete, within one year of appointment or employment, 768 hours of basic training at a school certified or recognized by the Kentucky Law Enforcement Council. This includes all full-time, part-time, and auxiliary officers, whether paid or unpaid.

Exempted from the basic training requirements are sheriffs, coroners, constables, jailers, Racing Commission security officers, and the Commissioner of State Police. Federal peace officers cannot be certified.

**In-Service Training:** KRS 15.404 requires peace officers annually to successfully complete 40 hours of in-service training approved by the Kentucky Law Enforcement Council. Courses must be approved prior to attendance for KLEFPF/POPS credit. Exempt from the in-service training requirements are sheriffs, coroners, constables, jailers, Racing Commission security officers, and the Commissioner of the State Police.

## **COURT SECURITY OFFICER TRAINING REQUIREMENTS**

To be certified, KRS 15.3971 requires court security officers, hired on or after June 26, 2007, to successfully complete, within one year of employment, 80 hours of approved basic training, recognized by the Kentucky Law Enforcement Council. This includes all full-time and part-time court security officers.

**In-Service Training:** KRS 15.3975 requires all court security officers must successfully complete 40 hours of biennial in-service training that has been approved by the Kentucky Law Enforcement Council and that is appropriate to the officer's responsibilities.

## **TELECOMMUNICATIONS TRAINING REQUIREMENTS**

**Telecommunications Training:** KRS 15.530-15.590 requires any sworn or civilian employee who is employed to dispatch law enforcement by means of radio communications, on a full time basis at a CJIS agency, to successfully complete a minimum of 168 hours of training in a Telecommunications Academy within six months of their employment. Those same employees of agencies that do not have the CJIS terminal are required to successfully complete a minimum of 128 hours of basic training in a Telecommunications Academy for the Non-Terminal Agency within twelve months of their employment. Full-time law enforcement telecommunicators in the state of Kentucky are also required to successfully complete eight hours of Telecommunications in-service training each calendar year thereafter (KRS 15.560(2)).

## Obtaining Credit for Out-of-State Basic Training

A law enforcement officer, who as of his date of employment has already successfully completed a law enforcement basic training course outside of Kentucky, may, for the purpose of obtaining credit for meeting the basic training requirement, apply to the Kentucky Law Enforcement Council for credit. Upon receipt of the request, the Executive Director shall verify that the officer has successfully completed a basic training course that was certified or approved by the peace officer standards and training council in the state where it was taken. The officer and his department shall be responsible for providing the proof needed for verification. Minimum requirements include:

- A copy of the topics and hours of the basic course taken including hours per class and total number of hours completed; and,
- A copy of the graduation certificate.
- Proof that the officer has worked in the state as a peace officer in which he graduated for a minimum of one year.

If the above conditions are met, in order to become certified the officer must successfully complete the following courses within a year of his hire date:

- Basic Officer Skills
- Legal Update: Constitutional Procedure
- Legal Update: Penal Code
- Kentucky Homeland Security

If the out-of-state basic training was completed after December 1, 1998, the applicant must meet all 17 Peace Officer Professional Standards.

Kentucky Law Enforcement Council  
E.K.U., Funderburk Building  
521 Lancaster Ave  
Richmond, KY 40475  
Phone: 859-622-6218  
Fax: 859-622-5943  
[Larry.Ball@ky.gov](mailto:Larry.Ball@ky.gov)

## **Obtaining Credit for In-Service Training**

The Kentucky Law Enforcement Council must approve any course taken for certification or KLEFPF credit. All law enforcement courses listed in this schedule of classes have been approved, unless otherwise noted. For any outside training courses, please contact the Kentucky Law Enforcement Council prior to taking the course to verify if it is approved. To obtain approval for an outside course, proper paperwork must be submitted 30 days prior to a Council meeting.

Except in unusual circumstances, the Council does not approve for training credit:

- Conferences where attendance is not mandatory and recorded
- Courses that are not tested
- Courses that are submitted after the fact
- Courses less than 8 hours
- Seminars

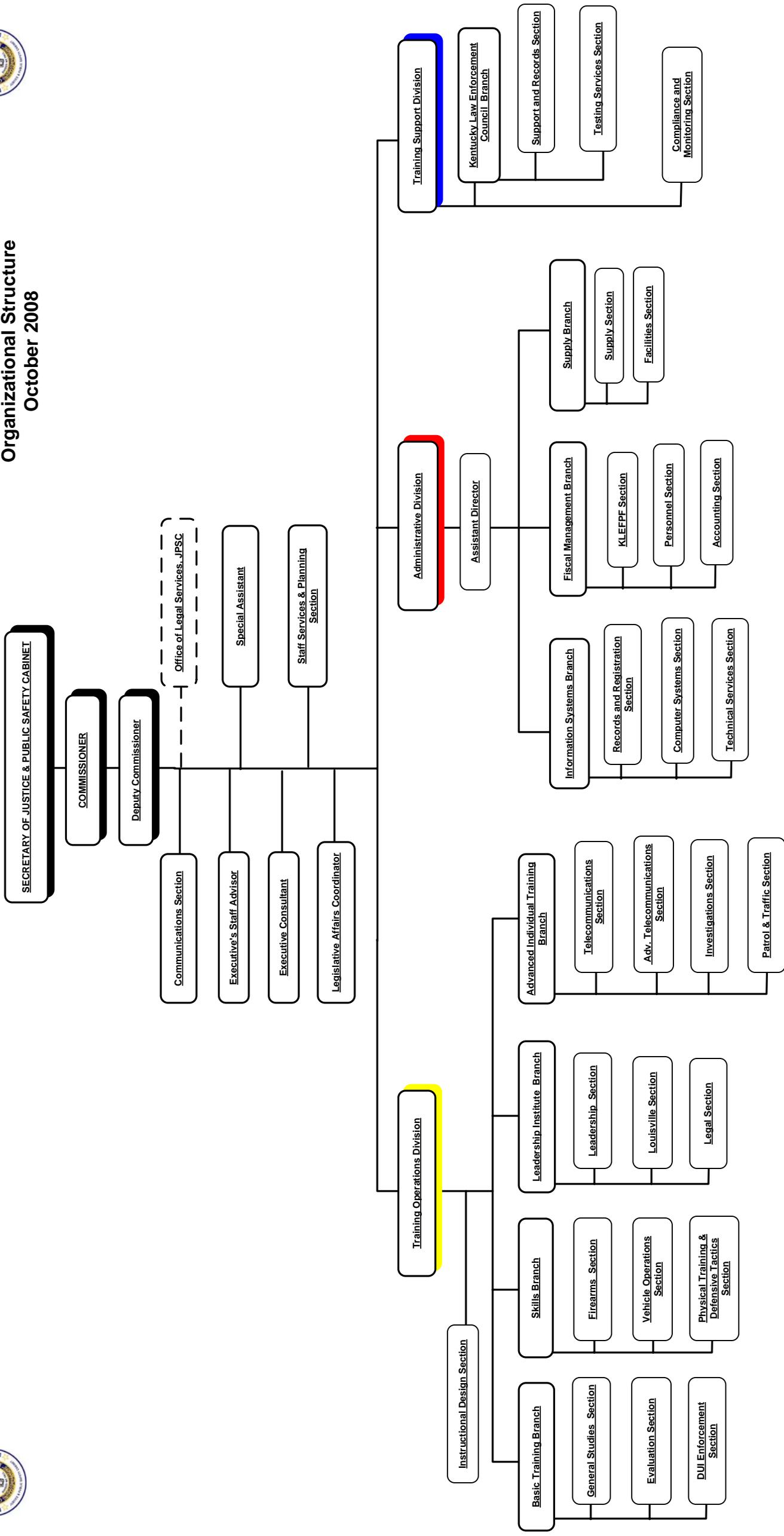




# Department of Criminal Justice Training

## Organizational Structure

### October 2008





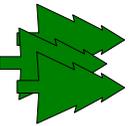
Exit 87



52

Lancaster Road

To Downtown Richmond



DOCJT Student Parking Only

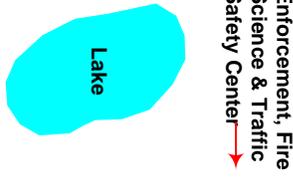
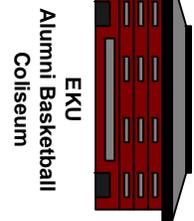


Hummel Planetarium

Carl Perkins Building

876

Eastern By-Pass



Robert R. Martin Law Enforcement, Fire Science & Traffic Safety Center

Stratton Building



DOCJT Employee Parking Only

DOCJT Student Parking Only



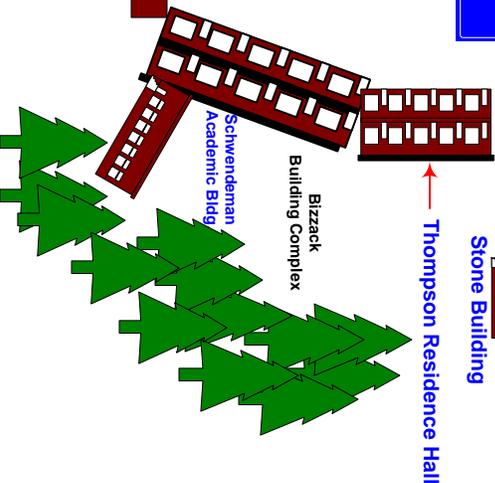
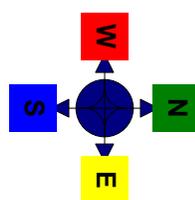
Indoor Firing Range



McKinney Skill Complex



Kit Carson Light # 7



Schwendenman Academic Bldg

Bizzaack Building Complex

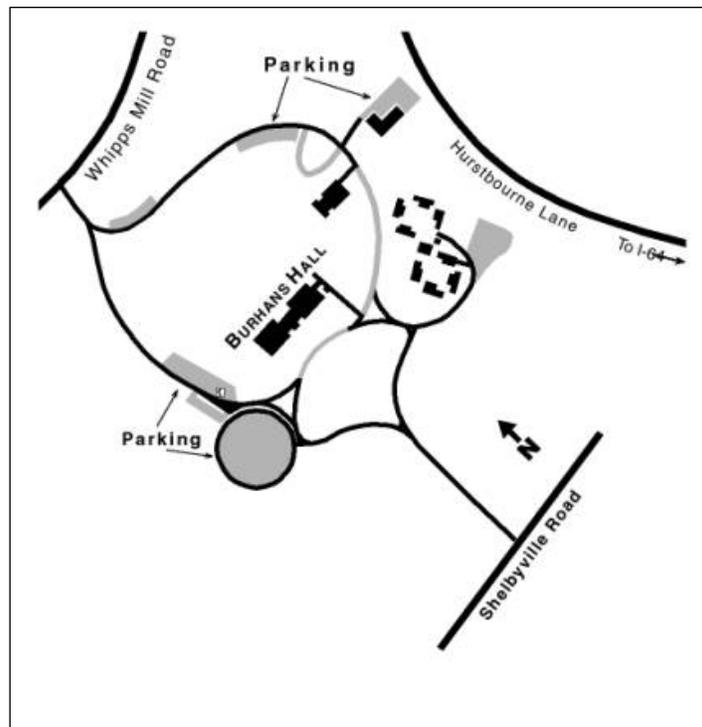
Thompson Residence Hall

Stone Building

DOCJT Supply

DOCJT Funderburk Building

**Department of Criminal Justice Training  
Louisville Field Office Training Site  
University of Louisville, 9001 Shelbyville Road  
Burhans Hall (Ground Floor) 502-429-7480**





# REGISTRATION

## The Most Frequently Asked Questions

**Q. How does a person apply for a course offered by the Department of Criminal Justice Training?**

- A.** The agency training officer (or designee) should fill out **DOCJT Form #29-1, Agency Requests for Training**, to register persons for **any** class. The training officer or agency head must sign the form.

Fax the form to (859) 622-2740, or e-mail to [Docjt.Registration@ky.gov](mailto:Docjt.Registration@ky.gov) or mail to: Department of Criminal Justice Training, Attention Registration, Funderburk Building, EKU, 521 Lancaster Avenue, Richmond, KY 40475-3102.

**Q. What is the Form 45? Why is it required and how is it different from the POPS Forms, Medical Examination Report (G-1) and Peace Officer's Professional Standards Medical Screening Guidelines (G-3)?**

- A.** The Form 45 is the Basic Training Medical Confirmation required to be completed within 120 days of the recruit's scheduled entry date into DOCJT's Law Enforcement Basic Training. The form states that a physician is confirming that a recruit has been examined and is in full compliance with the criteria listed in the Medical Screening Guidelines as stated in the G-3.

**Q. Is there room in a particular class?**

- A.** Applications are date stamped and processed on a first-come, first-served basis. It is impossible to give an accurate answer until the bulk of the applications are processed, which takes about four months after the Training Schedule is distributed.

**Q. May I substitute a person for one already approved for a class?**

- A.** Yes, but only under extenuating circumstances.

**Q. When will I be billed for a course failure?**

- A.** Immediately after a course re-test failure.

**Q. What are the training priorities for admission to DOCJT peace officer classes?**

- A.** Based on the need for training and the date the request is received, the training priorities are:
1. Full-time and part-time sworn peace officers or deputy sheriffs taking the course for certification or KLEFPF purposes.
  2. Auxiliary law enforcement officers taking the course for certification purposes.
  3. Full-time sworn police officers or deputy sheriffs taking the course for Professional Certificate purposes.
  4. Deputy sheriffs classified as special deputies
  5. Other criminal justice system personnel.

**Q. What are the training priorities for admission to telecommunicator courses?**

- A.** Based on the need for training and date the request is received, the training priorities are:
1. Full-time and part-time law enforcement telecommunication employees taking the course for telecommunications certification
  2. Other telecommunications employees

- Q. I completed basic training and am POST certified in another state. Does my training transfer?**
- A. Kentucky requires peace officers to complete basic training within one year of their date of employment. If you completed basic training in another state, your training may transfer under certain conditions. Please see Page 6 for further information.
- Q. What is the difference between a “Hosted” course and a regular DOCJT course?**
- A. “Hosted” means the course is KLEC approved and students will follow the usual procedure to register for the course with DOCJT.
- Q. How often may I take a particular course?**
- A. To receive training credit, you may only retake the same course once every three years.
- Q. Is there an approved class for SLEO officers employed pursuant to KRS 61.906?**
- A. Yes, Basic Officer Skills, Legal Update: Penal Code, and Legal Update: Constitutional Procedure are approved classes for SLEO.
- Q. If I am currently approved for a training class and I transfer to another agency, how does this affect my enrollment?**
- A. If an individual terminates employment, or transfers from their current agency to another agency, that individual will be cancelled from all classes and must reapply through their new agency.
- Q. If I am employed by an agency that must pay for training, what is the cost and procedure for enrollment?**
- A. Submit DOCJT Form 29-1 (and POPS Form F, page one, if applicable). If you are approved for training, an invoice will be mailed to you. The “return” portion of the invoice and total payment must be returned to the DOCJT no later than two weeks after the completion of the course.

Tuition cost is:

\$600 for a full week

\$120 for each full day

\$60 for instruction that is 4 hours or less.

Housing costs \$15 per day (and is only available at the Richmond location).

Meals cost \$17 per day.

**Q. How do I cancel or reschedule a class I am registered for?**

**A.** Your training director or agency head must call, e-mail or send a fax message to inform the Registration Section (as soon as possible, in case we have someone on standby for the same class). You will be allowed to reschedule if there is room in another class.

**Q. What do I need to do to change my name or rank in DOCJT records?**

**A.** A name or rank change may be accomplished by contacting the Records Section by phone, regular mail or e-mailing to: [Susan.Higgins@ky.gov](mailto:Susan.Higgins@ky.gov).

**Q. What if our agency head or address has changed?**

**A.** This can be accomplished by filling out the KLEC Agency Update form and returning it via fax or mail to the contact information on the form.

PLEASE NOTE THAT FORM F AND FORM 29-1 HAVE BEEN REVISED. DESTROY ALL PREVIOUS VERSIONS OF THESE FORMS.

YOU MAY REPRODUCE THE FORMS ON THE FOLLOWING PAGES FOR YOUR USE OR GO TO OUR WEBSITE AT [www.docjt.ky.gov](http://www.docjt.ky.gov) TO PRINT FORMS.

Most forms are available in electronic format. If you want a form that can be filled out using your computer, contact [Susan.Higgins@ky.gov](mailto:Susan.Higgins@ky.gov).

**KLEFPF REGULATION ON SEPARATION FROM LAW ENFORCEMENT SERVICE  
(503 KAR 5:090R)**

**Officers returning after a separation from service must take the following classes before any others and within the first year of return to service. In addition, the officer must also complete the mandatory 40-hour Kentucky Homeland Security Course.**

**Officers who have been separated from law enforcement employment for more than 12 months but less than 36 months:**

- Legal Update: Penal Code, and
- Legal Update: Constitutional Procedure

**If out more than 36 months, must take:**

- Legal Update: Penal Code
- Legal Update: Constitutional Procedure

**And one of the following which is most appropriate for the officer's duties:**

- Basic Officer Skills, or
- Orientation For New Police Chiefs, or
- Orientation for New Sheriffs.

## Law Enforcement and Telecommunications Basic Academy Reservations

DOCJT recognizes the need of its client agencies to plan for the efficient and effective screening, hiring and training of its peace officers and telecommunicators. To assist with that process the Department makes allowances for the fair and equitable reservation of training slots for the basic training academy.

- After publication of the Training Schedule, agencies may reserve slots without a recruit named. When the employee is not yet hired and/or completed POPS or TPS, simply complete the form 29-1, insert the word “reserved” in the blank for the name of the recruit, leave the social security number blank and submit to the Registration Section via fax at (859) 622-2740, U.S. Postal mail or e mail at [DOCJT.Registration@ky.gov](mailto:DOCJT.Registration@ky.gov).
  - Once the recruit is identified, their name and social security number is to be forwarded to Registration.
  - Each agency may reserve slots for any two future classes at any given time during the training calendar year.
  - Slots reserved without a recruit name are only guaranteed to 8 a.m., 21 calendar days out from the beginning date for training. **Failure to supply a name by that time will move that reservation to a cancelled status and move up any standby registrant, that has submitted all required DOCJT and KLEC forms, into that slot.**
  - Should all slots be filled, the Registration Section will notify agencies remaining on standby that the class is full.
  - Vacancies may occur. The Basic Training Branch and the Telecommunications Section will coordinate closely with Registration to fill these vacancies with the next senior standby applicant for that class. Vacancies will be filled up to ten working days prior to the start date of a Basic Training class.
- Any questions regarding this reservation system are to be directed to the respective office; Peace Officers at (859) 622-5032 and Telecommunicators at (859) 622-3386.
- Peace Officer Professional Standards (P.O.P.S) and Telecommunications Professional Standards (T.P.S.) testing schedule coordination remains the responsibility of the hiring agency. The agency should include ample time within their plan for the completion of all phases for these screenings. All testing and paperwork must be completed ten working days prior to the start date of a Basic Training Class.
- THE BASIC TRAINING ROSTER IS CLOSED TEN WORKING DAYS PRIOR TO THE LISTED START DATE OF A CLASS. WHILE APPLICANTS MAY BE REMOVED FROM THE ROSTER, **NO APPLICANTS** WILL BE ADDED TO THE ROSTER. FOR YOUR CONVENIENCE, THE DUE DATES FOR PAPERWORK ARE LISTED IN THE BASIC TRAINING SECTION OF THIS SCHEDULE BOOK (POLICE BASIC – PG. 40-41) (TELECOMMUNICATIONS – PG. 122-123)





**Kentucky Law Enforcement Council  
POPS Form F – Status Update  
(Certification – KLEFPF – Training)**

**Instructions:** This form must be completed for full time officers at KLEFPF participating agencies whenever the following personnel actions occur: Employment, full-time to part-time, part-time to full-time, separation, leave without pay, or suspension without pay.

**Officer Information:**

\_\_\_\_ - \_\_\_\_ - \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Social Security Number      Date of Birth      NAME:      First      M.I.      Last

**Employment:** (KLEFPF Agencies Only)

\_\_\_\_, 19/20 \_\_\_\_  
Date of Employment

\_\_\_\_ / \_\_\_\_ / \_\_\_\_      \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
From      To  
Previous Law Enforcement Agency (Most Recent)

\_\_\_\_ / \_\_\_\_ / \_\_\_\_      \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
From      To  
Previous Law Enforcement Agency

\_\_\_\_ / \_\_\_\_ / \_\_\_\_      \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
From      To  
Previous Law Enforcement Agency

\_\_\_\_ / \_\_\_\_ / \_\_\_\_      \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
From      To  
Previous Law Enforcement Agency

**Termination/Resignation/Retirement:**  
(KLEFPF Agencies Only)

\_\_\_\_ 20 \_\_\_\_  
Effective Date

Number of regular working hours if less than a full month:  
\_\_\_\_ Hours

Indicate Hours Worked during last month of employment:

Month	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Week 1							
Week 2							
Week 3							
Week 4							
Week 5							

**Will this officer be participating in a retirement system? If so:**

\_\_\_\_\_  
Name of Retirement System

\_\_\_\_\_  
Percentage contributed by city/county

\_\_\_\_\_  
What date will retirement contribution begin?

- Suspension Without Pay       Sick Leave Without Pay  
 Leave Without Pay       Other (please explain below)

From: \_\_\_\_\_, 20 \_\_\_\_

To: \_\_\_\_\_, 20 \_\_\_\_

TOTAL working hours without pay \_\_\_\_\_

**Agency Certification:**

*I hereby verify that the above information is true and accurate. Signed this* \_\_\_\_ *day of* \_\_\_\_\_ **20** \_\_\_\_.

\_\_\_\_\_  
Signature of Law Enforcement Agency Executive

\_\_\_\_\_  
Name of Agency

\_\_\_\_\_  
Printed Name of Signer

\_\_\_\_\_  
Agency Phone Number

*I hereby verify that the above information is true and accurate. Signed this* \_\_\_\_ *day of* \_\_\_\_\_ **20** \_\_\_\_.

\_\_\_\_\_  
Signature of Mayor/Fiscal Officer/City Clerk

\_\_\_\_\_  
Name of Agency

\_\_\_\_\_  
Printed Name of Signer

\_\_\_\_\_  
Agency Phone Number





**KENTUCKY JUSTICE & PUBLIC SAFETY CABINET  
DEPARTMENT OF CRIMINAL JUSTICE TRAINING  
AGENCY REQUESTS FOR TRAINING**



NAME OF AGENCY \_\_\_\_\_

Date: \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_ Pages Agency Phone # \_\_\_\_\_

INFORMATION BELOW MUST BE TYPED OR PRINTED

	NAME	SSN or DRIVER'S LICENSE #	COURSE #	DATE OF COURSE
1				
	LOCATION (Enter e-mail if on-line class)		COURSE TITLE	
				<b>OR</b> <input type="checkbox"/> First Available Date

	NAME	SSN or DRIVER'S LICENSE #	COURSE #	DATE OF COURSE
2				
	LOCATION (Enter e-mail if on-line class)		COURSE TITLE	
				<b>OR</b> <input type="checkbox"/> First Available Date

	NAME	SSN or DRIVER'S LICENSE #	COURSE #	DATE OF COURSE
3				
	LOCATION (Enter e-mail if on-line class)		COURSE TITLE	
				<b>OR</b> <input type="checkbox"/> First Available Date

	NAME	SSN or DRIVER'S LICENSE #	COURSE #	DATE OF COURSE
4				
	LOCATION (Enter e-mail if on-line class)		COURSE TITLE	
				<b>OR</b> <input type="checkbox"/> First Available Date

	NAME	SSN or DRIVER'S LICENSE #	COURSE #	DATE OF COURSE
5				
	LOCATION (Enter e-mail if on-line class)		COURSE TITLE	
				<b>OR</b> <input type="checkbox"/> First Available Date

	NAME	SSN or DRIVER'S LICENSE #	COURSE #	DATE OF COURSE
6				
	LOCATION (Enter e-mail if on-line class)		COURSE TITLE	
				<b>OR</b> <input type="checkbox"/> First Available Date

**This signature attests to the employment status of individuals as indicated above and authorizes the training requested:**

AUTHORIZED SIGNATURE: \_\_\_\_\_ TYPED NAME: \_\_\_\_\_

Check One:  Agency Head  Training Officer

MAIL: Dept. of Criminal Justice Training  
Registration  
Funderburk Bldg., EKU  
521 Lancaster Ave.  
Richmond, KY 40475-3102

FAX: (859) 622-2740  
E-MAIL: DOCJT.Registration@ky.gov  
PHONE: (859) 622-1328

COMMONWEALTH OF KENTUCKY  
JUSTICE AND PUBLIC SAFETY CABINET

**TRAINING APPLICATION SUPPLEMENT**  
**TELECOMMUNICATIONS TRAINING**

**For first time application**, this form must be completed and attached to POPS Form F (Status Update), and DOCJT Form #29-1 (*Agency Requests For Training*), for possible enrollment into the Telecommunications Training Program.

According to KRS 15.540, the Justice Cabinet shall determine that all applicants for admission to the Telecommunicator Training Program satisfy specified qualifications. Completion of this form will satisfy this requirement.

**THE INFORMATION REQUESTED BELOW MUST BE TYPED**

_____	_____	_____	_____	
LAST NAME	FIRST	MI	SOCIAL SECURITY NO.	
_____	_____	_____	_____	
DATE OF BIRTH	SEX	RACE	DATE OF EMPLOYMENT	JOB TITLE
_____	_____	_____	_____	_____
EMPLOYING AGENCY			MAILING ADDRESS	
_____	_____	_____	_____	_____
CITY	STATE	ZIP CODE	PHONE NUMBER	

**ATTESTATION**

***I attest by my signature below that the above named person is currently employed by this agency and is:***

1. A citizen of the United States and has reached the age of majority.
2. Holds a high school diploma or equivalent.
3. Has not been convicted of a felony or other crimes involving moral turpitude as determined by submission of his/her fingerprints to the Kentucky State Police and the Federal Bureau of Investigation and by any other investigation conducted by this agency.
4. Is free of any physical, emotional or mental condition which might adversely affect employment performance.

AGENCY HEAD SIGNATURE: \_\_\_\_\_  
NAME (Print) DATE

**NOTARY PUBLIC**

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC COMMISSION EXPIRES

Submit completed forms #66, POPS Form F (page 1) and #29-1 to:

Peace Officer Professional Standards  
Department of Criminal Justice Training  
Eastern Kentucky University  
Funderburk Bldg., 521 Lancaster Ave.  
Richmond, KY 40475-3102  
Fax No. (859) 622-5943

KENTUCKY JUSTICE & PUBLIC SAFETY CABINET  
DEPARTMENT OF CRIMINAL JUSTICE TRAINING  
BASIC TRAINING BRANCH

**BASIC TRAINING - MEDICAL CONFIRMATION**

RECRUIT :

\_\_\_\_\_

Last name

\_\_\_\_\_

First Name

\_\_\_\_\_

MI

DATE OF FULL EXAMINATION: \_\_\_\_\_

DATE OF REVIEW & ADDITIONAL  
TESTING (if initial exam occurred over  
120 days before date for entry into basic  
training): \_\_\_\_\_

I have examined the above named recruit in full compliance with the criteria listed in the Peace Officer's Professional Standards Medical Screening Guidelines (Form G-3). I have completed the Medical Examination Report (Form G-1) and have forwarded it to the recruit's agency where it will be retained for future reference.

**Please indicate which of the following statements applies to your medical evaluation of the recruit:**

The full examination was completed within 120 days of the recruit's scheduled entry date into the Department of Criminal Justice Training's Law Enforcement Basic Training.

**OR**

The full examination was performed more than 120 days prior to the recruit's scheduled entry date into the Department of Criminal Justice Training's Law Enforcement Basic Training. I have reviewed the recruit's present medical condition and performed additional testing as indicated, and have found no change which would preclude entry into Basic Training.

I **have found the recruit able** to physically perform all essential job functions as described in the Medical Screening Guidelines, and therefore **able to safely participate** in all aspects of the Law Enforcement Basic Training Course. There are no restrictions or limitations on the recruit's ability to enroll in the Law Enforcement Basic Training Course.

PHYSICIAN'S  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

ADDRESS:  
(Please Print) \_\_\_\_\_

TELEPHONE \_\_\_\_\_

KENTUCKY JUSTICE & PUBLIC SAFETY CABINET  
DEPARTMENT OF CRIMINAL JUSTICE TRAINING  
**APPLICATION FOR TRAINING CREDIT**  
(ANY AGENCY OTHER THAN THE DOCJT)

\_\_\_\_\_  
Name of Agency conducting this course

Page \_\_\_\_\_ of \_\_\_\_\_ Pages

Agency Unit Number: \_\_\_\_\_

KLEC APPROVED NO. \_\_\_\_\_ COURSE TITLE: \_\_\_\_\_

CLASS LOCATION: \_\_\_\_\_ CLASS DATE: \_\_\_\_\_ CLASS HOURS: \_\_\_\_\_

SOC. SEC. #	NAME OF TRAINEE	DEPARTMENT	GRADE
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____
13.	_____	_____	_____
14.	_____	_____	_____
15.	_____	_____	_____

**INSTRUCTOR STATEMENT:**

I certify that the above named police officer(s) successfully completed the above named training course.

\_\_\_\_\_  
INSTRUCTOR

\_\_\_\_\_  
DATE

**KLEC EXECUTIVE DIRECTOR:**

The above named course is approved or recognized by the Kentucky Law Enforcement Council for training credit.

\_\_\_\_\_  
KLEC EXECUTIVE DIRECTOR

\_\_\_\_\_  
DATE



**Kentucky Law Enforcement Council  
Agency Update  
(Certification – KLEFPF – Records)**

Fax: 859-622-5943  
Mail: Kentucky Law Enforcement Council  
Funderburk Building  
521 Lancaster Avenue  
Richmond, KY 40475-3102

Telephone Contacts  
POPS/TPS/CCSO: 859-622-6218  
KLEFPF/Pay Incentive: 859-622-2224  
DOCJT Records: 859-622-5055

**Agency Information:**

Name of Agency \_\_\_\_\_ Agency Telephone Number \_\_\_\_\_ Agency Fax Number \_\_\_\_\_

Mailing Address of Agency: \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Physical Address of Agency: \_\_\_\_\_  
Street Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Are you a CJIS (LINK/NCIC) Agency?  Yes  No

Web Address: \_\_\_\_\_

Reason for Update:  Change in Agency Head  Change in Training Director  Change in Telecommunications Supervisor  
 Change of Address  Change in Phone or Fax Number  Other (please explain)

Name of Agency Head \_\_\_\_\_ Rank \_\_\_\_\_ Email Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Name of Training Director \_\_\_\_\_ Rank \_\_\_\_\_ Email Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Name of Telecommunication's Supervisor \_\_\_\_\_ Rank \_\_\_\_\_ Email Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**Agency Hiring Authority Statement:**

*I hereby verify that the above information is true and accurate. Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_*

Signature of Agency Head or Designee \_\_\_\_\_ Title \_\_\_\_\_ Typed Name \_\_\_\_\_



## **ATTENDANCE REQUIREMENTS**

### **Basic Training**

Recruits enrolled in Basic Training are required to complete a minimum of 768 hours of training. Recruits may have excused absences from the course with the approval of the director of the certified school or his designee. Any excused absence will require training to be made up through additional assignment(s).

### **Professional Development**

Students enrolled in Professional Development courses from the following Branches are required to attend all scheduled training:

- Advanced Individual Training
- Leadership Institute
- Skills
- Telecommunications

All absences from training must be approved by the section supervisor of the Professional Development course. Written notice shall be given prior to the absence, or in the case of unexpected absences, within twenty-four hours. A student must repeat a subject area in which ten percent or more of the area is missed, whether the absence is excused or unexcused (503 KAR 3:020). All absences require completion of a special project. Disciplinary action can occur as a result of an unexcused absence.

### **Telecommunications Academy**

Trainees enrolled in a Telecommunications Academy are required to complete a minimum of 175 hours for agencies with a CJIS Terminal and 135 hours for agencies without a CJIS Terminal. Trainees may have excused absences from the course with the approval of their Director of the certified school or his designee. Any excused absence will require training be made up through additional assignment (s).

# How To Register for a Residence Hall Room

## I. HOUSING REQUEST PROCEDURES (FOR ADVANCED INDIVIDUAL TRAINING STUDENTS)

1. Students must be on the approved DOCJT class roster to request a bed. Approximately two weeks before the start of each class the student will receive a welcome/confirmation letter from the DOCJT with a blue room reservation request card. The student must either:
  - Complete the self-addressed Thompson Hall Room Reservation card included in your class confirmation and mail via U.S. Postal Service **OR**
  - Register on-line at <http://docjt.ky.gov/dorm> **OR**
  - E-mail the request to: [docjt.dorm@ky.gov](mailto:docjt.dorm@ky.gov) **OR**
  - Fax the reservation card to (859) 622-8638
2. Housing reservations are confirmed on a first come first served basis. The earlier your reservation is received, the better chance of being approved for housing.

## II. HOUSING INFORMATION (FOR ADVANCED INDIVIDUAL TRAINING STUDENTS)

- **Cancellation of Room Request** – DOCJT requires a 48-hour notice for cancellation of reservations. Cancellation notification can be made by phone at (859) 622-1703, faxed to (859) 622-8638 or e-mailed to [docjt.dorm@ky.gov](mailto:docjt.dorm@ky.gov). Failure to cancel a requested room may result in the agency being billed for one night's stay.
- **Check-In** - Student rooms will be available between 5 PM and 10 PM on the day prior to class start date. Students are required to show a picture ID for check-in.
- **Double Occupancy** - All rooms are double occupancy. NOTE: Students are assigned a roommate of the same gender, from the same class. Roommate requests are accepted.
- **Checkout** - Students check out at the Front Desk between 7 AM and 8 AM on the morning of the last day of class.
- **Room Features** - Each room has a  $\frac{3}{4}$  bathroom (e.g., commode, shower [no tub], and double-vanity sinks) and furnished with a telephone and two of the following: twin-size extra-long bed, nightstand, dresser & desk.
- **Provided** - Student receives at the Front Desk: room keys, security key FOB, a pillow, a pillow case, a fitted sheet, a flat sheet, a blanket, network cable for filtered internet access (own computer required) and a TV cable to access the ECU "free" cable network.

- **Not Provided** - Alarm clock, television, refrigerator, towels, wash cloths, clothes hangers, long distance telephone service or other sundries. No housekeeping services are available.
- **Not allowed in Thompson Hall rooms** - candles, incense, open burner appliances, microwave ovens
- **Amenities** - Soft drink vending machines, ice machine (no ice buckets, bring your own container), snack vending machines, coin-operated washers & dryers, irons & ironing boards (in laundry). Microwaves available for use in break rooms.
- **Video Security Monitoring on Premises** - Video monitoring is conducted within the hallways and common areas of Thompson Residence Hall for the safety and security of its residents.
- **Thompson Residence Hall is an Alcohol and Tobacco-Free Facility** - This policy includes smokeless tobacco products. A designated smoker's shelter is available in the back of the Residence Hall where the two building wings meet.
- **Front Desk Hours** -
 

Sunday	5 PM to 11 PM
Monday –Thursday	7 AM to 11 PM
Friday	7 AM to 3:30 PM

**The front desk is closed for dinner breaks  
from 7 PM to 8 PM, Monday – Thursday.**

Updated August 2009

Wired Internet access is currently available for recruits and student residents in the DOCJT Thompson Hall dormitory. Wireless Internet access is available only in the lobbies on each dormitory floor. Login names and passwords are required and can be obtained at the front desk of the Thompson Hall dormitory.

To meet security standards, a login client is temporarily installed on each computer. It is important to note that all Internet activity is monitored with content filtering software. Network connection cables are available at the front desk. If you have any questions regarding connectivity you may contact the DOCJT Computer Section at 859-622-5876 or email [docjt.helpdesk@ky.gov](mailto:docjt.helpdesk@ky.gov).



# TRAINING

## **Kentucky Justice and Public Safety Cabinet Criminal Justice Training College Credit Program**

In 1998, the “Education Pays” campaign was introduced in an effort to bring awareness to Kentucky’s low national ranking in education attainment and the importance of education at all levels. The prospect of receiving better paychecks increases with the level of education or technical expertise. Therefore, the Department of Criminal Justice Training created alliances with Kentucky’s institutions of higher education and removed barriers that traditionally impede college enrollment. It is DOCJT’S goal for Kentucky law enforcement officers to hold an associate’s degree as well as to understand the importance of higher education and quality training.

This document outlines educational opportunities for Kentucky law enforcement. Colleges and universities across the state and nation recognize the quality of accredited training provided at DOCJT. They have awarded college credits for completion of basic training along with some leadership development courses. These opportunities open the door to those law enforcement officers who understand the importance of higher education and the knowledge and advancement it brings.

DOCJT strongly encourages law enforcement officers to take advantage of educational and training opportunities. Patrick Miller has been assigned to assist interested officers. He is responsible for counseling law enforcement officers on educational opportunities, creating and maintaining alliances with institutions of higher education, and integrating Education Pays into the Career Development Program. Please contact Patrick Miller at (859) 622-5930 or [patrick.miller@ky.gov](mailto:patrick.miller@ky.gov) for assistance and further program details.

## **Basic Training College Credit Opportunities**

### **Eastern Kentucky University (EKU):**

Eastern Kentucky University (EKU) and the Department of Criminal Justice Training are glad to announce that students who successfully complete Basic Training are again eligible for nine (9) hours of “Transfer Credit” from Eastern Kentucky University. Once students who successfully complete the Kentucky Law Enforcement Council approved Basic Training course and are admitted to EKU as a student they will be eligible for the following credit:

- PLS 216 – Criminal Law (3 hours)
- PLS 220 – Criminal Investigations (3 hours)
- PLS 415 – Contemporary Police Strategies (3 hours)

### **University of Louisville:**

Officers who have completed the 18-week basic training course are able to receive up to 12 lower level credit hours tuition free. In order to receive this credit the officer will have to enroll and be accepted into the University of Louisville. Once the officer is enrolled at U of L he or she may then apply for the 12 hours of “Transfer Credit”.

### **Northern Kentucky University (NKU):**

Officers who have completed the 18-week basic training course are now able to receive up to 9 hours of lower level college credit for free. In order to receive this credit, the officer will have to enroll and be accepted into Northern Kentucky University. Once the officer is enrolled; he or she may then apply for 9 hours of “Transfer Credit” in law enforcement special topics from the College of Arts and Sciences.

### **The Kentucky Community and Technical College System (KCTCS):**

Officers who successfully complete the 18-week Basic Training program are eligible to obtain 13 credit hours toward their Associate of Arts degree at the nearest Kentucky Community College through the Kentucky Community and Technical College System (KCTCS). In order to receive this credit the officer will have to enroll and be accepted into the Kentucky Community College of their choosing. Once the officer is enrolled at a KCTCS Community College, he or she may apply for the 13 hours of “Transfer Credit”.

### **The Union Institute and University**

Officers in Northern Kentucky may find it beneficial to take advantage of the college credit offered by the Union Institute and University in Cincinnati, Ohio. Recruits who submit official records of successful completion of the Department of Criminal Justice Training Basic Training program are eligible for 32 undergraduate transfer credit hours.

### **Rio Salado College:**

Rio Salado College, a Maricopa County Community College in Tempe, Arizona, is proud to announce its Credit by Examination program in Law Enforcement Technology. This program is for individuals who are interested in attempting to receive college credit for learning acquired, demonstrated, and assessed at the Kentucky Department of Criminal Justice Training Academy.

Officers who have completed the 18-week basic training course are eligible to obtain 39 semester hours and apply to receive their Law Enforcement Technology Certificate. To receive this credit, students must submit a Credit by Examination Application from Rio Salado along with \$1345.50 (\$34.50 per credit hour). Officers may then go on to obtain their Associate of Applied Science Degree by applying to Rio Salado online at <http://policetraining.rio.maricopa.edu>. The additional 25 credit hours needed for the associates degree will be at the out of state tuition rate.

### **Herzing College:**

Qualified students who have met the Kentucky Peace Officer Professional Standards requirements and who meet the admission criteria of Herzing College in Alabama, and apply for admission to that institution are guaranteed transferability of 32 hours of agreed upon academic course work. Students who have completed the Department of Criminal Justice Training Basic Training Academy must provide official documentation that they completed the training.

### **Brown Mackie College**

Qualified students who have successfully completed the 18 week Department of Criminal Justice Training Basic Training Academy and who are admitted to Brown Mackie College in Louisville are eligible to receive 24 hours of free transfer credit toward their Associates Degree.

### **American College Testing (ACT):**

The Department of Criminal Justice Training will pay all fees associated with the ACT college admission exam for eligible recruit officers. The ACT is a standardized, multiple-choice, college admission exam. It is accepted for admission by virtually all U.S. colleges and universities

## **Advanced Individual Training (AIT) College Credit Opportunities**

### **College Substitute for In-Service Training:**

The Kentucky Law Enforcement Council may accept the completion of one, three-hour college course in lieu of in-service training once every three years. This will enable Kentucky Law Enforcement Foundation Program Fund (KLEFPF) participants to advance their education and continue to receive their annual training stipend. Participants are required to have their department head's approval, complete the course with a "C" grade or above, and attend a regionally accredited university or college.

### **Leadership Development Section**

The Leadership Development Section currently has two courses that offer college credit through Eastern Kentucky University (EKU). These courses are: The "School of Strategic Leadership" (SSL) and "Criminal Justice Executive Development" (CJED). Once students apply for and are admitted to EKU they will be eligible for the following credit for these two courses:

#### **School of Strategic Leadership (18 Graduate Hours):**

CRJ 800 - Advanced Theories of Criminal Justice  
PSY 837 - Social Psychology & Cultural Diversity  
CRJ 870 - Theories of Crime & Criminal Justice  
EDL 820 - Cultural & Contextual Leadership  
CRJ 808 - Criminal Justice Data Analysis  
CRJ 888 - Research Methods

**\*Students must meet the eligibility requirements for admission to graduate school to receive this credit. These hours will be gained over a two year period and begin with Session Six in 2010.**

#### **Criminal Justice Executive Development:**

CRJ 313 – Criminal Justice Ethics  
PLS 315 – Police Administration  
PLS 330 – Special Topics

OR

\* CRJ 897 – Independent Studies in Criminal Justice (For students who currently have their undergraduate degree)

### **Future Endeavors:**

The Department of Criminal Justice Training continues to explore other advancements in education for Kentucky Law Enforcement personnel. In the near future we are looking at expanding the number of hours offered to our Basic students from Eastern Kentucky University from 9 hours to 18 hours. In addition, in 2010 we will continue to research the possibility of obtaining college credit for certain Professional Development courses and the Kentucky Law Enforcement Council's Career Development Certificates. We are also interested in obtaining college credit for our students who have completed the Telecommunications Basic Academy. If anyone has any information or contacts to assist us with these endeavors, please contact Mr. Patrick Miller at (859) 622-5930.



## **SPECIAL CRITERIA FOR TRAINING**

### **COURSE RISKS:**

#### **Low Risks:**

Training occurs indoors. Involves classroom lecture, facilitation exercises and/or computer work.

#### **Intermediate Risks:**

- Scenarios: Training involves classroom lecture, facilitation exercises, and outdoor scenarios. The scenarios could include physical confrontations with simulated subjects. Training may occur in inclement weather.

#### **High Risks:**

- Firearms- handgun/shotgun/rifle: Training involves classroom lecture and facilitation exercises. Training involves handgun, shotgun, and/or rifle exercises fired on a static line and in tactical courses. Training may occur in inclement weather. Training may involve explosives (Explosive Investigations).
- Driving: Training involves classroom lecture and facilitation exercises. Training involves vehicle operations including emergency response and precision driving. Training may occur in inclement weather.
- Defensive Tactics: Training involves classroom lecture and facilitation exercises. Training involves hands-on encounters with simulated suspects necessitating physical control such as handcuffing. Training could include outdoor scenarios. Training may involve exposure to chemical agents.
- Challenge Course: Involves classroom lecture and facilitation exercises. Training involves moving about on high elements approximately 35 feet off the ground. Even though the participant is tethered **at all times**, the potential of a serious injury places this activity in the high-risk category. Training can be conducted outdoors as well as indoors and may be performed outdoors during inclement weather.

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### **COURSE FITNESS LEVELS:**

#### **Low Fitness level:**

This training could include lecture, facilitation, classroom scenarios and/or computer work.

#### **Intermediate Fitness level:**

This includes practical exercises in an outdoor location during all times and weather conditions. This training could involve hands-on simulated encounters with suspects necessitating physical control such as handcuffing.

#### **High Intensity Fitness level:**

Ability to engage in confrontational situations in high stress environment.



# **BASIC TRAINING**

## LAW ENFORCEMENT BASIC TRAINING

768 Hours

**Course Number: 027B-09JR**

The Law Enforcement Basic Training Course consists of a minimum of 768 hours of instruction over an 18-week period. The course, designed for the recruit level officer, includes instruction in topics such as Collision Investigation, Law, Patrol, Vehicle Operations, Firearms, Criminal Investigations, Defensive Tactics, Physical Fitness, First-Aid/CPR/AED, DUI Enforcement, Mobile Data Terminal, Practical Exercises, Homeland Security, Family Issues and Spanish.

Recruits must comply with all administrative regulations and successfully complete all training areas to be eligible for graduation. Meals, housing and all classroom materials are provided for qualified law enforcement officers. Successful completion will satisfy training requirements for eligible officers for KLEFPF and certification in city, county, urban-county, sheriffs, state law enforcement agencies, airport police and university police agencies (KRS 15.404).

### **SPECIAL ADMISSION REQUIREMENTS:**

**A.** *The following is required for admission to Basic Training:*

1. POPS Form F and Form D
2. Agency Requests for Training form (DOCJT Form #29-1) submitted no less than 30 days prior to the initial day of the class.
3. Medical Exam form (DOCJT Form #45)
4. **All paperwork is due for entry into Basic Training, 21 days prior to the start date of class.**

**NOTE:** The medical examination (form 45) must be completed within 120 days preceding the initial day of the class. All medical examination forms must be signed by a **medical doctor** or **physicians assistant**. Incomplete medical forms, or those not signed properly, will prohibit a recruit from being admitted to Basic Training.

The information concerning incoming recruits and their equipment needs can be found at [http://www.docjt.ky.gov/recruit\\_info.html](http://www.docjt.ky.gov/recruit_info.html)

**NOTE:** For information for requesting or reserving a slot for this class, see page 19.

**Attendees:** Any Rank

**Prerequisites:** Compliance with all certification requirements (for those officers requiring certification).

**Risk:** High

**Fitness Level:** High

Class Begin Date	Class End Date	Uniform Sleeve	DOCJT Form 29-1 for Entry Due Date	Slots with incomplete paperwork removed (including POPS forms)	Basic Training Class Closed
January 18, 2010	May 28, 2010	Long sleeve	12/18/2009	12/28/2009	01/01/2010
February 15, 2010	July 2, 2010	Long sleeve	01/15/2010	01/25/2010	01/29/2010
March 22, 2010	August 6, 2010	Short sleeve	02/22/2010	03/01/2010	03/05/2010
April 19, 2010	September 3, 2010	Short sleeve	03/19/2010	03/29/2010	04/05/2010
June 21, 2010	November 5, 2010	Short sleeve	04/17/2010	04/27/2010	05/03/2010
July 26, 2010	December 10, 2010	Short sleeve	05/21/2010	05/31/2010	06/07/2010
August 23, 2010	January 21, 2011	Long sleeve	06/26/2010	07/05/2010	07/12/2010
September 27, 2010	February 18, 2011	Long sleeve	07/23/2010	08/02/2010	08/09/2010
October 25, 2010	March 25, 2011	Long sleeve	08/27/2010	09/06/2010	09/13/2010
November 29, 2010	April 22, 2011	Long sleeve	09/25/2010	10/04/2010	10/11/2010

### Important Basic Training Dates

Important Basic Training Dates/Down Weeks
December 21, 2009 - January 1, 2010 <i>Christmas and New Year's</i>
March 8 - March 12, 2010 <i>Spring Break</i>
May 31 - June 4, 2010 <i>Memorial Day</i>
July 5 - July 9, 2010 <i>4th of July</i>
September 6 - September 10, 2010 <i>Labor Day</i>
November 23 - November 27, 2010 <i>Thanksgiving</i>
December 20, 2010 - December 31, 2010 <i>Christmas and New Year's</i>



# PROFESSIONAL STANDARDS TRAINING

## KLEFPF REGULATION ON SEPARATION FROM LAW ENFORCEMENT SERVICE (503 KAR 5:090R)

Officers returning after a separation from service must take the following classes before any others and within the first year of return to service. In addition, the officer must also complete the mandatory 40-hour Kentucky Homeland Security Course.

Officers who have been separated from law enforcement employment for more than 12 months but less than 36 months:

- Legal Update: Penal Code, and
- Legal Update: Constitutional Procedure

If out more than 36 months, must take:

- Legal Update: Penal Code
- Legal Update: Constitutional Procedure

And one of the following which is most appropriate for the officer's duties:

- Basic Officer Skills, or
- Orientation For New Police Chiefs

**0782-08J****BASIC OFFICER SKILLS****40 Hours**

This course will cover high liability and critical areas of law enforcement. It will include defensive driving, basic firearms, defensive tactics, officer safety and traffic stops. This course is intended as refresher training for previously trained and experienced law enforcement officers. IT IS NOT BASIC TRAINING.

**Attendees:** Any Rank (See notes below)

**Prerequisites:** Student must have successfully completed a basic academy that meets the Peace Officer Professional Standards Act except for those seeking to be certified as SLEO's under KRS 61.906.

**Career Development Category:** Technical

**Risk:** High

**Fitness Level:** Intermediate

**Note:** Equipment Needed: Agency approved handgun, complete duty leather gear, three magazines or two speedloaders, cleaning equipment, baseball cap or wide brimmed hat, Police Vehicle (sedan preferred) equipped with emergency lights and siren (if available) with all fluids at proper levels, tire gauge, handcuffs, and handcuff keys.

**Note:** Completion Requirements: written test (70%), and all practical components demonstrated at an acceptable level.

RICHMOND	2/15/2010	2/19/2010
RICHMOND	6/21/2010	6/25/2010
RICHMOND	10/18/2010	10/22/2010

**1349-09J****KENTUCKY HOMELAND SECURITY****40 Hours**

This course is designed to familiarize all law enforcement officers with information concerning homeland security issues and legislation. The course will cover topics such as incident command, hazard assessment, equipment needs, agricultural concerns and suspicious packages.

**Attendees:** Any Rank

**Prerequisites:** Completion of a FEMA IS700 on-line course.

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

RICHMOND	1/25/2010	1/29/2010
RICHMOND	8/2/2010	8/6/2010

**1353-10J****KLEC HIRING PROCESS****16 Hours**

This course is designed to assist staff assigned to register and administer the training process for sworn and non-sworn law enforcement personnel to comply with statewide Kentucky Law Enforcement Council (KLEC) required pre-employment and professional standards as well as Department of Criminal Justice Training (DOCJT) standards and requirements. Topics will include: an overview of KLEC, Peace Officer Professional Standards (POPS), Telecommunicator Professional Standards (TPS) and Certified Court Security Officer (CCSO) Standards, pre-employment testing, file compliance and the Career Development Program.

**Attendees:** Any rank who is assigned to the agency training function.

**Prerequisites:** None

**Career Development Category:** Human/Conceptual

**Risk:** Low

**Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

RICHMOND

3/2/2010

3/3/2010

**1026-08J****LEGAL UPDATE: CONSTITUTIONAL PROCEDURE****16 Hours**

This course is designed to meet statutory requirements for certification of officers who are coming into the Commonwealth from other states/territories; or for officers whose original certification was in the Commonwealth, but have been out of the law enforcement field for one year or more. This course is a "review" of the Basic Training Academy Constitutional Issues classes. Officers who need this course for certification purposes will be given priority in registration. \*Officers who do not need this course for certification are encouraged to enroll in Legal Practical: Arrest, Search and Seizure.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Conceptual

**Risk:** Low

**Fitness Level:** Low

**Note:** For certification, officers are also required to take Legal Update: Penal Code. This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours required by KRS 15.404.

**Note:** This is required training for officers seeking SLEO certification.

RICHMOND

2/4/2010

2/5/2010

RICHMOND

4/26/2010

4/27/2010

RICHMOND

7/19/2010

7/20/2010

RICHMOND

10/18/2010

10/19/2010

**0890-09J****LEGAL UPDATE: PENAL CODE****24 Hours**

This course is designed to meet statutory requirements for certification of officers who are coming into the Commonwealth from other states/territories; or for officers whose original certification was in the Commonwealth, but have been out of the law enforcement field for one year or more. This course is a "review" of the Basic Training Academy training on Penal Code offenses and other offenses outlined in the Kentucky Revised Statutes. Officers who need this course for certification purposes will be given priority in registration. \*Officers who do not need this course for certification are encouraged to enroll in Legal Practical: Arrest, Search and Seizure and/or Legal Issues 2010.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical/Conceptual**Risk:** Low**Fitness Level:** Low

**Note:** For certification, officers are also required to take Legal Update: Constitutional Procedure. This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours required KRS 15.404.

**Note:** This is required training for officers seeking SLEO certification.

RICHMOND	2/1/2010	2/3/2010
RICHMOND	4/12/2010	4/14/2010
RICHMOND	7/12/2010	7/14/2010
RICHMOND	10/11/2010	10/13/2010

**0721-09J****ORIENTATION FOR NEW POLICE CHIEFS****40 Hours**

This course will provide the police chief or sheriff with the information and tools needed to address 21st century law enforcement challenges. Leadership and administrative topics that will be addressed include: the role of the chief executive, ethics, integrity, policies and procedures, risk management, discipline, human resources, budgeting and media relations.

**Attendees:** Newly appointed Police Chiefs or recently elected Sheriffs, Assistant Chiefs or Chief Deputy Sheriffs. Soon to be appointed Police Chiefs or Chief Deputy Sheriffs or Sheriff Elects waiting to assume duties as Sheriff

**Prerequisites:** See above**Career Development Category:** Human/Conceptual**Risk:** Low**Fitness Level:** Low

RICHMOND	5/24/2010	5/28/2010
RICHMOND	11/29/2010	12/3/2010

# PROFESSIONAL DEVELOPMENT

- Career Development Program
- Distance Learning
- Advanced Individual Training
- Leadership Institute
- Skills
- Telecommunications

## **KENTUCKY LAW ENFORCEMENT COUNCIL CAREER DEVELOPMENT PROGRAM**

On April 2, 2002, HB 154 was signed into law, which enabled the Kentucky Law Enforcement Council to administer a Career Development Program for Kentucky's law enforcement officers and telecommunicators. Kentucky was the eighth state in the nation to have a comprehensive, statewide career development program for law enforcement, and offers the most comprehensive program for telecommunicators.

The Career Development Program provides structure to the training process through career tracking. Kentucky's program offers two career tracks for law enforcement officers, Law Enforcement Officer Track and Law Enforcement Management Track, and two career tracks for telecommunicators, Telecommunicator Track and Telecommunicator Management Track. Each track has steps of achievement that consist of required levels of training, education, and experience.

### **Career Development Tracks and Steps**

#### Law Enforcement Officer Track

Intermediate Officer  
Advanced Officer  
LE Training Officer  
LEO Investigator  
LEO Advanced Investigator  
Crime Scene Processing Officer  
LE Traffic Officer  
Advanced Deputy Sheriff

#### Law Enforcement Management Track

LE Supervisor  
LE Manager  
LE Executive  
LE Chief Executive

#### Telecommunicator Track

Basic Telecommunicator  
Intermediate Telecommunicator  
Advanced Telecommunicator

#### Telecommunicator Management Track

Supervisor  
Manager/Director

**Conceptual Skills Course:** means a course that emphasizes planning, organization, goal setting abilities, strategic orientation, or abstract thinking abilities.

**Human Skills Course:** means a course relating to cultural diversity, problem solving, leadership, interpersonal communication, group communication, or training abilities.

**Technical Skills Course:** means a course relating to operational or tactical abilities.

### **Program Management**

The Career Development Program is offered and managed by the KLEC. Most KLEC approved courses are applicable to the program, depending upon the participant's career track and step requirement. For information on the program, call the KLEC office at (859) 622-6218 or send an e-mail to: [joe.boldt@ky.gov](mailto:joe.boldt@ky.gov). All CDP forms are on line at [docjt.ky.gov](http://docjt.ky.gov) and click on KLEC and scroll down to CDP forms.

## **Career Development Program The Most Frequently Asked Questions**

### **Q. What is the Career Development Program?**

**A.** The CDP is a professional certificate program that aids you in planning and organizing your annual training to correlate with your career goals as a peace officer or telecommunicator.

### **Q. What are the benefits of the program?**

**A.** Benefits are:

- 1) Helps you to stay focused on your career goals.
- 2) Provides structure and purpose to your training process.
- 3) Encourages you to learn new skills by taking a variety of courses.
- 4) Results in the earning of KLEC endorsed certificates and lapel pins for your uniform.
- 5) May result in pay increases/promotions.
- 6) As a manager helps with recruitment/retention, in motivating employees, and in creating a comprehensive training plan for your agency.

### **Q. What are the requirements for earning CDP certificates?**

**A.** Must be an **active full time** POPS certified peace officer or telecommunicator and meet requirements in training/skills, experience, and education (college degrees/hours or educational training points).

### **Q. How do you enroll in the program?**

**A.** Your first step is to complete the **Participant Commitment Form (CDP-1)**. This is your registration form and must be completed for any certificate(s) that you wish to pursue. All forms (including applications) and requirements can be found on line at the KLEC website.

### **Q. What is the next step in the enrollment process?**

**A.** Once the KLEC office receives your CDP-1 form you will receive a letter of confirmation along with your **CDP transcript** that will aid you in completing your certificate application. All certificate applications should be sent to the KLEC office for approval.

### **Q. How do you determine which training courses to enroll in to earn a particular certificate?**

**A.** By reviewing the requirements for your particular certificate at the top of each application and by consulting the Schedule Book which has information on specific skill areas (technical, human, or conceptual) in each of the course summaries.

### **Q. How can you find out more information on the Career Development Program?**

**A.** By calling the KLEC office at (859) 622-6218 or emailing Joseph Boldt at [Joe.Boldt@ky.gov](mailto:Joe.Boldt@ky.gov) or Elizabeth McIntosh at [Elizabeth.McIntosh@ky.gov](mailto:Elizabeth.McIntosh@ky.gov).



# DISTANCE LEARNING

The Distance Learning Program mission is to provide Kentucky's law enforcement personnel with quality, accessible training that utilizes technology to enhance presentation and delivery of law enforcement services in Kentucky. In 2010, the department will be offering the following on-line courses through a partnership with the Kentucky Virtual Campus (KYVC):

- BREATH TEST OPERATOR RECERTIFICATION 5000 EN
- AOC CJIS INQUIRY ONLY – ONLINE
- AOC CJIS RECERTIFICATION - ONLINE
- CJIS FULL ACCESS & INQUIRY ONLY IN-SERVICE
- TELECOMMUNICATIONS ALZHEIMER'S: WHAT EVERY DISPATCHER SHOULD KNOW
- LEN MDT BASIC CERTIFICATION
- LEN MDT RECERTIFICATION
- POLICE MANDATORY TRAINING
- RADAR RECERTIFICATION
- WORK ZONE SAFETY
- LEGAL ISSUES: 2010

For more information regarding the Distance Learning Program, please contact:

Mike Keyser  
Distance Learning Coordinator  
Office: (859) 622-8162  
E-mail: [mike.keyser@ky.gov](mailto:mike.keyser@ky.gov)

**To register for a Distance Learning Course:**

- **Send in a Form 29-1.**
- **Add your e-mail address on Form 29-1 (in the "Location" box). You will receive your login credentials via e-mail.**

## Frequently Asked Questions

KYVU 24/7 helpdesk number is 877-740-4357. This number is best used for technical questions related to the software or for computer requirements or settings. Information on the lesson material must be directed to a course instructor either by email or by telephone. Contact information for the course instructor is listed in the orientation section of the course.

Below are some of the most commonly asked questions and the answers to resolve the issue.

**Question:** I cannot view the lesson presentations (swf files).

**Answer:** This is due to one of two things. First it could be a pop up blocker on the computer that is keeping the presentation from appearing. You may have disabled the pop up blocker before starting but the computer might have to be restarted before the change takes effect. Also, services such as Yahoo or Google may have secondary pop up blocking software installed on the computer. You can right click on the link to begin the presentation and select "open in a new window". This will bypass the pop up blocker and open the presentation in a new viewing window. If this procedure does not work, you must download a new version of Macromedia Flashplayer. There is a link to this free download on the Welcome page of the course. Once downloaded you will have to log out of the class and restart the computer for it to work properly.

**Question:** The videos in the course will not play (wmv files).

**Answer:** The video presentations play in Windows Media Player. Some video presentations will take a few minutes to download completely. The download speed depends on the computer and the Internet connection. If after waiting patiently, the video still does not play then try the following. Download a newer version of the windows media player software to the computer. This free download is available from the Welcome page of the course.

**Question:** I was interrupted and left the computer running for a period of time with no activity. Now the computer is either locked up or none of the lesson material will display.

**Answer:** If the program runs with no activity for even a short period of time like ten minutes you may lose authentication. Log out of the course, log back in and everything should run fine. You will still be able to pick up where you were before this occurred. If the computer is frozen or locked up, shut the computer down, restart the computer, and log back in to the course. Again, you will be able to pick up right where he or she left off.

**Question:** I click on the link to begin a lesson quiz and nothing appears except a blank screen.

*Or*

I click on the link to begin a lesson quiz and receive a message box indicating I have a certain number of minutes to complete the quiz but after clicking the OK button nothing appears except a blank screen.

**Answer:** Disable all pop up blockers. This can be done using the Windows Tool tab at the top of the internet browser. You may have to log off and restart your computer for changes to take effect. Sometimes services such as Google and Yahoo may have installed pop up blocking software on the computer and it is more difficult for a novice computer user to disable. In any case you may right click on the link to begin the quiz which will produce a small menu. You should then left click on the "open in a new window" option. This process will bypass any and all pop up blockers on the computer.

**Question:** I failed a lesson quiz or I have taken it multiple times and not received a passing score.

**Answer:** Lesson quizzes are objective based reviews of the lesson material and you must receive a passing score to advance to the next lesson. If you are unsuccessful on the first attempt, you will be automatically directed to a review of the lesson material and then a second quiz that allows for 3 additional attempts to attain a passing score. If you are still unsuccessful after this total of four attempts, you are essentially stuck at this point and cannot move forward in the class. A course instructor with course editor privileges must review the lesson quizzes for this lesson, delete the submissions, and reset the quiz for you. You may contact a course instructor by telephone or by email using the information provided in the orientation section of the course.

**Question:** I have failed the final exam of the course.

**Answer:** You must contact the Distance Learning Coordinator for retest procedures. Retest procedures include taking the second test in writing and in person.

**Question:** My computer is running slow and it is taking long periods of time to download or display items from the course.

**Answer:** Internet connection and computer speed do affect your ability to navigate through the course material without frustration. If you are using an older computer or a computer with a slow Internet connection, it may be best if you could find another computer to use for the course. DOCJT has no restrictions on where or when the course must be completed except for the timeframe of completion once the course opens. You may need to check with your immediate supervisor to see if your agency has any restrictions concerning where or when you must complete the course.

**Question:** What is the timeframe for completion of a distance learning course?

**Answer:** The timeframe for completion of an online course is normally one week. Holidays or system downtime may extend this for a short period of time. Classes are scheduled frequently and cannot be extended for longer periods of time. The exception to this is for mandatory training classes which run for two weeks.

**Question:** What are the computer requirements necessary to complete a distance learning course through DOCJT?

**Answer:** The computer requirements are listed on the Welcome page of all courses and on the website [www.letky.org](http://www.letky.org)

**Question:** What if my computer does not have the required software, such as flash player, necessary to complete the course?

**Answer:** All of the software required for the course is available to download for free from the Welcome page of all courses. The DOCJT Distance Learning Portal website ([www.letky.org](http://www.letky.org)) has a feature that will run a diagnostic test on your computer and evaluate it for suitability for an online course.

161TDL-10J

**ALZHEIMER'S - WHAT EVERY DISPATCHER SHOULD KNOW!**

8 Hours

**NEW**

This online course will focus on special needs callers; specifically those with Alzheimer's. The information will assist dispatchers in understanding Alzheimer's related behaviors and determining the course of action needed to properly handle 911 calls from patients or their caregivers. This course is presented entirely online using adult learning principles with email and telephone access to the instructor. This course is 8 hours in length, and students are allotted 5 days to complete the online lessons. There is no specific schedule for this course, and it can be completed at the convenience of the telecommunicator and agency in the allotted time frame. The student will receive email confirmation upon successful completion of the course.

**Attendees:** Certified Telecommunicators

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

**Note:** Failure of this course will require the student to take an on-site re-test

**Note:** To register for this course, send a Form 29-1. Additionally, you must add your email address on Form 29-1. You will receive your login credentials required for you to participate in the course via email. This course will NOT be taught as an on-site course in 2010.

**Note:** If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

ONLINE	3/22/2010	3/26/2010
ONLINE	8/23/2010	8/27/2010
ONLINE	11/29/2010	12/3/2010

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0293DL-08JR

**BREATH TEST OPERATOR RECERTIFICATION - ONLINE - 5000EN**

4 Hours

Breath test operators are required by 500 KAR 8:010 to maintain their certification by completing the Recertification course every 2 years. The Recertification will cover recent legal information and a refresher of operator techniques for the Intoxilyzer 5000EN used in the Commonwealth. Demonstration of operator proficiency and an examination will be required. This course is presented entirely online using adult learning principles with e-mail and phone access to the instructor. There is no specific schedule for this course and it can be completed at the convenience of the officer and department in the allotted time frame. The student will receive e-mail confirmation upon successful completion of the course.

**Attendees:** Any Rank

**Prerequisites:** Must be a certified breath test operator

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

**Note:** THIS COURSE DOES NOT COUNT TOWARD THE 40 HOUR ANNUAL TRAINING REQUIREMENT FOR POPS AND KLEFPF CREDIT.

**Note:** To register for a Distance Learning Course, send in a Form 29-1. Additionally, you must add your e-mail address on Form 29-1. You will receive your login credentials required for you to participate in the course via e-mail. If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

**Note:** THIS COURSE IS FOR THE INTOXILYZER 5000EN ONLY.

ONLINE	1/4/2010	1/8/2010
ONLINE	1/18/2010	1/22/2010
ONLINE	2/15/2010	2/19/2010
ONLINE	3/22/2010	3/26/2010
ONLINE	4/12/2010	4/16/2010
ONLINE	5/10/2010	5/14/2010
ONLINE	6/14/2010	6/18/2010
ONLINE	7/19/2010	7/23/2010
ONLINE	11/8/2010	11/12/2010

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147TDL-10J

**AOC CJIS INQUIRY ONLY - ON-LINE**

**8 Hours**

This course is designed to provide basic knowledge and skills necessary to perform and complete inquiry transactions through the CJIS system. This course is presented entirely online using adult learning principles with e-mail and phone access to the instructor. This course is 8 hours in length, and students are allotted 5 days to complete the online lessons. There is not a specific schedule for this course, and it can be completed at the convenience of the student and agency in the allotted time frame. The student will receive e-mail confirmation upon successful completion of the course.

**Attendees:** AOC Personnel needing inquiry only access to CJIS database files.

**Prerequisites:** None

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** To register for a Distance Learning Course, send in a Form 29-1. Additionally, you must add your e-mail address on Form 29-1. You will receive your login credentials required for you to participate in the course via email.

**Note:** If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

**Note:** In accordance with Kentucky State Police LINK Provisions & Guidelines, the employing agency is required to schedule the operator for appropriate training within ten days of initial employment, and the training must be completed within six months of employment. Successful completion of this course certifies the operator for a one-year period.

ONLINE	3/8/2010	3/12/2010
ONLINE	6/21/2010	6/25/2010
ONLINE	8/9/2010	8/13/2010
ONLINE	11/8/2010	11/12/2010

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**NEW**

This training course is designed for previously certified CJIS System personnel who are employed by AOC and allowed INQUIRY ONLY ACCESS into LINK/NCIC database files. Information will be presented relating to the effective utilization of the Criminal Justice Information System (CJIS). This course is presented entirely online using adult learning principles with e-mail and phone access to the instructor. This course is 2 hours in length and students are allotted 5 days to complete the online lessons. There is no specific schedule for this course and it can be completed at the convenience of the student and agency in the allotted timeframe. The student will receive email confirmation upon successful completion of the course.

**Attendees:** AOC Personnel needing access to LINK/NCIC database files.

**Prerequisites:** CJIS Inquiry Only or AOC CJIS Basic

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** To register for a Distance Learning Course, send in a Form 29-1. Additionally, you must add your e-mail address on Form 29-1. You will receive your login credentials required for you to participate in the course via e-mail.

**Note:** If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

ONLINE	2/8/2010	2/12/2010
ONLINE	4/5/2010	4/9/2010
ONLINE	6/28/2010	7/2/2010
ONLINE	8/30/2010	9/3/2010
ONLINE	9/27/2010	10/1/2010
ONLINE	10/25/2010	10/29/2010

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**094TDL-10J**

**LEN MOBILE DATA TERMINAL ACCESS - ON-LINE**

**8 Hours**

This course is designed for agency personnel having mobile data terminals in order to access Criminal Justice Information Systems. This course will provide instruction on how to perform and complete transactions through the Criminal Justice Information Systems. This course is presented entirely online using adult learning principles with e-mail and telephone access to the instructor. This course is 8 hours in length and the students are allotted 5 days to complete the online lessons. There is no specific schedule for this course and it can be completed at the convenience of the student and agency in the allotted time frame. The student will receive e-mail confirmation upon successful completion of the course.

**Attendees:** Police Officers having access through MDT's

**Prerequisites:** None

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** Successful completion of the training course will certify the operator for a one year period. Failure of this course will require the student to take an on-site re-test.

**Note:** To register for a Distance Learning Course, send in a Form 29-1. Additionally, you must add your e-mail address on Form 29-1. You will receive your login credentials required for you to participate in the course via e-mail.

**Note:** If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

ONLINE	2/22/2010	2/26/2010
ONLINE	5/24/2010	5/28/2010
ONLINE	7/26/2010	7/30/2010
ONLINE	10/25/2010	10/29/2010

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This training course is designed for previously certified CJIS System personnel who are allowed INQUIRY ONLY ACCESS into LINK/NCIC database files via a MOBILE DATA TERMINAL. Information will be presented relating to effective utilization of the CJIS Criminal Justice Information System. This course is presented entirely online using adult learning principles with e-mail and phone access to the instructor. This course is 2 hours in length, and students are allotted 5 days to complete the online lessons. There is no specific schedule for this course, and it can be completed at the convenience of the officer and department in the allotted time frame. The student will receive e-mail confirmation upon successful completion of the course.

**Attendees:** Any Rank

**Prerequisites:** Successful completion of Basic CJIS MDT

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** THIS COURSE DOES NOT COUNT TOWARD THE 40 HOUR ANNUAL TRAINING REQUIREMENT FOR POPS AND KLEFPF CREDIT. Successful completion of the training course will re-certify the operator for a one year period. Failure of this course will require the student to take an on-site re-test.

**Note:** To register for a Distance Learning Course, send in a Form 29-1. Additionally, you must add your e-mail address on Form 29-1. You will receive your login credentials required for you to participate in the course via e-mail.

**Note:** If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

ONLINE	1/11/2010	1/15/2010
ONLINE	1/25/2010	1/29/2010
ONLINE	2/8/2010	2/12/2010
ONLINE	3/1/2010	3/5/2010
ONLINE	3/29/2010	4/2/2010
ONLINE	4/12/2010	4/16/2010
ONLINE	4/26/2010	4/30/2010
ONLINE	5/10/2010	5/14/2010
ONLINE	6/7/2010	6/11/2010
ONLINE	6/28/2010	7/2/2010
ONLINE	7/12/2010	7/16/2010
ONLINE	8/2/2010	8/6/2010
ONLINE	8/23/2010	8/27/2010
ONLINE	9/20/2010	9/24/2010
ONLINE	10/4/2010	10/8/2010
ONLINE	10/11/2010	10/15/2010
ONLINE	11/8/2010	11/12/2010
ONLINE	12/6/2010	12/10/2010

1544DL-10J

LEGAL ISSUES: 2010 - ON-LINE

8 Hours

**NEW**

This online course provides instruction of legal topics by providing a review of recent court decisions and legislative changes to the laws that are applicable to the Kentucky Revised Statutes, and will discuss current developments on the Constitutional topics of laws of arrest, search and seizure, pretrial identification procedures, interviews and interrogations, and use of force. This course is 8 hours in length and students are allotted 5 days to complete the online lessons. There is no specific schedule for this course and it can be completed at the convenience of the officer and department in the allotted time frame. The student will receive e-mail confirmation upon successful completion of the course.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** Failure of this course will require the student to take an on-site re-test.

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours required by KRS15.404

**Note:** To register for a Distance Learning Course, send in a Form 29-1. Additionally, you must add your e-mail address on Form 29-1. You will receive your login credentials required for you to participate in the course via e-mail. If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

ONLINE	3/1/2010	3/5/2010
ONLINE	6/7/2010	6/11/2010
ONLINE	8/9/2010	8/13/2010
ONLINE	11/15/2010	11/19/2010

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**032S-DL**

**MANDATORY TRAINING - ON-LINE**

**5 Hours**

KRS 15.334 stipulates that officers will take classes approved by the Kentucky Law Enforcement Council in the areas of Elder Abuse, Domestic Violence, Child Abuse, HIV, and Bias related crimes. A certified Peace Officer is required to take the course no more than two (2) times in eight (8) years. This course is presented entirely online using adult learning principles with e-mail and phone access to the instructor. Classes will open on the 15th of each month or the first Monday following the 15th if it falls on a weekend. This course is 5 hours in length. There is no specific schedule for this course and it can be completed at the convenience of the student and agency in the allotted timeframe.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

**Note:** THIS COURSE IS A MANDATORY TRAINING REQUIREMENT FOR ALL OFFICERS IN THE STATE. THIS COURSE DOES NOT COUNT TOWARD THE 40 HOUR ANNUAL TRAINING REQUIREMENT FOR POPS AND KLEFPF CREDIT.

**Note:** To register for a distance learning course, send in a Form 29-1. Additionally, you must add your e-mail address on Form 29-1. You will receive your login credentials required for you to participate in the course via e-mail.

**Note:** If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

ONLINE	1/15/2010	1/31/2010
ONLINE	2/15/2010	2/28/2010
ONLINE	3/15/2010	3/31/2010
ONLINE	4/15/2010	4/30/2010
ONLINE	5/15/2010	5/31/2010
ONLINE	6/15/2010	6/30/2010
ONLINE	7/15/2010	7/31/2010
ONLINE	8/16/2010	8/31/2010
ONLINE	9/15/2010	9/30/2010
ONLINE	10/15/2010	10/31/2010
ONLINE	11/15/2010	11/30/2010
ONLINE	12/15/2010	12/31/2010

1543DL-09A

**MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY**

**4 Hours**

KRS 15.334 decrees that officers will take mandatory training classes approved by the Kentucky Law Enforcement Council. A certified Peace Officer is required to take the course no more than two (2) times in eight (8) years. In accordance with SAFETEA-LU, the Work Zone Safety and Mobility Rule, and the Final Rule published by the Federal Highway Administration, all uniformed law enforcement officers that perform duties within these work zones must be trained using training specific to job requirements. This course is intended to train officers that may be assigned to or performing duties in a federally funded highway work zone project. This course addresses agency compliance issues, agency partnerships, specific duties required in work zones, case studies, and safety training. This course is 4 hours in length. There is no specific schedule for this course and it can be completed at the convenience of the officer and department in the allotted timeframe.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404. THIS COURSE IS A MANDATORY TRAINING REQUIREMENT FOR ALL OFFICERS IN THE STATE. ANY OFFICER WHO COMPLETED THIS COURSE IN 2009 DOES NOT HAVE TO TAKE IT IN 2010.

**Note:** To register for a Distance Learning Course, send in a Form 29-1. Additionally, you must add your email address on Form 29-1. You will receive your login credentials required for you to participate in the course via email.

**Note:** If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

ONLINE	2/1/2010	2/15/2010
ONLINE	3/1/2010	3/15/2010
ONLINE	4/1/2010	4/15/2010
ONLINE	5/1/2010	5/15/2010
ONLINE	6/1/2010	6/15/2010
ONLINE	7/1/2010	7/15/2010
ONLINE	8/2/2010	8/16/2010
ONLINE	9/1/2010	9/15/2010
ONLINE	11/1/2010	11/15/2010
ONLINE	12/1/2010	12/15/2010

**2020DL-08J**

**RADAR RECERTIFICATION - ON-LINE**

**4 Hours**

This instructional period satisfies the 36-month retraining requirements. This course is presented entirely online using adult learning principles with e-mail and phone access to the instructor. This course is 4 hours in length and students are allotted 5 days to complete the online lessons. There is no specific schedule for this course and it can be completed at the convenience of the officer and department in the allotted time frame. The student will receive e-mail confirmation upon successful completion of the course. No cards or certificates will be issued. If you need additional confirmation you will need to request an official copy of your transcript.

**Attendees:** Certified Radar Operators and Instructors

**Prerequisites:** Police Radar Instructor or Police Radar Operator course

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** THIS COURSE DOES NOT COUNT TOWARD THE 40 HOUR ANNUAL TRAINING REQUIREMENT FOR POPS AND KLEFPF CREDIT. Failure of this course will require the student to take an on-site test.

**Note:** To register for a Distance Learning Course, send in a Form 29-1. Additionally, you must add your e-mail address on Form 29-1. You will receive your login credentials required for you to participate in the course via e-mail.

**Note:** If students have a question regarding this online course they may contact the Department of Criminal Justice Training at (859) 622-2309 or (859) 622-8162 during business hours.

ONLINE	2/22/2010	2/26/2010
ONLINE	4/26/2010	4/30/2010
ONLINE	11/15/2010	11/19/2010

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# PATROL

**1407-10J****ADVANCED PATROL SKILLS****40 Hours**

The course deals with issues a patrol office may encounter in his day-to-day activities. Subject areas include: Drug Interdiction with a practical exercise; Motor Vehicle theft and recovery; Patrol Level Surveillance; Developing Street Sources and Field Interviews. Sixteen hours of this course is devoted to Outlaw Motorcycle gangs with an emphasis on Kentucky chapters of those organizations.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical**Risk:** Low**Fitness Level:** Low

RICHMOND	2/22/2010	2/26/2010
MOREHEAD	3/1/2010	3/5/2010
WILLIAMSBURG	4/19/2010	4/23/2010
LOUISVILLE	5/3/2010	5/7/2010
BOWLING GREEN	8/16/2010	8/20/2010
CAVE CITY	9/20/2010	9/24/2010
RICHMOND	10/25/2010	10/29/2010

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**0472-09JR****BASIC BREATH TEST OPERATOR****40 Hours**

The operator's ability to operate a fair and proper breath test and develop articulation skills for courtroom testimony is the goal of the training course. The course consists of 40 hours of concentrated instruction in the operation of the Intoxilyzer. The information is disseminated through the use of both lecture/forum and practical or "hands on" training devices. Per 500 KAR 8:010, the successful completion of this course is required to become a certified breath test operator.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical/Human**Risk:** Low**Fitness Level:** Low

RICHMOND	2/15/2010	2/19/2010
RICHMOND	5/24/2010	5/28/2010
RICHMOND	6/28/2010	7/2/2010
RICHMOND	10/25/2010	10/29/2010
RICHMOND	12/6/2010	12/10/2010

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1542-08A

**BASIC SWAT**

**80 Hours**

***HOSTED***

The course is designed to familiarize the student with basic S.W.A.T. tactics; develop knowledge and understanding of scouting operations; containment issues; breaching techniques; serving covert, deliberate and dynamic search warrants and vehicle assaults. Hands-on training in tactical handgun, rifle and sub-machine gun fundamentals.

**Attendees:** Any Rank

**Prerequisites:** Must be a member of an existing S.W.A.T. team or provide documentation from agency head of intent to assign the student to a team function.

**Career Development Category:** Technical

**Risk:** High

**Fitness Level:** High

**Note:** Students are required to show a level of physical fitness which meet P.O.P.S. minimum standards.

**Note:** Students are required to pass a firearms proficiency test the first day of class, in order to continue.

**Note:** Students are selected and registered by a committee from the Kentucky Tactical Officers Association. Prospective students should contact K.T.O.A. Representative, Oscar Graas at Oscar.Graas@Louisvilleky.Gov or by telephone at (502) 379-2646 to obtain an application for this course. (DO NOT CONTACT DOCJT)

GREENVILLE

4/5/2010

4/16/2010

GREENVILLE

10/18/2010

10/29/2010

**BREATH TEST OPERATOR RECERTIFICATION - 8000****4 Hours****Course Number: 0293M-08JR** (The letter "M" in the course number designates the *morning session* 8:00 a.m to 12:00 noon)**Course Number: 0293A-08JR** (The letter "A" in the course number designates the *afternoon session* 1:00 p.m. to 5:00 p.m.)

Breath test operators are required by 500 KAR 8:010 to maintain their certification by completing the recertification course every two years. The recertification will cover recent legal information and operator techniques for the breath testing instrument, Intoxilyzer 8000 that will be used in the Commonwealth. Demonstration of operator proficiency and an examination will be required.

**Attendees:** Any Rank**Prerequisites:** Must be a certified breath test operator**Career Development Program:** Technical / Human**Risk:** Low **Fitness Level:** Low**Note:** This course does not count toward the 40 hour annual training requirement for POPS and KLEFPF credit.**Note:** Please refer to the Distance Learning section for online recertification for the Intoxilyzer 5000EN.**Note:** Only students enrolled on the approved roster for each session may attend. No exceptions or last minute student substitutions will be allowed.

<u>LOCATION</u>	<u>A.M.</u>	<u>P.M.</u>	<u>DATE</u>
NORTHERN KENTUCKY	8-12	1-5	01/11/2010
NORTHERN KENTUCKY	8-12	1-5	01/12/2010
NORTHERN KENTUCKY	8-12	1-5	01/13/2010
NORTHERN KENTUCKY	8-12	1-5	01/14/2010
NORTHERN KENTUCKY	8-12		01/15/2010
NORTHERN KENTUCKY	8-12	1-5	01/25/2010
NORTHERN KENTUCKY	8-12	1-5	01/26/2010
NORTHERN KENTUCKY	8-12	1-5	01/27/2010
NORTHERN KENTUCKY	8-12	1-5	01/28/2010
NORTHERN KENTUCKY	8-12		01/29/2010
HAZARD	8-12	1-5	03/29/2010
HAZARD	8-12	1-5	03/30/2010
HAZARD	8-12	1-5	03/31/2010
HAZARD	8-12	1-5	04/01/2010
HAZARD	8-12		04/02/2010
LOUISVILLE	8-12	1-5	04/19/2010
LOUISVILLE	8-12	1-5	04/20/2010
LOUISVILLE	8-12	1-5	04/21/2010
LOUISVILLE	8-12	1-5	04/22/2010
LOUISVILLE	8-12		04/23/2010
BOWLING GREEN	8-12	1-5	05/17/2010
BOWLING GREEN	8-12	1-5	05/18/2010
BOWLING GREEN	8-12	1-5	05/19/2010
BOWLING GREEN	8-12	1-5	05/20/2010
BOWLING GREEN	8-12		05/21/2010
PADUCAH	8-12	1-5	07/26/2010
PADUCAH	8-12	1-5	07/27/2010
PADUCAH	8-12	1-5	07/28/2010
PADUCAH	8-12	1-5	07/29/2010
PADUCAH	8-12		07/30/2010





1533-09JR

**COURT SECURITY OFFICER IN-SERVICE - 2009/2010**

**40 Hours**

KRS 15.380 to 15.404 mandates 40 hours of in-service training, biennially, that is job specific to the C.C.S.O. This in-service fulfills that requirement. The session will include classes on Officer Safety, Prisoner Control, Equipment Issues and a Legal Update on current issues. There will be practical exercises to reinforce teaching and learning techniques.

**Attendees:** Any Rank

**Prerequisites:** Court Security Officers or Deputies whose duties include court security

**Career Development Category:** Technical/Human

**Risk:** Intermediate **Fitness Level:** Intermediate

**Note:** Equipment needs will be addressed in student letters.

RICHMOND	1/25/2010	1/29/2010
NORTHERN KENTUCKY	2/22/2010	2/26/2010
OWENSBORO	6/7/2010	6/11/2010
LOUISVILLE	6/21/2010	6/25/2010
RICHMOND	8/9/2010	8/13/2010
MOREHEAD	9/13/2010	9/17/2010
BOWLING GREEN	9/27/2010	10/1/2010
RICHMOND	10/11/2010	10/15/2010
LOUISVILLE	11/15/2010	11/19/2010
EDDYVILLE	11/29/2010	12/3/2010

1441-10A

**CRISIS INTERVENTION TEAM TRAINING FOR KY LEN**

**40 Hours**

**HOSTED**

Crisis Intervention Team Training for Kentucky Law Enforcement (C.I.T.) is a 40-hour course designed to train officers how to more safely and effectively interact with persons with psychiatric disabilities. The C.I.T. program utilizes "verbal de-escalation techniques" and "active listening skills" to help officers gain compliance. The goal of the C.I.T. program is to increase officer safety as well as the safety of others at the scene involving a mentally ill person.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Human/Conceptual

**Risk:** Low **Fitness Level:** Low

**Note:** Regional Training: Registration will be limited to officers located in the region where the training is presented.

PADUCAH	1/4/2010	1/8/2010
MOREHEAD	3/15/2010	3/19/2010
LONDON	4/5/2010	4/9/2010
BOWLING GREEN	8/23/2010	8/27/2010
ELIZABETHTOWN	9/20/2010	9/24/2010
OWENSBORO	11/29/2010	12/3/2010

**1539-09J                      DOMESTIC SECURITY ISSUES                      8 Hours**

This course will focus on U.S. Domestic based terrorist organizations including those subscribed to by convicted Oklahoma City bomber, Timothy McVeigh. The course will identify known organizations and their degree of operational capacity. The course will cover the culture, subculture structure, and growth of terrorist organizations both domestic and international.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Human/Conceptual

**Risk:** Low                      **Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

LOUISVILLE	1/18/2010
LOUISVILLE	2/22/2010
BOWLING GREEN	4/5/2010
BOWLING GREEN	6/7/2010
RICHMOND	6/14/2010
LOUISVILLE	8/2/2010
LOUISVILLE	12/15/2010

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**1007-08J                      DUI/STANDARDIZED FIELD SOBRIETY TEST                      40 Hours**

The course includes classroom and "hands on" contemporary techniques such as horizontal gaze nystagmus and an overview of Driving Under the Influence of Drugs (DUID). The goal of the course is to ensure a successful prosecution of a DUI case. Officers will be taught articulation skills, as well as, the collection of evidence.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** Low                      **Fitness Level:** Low

RICHMOND	2/22/2010	2/26/2010
RICHMOND	8/30/2010	9/3/2010

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**1044-08J                      DUI/SFST UPDATE                      8 Hours**

This course provides the student an update of recent changes in the National Highway Traffic Safety Administration approved training and research, as well as updates concerning recent court decisions and legislation relevant to DUI/SFST's. Additionally, students will be given an opportunity to refresh their skills in the administration of the SFST's.

**Attendees:** Any Rank

**Prerequisites:** Must have completed the DUI/SFST training, either the 28-hour Basic Training course or the 40-hour AIT course.

**Career Development Category:** Technical/Human

**Risk:** Low                      **Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS15.404

RICHMOND	3/22/2010
RICHMOND	11/1/2010

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**1474-08J****INCIDENT RESPONSE TO TERRORIST BOMBINGS****32 Hours**

This course will introduce law enforcement officers to terrorism and energetic materials (bombs). The topics for this class include introduction to and terminology of explosives, recognition of energetic materials, devices, and device components, LEN response to pre and post-detonation incidents, as well as responding to special situations. There will be instruction and discussion about preparing first responding agencies for bombing incidents, review of case studies, and end with a series of practical exercises.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical/Human**Risk:** Low**Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

LOUISVILLE	1/19/2010	1/22/2010
LOUISVILLE	2/16/2010	2/19/2010
RICHMOND	3/2/2010	3/5/2010
NORTHERN KENTUCKY	5/4/2010	5/7/2010
HAZARD	6/29/2010	7/2/2010
LOUISVILLE	11/30/2010	12/3/2010

**1470-08JR****INVESTIGATIVE SKILLS FOR PATROL****40 Hours**

This course will provide patrol personnel with skills to better investigate crimes for which they have some or all responsibility to work. Among the topics that will be covered are: equipment needs, terminology, note taking, crime scene photography, basic evidence collection, interviewing skills, and interacting with the media.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical/Human**Risk:** Low**Fitness Level:** Low

RICHMOND	1/11/2010	1/15/2010
HAZARD	3/29/2010	4/2/2010
NORTHERN KENTUCKY	4/5/2010	4/9/2010
BOWLING GREEN	5/17/2010	5/21/2010
PADUCAH	6/7/2010	6/11/2010
NORTHERN KENTUCKY	7/12/2010	7/16/2010
CAVE CITY	8/2/2010	8/6/2010
NORTHERN KENTUCKY	8/16/2010	8/20/2010
HAZARD	8/30/2010	9/3/2010
EDDYVILLE	9/13/2010	9/17/2010
OWENSBORO	10/18/2010	10/22/2010

1620-10J

**LEADERSHIP IS A BEHAVIOR**

**32 Hours**

**NEW**

This course is designed to be an introduction to basic leadership principles for the patrol officer. It will be extremely beneficial to those who are assigned leadership responsibility in their agency as Police Training or Field Training officers.

**Attendees:** Patrol Officer / Police Training Officer / Field Training Officer

**Prerequisites:** Three years experience after Basic Training Academy

**Career Development Category:** Human/Conceptual

**Risk:** Low

**Fitness Level:** Low

**Note:** Supervisors and above will not be permitted to take this class.

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404

LOUISVILLE	8/3/2010	8/6/2010
LOUISVILLE	9/7/2010	9/10/2010
PADUCAH	9/21/2010	9/24/2010
OWENSBORO	10/5/2010	10/8/2010
RICHMOND	10/26/2010	10/29/2010
NORTHERN KENTUCKY	11/16/2010	11/19/2010

1544-10J

**LEGAL ISSUES: 2010**

**8 Hours**

**NEW**

This course provides in-class instruction of legal topics by providing a review of recent court decisions and legislative changes to the laws that are applicable to the Kentucky Revised Statutes, and will discuss current developments on the Constitutional topics of laws of arrest, search and seizure, pretrial identification procedures, interviews and interrogations, and use of force.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours required by KRS 15.404.

**Note:** This course is also offered in the Distance Learning format. Please refer to the Distance Learning section of this training schedule for details.

LOUISVILLE	2/15/2010
RICHMOND	3/1/2010
NORTHERN KENTUCKY	5/3/2010
HAZARD	6/28/2010
PADUCAH	9/20/2010
OWENSBORO	10/4/2010
LOUISVILLE	11/29/2010

1417-10J

**LEGAL PRACTICAL: ARREST, SEARCH & SEIZURE**

**16 Hours**

This course is designed as an intensive hands-on practical exercise and scenario-based training that tests experienced officers' understanding of current legal requirements to be followed in situations they are likely to encounter in the field. Topics provide an overview of legal issues to assist the officers in their decision-making processes while making physical arrests, Terry Stops, traffic stops, search situations, and use of force situations. This class evaluates the officers' writing skills in completing paperwork on warrant affidavits and internal reports.

**Attendees:** Any Rank

**Prerequisites:** Officers must have five years experience after graduating from the Basic Training Academy.

**Career Development Category:** Technical/Conceptual

**Risk:** Intermediate

**Fitness Level:** Intermediate

**Note:** This class requires the use of the officers' duty belt and equipment. Officers will be provided with "red guns" for exercises. Portions of the class will be conducted outdoors, so officers also need to bring appropriate weather gear.

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

RICHMOND	5/10/2010	5/11/2010
RICHMOND	6/14/2010	6/15/2010
RICHMOND	9/13/2010	9/14/2010

1618-10J

**LEN CRITICAL EMPLOYEE EMERGENCY PLANNING**

**8 Hours**

**NEW**

This course will provide students with information to consider regarding policy, planning, and responding to all hazards events in Kentucky, based on preparedness questionnaires distributed to various class attendees in 2009. Officers will use problem based learning to facilitate appropriate preparation for future incidents such as natural and man made disasters, family welfare preparedness, and catastrophic loss issues.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Human/Conceptual

**Risk:** Low

**Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

LOUISVILLE	8/9/2010
LOUISVILLE	11/8/2010
LOUISVILLE	12/16/2010



1617-10J

**PATROL: FIRST RESPONDER**

**40 Hours**

**NEW**

A patrol refresher for the veteran officer. This class will address issues patrol officers encounter during their day to day activities. In addition, the following topics will be discussed: Introduction to Rapid Deployment; Introduction to Crisis Intervention Team; Prescription Fraud and an active shooter practical exercise.

**Attendees:** Any Rank

**Prerequisites:** Class designed for the veteran officer with four to five years minimum service.

**Career Development Category:** Technical/Human

**Risk:** High

**Fitness Level:** Intermediate

**Note:** Use of Simunition for Active Shooter

RICHMOND	3/15/2010	3/19/2010
ELIZABETHTOWN	4/5/2010	4/9/2010
MAYSVILLE	5/17/2010	5/21/2010
RICHMOND	6/7/2010	6/11/2010
NORTHERN KENTUCKY	6/28/2010	7/2/2010
ASHLAND	7/12/2010	7/16/2010
PADUCAH	7/26/2010	7/30/2010
OWENSBORO	8/30/2010	9/3/2010
HOPKINSVILLE	9/13/2010	9/17/2010
HAZARD	10/4/2010	10/8/2010
NORTHERN KENTUCKY	10/18/2010	10/22/2010
RICHMOND	11/1/2010	11/5/2010

0805-08J

**POLICE RADAR/LIDAR OPERATOR**

**32 Hours**

Operation and usage of RADAR and LIDAR for vehicle speed enforcement.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

**Note:** This Course is operated on a 1pm – 10pm schedule

**Note:** Students must bring a RADAR or LIDAR unit for field work.

RICHMOND	3/8/2010	3/11/2010
RICHMOND	10/11/2010	10/14/2010



**1204-10J****RAPID DEPLOYMENT****40 Hours**

This course will provide officers a "rapid deployment" option for responding to active shooters. The course will include background information that will demonstrate the need for a patrol response to active shooting incidents. Officers will also be introduced to various tactics and considerations for an effective response. The course provides an opportunity for officers to experience "hands on" realistic training with the use of simunitions.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical**Risk:** High**Fitness Level:** Intermediate

**Note:** Students are required to bring their gun belt, groin protection, holster and handcuffs to training. It is recommended that officers bring their ballistic vest and clothing appropriate for various weather conditions.

RICHMOND	3/1/2010	3/5/2010
RICHMOND	3/22/2010	3/26/2010
RICHMOND	4/12/2010	4/16/2010
NORTHERN KENTUCKY	4/26/2010	4/30/2010
CORBIN	5/10/2010	5/14/2010
MURRAY	5/17/2010	5/21/2010
ELIZABETHTOWN	6/7/2010	6/11/2010
MOREHEAD	7/19/2010	7/23/2010
RICHMOND	8/16/2010	8/20/2010
OWENSBORO	9/13/2010	9/17/2010
RICHMOND	10/11/2010	10/15/2010
RICHMOND	11/8/2010	11/12/2010

**0896-09J****SCHOOL RESOURCE OFFICER****40 Hours**

This course is designed to meet the needs of officers who will be assigned as school resource officers. The role of the SRO, school safety and security issues, legal authority of the SRO and other topics are included in this course.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Human**Risk:** Low**Fitness Level:** Low

RICHMOND	6/7/2010	6/11/2010
CAVE CITY	7/12/2010	7/16/2010







# SKILLS

**0801-08J****DEFENSIVE DRIVING****40 Hours**

This course is designed to improve vehicle operation skills and increase the student's understanding of the patrol vehicle's capabilities. Emphasis is placed on refinement of the fundamentals.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical**Risk:** High**Fitness Level:** Intermediate

**Note:** Students will be using their departments police vehicle equipped with lights and siren. Vehicle must pass a safety inspection. Students will be required to pass a daily driving proficiency test to remain in the class. DOCJT DOES NOT PROVIDE VEHICLES

**Note:** The schedule will be adjusted for low light driving.

**Note:** Written Test (70%) and Practical Test (Pass/Fail)

RICHMOND	3/22/2010	3/26/2010
RICHMOND	5/17/2010	5/21/2010
RICHMOND	7/26/2010	7/30/2010

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**0802-08J****PATROL HANDGUN LEVEL I****40 Hours**

This course is designed to review and emphasize basic handgun skills, to include basic marksmanship and basic weapon handling skills.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical**Risk:** High**Fitness Level:** Intermediate

**Note:** Equipment Needed: Agency approved duty handgun, complete leather gear used on duty, three handgun magazines or two speedloaders, cleaning equipment, baseball cap or wide brimmed hat. Optional: knee pads (recommended).

**Note:** Completion Requirements: written test (70%), handgun qualification (78%)

RICHMOND	6/14/2010	6/18/2010
RICHMOND	7/19/2010	7/23/2010

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**0248-08J**

**PATROL SHOTGUN**

**40 Hours**

This course provides for the advancement of shotgun proficiency through practical exercises for officers who have patrol responsibilities and are authorized by their agencies to carry, or have access to shotguns in the performance of their duties.

**Attendees:** Any Rank

**Prerequisites:** Successful completion of an approved firearms training course, such as Basic Training.

**Career Development Category:** Technical

**Risk:** High

**Fitness Level:** Intermediate

**Note:** Equipment Needed: Agency approved duty shotgun, approved handgun, complete duty leather gear, three magazines or two speed loaders, duty flashlight, cleaning equipment, baseball cap or wide brimmed hat.

**Note:** All training 0800 - 1700 MO-FR except TH (low level light firing).

**Note:** Completion Requirements: written test (70%), manipulations skills practical test (100%), day shotgun qualification (80%).

RICHMOND

6/21/2010

6/25/2010

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# INVESTIGATIONS

**1269-08JR**

**ADVANCED INTERNET INVESTIGATIONS**

**40 Hours**

Advanced Internet Investigations will provide training in the areas of internet investigations and sting operations. Topics will include: Online Predators, Chat Rooms, Preservation of Chat Logs, Instant Messaging, Peer to Peer Networks and more.

**Attendees:** Any Rank

**Prerequisites:** Computer Crimes Investigations or comparable training

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

RICHMOND

5/24/2010

5/28/2010

RICHMOND

12/6/2010

12/10/2010

**1399-10J**

**ADVANCED LATENT PRINT DEVELOPMENT**

**40 Hours**

Fingerprints are often quite compelling circumstantial evidence in a criminal trial. Before this evidence can be introduced in court, it must first be located at a crime scene and collected. This course will provide patrol officers and investigators with the knowledge and skills they will need to perform this task. Topics will include chemical processes and the use of alternate light sources for the development of latent fingerprints.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

RICHMOND

3/1/2010

3/5/2010

RICHMOND

6/7/2010

6/11/2010



0017-10A

**BASIC NARCOTICS INVESTIGATORS SCHOOL - DEA**

**72 Hours  
HOSTED**

This course covers a variety of narcotics enforcement issues from case initiation to court presentation. Some topics include: State and Federal Narcotics Laws, Investigating Conspiracy Cases, Analyzing Intelligence and Surveillance. Also discussed are the history and patterns of drug trafficking, drug identification, field testing, and the collection, preservation and submission of drug evidence. In addition to classroom lecture, interactive practical exercises will be used to assist in the instruction of undercover operations, informant debriefing and raid execution. Instruction will be provided by the U.S. Drug Enforcement Administration.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** Intermediate

**Fitness Level:** Intermediate

**Note:** THIS 72 HOUR COURSE WILL BE TAUGHT IN 10 DAYS.

RICHMOND

5/3/2010

5/14/2010

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1479-08J

**CASE AGENT INVESTIGATIVE REVIEW**

**8 Hours**

**NEW**

This course is for investigators who collect digital evidence as part of an investigative process. This course will familiarize investigators with software to preview digital evidence that has been forensically processed and allow the investigator to select items of evidence important to their investigation. Traditionally, a forensic analyst would make the determination as to items selected based on information from the investigator. As part of this training the investigator will participate in the forensic process by utilizing this software to assist in determining what items should be marked as evidence in the final report.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** The Regional Computer Forensic Lab (RCFL) in Louisville is developing a new procedure for investigators to be directly involved in evaluating and selecting evidence in cases submitted to the lab for forensic analysis. Investigators will be required to successfully complete the Case Agent Investigative Review Course for inclusion in this program.

**Note:** A mobile computer lab will be used for this course. Basic computer skills (i.e. keyboard and mouse skills) are necessary for successful completion of this course

LOUISVILLE

5/4/2010

LOUISVILLE

5/6/2010

RICHMOND

5/20/2010

KENTUCKY DAM VILLAGE

8/4/2010

OWENSBORO

8/6/2010

ASHLAND

10/27/2010

NORTHERN KENTUCKY

10/29/2010

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**1463-08JR****COLD CASE INVESTIGATIONS****40 Hours**

This class is intended for investigators or their supervisors. It will provide them with information on factors to consider when reopening a "cold" investigation, as well as, some steps they may take to bring the case to a successful conclusion. The class will also provide factors to consider when organizing a Cold Case Unit. The students will participate in round table discussions involving cases they supply.

**Attendees:** Investigators or Investigative Supervisors

**Prerequisites:** Students must have completed Basic Investigator School or Criminal Investigation I, or Homicide Investigative Techniques Class, or have been in an investigative assignment for more than three years.

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

**Note:** Each student MUST bring a "cold case" (Preferably a violent crime or missing person) from their department to be used during exercises and class discussions. The instructors can be contacted if there are any questions.

**Note:** The cold case file is essential to successful completion of the course.

RICHMOND	3/22/2010	3/26/2010
BOWLING GREEN	8/2/2010	8/6/2010

**1197-09J****COMPUTER CRIMES INVESTIGATIONS****40 Hours**

This course provides a basic foundation for the investigator where digital evidence is present. Blocks of instruction include: Hardware, Digital Storage of Evidence, Internet Tools and E-mail Headers and the Computer Crime Scene. This course includes daily hands-on exercises in the Advanced Individual Training Computer Lab.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

RICHMOND	1/25/2010	1/29/2010
RICHMOND	3/1/2010	3/5/2010
MURRAY	6/28/2010	7/2/2010
HAZARD	8/16/2010	8/20/2010
RICHMOND	12/13/2010	12/17/2010

1622-10J

**CONTROLLED SUBSTANCE & DIVERSION  
INVESTIGATION**

40 Hours

**NEW**

This course is designed to address the abuse, manufacturing, and distribution of controlled substances, as well as, the investigative techniques and safety issues involved with each. In addition to controlled substances, the problem of prescription drug diversion will be addressed by ways to investigate the fraud of obtaining prescription drugs from patients, physicians and pharmacists.

**Attendees:** Any Rank

**Prerequisites:** Any student who has attended Introduction to Controlled Substance or Prescription Drug Abuse - Diversion within the last two years is not eligible for this course.

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

SOMERSET	2/1/2010	2/5/2010
NORTHERN KENTUCKY	3/29/2010	4/2/2010
OWENSBORO	6/21/2010	6/25/2010
PADUCAH	6/28/2010	7/2/2010
ASHLAND	10/4/2010	10/8/2010
RICHMOND	12/6/2010	12/10/2010

1405-10J

**COVERT INVESTIGATIONS**

40 Hours

This course will provide curriculum regarding investigative techniques in a covert setting. The attendee will learn the skills utilized in covert operations. Included are the complexities of the selection process for covert investigator, the various roles and responsibilities, planning, basic surveillance techniques, the use and management of informants, flash roll management, dangers of covert operations and psychological concerns, and covert operation risk management.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** Intermediate

**Fitness Level:** Intermediate

RICHMOND	2/15/2010	2/19/2010
RICHMOND	5/24/2010	5/28/2010
EDDYVILLE	7/19/2010	7/23/2010
RICHMOND	8/30/2010	9/3/2010
RICHMOND	10/18/2010	10/22/2010

**0800-10J                      CRIME SCENE INVESTIGATION                      40 Hours**

This course is designed to meet the needs of the officer and investigator who respond to a crime scene. Emphasis is given to practical skills that are necessary in order to properly process crime scenes. Included in this course are: police photography, crime scene sketching, fingerprinting techniques, and investigation of violent crimes.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** Low                      **Fitness Level:** Low

RICHMOND	1/11/2010	1/15/2010
RICHMOND	2/1/2010	2/5/2010
RICHMOND	4/12/2010	4/16/2010
RICHMOND	5/10/2010	5/14/2010
RICHMOND	12/6/2010	12/10/2010

**1400-10J                      CRIMINAL INVESTIGATION I                      80 Hours**

This is an 80-hour course designed to teach fundamental investigative techniques to officers. Topics will include: Introduction to Criminal Investigation, Documentation of Investigative Work, Pre-Trial Identification, Interviewing Techniques, Burglary and Vehicle Theft Investigation, Search Warrant Preparation, DNA, Crime Analysis and M.O. Files, Fact Finder and Locating Fugitives, Case File and Courtroom Testimony Preparation, Detective Safety, Arrest Planning and ABC and Vice Enforcement.

**Attendees:** Any Rank

**Prerequisites:** Minimum of three years experience

**Career Development Category:** Technical/Human

**Risk:** Low                      **Fitness Level:** Low

RICHMOND	5/10/2010	5/21/2010
LOUISVILLE	6/14/2010	6/25/2010
RICHMOND	8/16/2010	8/27/2010

**1477-08A                      CYBER INVESTIGATION 101 - SECURE TECHNIQUES FOR ONSITE PREVIEW                      16 Hours**

**HOSTED**

This course is intended for detectives and officers conducting "knock and talk" interviews. This class utilizes a Linux-based bootable CD to preview a suspect computer system for potential evidence in a forensically sound manner. The CD has the advantage of being able to "read" other computer system's files without writing to or altering the data on those systems.

**Attendees:** Any Rank

**Prerequisites:**

**Career Development Category:** Technical

**Risk:** Low                      **Fitness Level:** Low

**Note:** Students are required to register for this course with DOCJT and NW3C. Registration with NW3C can be completed at: <http://www.nw3c.org>

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

RICHMOND	2/24/2010	2/25/2010
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**1403-10J****DIGITAL PHOTOGRAPHY****40 Hours**

Digital Photography is a course designed for patrol officers and investigators who need advanced training in police photography. Blocks of instruction will include: Exposure and Metering, Low-light and Flash photography, PowerPoint and Digital Images and more. The Nikon D-70S camera system will be used for all exercises. All cameras and equipment provided by DOCJT for this training.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical**Risk:** Low**Fitness Level:** Low

**Note:** For the Northern Kentucky and Hopkinsville training students  
MUST bring a laptop computer that has Power Point loaded on it.

RICHMOND	2/15/2010	2/19/2010
NORTHERN KENTUCKY	3/15/2010	3/19/2010
MURRAY	4/26/2010	4/30/2010
HOPKINSVILLE	10/4/2010	10/8/2010
RICHMOND	11/29/2010	12/3/2010

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**1027-10J****DOMESTIC ABUSE INVESTIGATION****40 Hours**

This course is designed to enhance the skills of law enforcement officers who are responsible for investigating domestic abuse. Topics will include: the dynamics of domestic violence, protective orders, Kentucky and Federal law related to domestic violence, evidence collection, the role of victim advocates, and stalking.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical/Human**Risk:** Low**Fitness Level:** Low

ELIZABETHTOWN	2/15/2010	2/19/2010
NORTHERN KENTUCKY	2/22/2010	2/26/2010
HAZARD	4/5/2010	4/9/2010
LOUISVILLE	4/19/2010	4/23/2010
PADUCAH	6/21/2010	6/25/2010
ASHLAND	6/28/2010	7/2/2010
OWENSBORO	7/12/2010	7/16/2010
BOWLING GREEN	7/19/2010	7/23/2010

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**1466-08J                      HATE & BIAS CRIMES INVESTIGATIONS                      40 Hours**

This course is designed to enhance the skills of law enforcement officers in recognizing, reporting, investigating and prosecuting hate crimes. Topics will include: recognition of domestic terrorist groups, international terrorism, investigations of hate crimes, state and federal law that pertain to hate crimes, bias crime indicators, and proactive alternatives.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

PADUCAH	8/2/2010	8/6/2010
NORTHERN KENTUCKY	8/9/2010	8/13/2010
ELIZABETHTOWN	8/23/2010	8/27/2010
RICHMOND	8/30/2010	9/3/2010
OWENSBORO	9/27/2010	10/1/2010

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**0996-10J                      HOMICIDE INVESTIGATIVE TECHNIQUES                      40 Hours**

This course is an intermediate level class designed to provide learners with a working background and knowledge related to the proper procedures to use in responding to a homicide. Further, this course provides step-by-step processes and procedures that should be followed by investigators at a murder scene in order to successfully investigate and solve the crime. Some of the topics that will be covered include: Victimology, Pre-Trial Identification, and Suspect Development.

**Attendees:** Any Rank

**Prerequisites:** Basic Investigator Course, Criminal Investigation I Course or have been an Investigator for 3 or more years.

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

LOUISVILLE	7/19/2010	7/23/2010
LOUISVILLE	10/18/2010	10/22/2010

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**1061-09J                      HOSTAGE & CRISIS NEGOTIATIONS - ADVANCED                      40 Hours**

This course includes demonstration in the use of hostage negotiation guidelines through simulated hostage situations. Negotiators are taught the roles of various participants in negotiations as well as coordination and management of a hostage situation through setting perimeters, locating command and communication centers, and dealing with the media.

**Attendees:** Any Rank

**Prerequisites:** Must have attended Hostage and Crisis Negotiations - Basic, or be able to produce prior to confirmation a certificate from an equivalent course.

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

**Note:** This course is intended for members of a Hostage and Crisis Negotiations Team, or those whom may be tasked to perform such duties for an agency in the event of a hostage or crisis situation.

RICHMOND	11/1/2010	11/5/2010
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0803-08JR

**INTERVIEWS & INTERROGATIONS**

**40 Hours**

This course has been specially developed to enhance law enforcement officers' skills in interviewing and interrogation. The course includes traditional methods of interviewing and interrogation, which are supplemented by kinesics, proximal, and persuasive techniques. Practicums are emphasized and student teams will conduct a variety of interviews and interrogations.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

RICHMOND	1/25/2010	1/29/2010
LOUISVILLE	2/15/2010	2/19/2010
OWENSBORO	3/15/2010	3/19/2010
NORTHERN KENTUCKY	4/19/2010	4/23/2010
RICHMOND	11/29/2010	12/3/2010
LOUISVILLE	12/6/2010	12/10/2010

1541-09A

**INTRODUCTORY INTELLIGENCE ANALYST TRAINING PROGRAM**

**40 Hours**

**HOSTED**

This entry level program provides a historical, legal, and conceptual basis for criminal/law enforcement intelligence, and establishes a firm ethical basis. It contains an ongoing practical exercise which also follows the intelligence process/cycle. The initial phase of the exercise necessitates the drafting of an operational plan with goals and objectives, followed by a plan which details the collection and documentation of data. The program is conducted in a student centered learning environment, guided by subject matter experts in various fields.

**Attendees:** Any Rank

**Prerequisites:** Familiarity with Microsoft Windows and Microsoft Office Software products is REQUIRED for this course.

**Career Development Category:** Human/Conceptual

**Risk:** Low

**Fitness Level:** Low

**Note:** This is a Federal Law Enforcement Training Center course that is being hosted by DOCJT. FLETC makes this course available to personnel from out of state agencies. Officers are required to register with the Federal Law Enforcement Training Center and with DOCJT. FLETC gives priority to students who have registered with them. Failure to complete both registration processes may prevent the student from being able to attend the course. FLETC registration forms are available at:<http://www.fletc.gov/training/programs/state-local/training-opportunities/introductory-intelligence-analyst-training-program-iiatp>

**Note:** The IIATP contains a written, comprehensive examination and a practical exercise with the submission of a report and presentation of a briefing of the student's findings to the class, instructors, and interested "official" observers.

LOUISVILLE	9/13/2010	9/17/2010
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**1619-10J LEADING THE INVESTIGATIVE UNIT 40 Hours**  
**NEW**

Students will be provided with information related to leading and managing investigative units. Subjects will include: organization of the investigative unit, selection of personnel, case assignment, file management, administrative duties, property room management, internal investigations, investigative techniques, crime analysis, budgeting, operational issues, narcotics investigations, vice investigations and investigating officer involved incidents.

**Attendees:** Supervisors or investigators with the responsibility for leading investigative units.

**Prerequisites:** Criminal Investigation I or Basic Investigator, plus 80 additional hours of criminal investigation classes.

**Career Development Category:** Technical/Human

**Risk:** Low **Fitness Level:** Low

LOUISVILLE	2/8/2010	2/12/2010
LOUISVILLE	4/5/2010	4/9/2010

**0765-09J MARIJUANA IDENTIFICATION 24 Hours**

The participant will learn to conduct chemical and microscopic examinations of marijuana and other samples. Classroom lecture, as well as, laboratory exercises will be conducted. The successful completion of the course will certify the participant as a marijuana identification analyst. This course is taught in conjunction with the Eastern Kentucky University Forensic Science Dept., the Kentucky State Police Central Crime Laboratory, and DOCJT.

**Attendees:** Any Rank

**Prerequisites:** This is a certification course. DOCJT will send students test samples annually for recertification. Agencies must have a Stereomicroscope and a balance for annual recertification.

**Career Development Category:** Technical

**Risk:** Intermediate **Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

**Note:** Open to sworn law enforcement officers as well as civilian personnel employed by a Kentucky law enforcement agency and who meet the criteria of KRS 218A.220

RICHMOND	8/4/2010	8/6/2010
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**1464-08JR2****ROBBERY-SEXUAL ASSAULT****40 Hours**

This course will focus on the investigations of commercial robberies (16 hours) and sexual assaults (24 hours). Emphasis will be placed on typologies of robbers, first responder duties and preliminary investigation, follow-up investigation, pre-trial identification of the robbery suspect, and robbery prevention procedures. Also included: Responding to sexual assaults, interviewing methods, behavior profiling, method of operation, case file preparation and preparing for trial.

**Attendees:** Any Rank**Prerequisites:** Students should have previously taken Criminal Investigation I, Basic Investigator, or Interviews and Interrogations.**Career Development Category:** Technical/Human**Risk:** Low**Fitness Level:** Low**Note:** COURSE WAS PREVIOUSLY TITLED: CRIMINAL INVESTIGATIONS II

LOUISVILLE	3/22/2010	3/26/2010
LOUISVILLE	7/26/2010	7/30/2010
MADISONVILLE	11/8/2010	11/12/2010
LOUISVILLE	11/15/2010	11/19/2010

**1469-08J****SEXUAL ASSAULT RESPONSE TEAM TRAINING****40 Hours**

This course is designed to enhance the skills of law enforcement officers who are responsible for investigating sexual assaults. The training will be conducted in collaboration with the Kentucky Association of Sexual Assault Programs. Class participants will include all representatives of a multi-disciplinary response team. Topics will include: an explanation of the Sexual Assault Nurse Examination role, the process of evidence collection and the documentation of injuries. This course will also provide information about Kentucky sexual assault laws, types of offenders, drug facilitated sexual assaults and interviewing the victim.

**Attendees:** Any Rank**Prerequisites:** None**Career Development Category:** Technical/Human**Risk:** Low**Fitness Level:** Low

MAYSVILLE	3/29/2010	4/2/2010
LOUISVILLE	4/12/2010	4/16/2010
NORTHERN KENTUCKY	4/26/2010	4/30/2010
BOWLING GREEN	5/3/2010	5/7/2010
GRAYSON	5/24/2010	5/28/2010



# **INSTRUCTOR DEVELOPMENT**



**0903-09JR**

**FIREARMS INSTRUCTOR**

**80 Hours**

The new Firearms Instructor Course provides instruction in various phases of firearms training, from developing shooting courses to establishing a comprehensive firearms program for your agency. It includes courses for most weapon systems issued or authorized by an agency including off duty weapons, semi auto pistol, revolver, shotgun, and .223/5.56 patrol rifle.

**Attendees:** Any Rank

**Prerequisites:** Students must have successfully completed a basic academy that meets the Peace Officer Professional Standards Act. (IT IS STRONGLY RECOMMENDED THAT STUDENTS RECEIVE TRAINING IN PATROL RIFLE PRIOR TO ATTENDING THE FIREARMS INSTRUCTOR COURSE.)

**Career Development Category:** Technical/Human

**Risk:** High

**Fitness Level:** Intermediate

**Note:** 80% qualification course (pistol and rifle) on day one

**Note:** 70% written test (end of week 2)

RICHMOND	4/19/2010	4/30/2010
RICHMOND	7/26/2010	8/6/2010
RICHMOND	8/23/2010	9/3/2010

**0727-10J**

**LAW ENFORCEMENT DRIVING RANGE COORDINATOR**

**40 Hours**

This course is designed for the officer designated by their agency as the Driving Range Coordinator. Emphasis is placed on classroom presentation, course design, practical application, and safety.

**Attendees:** Any Rank

**Prerequisites:** Defensive Driving

**Career Development Category:** Technical/Human

**Risk:** High

**Fitness Level:** Intermediate

**Note:** Students will be using their department's police vehicle equipped with lights and siren. Vehicle must pass a safety inspection. DOCJT DOES NOT PROVIDE VEHICLES.

**Note:** The schedule will be adjusted for low-light training.

**Note:** Driving Practical Pre-Test (Pass/Fail), Written Test (80%) and Practical Test (Pass/Fail)

RICHMOND	11/29/2010	12/3/2010
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1476-08JR

**LEADING THE TRAINING UNIT**

**40 Hours**

This 40-hour course is designed to prepare law enforcement personnel who have been promoted, appointed, or assigned to oversee the trainers within their agency. The focus of this course is to provide leadership, administrative knowledge and skills necessary to lead the agency's internal training unit to top performance.

**Attendees:** Supervisor

**Prerequisites:** Must be a manager, supervisor or have delegated authority to oversee trainers or the training function within their agency.

**Career Development Category:** Human/Conceptual

**Risk:** Low

**Fitness Level:** Low

**Note:** This course will include a pre-course typed assignment that will be administered through the distance learning program. **STUDENTS ARE REQUIRED TO LIST THEIR E-MAIL ADDRESS ON THE FORM 29-1.**

**Note:** Students attending this class will have homework assignments during the week which require completion to pass the course.

RICHMOND

5/17/2010

5/21/2010

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1207-10J

**PATROL RIFLE INSTRUCTOR**

**40 Hours**

This course is designed to provide instructor level training in the use of the .223 (5.56) caliber patrol rifle. Course content includes instruction in the role of the patrol rifle, basic rifle handling skills, marksmanship fundamentals, and ballistics.

**Attendees:** Any Rank

**Prerequisites:** The officer must have successfully completed an approved firearms instructor course. (IT IS STRONGLY RECOMMENDED THAT STUDENTS RECEIVE TRAINING IN PATROL RIFLE PRIOR TO ATTENDING THIS COURSE.)

**Career Development Category:** Technical/Human

**Risk:** High

**Fitness Level:** Intermediate

**Note:** A letter with the signature of the agency head stating that the officer will be a rifle instructor for the agency will be included with notification of admittance to the course.

**Note:** Equipment Needed: Agency approved duty handgun, complete leather gear used on duty, three handgun magazines or two speedloaders, agency approved .223 (5.56) caliber rifle with factory iron sights, rifle sling, three rifle magazines (minimum ten round capacity), duty flashlight, cleaning equipment, baseball cap or wide brimmed hat, two bath size towels.

**Note:** Completion Requirements: 80% on Pre-Qualification Course, 80% on Written Test, 80% on Day Qualification, 80% on Night Qualification, Skills Tests.

RICHMOND

6/7/2010

6/11/2010

RICHMOND

7/12/2010

7/16/2010

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**0906-09J                      PPCT DEFENSIVE TACTICS INSTRUCTOR COURSE                      40 Hours**

This course is the first subject control system developed through tactical, legal, and medical research. Tactically, the system addresses the most common types of resistance officers encounter, allowing the instructor to maximize training on job related techniques. Legally, the PPCT System teaches a simple use of force continuum, which clarifies the appropriate force level for every level of resistance. Medical research was conducted on every PPCT technique to refine technique efficiency and to ensure the medical implications were proportional to the level of resistance.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** High

**Fitness Level:** Intermediate

**Note:** Equipment needed: Officers should bring a duty belt to include handcuffs, handcuff keys, and a baton. Officers must also bring mouth protection and groin protection.

**Note:** 80% written test and all practical components demonstrated at an acceptable level.

RICHMOND

2/1/2010

2/5/2010

**1100-09J                      PPCT DEFENSIVE TACTICS INSTRUCTOR RECERTIFICATION                      24 Hours**

This instructional period will satisfy the 36 month retraining and update requirements with PPCT. This course is the first subject control system developed through tactical, legal and medical research. Tactically, the system addresses the most common types of resistance officers encounter, allowing the instructor to maximize training on job related techniques. Legally, the PPCT System teaches a simple use of force continuum, which clarifies the appropriate force level for every level of resistance. Medical research was conducted on every PPCT technique to refine the technique efficiency and to ensure the medical implications were proportional to the level of resistance.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** High

**Fitness Level:** Intermediate

**Note:** Equipment needed: Officers should bring a duty belt to include handcuffs, handcuff keys, and a baton. Officers must also bring mouth protection and groin protection.

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

**Note:** 80% written test and all practical components demonstrated at an acceptable level.

RICHMOND

10/13/2010

10/15/2010

1208-10J

**PPCT GROUND AVOIDANCE/GROUND ESCAPE (GAGE)  
INSTRUCTOR COURSE**

24 Hours

The PPCT GAGE program will teach an officer how to fall in order to minimize injury, how to defend him/herself while on the ground, conserving and maximizing energy, and how to regain a standing position to ultimately control and survive the altercation.

**Attendees:** Any Rank

**Prerequisites:** None

**Career Development Category:** Technical/Human

**Risk:** High

**Fitness Level:** High

**Note:** Equipment needed: Officers should bring a duty belt to include handcuffs, handcuff keys, and a baton. Officers must also bring mouth protection and groin protection.

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

**Note:** 80% written test and all practical components demonstrated at an acceptable level.

RICHMOND

6/7/2010

6/9/2010

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# LEADERSHIP

1115-09J

**ACADEMY OF POLICE SUPERVISION**

**122 Hours**

APS is designed to be the first course in supervision for personnel who have been recently promoted or who are currently on the agency's promotion list. The students will be expected to participate in reading assignments, writing assignments, and practical based exercises that are designed to enhance their ability to perform at the supervisor's level. Students can expect assignments that will require them to perform activities during hours outside the normal classroom times. Topics include: Situational Leadership, Emotional/Social Intelligence, Generational/Diversity Issues, Public Speaking, Ethics, Leading Change, Problem Solving/Decision Making, Administrative Law, Team Building, Legal Issues, Discipline Process, Emotional Survival, Critical Thinking, and various elements on the Challenge (ROPES) Course.

**Attendees:** Sergeants and First Line Supervisors

**Prerequisites:** 1) Newly promoted or those on current agency promotion list.  
2) Students should be capable of moderate physical activity.

**Career Development Category:** Human/Conceptual

**Risk:** Intermediate

**Fitness Level:** Intermediate

**Note:** Students will be required to stay in the Thompson Hall housing facility.

**Note:** Agency uniform will be required dress on certain dates (suit and tie if not assigned to uniform duty).

**Note:** Meal cards will be provided for students at agency request.

RICHMOND	3/15/2010	4/2/2010
RICHMOND	5/3/2010	5/21/2010
RICHMOND	6/7/2010	6/25/2010
RICHMOND	7/12/2010	7/30/2010
RICHMOND	8/9/2010	8/27/2010

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## CRIMINAL JUSTICE EXECUTIVE DEVELOPMENT PROGRAM Class XIII 204 Hours

This program is structured for small to medium size law enforcement agency administrators and managers. The purpose is to provide the students with contemporary theories, management techniques, and leadership skills enabling them to perform more effectively and efficiently in their positions as community leaders. ***“The course prepares the leaders of today for the challenges they will face in the future.”*** The course is five weeks in duration and is taught in one week modules (sessions) over a five month period. The law enforcement functional areas that will be addressed are: problem identification, analysis and solving; personnel administration; operations and fiscal management; policies and procedures; legal concerns; and organizational behavior/culture. Topics emphasized throughout the course include: leadership, ethics, executive writing, and public speaking. The program requires a high level of motivation, completion of projects/assignments, and the commitment to complete the entire course. The CJED course/experience is a challenging and rewarding educational experience. The CJED Alumni Association Officers review all applications and recommend the selection of attendees to the Commissioner of the Department of Criminal Justice Training.

**Attendees:** Supervisors and Managers

**Prerequisites:** A sincere commitment to fully participate and complete the program from the individual as well as the employing agency. Each attendee must have completed Situational Leadership for Managers and Supervisors (32 hour course) prior to attendance of the first CJED Session. Note: All graduates of the Academy of Police Supervision (APS) will have met this prerequisite.

**Recommended:** Completion of supervisor, manager, or other leadership courses is highly recommended and preferred, but not required.

**Career Development Program:** LEN Manager  
**Career Development Category:** Human / Conceptual

**Risk:** Low

**Fitness Level:** Low

**Notes:** The course is five weeks in duration and will be taught in one-week sessions over a five month period. (Beginning in November of 2010 and completing in March of 2011.) The schedule is designed to reduce the problems often created for a small agency when personnel attend long-term training programs. Instructors for the CJED program, include professors from Eastern Kentucky University who have extensive backgrounds in the criminal justice and educational profession.

**Notes:** Registration for CJED XIII must be completed by **April 30, 2010** to be considered for admission. Special applications will be mailed to those on the registration list (stand-by list) and the class will be selected from those who return a completed application.

Class XIII Session I 0965A-09J RICHMOND 11/08/2010 11/12/2010

Session II 0965B-09J RICHMOND 12/06/2010 12/10/2010

Sessions III – V will be scheduled in January, February, and March 2011

1351-10J

**CURRENT LEADERSHIP ISSUES FOR MID-LEVEL EXECUTIVES - 2010**

40 Hours

**NEW**

This course is designed for mid-level executives (lieutenants, captains, majors) with an emphasis on current leadership issues. It will include a Kentucky Law Enforcement Update, Legal Update and specialized guest speakers from around the state and nation. It is geared for the mid-level executive who has completed the basic leadership courses offered and needs annual updates to maintain proficiency.

**Attendees:** Lieutenants, Captains and Majors (usually those assigned below the level of Deputy Chief, Chief Deputy, Assistant Director). First line supervisors who are graduates of CJED, SSL, SPI/AOC, FBI/NA, NW/SPSC, or ILEA/ Management College will be eligible for this course.

**Prerequisites:** See Above

**Career Development Category:** Human/Conceptual

**Risk:** Low

**Fitness Level:** Low

**Note:** Deputy/Assistant Chiefs, Chief Deputy Sheriffs, Assistant Directors and above are not eligible for this course. They should enroll in the Police Executive Command Course (PECC).

**Note:** Classes will begin on Monday at 0800 and end on Friday at 1200. Outside of class assignments will be scheduled on Monday & Tuesday from 1800-2000.

**Note:** Written Assignment will be required and graded Pass / Fail based on rubric grading system/chart.

BARREN RIVER	4/12/2010	4/16/2010
RICHMOND	4/26/2010	4/30/2010

1029-08A

**ETHICS: EARLY WARNING SYSTEMS**

16 Hours

This course is designed to provide an ethical management model that addresses the needs for an early warning system in law enforcement agencies. Attention will be given to methods that can be used to identify and track problem employees and ways to ethically manage them within the organization.

**Attendees:** Supervisors level and above

**Prerequisites:** See above

**Career Development Category:** Human/Conceptual

**Risk:** Low

**Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

RICHMOND	2/25/2010	2/26/2010
RICHMOND	9/14/2010	9/15/2010





**1476-08JR LEADING THE TRAINING UNIT 40 Hours**

This 40-hour course is designed to prepare law enforcement personnel who have been promoted, appointed, or assigned to oversee the trainers within their agency. The focus of this course is to provide leadership, administrative knowledge and skills necessary to lead the agency's internal training unit to top performance.

**Attendees:** Supervisor  
**Prerequisites:** Must be a manager, supervisor or have delegated authority to oversee trainers or the training function within their agency.

**Career Development Category:** Human/Conceptual  
**Risk:** Low **Fitness Level:** Low

**Note:** This course will include a pre-course typed assignment that will be administered through the distance learning program. STUDENTS ARE REQUIRED TO LIST THEIR E-MAIL ADDRESS ON THE FORM 29-1.

**Note:** Students attending this class will have homework assignments during the week which require completion to pass the course.

RICHMOND 5/17/2010 5/21/2010

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**0893-09JR MEDIA RELATIONS FOR SUPERVISORS 24 Hours**

This course is designed to provide the supervisor with the knowledge and skills to deal with media issues. Topics include: Role of the Media, Preparing Media Releases, Media Policy Formulation, Open Records, Crisis Management and the Media, and On-Camera Interviews.

**Attendees:** Supervisors and above  
**Prerequisites:** See above

**Career Development Category:** Technical/Human  
**Risk:** Low **Fitness Level:** Low

**Note:** This course is less than the required 40 hours. Therefore, you will need to take another course(s) in order to obtain the 40 hours as required by KRS 15.404.

RICHMOND 2/3/2010 2/5/2010  
 LOUISVILLE 9/13/2010 9/15/2010

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**1413-10J MID LEVEL LEADERSHIP SKILLS 40 Hours**

This course is intended for the middle level executive within a law enforcement agency. Included in this course will be: Managing the difficult employee, contemporary policy and procedure issues, project planning, performance appraisals, legal issues related to contemporary administration, record management, the training function and career development for employees

**Attendees:** Mid-Level Executives (Lieutenants, Captains) \*First Line Supervisors who are graduates of CJED, SSL, FBI/NA, SPI/AOC and NW SPSC (or) who have completed the KLEC CDP Law Enforcement Supervisor's certificate are eligible for this course.

**Prerequisites:** See above

**Career Development Category:** Human/Conceptual  
**Risk:** Low **Fitness Level:** Low

LOUISVILLE 5/24/2010 5/28/2010  
 RICHMOND 10/11/2010 10/15/2010

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0721-09J

**ORIENTATION FOR NEW POLICE CHIEFS**

**40 Hours**

This course will provide the police chief or sheriff with the information and tools needed to address 21st century law enforcement challenges. Leadership and administrative topics that will be addressed include: the role of the chief executive, ethics, integrity, policies and procedures, risk management, discipline, human resources, budgeting and media relations.

**Attendees:** Newly appointed Police Chiefs or recently elected Sheriffs, Assistant Chiefs or Chief Deputy Sheriffs. Soon to be appointed Police Chiefs or Chief Deputy Sheriffs or Sheriff Elects waiting to assume duties as Sheriff

**Prerequisites:** See above

**Career Development Category:** Human/Conceptual

**Risk:** Low

**Fitness Level:** Low

RICHMOND

5/24/2010

5/28/2010

RICHMOND

11/29/2010

12/3/2010

1273-10J

**POLICE EXECUTIVE COMMAND COURSE - 2010**

**40 Hours**

**NEW**

This course is designed for Kentucky Police Chiefs, Sheriffs, Directors and their executive staff. The curriculum which is updated annually, addresses the most current leadership, administrative and legal issues confronting law enforcement executives.

**Attendees:** Police Chiefs, Sheriffs, Directors and their next immediate highest rank, who serve in the capacity of assistant chief/deputy chief; chief deputy or assistant director.

**Prerequisites:** See above

**Career Development Category:** Human/Conceptual

**Risk:** Low

**Fitness Level:** Low

**Note:** Chiefs, Sheriffs, State Agency Directors will be given priority status for the class; all other applicants will be placed on a stand-by list until April 1, 2010. At that time, the remaining applicants will be assigned class dates based upon availability.

**Note:** Classes will begin on Monday at 0800 and end on Friday at 1200. Outside of class assignments will be scheduled on Monday & Tuesday from 1800-2000.

**Note:** Written Assignment will be required and graded Pass / Fail based on rubric grading system/chart.

BARREN RIVER

9/27/2010

10/1/2010

BARREN RIVER

10/18/2010

10/22/2010

RICHMOND

11/15/2010

11/19/2010





# **TELECOMMUNICATIONS**

All classes in the Telecommunication area do not count toward the 40 hour annual training requirement for POPS and/or KLEFPF credit.

## The Most Frequently Asked TPS Questions

### What does TPS stand for?

Telecommunications Professional Standards

### When did the Telecommunications Professional Standards (TPS) become effective?

July 15, 2006

### What are the standards that a telecommunicator must meet prior to attending the academy?

- Is a citizen of the United States;
- Is at least eighteen (18) years of age;
- Is a high school graduate or has received a G.E.D.;
- Has not been convicted of a felony or other crimes involving moral turpitude;
- Has submitted fingerprints to the KSP and the FBI for a criminal history check;
- Has passed a drug screening test;
- Has taken a suitability screener;
- Has taken a polygraph examination.

### Do part-time telecommunicators have to meet the TPS standards?

No, unless they plan to attend the Telecommunications Academy.

### Can a part-time telecommunicator change their status to full time?

Yes. However, if the telecommunicator has **not** attended and completed the Telecommunications Academy, 40 hour basic or the equivalency, they must meet the TPS standards and complete the academy in the required time.

### How can a person get *grandfathered* into TPS?

- Has had continuous employment as a full-time telecommunicator prior to 07/15/06; or
- Has completed the Telecommunications Academy;
- Has completed the 40 hour Telecommunications Basic Course or
- Has received the Telecommunications Equivalency.

### What happens to your TPS certification when there is a break in service?

Your certification will become **inactive**; however, if you have not completed the Telecommunications Academy, 40 hour Telecommunications Basic Course or the Equivalency, your certification will become **invalid**.

### What if a part-time telecommunicator was hired after July 15, 2006 and *is already academy trained or has an equivalency*, can they become full-time without meeting the TPS standards?

Yes

**Who needs to complete TPS:**

Any person planning to attend the Telecommunications Academy.

**Can testing be done on an applicant, even if they are exempt from the TPS process?**

Yes. Any or all the tests can be completed. It is a good and inexpensive way to do a background on your applicant.

**What are the necessary tests and their cost needed to complete the TPS testing process?**

- Suitability Screener \$65
- Polygraph \$100
- Drug Screen \$16

**Where are the testing sites located?**

- Ashland
- Bowling Green
- Elizabethtown
- Hazard
- Louisville
- Madisonville
- Murray
- Northern KY
- Richmond

**How do I schedule for the TPS testing?**

Contact the Kentucky Law Enforcement Council at 859-622-6218.

**What are the required forms?**

- Form A – Testing Registration
- Form D – All Standards Met
- Form F – Status Update
- Form I – Polygraph Questionnaire

**Where can I find the forms?**

Go to the website [www.docjt.ky.gov](http://www.docjt.ky.gov) and click on the KLEC tab and go to the very bottom of the page. These forms can be typed on directly.

**If I have any questions regarding the Telecommunications Professional Standards, who do I call?**

The Kentucky Law Enforcement Council at 859-622-6218



# **BASIC TELECOMMUNICATIONS**

The Telecommunications Academy course consists of 175 hours of instruction over a four-week and three-day period. The course is designed for new telecommunicators working at agencies with a CJIS terminal and will be segmented into various training sections that include Basic Telecommunications, Crisis Negotiations, Family Violence, CJIS, CPR/AED, Emergency Medical Dispatch, Incident Command System/Homeland Security, Spanish for the Telecommunicator, and Client Awareness. Trainees must comply with all administrative regulations and successfully complete all training areas to be eligible for graduation. Meals, housing, and all classroom materials are provided. Successful completion will satisfy mandatory training requirements for Telecommunications and CJIS.

**Attendees:** Designed for Recruit Telecommunicators

**Prerequisites:** None

**Risk:** Low

**Fitness Level:**

Low

**Note:** KRS 15.530-15.590 requires any sworn or civilian employee who is employed to dispatch law enforcement by means of radio communications on a full-time basis at a CJIS agency to successfully complete a minimum of 160 hours of basic training within six months of employment and 8 hours of in-service training each calendar year. Part-time trainees attending the academy will pay for meals and housing.

**Note:** This course is designed for agency personnel having full access to CJIS databases. Successful completion certifies the operator in CJIS for a one-year period. According to Kentucky State Police LINK Provisions & Guidelines, the employing agency is required to schedule the operator for appropriate training within ten days of initial employment.

**Note:** Slots "reserved" without a trainee name are only guaranteed until 8 a.m., 21 calendar days prior to the start of the scheduled class. Telecommunications Academy training is closed for additional applicants ten days prior to the start of the class

**FORMS REQUIRED:** KY Law Enforcement Council Form D and F, and DOCJT 29-1

CLASS	BEGINNING DATE	ENDING DATE	LAST DATE TO RECEIVE ALL FORMS FOR REGISTRATION	DATE RESERVED SPOTS LACKING FORMS WILL BE DROPPED FROM ROSTER
69	01/13/2010	02/12/2010	12/23/2009	12/24/2009
*70	02/24/2010	04/02/2010	02/03/2010	02/04/2010
*72	05/19/2010	06/25/2010	04/28/2010	04/29/2010
73	08/04/2010	09/03/2010	07/14/2010	07/15/2010
75	10/20/2010	11/19/2010	09/29/2010	09/30/2010

\* No Telecommunications Academy Training will be conducted during the following DOWN WEEKS:

March 8 – 12, 2010

May 31 – June 4, 2010



**043T-08J**

**EMERGENCY MEDICAL DISPATCH/CPR**

**33 Hours**

Attending telecommunicators will receive training and instruction in cardiopulmonary resuscitation (CPR) and the use of the automated external defibrillator (AED). The student will attain certification with the American Red Cross in CPR/AED for the Professional Rescuer. This will be done during the first nine hours of the 33-hour course. CPR is a standard set by the American Society for Testing and Materials (ASTM) designation: F1258-95 8.2.4.1 for all training in Emergency Medical Dispatch. During the remaining 24 hours of the course, the telecommunicator will receive specialized Emergency Medical Dispatch / Crisis Communications training. This training will enable telecommunicators to provide approved emergency medical information to citizens and responders. Telecommunicators will learn: proven techniques in breaking hysteria thresholds, handling multiple calls, specific pre-arrival medical instructions, liability and legal issues, and other methods to allow responders to arrive prepared.

**Attendees:** Any rank of Telecommunicator

**Prerequisites:** Successful completion of Basic Telecommunications

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

**Note:** Successful completion of this course will satisfy the annual statutory in-service training requirement for telecommunicators.

RICHMOND

5/10/2010

5/13/2010

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# **ADVANCED TELECOMMUNICATIONS**

**096T-08J**

**CULTURAL AWARENESS**

**16 Hours**

This course will provide the telecommunicator with an innovative approach to understanding diversity in the workplace and the community they serve. They are offered practical and invaluable guidance to inspire effective performance when dealing with sometimes difficult and sensitive situations. Also included is an overview of the American with Disabilities Act (ADA) as it relates to cultural diversity in the workplace and community.

**Attendees:** Certified Telecommunicators

**Prerequisites:** Basic Telecommunications

**Career Development Category:** Human

**Risk:** Low

**Fitness Level:** Low

RICHMOND

6/10/2010

6/11/2010

RICHMOND

11/9/2010

11/10/2010

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**097T-08J**

**CUSTOMER SERVICE**

**8 Hours**

This course will provide information that will allow the telecommunicator to provide more effective customer service to both the citizens and responders in their communities.

**Attendees:** Certified Telecommunicators

**Prerequisites:** Basic Telecommunications

**Career Development Category:** Human

**Risk:** Low

**Fitness Level:** Low

RICHMOND

6/24/2010

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162T-10J

DISPATCHER'S RESPONSE TO A CALLER IN CRISIS

8 Hours

**NEW**

This course will provide the dispatcher with "best practices" for call taking and dispatching procedures as they effectively work with callers involved in a critical incident such as domestic violence, suicide, or a robbery in progress.

**Attendees:** Certified Telecommunicators

**Prerequisites:** Basic Telecommunications

**Career Development Category:** Technical/Human

**Risk:** Low

**Fitness Level:** Low

RICHMOND	1/21/2010
RICHMOND	2/9/2010
RICHMOND	2/10/2010
LOUISVILLE	3/30/2010
LOUISVILLE	3/31/2010
FRANKFORT	4/1/2010
NORTHERN KENTUCKY	4/6/2010
NORTHERN KENTUCKY	4/7/2010
CAVE CITY	5/4/2010
CAVE CITY	5/5/2010
CAVE CITY	5/6/2010
JENNY WILEY	5/11/2010
JENNY WILEY	5/12/2010
LAKE BARKLEY	5/25/2010
LAKE BARKLEY	5/26/2010
OWENSBORO	6/21/2010
OWENSBORO	6/22/2010
RICHMOND	7/15/2010
RICHMOND	7/16/2010
MADISONVILLE	7/20/2010
MADISONVILLE	7/21/2010
NORTHERN KENTUCKY	7/27/2010
NORTHERN KENTUCKY	7/28/2010
ELIZABETHTOWN	8/31/2010
ELIZABETHTOWN	9/1/2010
LAKE BARKLEY	10/20/2010
RICHMOND	11/2/2010
RICHMOND	11/3/2010
RICHMOND	12/1/2010
RICHMOND	12/2/2010

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**100T-08J**

**TEAMBUILDING**

**8 Hours**

This course focuses on the importance of teamwork within the communications center, the stages of team development, and the challenges of maintaining an efficient team. The learner is presented with team building exercises to emphasize these principles.

**Attendees:** Certified Telecommunicators

**Prerequisites:** Basic Telecommunications

**Career Development Category:** Human

**Risk:** Low

**Fitness Level:** Low

RICHMOND

1/20/2010

RICHMOND

10/13/2010

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# **TELECOMMUNICATIONS LEADERSHIP DEVELOPMENT**



**119T-10J TELECOMMUNICATIONS EXECUTIVE DEVELOPMENT II 40 Hours**

This course is designed for supervisors, directors and managers to develop and enhance their knowledge and leadership skills. Included are contemporary theories relating to leadership, employee selection and retention, executive coaching, decision making, and fiscal management. This course requires a high level of motivation and commitment.

- Attendees:** Communications Supervisors, Managers and Directors
- Prerequisites:** Successful completion of the Telecommunications Executive Development I (formerly Telecommunications Supervision Basic) course.
- Career Development Category:** Human/Conceptual
- Risk:** Low **Fitness Level:** Low

RICHMOND 6/14/2010 6/18/2010

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**143T-10J TELECOMMUNICATIONS EXECUTIVE DEVELOPMENT III 40 Hours**

This course is designed to develop the leadership abilities of supervisors, managers and directors; to enhance their ability to perform at an executive level as well as provide additional insight and analysis to help the student develop his or her leadership potential. Included will be contemporary theories relating to leadership, emotional intelligence and personal development. This course requires a high level of motivation and commitment.

- Attendees:** Communications Supervisors, Managers and Directors
- Prerequisites:** Successful completion of the Telecommunications Executive Development II (formerly Managing A Communications Center) course
- Career Development Category:** Human/Conceptual
- Risk:** Low **Fitness Level:** Low

RICHMOND 8/9/2010 8/13/2010

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# TELECOMMUNICATIONS

## CJIS

**NOTE:** Administrative Office of the Courts (A.O.C.) personnel who have inquiry only access are authorized to take the CJIS Inquiry Only – AOC 8-hour online course (147TDL-10J) to receive their basic certification. For recertification, AOC personnel will take the 2-hour CJIS AOC recertification online course. See Distance Learning Section of the schedule book.



**070T-09J**

**ADVANCED CJIS/TAC**

**40 Hours**

This course is designed to provide the experienced CJIS operator with advanced techniques related to all CJIS files, as well as a basic understanding of the duties and responsibilities of the Terminal Agency Coordinator (TAC). This course includes an optional tour of the Control Terminal Agency in Frankfort. Enrollment is restricted to certified CJIS operators, and is recommended for TAC, Assistant TAC, and those operators who may be assigned TAC duties in the future.

**Attendees:** Terminal Agency Coordinators and other supervisory personnel

**Prerequisites:** Successful completion of CJIS Full Access or Inquiry Only Basic Course

**Career Development Category:** Technical

**Risk:** Low

**Fitness Level:** Low

**Note:** THIS COURSE WILL NOT SATISFY THE CJIS OR TELECOMMUNICATIONS IN-SERVICE REQUIREMENT.

RICHMOND

3/22/2010

3/26/2010

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**JANUARY 2010**

<b>LOCATION</b>	<b>COURSE</b>	<b>TITLE</b>	<b>BEGIN</b>	<b>END</b>
ONLINE	0293DL-08JR	BREATH TEST OPERATOR RECERTIFICATION - ON-LINE - 5000EN	01/04/10	01/08/10
PADUCAH	1441-10A	CRISIS INTERVENTION TEAM TRAINING FOR KY LEN	01/04/10	01/08/10
NORTHERN KENTUCKY	0293A-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	01/11/10	01/11/10
NORTHERN KENTUCKY	0293M-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	01/11/10	01/11/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	01/11/10	01/15/10
RICHMOND	0800-10J	CRIME SCENE INVESTIGATION	01/11/10	01/15/10
RICHMOND	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	01/11/10	01/15/10
NORTHERN KENTUCKY	0293A-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	01/12/10	01/14/10
NORTHERN KENTUCKY	0293M-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	01/12/10	01/15/10
RICHMOND	102T-08JR	TELECOMMUNICATIONS ACADEMY	01/13/10	02/12/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	01/15/10	01/31/10
LOUISVILLE	1539-09J	DOMESTIC SECURITY ISSUES	01/18/10	01/18/10
ONLINE	0293DL-08JR	BREATH TEST OPERATOR RECERTIFICATION - ON-LINE - 5000EN	01/18/10	01/22/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	01/18/10	01/22/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	01/18/10	05/28/10
RICHMOND	1411-10J	POLICE TRAINING OFFICER	01/18/10	01/22/10
LOUISVILLE	1474-08J	INCIDENT RESPONSE TO TERRORIST BOMBINGS	01/19/10	01/22/10
RICHMOND	099T-08JR	ETHICS	01/19/10	01/19/10
RICHMOND	100T-08J	TEAMBUILDING	01/20/10	01/20/10
RICHMOND	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	01/21/10	01/21/10
NORTHERN KENTUCKY	0293A-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	01/25/10	01/25/10
NORTHERN KENTUCKY	0293M-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	01/25/10	01/25/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	01/25/10	01/29/10
RICHMOND	1197-09J	COMPUTER CRIMES INVESTIGATIONS	01/25/10	01/29/10
RICHMOND	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	01/25/10	01/29/10
RICHMOND	0803-08JR	INTERVIEWS & INTERROGATIONS	01/25/10	01/29/10
RICHMOND	1349-09J	KENTUCKY HOMELAND SECURITY	01/25/10	01/29/10
LOUISVILLE	1424-10J	STRESS & WELLNESS	01/26/10	01/29/10
NORTHERN KENTUCKY	0293A-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	01/26/10	01/28/10
NORTHERN KENTUCKY	0293M-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	01/26/10	01/29/10

**FEBRUARY 2009**

<b>LOCATION</b>	<b>COURSE</b>	<b>TITLE</b>	<b>BEGIN</b>	<b>END</b>
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	02/01/10	02/15/10
RICHMOND	0800-10J	CRIME SCENE INVESTIGATION	02/01/10	02/05/10
RICHMOND	1475-10A	EVENT SECURITY PLANNING FOR PUBLIC SAFETY PROFESSIONALS	02/01/10	02/02/10
RICHMOND	0890-09J	LEGAL UPDATE: PENAL CODE	02/01/10	02/03/10
RICHMOND	0906-09J	PPCT DEFENSIVE TACTICS INSTRUCTOR COURSE	02/01/10	02/05/10
SOMERSET	1622-10J	CONTROLLED SUBSTANCE & DIVERSION INVESTIGATION	02/01/10	02/05/10
RICHMOND	0893-09JR	MEDIA RELATIONS FOR SUPERVISORS	02/03/10	02/05/10
RICHMOND	0901-09J	SPANISH FOR LAW ENFORCEMENT	02/03/10	02/04/10
RICHMOND	1026-08J	LEGAL UPDATE: CONSTITUTIONAL PROCEDURE	02/04/10	01/15/10
LOUISVILLE	1619-10J	LEADING THE INVESTIGATIVE UNIT	02/08/10	02/12/10
ONLINE	164TDL-10J	CJIS - AOC RECERTIFICATION - 2010	02/08/10	02/12/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	02/08/10	02/12/10
NORTHERN KENTUCKY	1424-10J	STRESS & WELLNESS	02/09/10	02/12/10
RICHMOND	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	02/09/10	02/09/10
RICHMOND	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	02/10/10	02/10/10
ELIZABETHTOWN	1027-10J	DOMESTIC ABUSE INVESTIGATION	02/15/10	02/19/10
LOUISVILLE	0803-08JR	INTERVIEWS & INTERROGATIONS	02/15/10	02/19/10
LOUISVILLE	1544-10J	LEGAL ISSUES: 2010	02/15/10	02/15/10
ONLINE	0293DL-08JR	BREATH TEST OPERATOR RECERTIFICATION - ON-LINE - 5000EN	02/15/10	02/19/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	02/15/10	02/19/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	02/15/10	02/28/10
RICHMOND	0472-09JR	BASIC BREATH TEST OPERATOR	02/15/10	02/19/10
RICHMOND	0782-08J	BASIC OFFICER SKILLS	02/15/10	02/19/10
RICHMOND	1405-10J	COVERT INVESTIGATIONS	02/15/10	02/19/10
RICHMOND	1403-10J	DIGITAL PHOTOGRAPHY	02/15/10	02/19/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	02/15/10	07/02/10
LOUISVILLE	1474-08J	INCIDENT RESPONSE TO TERRORIST BOMBINGS	02/16/10	02/19/10
RICHMOND	072T-10J	CJIS INQUIRY ONLY	02/16/10	02/16/10
LOUISVILLE	1539-09J	DOMESTIC SECURITY ISSUES	02/22/10	02/22/10
NORTHERN KENTUCKY	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	02/22/10	02/26/10
NORTHERN KENTUCKY	1027-10J	DOMESTIC ABUSE INVESTIGATION	02/22/10	02/26/10
ONLINE	094TDL-10J	LEN MOBILE DATA TERMINAL ACCESS - ON-LINE	02/22/10	02/26/10
ONLINE	2020DL-08J	RADAR RECERTIFICATION - ON-LINE	02/22/10	02/26/10
RICHMOND	1407-10J	ADVANCED PATROL SKILLS	02/22/10	02/26/10
RICHMOND	1517-08A	COMMERCIAL VEHICLE AWARENESS & CMV CRASH REPORTING	02/22/10	02/24/10
RICHMOND	1534-09A	CYBER INVESTIGATION 250 - INSTRUCTOR DEVELOPMENT (ISEE - T3)	02/22/10	02/23/10
RICHMOND	1007-08J	DUI/STANDARDIZED FIELD SOBRIETY TEST	02/22/10	02/26/10
RICHMOND	1411-10J	POLICE TRAINING OFFICER	02/22/10	02/26/10
LOUISVILLE	1621-10J	RECRUITMENT, SELECTION & RETENTION	02/23/10	02/26/10
RICHMOND	095T-08J	EMERGENCY MEDICAL DISPATCH - ADVANCED	02/23/10	02/24/10
RICHMOND	1000-08J	GRANT WRITING FOR THE PRACTITIONER	02/23/10	02/24/10
RICHMOND	1477-08A	CYBER INVESTIGATION 101 - SECURE TECHNIQUES FOR ONSITE PREVIEW	02/24/10	02/25/10
RICHMOND	102T-08JR	TELECOMMUNICATIONS ACADEMY	02/24/10	04/02/10
RICHMOND	1029-08A	ETHICS: EARLY WARNING SYSTEMS	02/25/10	02/26/10

MARCH 2010

LOCATION	COURSE	TITLE	BEGIN	END
LOUISVILLE	1275-08J	INTERNAL AFFAIRS INVESTIGATIONS	03/01/10	03/05/10
MOREHEAD	1407-10J	ADVANCED PATROL SKILLS	03/01/10	03/05/10
ONLINE	1544DL-10J	LEGAL ISSUES: 2010 - ON-LINE	03/01/10	03/05/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	03/01/10	03/05/10
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	03/01/10	03/15/10
RICHMOND	1399-10J	ADVANCED LATENT PRINT DEVELOPMENT	03/01/10	03/05/10
RICHMOND	1197-09J	COMPUTER CRIMES INVESTIGATIONS	03/01/10	03/05/10
RICHMOND	1544-10J	LEGAL ISSUES: 2010	03/01/10	03/01/10
RICHMOND	1204-10J	RAPID DEPLOYMENT	03/01/10	01/15/10
RICHMOND	1474-08J	INCIDENT RESPONSE TO TERRORIST BOMBINGS	03/02/10	03/05/10
RICHMOND	1353-10J	KLEC HIRING PROCESS	03/02/10	03/03/10
ONLINE	147TDL-10J	AOC CJIS INQUIRY ONLY - ON-LINE	03/08/10	03/12/10
RICHMOND	0805-08J	POLICE RADAR/LIDAR OPERATOR	03/08/10	03/11/10
MOREHEAD	1441-10A	CRISIS INTERVENTION TEAM TRAINING FOR KY LEN	03/15/10	03/19/10
NORTHERN KENTUCKY	1403-10J	DIGITAL PHOTOGRAPHY	03/15/10	03/19/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	03/15/10	03/19/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	03/15/10	03/31/10
OWENSBORO	0803-08JR	INTERVIEWS & INTERROGATIONS	03/15/10	03/19/10
RICHMOND	1115-09J	ACADEMY OF POLICE SUPERVISION	03/15/10	04/02/10
RICHMOND	101T-08J	COMMUNICATIONS TRAINING OFFICER	03/15/10	03/19/10
RICHMOND	1452-10J	COURT SECURITY OFFICER BASIC TRAINING	03/15/10	03/26/10
RICHMOND	1617-10J	PATROL: FIRST RESPONDER	03/15/10	03/19/10
RICHMOND	1411-10J	POLICE TRAINING OFFICER	03/15/10	03/19/10
LOUISVILLE	1464-08JR2	ROBBERY-SEXUAL ASSAULT	03/22/10	03/26/10
ONLINE	161TDL-10J	ALZHEIMER'S - WHAT EVERY DISPATCHER SHOULD KNOW!	03/22/10	03/26/10
ONLINE	0293DL-08JR	BREATH TEST OPERATOR RECERTIFICATION - ON-LINE - 5000EN	03/22/10	03/26/10
RICHMOND	070T-09J	ADVANCED CJIS/TAC	03/22/10	03/26/10
RICHMOND	1463-08JR	COLD CASE INVESTIGATIONS	03/22/10	03/26/10
RICHMOND	1478-08A	CYBERCOP 101 - BASIC DATA RECOVERY & ACQUISITION	03/22/10	03/25/10
RICHMOND	0801-08J	DEFENSIVE DRIVING	03/22/10	03/26/10
RICHMOND	1044-08J	DUI/SFST UPDATE	03/22/10	03/22/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	03/22/10	08/06/10
RICHMOND	1204-10J	RAPID DEPLOYMENT	03/22/10	03/26/10
HAZARD	0293A-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	03/29/10	03/31/10
HAZARD	0293M-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	03/29/10	03/31/10
HAZARD	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	03/29/10	04/02/10
MAYSVILLE	1469-08J	SEXUAL ASSAULT RESPONSE TEAM TRAINING	03/29/10	04/02/10
NORTHERN KENTUCKY	1622-10J	CONTROLLED SUBSTANCE & DIVERSION INVESTIGATION	03/29/10	04/02/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	03/29/10	04/02/10
LOUISVILLE	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	03/30/10	03/30/10
LOUISVILLE	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	03/31/10	03/31/10

APRIL 2010

LOCATION	COURSE	TITLE	BEGIN	END
FRANKFORT	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	04/01/10	04/01/10
HAZARD	0293M-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	04/01/10	04/02/10
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	04/01/10	04/15/10
BOWLING GREEN	1539-09J	DOMESTIC SECURITY ISSUES	04/05/10	04/05/10
ELIZABETHTOWN	1617-10J	PATROL: FIRST RESPONDER	04/05/10	04/09/10
GREENVILLE	1542-08A	BASIC SWAT	04/05/10	04/16/10
HAZARD	1027-10J	DOMESTIC ABUSE INVESTIGATION	04/05/10	04/09/10
LONDON	1441-10A	CRISIS INTERVENTION TEAM TRAINING FOR KY LEN	04/05/10	04/09/10
LOUISVILLE	1619-10J	LEADING THE INVESTIGATIVE UNIT	04/05/10	01/15/10
NORTHERN KENTUCKY	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	04/05/10	04/09/10
ONLINE	164TDL-10J	CJIS - AOC RECERTIFICATION - 2010	04/05/10	04/09/10
RICHMOND	071T-08JR	CJIS - FULL ACCESS	04/05/10	04/09/10
BOWLING GREEN	1472-08A	COMMERCIAL MOTOR VEHICLE CRIMINAL INTERDICTION & EPIC	04/06/10	04/09/10
NORTHERN KENTUCKY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	04/06/10	04/06/10
NORTHERN KENTUCKY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	04/07/10	04/07/10
BARREN RIVER	1351-10J	CURRENT LEADERSHIP ISSUES FOR MID-LEVEL EXECUTIVES - 2010	04/12/10	04/16/10
LOUISVILLE	1469-08J	SEXUAL ASSAULT RESPONSE TEAM TRAINING	04/12/10	04/16/10
ONLINE	0293DL-08JR	BREATH TEST OPERATOR RECERTIFICATION - ON-LINE - 5000EN	04/12/10	04/16/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	04/12/10	04/16/10
RICHMOND	1452-10J	COURT SECURITY OFFICER BASIC TRAINING	04/12/10	04/23/10
RICHMOND	0800-10J	CRIME SCENE INVESTIGATION	04/12/10	04/16/10
RICHMOND	0890-09J	LEGAL UPDATE: PENAL CODE	04/12/10	04/14/10
RICHMOND	1204-10J	RAPID DEPLOYMENT	04/12/10	04/16/10
RICHMOND	1099-09J	VEHICLE COLLISION INVESTIGATIONS - LEVEL I	04/12/10	04/23/10
RICHMOND	131T-08J	LAW ENFORCEMENT SUPPORT TEAM (LEST)	04/13/10	04/15/10
RICHMOND	103T-08J	TELECOMMUNICATIONS ACADEMY FOR NON-TERMINAL AGENCY	04/14/10	05/07/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	04/15/10	04/30/10
LOUISVILLE	0293M-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	04/19/10	04/23/10
LOUISVILLE	0293A-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	04/19/10	04/22/10
LOUISVILLE	1027-10J	DOMESTIC ABUSE INVESTIGATION	04/19/10	04/23/10
NORTHERN KENTUCKY	0803-08JR	INTERVIEWS & INTERROGATIONS	04/19/10	04/23/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	04/19/10	04/23/10
RICHMOND	1517-08A	COMMERCIAL VEHICLE AWARENESS & CMV CRASH REPORTING	04/19/10	04/21/10
RICHMOND	1535-09A	CYBERCOP 201 - INTERMEDIATE DATA RECOVERY & ANALYSIS	04/19/10	04/23/10
RICHMOND	0903-09JR	FIREARMS INSTRUCTOR	04/19/10	04/30/10
RICHMOND	0927-09J	HOSTAGE & CRISIS NEGOTIATIONS - BASIC	04/19/10	04/23/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	04/19/10	09/03/10
WILLIAMSBURG	1407-10J	ADVANCED PATROL SKILLS	04/19/10	04/23/10
RICHMOND	1424-10J	STRESS & WELLNESS	04/20/10	04/23/10
MURRAY	1403-10J	DIGITAL PHOTOGRAPHY	04/26/10	04/30/10
NORTHERN KENTUCKY	1204-10J	RAPID DEPLOYMENT	04/26/10	04/30/10
NORTHERN KENTUCKY	1469-08J	SEXUAL ASSAULT RESPONSE TEAM TRAINING	04/26/10	04/30/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	04/26/10	04/30/10
ONLINE	2020DL-08J	RADAR RECERTIFICATION - ON-LINE	04/26/10	04/30/10
RICHMOND	1351-10J	CURRENT LEADERSHIP ISSUES FOR MID-LEVEL EXECUTIVES - 2010	04/26/10	04/30/10
RICHMOND	1624-10J	DUI/SFST INSTRUCTOR'S COURSE	04/26/10	04/30/10
RICHMOND	1026-08J	LEGAL UPDATE: CONSTITUTIONAL PROCEDURE	04/26/10	04/27/10
RICHMOND	114T-09J	TELECOMMUNICATIONS EXECUTIVE DEVELOPMENT I	04/26/10	04/30/10

MAY 2010

LOCATION	COURSE	TITLE	BEGIN	END
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	05/01/10	05/15/10
BOWLING GREEN	1469-08J	SEXUAL ASSAULT RESPONSE TEAM TRAINING	05/03/10	05/07/10
LOUISVILLE	1407-10J	ADVANCED PATROL SKILLS	05/03/10	05/07/10
LOUISVILLE	1480-08J	IMAGE SCAN	05/03/10	05/03/10
NORTHERN KENTUCKY	1544-10J	LEGAL ISSUES: 2010	05/03/10	05/03/10
RICHMOND	1115-09J	ACADEMY OF POLICE SUPERVISION	05/03/10	05/21/10
RICHMOND	0017-10A	BASIC NARCOTICS INVESTIGATORS SCHOOL - DEA	05/03/10	05/14/10
RICHMOND	1473-08J	LEN RESPONSE TO SPECIAL NEEDS PERSONS	05/03/10	05/07/10
CAVE CITY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	05/04/10	01/15/10
LOUISVILLE	1479-08J	CASE AGENT INVESTIGATIVE REVIEW	05/04/10	05/04/10
NORTHERN KENTUCKY	1474-08J	INCIDENT RESPONSE TO TERRORIST BOMBINGS	05/04/10	05/07/10
RICHMOND	0962-10J	SPANISH FOR LAW ENFORCEMENT II	05/04/10	05/05/10
CAVE CITY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	05/05/10	05/05/10
LOUISVILLE	1480-08J	IMAGE SCAN	05/05/10	05/05/10
CAVE CITY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	05/06/10	05/06/10
LOUISVILLE	1479-08J	CASE AGENT INVESTIGATIVE REVIEW	05/06/10	05/06/10
CORBIN	1204-10J	RAPID DEPLOYMENT	05/10/10	05/14/10
ONLINE	0293DL-08JR	BREATH TEST OPERATOR RECERTIFICATION - ON-LINE - 5000EN	05/10/10	05/14/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	05/10/10	05/14/10
RICHMOND	1290-08J	CHAPLAINCY - BASIC	05/10/10	05/10/10
RICHMOND	1452-10J	COURT SECURITY OFFICER BASIC TRAINING	05/10/10	05/21/10
RICHMOND	0800-10J	CRIME SCENE INVESTIGATION	05/10/10	05/14/10
RICHMOND	1400-10J	CRIMINAL INVESTIGATION I	05/10/10	05/21/10
RICHMOND	043T-08J	EMERGENCY MEDICAL DISPATCH/CPR	05/10/10	05/13/10
RICHMOND	1417-10J	LEGAL PRACTICAL: ARREST, SEARCH & SEIZURE	05/10/10	05/11/10
JENNY WILEY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	05/11/10	05/11/10
BOWLING GREEN	1480-08J	IMAGE SCAN	05/12/10	05/12/10
JENNY WILEY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	05/12/10	05/12/10
HAZARD	1480-08J	IMAGE SCAN	05/13/10	05/13/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	05/15/10	05/31/10
ASHLAND	1626-10A	ANALYTICAL INVESTIGATIVE TECHNIQUES	05/17/10	05/21/10
BOWLING GREEN	0293A-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	05/17/10	05/20/10
BOWLING GREEN	0293M-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	05/17/10	05/21/10
BOWLING GREEN	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	05/17/10	05/21/10
MAYSVILLE	1617-10J	PATROL: FIRST RESPONDER	05/17/10	05/21/10
MURRAY	1204-10J	RAPID DEPLOYMENT	05/17/10	05/21/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	05/17/10	05/21/10
RICHMOND	0801-08J	DEFENSIVE DRIVING	05/17/10	05/21/10
RICHMOND	1476-08JR	LEADING THE TRAINING UNIT	05/17/10	05/21/10
RICHMOND	1216-10J	PATROL HANDGUN LEVEL II	05/17/10	05/21/10
RICHMOND	1480-08J	IMAGE SCAN	05/18/10	05/18/10
RICHMOND	1480-08J	IMAGE SCAN	05/19/10	05/19/10
RICHMOND	102T-08JR	TELECOMMUNICATIONS ACADEMY	05/19/10	06/25/10
RICHMOND	1479-08J	CASE AGENT INVESTIGATIVE REVIEW	05/20/10	05/20/10
GRAYSON	1469-08J	SEXUAL ASSAULT RESPONSE TEAM TRAINING	05/24/10	05/28/10
LOUISVILLE	1413-10J	MID LEVEL LEADERSHIP SKILLS	05/24/10	05/28/10
NORTHERN KENTUCKY	1560-09J	BASIC LATENT FINGERPRINTING RECOGNITION & COMPARISON TECHN	05/24/10	05/28/10
ONLINE	094TDL-10J	LEN MOBILE DATA TERMINAL ACCESS - ON-LINE	05/24/10	05/28/10
RICHMOND	1269-08JR	ADVANCED INTERNET INVESTIGATIONS	05/24/10	05/28/10
RICHMOND	0472-09JR	BASIC BREATH TEST OPERATOR	05/24/10	05/28/10
RICHMOND	1405-10J	COVERT INVESTIGATIONS	05/24/10	05/28/10
RICHMOND	0721-09J	ORIENTATION FOR NEW POLICE CHIEFS	05/24/10	05/28/10
LAKE BARKLEY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	05/25/10	05/25/10
LAKE BARKLEY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	05/26/10	05/26/10

JUNE 2010

LOCATION	COURSE	TITLE	BEGIN	END
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	06/01/10	06/15/10
BOWLING GREEN	1539-09J	DOMESTIC SECURITY ISSUES	06/07/10	06/07/10
ELIZABETHTOWN	1204-10J	RAPID DEPLOYMENT	06/07/10	06/11/10
ONLINE	1544DL-10J	LEGAL ISSUES: 2010 - ON-LINE	06/07/10	06/11/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	06/07/10	06/11/10
OWENSBORO	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	06/07/10	06/11/10
PADUCAH	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	06/07/10	06/11/10
RICHMOND	1115-09J	ACADEMY OF POLICE SUPERVISION	06/07/10	06/25/10
RICHMOND	1399-10J	ADVANCED LATENT PRINT DEVELOPMENT	06/07/10	01/15/10
RICHMOND	1517-08A	COMMERCIAL VEHICLE AWARENESS & CMV CRASH REPORTING	06/07/10	06/09/10
RICHMOND	1201-10J	FIELD INSTRUCTOR	06/07/10	06/11/10
RICHMOND	1207-10J	PATROL RIFLE INSTRUCTOR	06/07/10	06/11/10
RICHMOND	1617-10J	PATROL: FIRST RESPONDER	06/07/10	06/11/10
RICHMOND	1208-10J	PPCT GROUND AVOIDANCE/GROUND ESCAPE (GAGE) INSTRUCTOR COURSE	06/07/10	06/09/10
RICHMOND	0896-09J	SCHOOL RESOURCE OFFICER	06/07/10	06/11/10
BOWLING GREEN	1424-10J	STRESS & WELLNESS	06/08/10	06/11/10
RICHMOND	150T-10J	TACTICAL DISPATCH	06/08/10	06/09/10
RICHMOND	096T-08J	CULTURAL AWARENESS	06/10/10	06/11/10
LOUISVILLE	1400-10J	CRIMINAL INVESTIGATION I	06/14/10	06/25/10
ONLINE	0293DL-08JR	BREATH TEST OPERATOR RECERTIFICATION - ON-LINE - 5000EN	06/14/10	06/18/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	06/14/10	06/18/10
RICHMOND	1539-09J	DOMESTIC SECURITY ISSUES	06/14/10	06/14/10
RICHMOND	1417-10J	LEGAL PRACTICAL: ARREST, SEARCH & SEIZURE	06/14/10	06/15/10
RICHMOND	0802-08J	PATROL HANDGUN LEVEL I	06/14/10	06/18/10
RICHMOND	119T-10J	TELECOMMUNICATIONS EXECUTIVE DEVELOPMENT II	06/14/10	06/18/10
RICHMOND	1123-09J	VEHICLE COLLISION INVESTIGATIONS - LEVEL II	06/14/10	06/25/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	06/15/10	06/30/10
RICHMOND	1472-08A	COMMERCIAL MOTOR VEHICLE CRIMINAL INTERDICTION & EPIC	06/15/10	06/18/10
LOUISVILLE	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	06/21/10	06/25/10
NORTHERN KENTUCKY	092T-09J	HOSTAGE & CRISIS NEGOTIATIONS - BASIC	06/21/10	06/25/10
ONLINE	147TDL-10J	AOC CJIS INQUIRY ONLY - ON-LINE	06/21/10	06/25/10
OWENSBORO	1622-10J	CONTROLLED SUBSTANCE & DIVERSION INVESTIGATION	06/21/10	06/25/10
OWENSBORO	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	06/21/10	06/21/10
PADUCAH	1027-10J	DOMESTIC ABUSE INVESTIGATION	06/21/10	06/25/10
RICHMOND	0782-08J	BASIC OFFICER SKILLS	06/21/10	06/25/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	06/21/10	11/05/10
RICHMOND	0248-08J	PATROL SHOTGUN	06/21/10	06/25/10
OWENSBORO	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	06/22/10	06/22/10
RICHMOND	1270-08J	SPANISH FOR LAW ENFORCEMENT III	06/22/10	06/23/10
RICHMOND	094T-10J	LEN MOBILE DATA TERMINAL ACCESS	06/23/10	06/23/10
RICHMOND	097T-08J	CUSTOMER SERVICE	06/24/10	06/24/10
ASHLAND	1027-10J	DOMESTIC ABUSE INVESTIGATION	06/28/10	07/02/10
HAZARD	1544-10J	LEGAL ISSUES: 2010	06/28/10	06/28/10
MURRAY	1197-09J	COMPUTER CRIMES INVESTIGATIONS	06/28/10	07/02/10
NORTHERN KENTUCKY	1617-10J	PATROL: FIRST RESPONDER	06/28/10	07/02/10
ONLINE	164TDL-10J	CJIS - AOC RECERTIFICATION - 2010	06/28/10	07/02/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	06/28/10	07/02/10
PADUCAH	1622-10J	CONTROLLED SUBSTANCE & DIVERSION INVESTIGATION	06/28/10	07/02/10
RICHMOND	0472-09JR	BASIC BREATH TEST OPERATOR	06/28/10	07/02/10
RICHMOND	0898-09J	PATROL RIFLE	06/28/10	07/02/10
HAZARD	1474-08J	INCIDENT RESPONSE TO TERRORIST BOMBINGS	06/29/10	07/02/10

**JULY 2010**

<b>LOCATION</b>	<b>COURSE</b>	<b>TITLE</b>	<b>BEGIN</b>	<b>END</b>
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	07/01/10	07/15/10
ASHLAND	1617-10J	PATROL: FIRST RESPONDER	07/12/10	07/16/10
CAVE CITY	0896-09J	SCHOOL RESOURCE OFFICER	07/12/10	07/16/10
MURRAY	1411-10J	POLICE TRAINING OFFICER	07/12/10	07/16/10
NORTHERN KENTUCKY	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	07/12/10	07/16/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	07/12/10	07/16/10
OWENSBORO	1027-10J	DOMESTIC ABUSE INVESTIGATION	07/12/10	07/16/10
RICHMOND	1115-09J	ACADEMY OF POLICE SUPERVISION	07/12/10	07/30/10
RICHMOND	1201-10J	FIELD INSTRUCTOR	07/12/10	01/15/10
RICHMOND	0890-09J	LEGAL UPDATE: PENAL CODE	07/12/10	07/14/10
RICHMOND	1207-10J	PATROL RIFLE INSTRUCTOR	07/12/10	07/16/10
RICHMOND	083T-10J	ENHANCED TELECOMMUNICATIONS SKILLS	07/13/10	07/14/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	07/15/10	07/31/10
RICHMOND	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	07/15/10	07/15/10
RICHMOND	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	07/16/10	07/16/10
BOWLING GREEN	1027-10J	DOMESTIC ABUSE INVESTIGATION	07/19/10	07/23/10
EDDYVILLE	1405-10J	COVERT INVESTIGATIONS	07/19/10	07/23/10
LOUISVILLE	0996-10J	HOMICIDE INVESTIGATIVE TECHNIQUES	07/19/10	07/23/10
MOREHEAD	1204-10J	RAPID DEPLOYMENT	07/19/10	07/23/10
ONLINE	0293DL-08JR	BREATH TEST OPERATOR RECERTIFICATION - ON-LINE - 5000EN	07/19/10	07/23/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	07/19/10	07/23/10
RICHMOND	1454-10J	KENTUCKY CRIMINALISTICS ACADEMY	07/19/10	09/24/10
RICHMOND	1026-08J	LEGAL UPDATE: CONSTITUTIONAL PROCEDURE	07/19/10	07/20/10
RICHMOND	0802-08J	PATROL HANDGUN LEVEL I	07/19/10	07/23/10
MADISONVILLE	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	07/20/10	07/20/10
MADISONVILLE	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	07/21/10	07/21/10
LOUISVILLE	1464-08JR2	ROBBERY-SEXUAL ASSAULT	07/26/10	07/30/10
ONLINE	094TDL-10J	LEN MOBILE DATA TERMINAL ACCESS - ON-LINE	07/26/10	07/30/10
PADUCAH	0293A-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	07/26/10	07/29/10
PADUCAH	0293M-08JR	BREATH TEST OPERATOR RECERTIFICATION - 8000	07/26/10	07/30/10
PADUCAH	1617-10J	PATROL: FIRST RESPONDER	07/26/10	07/30/10
RICHMOND	0801-08J	DEFENSIVE DRIVING	07/26/10	07/30/10
RICHMOND	0903-09JR	FIREARMS INSTRUCTOR	07/26/10	08/06/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	07/26/10	12/10/10
NORTHERN KENTUCKY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	07/27/10	07/27/10
NORTHERN KENTUCKY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	07/28/10	07/28/10

**AUGUST 2010**

LOCATION	COURSE	TITLE	BEGIN	END
BOWLING GREEN	1463-08JR	COLD CASE INVESTIGATIONS	08/02/10	08/06/10
CAVE CITY	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	08/02/10	08/06/10
LOUISVILLE	1539-09J	DOMESTIC SECURITY ISSUES	08/02/10	08/02/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	08/02/10	08/06/10
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	08/02/10	08/16/10
PADUCAH	1466-08J	HATE & BIAS CRIMES INVESTIGATIONS	08/02/10	08/06/10
RICHMOND	1349-09J	KENTUCKY HOMELAND SECURITY	08/02/10	08/06/10
KENTUCKY DAM VILLAGE	1480-08J	IMAGE SCAN	08/03/10	08/03/10
LOUISVILLE	1620-10J	LEADERSHIP IS A BEHAVIOR	08/03/10	01/15/10
KENTUCKY DAM VILLAGE	1479-08J	CASE AGENT INVESTIGATIVE REVIEW	08/04/10	08/04/10
RICHMOND	0765-08J	MARIJUANA IDENTIFICATION	08/04/10	08/06/10
RICHMOND	1271-08J	SPANISH FOR LAW ENFORCEMENT IV	08/04/10	08/05/10
RICHMOND	102T-08JR	TELECOMMUNICATIONS ACADEMY	08/04/10	09/03/10
OWENSBORO	1480-08J	IMAGE SCAN	08/05/10	08/05/10
OWENSBORO	1479-08J	CASE AGENT INVESTIGATIVE REVIEW	08/06/10	08/06/10
LOUISVILLE	1618-10J	LEN CRITICAL EMPLOYEE EMERGENCY PLANNING	08/09/10	08/09/10
NORTHERN KENTUCKY	1537-10A	CYBERCOP 305- WINDOWS NT FILE SYSTEM	08/09/10	08/12/10
NORTHERN KENTUCKY	1466-08J	HATE & BIAS CRIMES INVESTIGATIONS	08/09/10	08/13/10
ONLINE	147TDL-10J	AOC C.JIS INQUIRY ONLY - ON-LINE	08/09/10	08/13/10
ONLINE	1544DL-10J	LEGAL ISSUES: 2010 - ON-LINE	08/09/10	08/13/10
RICHMOND	1115-09J	ACADEMY OF POLICE SUPERVISION	08/09/10	08/27/10
RICHMOND	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	08/09/10	08/13/10
RICHMOND	143T-10J	TELECOMMUNICATIONS EXECUTIVE DEVELOPMENT III	08/09/10	08/13/10
LOUISVILLE	1621-10J	RECRUITMENT, SELECTION & RETENTION	08/10/10	08/13/10
BOWLING GREEN	1407-10J	ADVANCED PATROL SKILLS	08/16/10	08/20/10
HAZARD	1197-09J	COMPUTER CRIMES INVESTIGATIONS	08/16/10	08/20/10
NORTHERN KENTUCKY	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	08/16/10	08/20/10
ONLINE	148TDL-10J	C.JIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	08/16/10	08/20/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	08/16/10	08/31/10
RICHMOND	1452-10J	COURT SECURITY OFFICER BASIC TRAINING	08/16/10	08/27/10
RICHMOND	1400-10J	CRIMINAL INVESTIGATION I	08/16/10	08/27/10
RICHMOND	1204-10J	RAPID DEPLOYMENT	08/16/10	08/20/10
RICHMOND	1124-09J	VEHICLE COLLISION INVESTIGATIONS - LEVEL III	08/16/10	08/27/10
RICHMOND	095T-08J	EMERGENCY MEDICAL DISPATCH - ADVANCED	08/17/10	08/18/10
BOWLING GREEN	1441-10A	CRISIS INTERVENTION TEAM TRAINING FOR KY LEN	08/23/10	08/27/10
ELIZABETHTOWN	1466-08J	HATE & BIAS CRIMES INVESTIGATIONS	08/23/10	08/27/10
ONLINE	161TDL-10J	ALZHEIMER'S - WHAT EVERY DISPATCHER SHOULD KNOW!	08/23/10	08/27/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	08/23/10	08/27/10
RICHMOND	1397-10J	CHAPLAINCY - ADVANCED - 2010	08/23/10	08/24/10
RICHMOND	101T-08J	COMMUNICATIONS TRAINING OFFICER	08/23/10	08/27/10
RICHMOND	1624-10J	DUI/SFST INSTRUCTOR'S COURSE	08/23/10	08/27/10
RICHMOND	0903-09JR	FIREARMS INSTRUCTOR	08/23/10	09/03/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	08/23/10	01/21/11
RICHMOND	072T-10J	C.JIS INQUIRY ONLY	08/24/10	08/24/10
HAZARD	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	08/30/10	09/03/10
LOUISVILLE	1275-08J	INTERNAL AFFAIRS INVESTIGATIONS	08/30/10	09/03/10
NORTHERN KENTUCKY	1538-10A	CYBERCOP 310 - WINDOWS NT OPERATING SYSTEM	08/30/10	09/02/10
ONLINE	164TDL-10J	C.JIS - AOC RECERTIFICATION - 2010	08/30/10	09/03/10
OWENSBORO	1617-10J	PATROL - FIRST RESPONDER	08/30/10	09/03/10
RICHMOND	1405-10J	COVERT INVESTIGATIONS	08/30/10	09/03/10
RICHMOND	1007-08J	DUI/STANDARDIZED FIELD SOBRIETY TEST	08/30/10	09/03/10
RICHMOND	1466-08J	HATE & BIAS CRIMES INVESTIGATIONS	08/30/10	09/03/10
ELIZABETHTOWN	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	08/31/10	08/31/10
RICHMOND	1274-08J	SITUATIONAL LEADERSHIP FOR SUPERVISORS & MANAGERS	08/31/10	09/03/10

**SEPTEMBER 2010**

<b>LOCATION</b>	<b>COURSE</b>	<b>TITLE</b>	<b>BEGIN</b>	<b>END</b>
ELIZABETHTOWN	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	09/01/10	09/01/10
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	09/01/10	09/15/10
LOUISVILLE	1620-10J	LEADERSHIP IS A BEHAVIOR	09/07/10	09/10/10
EDDYVILLE	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	09/13/10	09/17/10
HOPKINSVILLE	1617-10J	PATROL: FIRST RESPONDER	09/13/10	09/17/10
LOUISVILLE	1541-09A	INTRODUCTORY INTELLIGENCE ANALYST TRAINING PROGRAM	09/13/10	09/17/10
LOUISVILLE	0893-09JR	MEDIA RELATIONS FOR SUPERVISORS	09/13/10	09/15/10
MOREHEAD	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	09/13/10	09/17/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	09/13/10	01/15/10
OWENSBORO	1204-10J	RAPID DEPLOYMENT	09/13/10	09/17/10
RICHMOND	071T-08JR	CJIS - FULL ACCESS	09/13/10	09/17/10
RICHMOND	1517-08A	COMMERCIAL VEHICLE AWARENESS & CMV CRASH REPORTING	09/13/10	09/15/10
RICHMOND	1536-10A	CYBERCOP 401 - LINUX FILE SYSTEM FOR COMPUTER FORENSIC EXAMINE	09/13/10	09/17/10
RICHMOND	1417-10J	LEGAL PRACTICAL: ARREST, SEARCH & SEIZURE	09/13/10	09/14/10
RICHMOND	1029-08A	ETHICS: EARLY WARNING SYSTEMS	09/14/10	09/15/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	09/15/10	09/30/10
LOUISVILLE	1475-10A	EVENT SECURITY PLANNING FOR PUBLIC SAFETY PROFESSIONALS	09/16/10	09/17/10
RICHMOND	1475-10A	EVENT SECURITY PLANNING FOR PUBLIC SAFETY PROFESSIONALS	09/16/10	09/17/10
CAVE CITY	1407-10J	ADVANCED PATROL SKILLS	09/20/10	09/24/10
ELIZABETHTOWN	1441-10A	CRISIS INTERVENTION TEAM TRAINING FOR KY LEN	09/20/10	09/24/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	09/20/10	09/24/10
PADUCAH	1544-10J	LEGAL ISSUES: 2010	09/20/10	09/20/10
LOUISVILLE	0806-08J	RAILROAD GRADE CROSSING COLLISION INVESTIGATION	09/21/10	09/24/10
PADUCAH	1620-10J	LEADERSHIP IS A BEHAVIOR	09/21/10	09/24/10
NATURAL BRIDGE	140T-10J	LAW ENFORCEMENT SUPPORT TEAM IN-SERVICE - 2010	09/22/10	09/22/10
RICHMOND	103T-08J	TELECOMMUNICATIONS ACADEMY FOR NON-TERMINAL AGENCY	09/22/10	10/15/10
NATURAL BRIDGE	163T-10J	TELECOMMUNICATIONS EXECUTIVE DEVELOPMENT - IN-SERVICE	09/23/10	09/24/10
RICHMOND	1000-08J	GRANT WRITING FOR THE PRACTITIONER	09/23/10	09/24/10
BARREN RIVER	1273-10J	POLICE EXECUTIVE COMMAND COURSE - 2010	09/27/10	10/01/10
BOWLING GREEN	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	09/27/10	10/01/10
ONLINE	164TDL-10J	CJIS - AOC RECERTIFICATION - 2010	09/27/10	10/01/10
OWENSBORO	1466-08J	HATE & BIAS CRIMES INVESTIGATIONS	09/27/10	10/01/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	09/27/10	02/18/11
OWENSBORO	150T-10J	TACTICAL DISPATCH	09/29/10	09/30/10

**OCTOBER 2010**

LOCATION	COURSE	TITLE	BEGIN	END
ASHLAND	1622-10J	CONTROLLED SUBSTANCE & DIVERSION INVESTIGATION	10/04/10	10/08/10
HAZARD	1617-10J	PATROL: FIRST RESPONDER	10/04/10	10/08/10
HOPKINSVILLE	1403-10J	DIGITAL PHOTOGRAPHY	10/04/10	10/08/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	10/04/10	10/08/10
OWENSBORO	1544-10J	LEGAL ISSUES: 2010	10/04/10	10/04/10
OWENSBORO	1620-10J	LEADERSHIP IS A BEHAVIOR	10/05/10	10/08/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	10/11/10	10/15/10
RICHMOND	1540-09J	ADVANCED LEN INSTRUCTOR COURSE	10/11/10	10/15/10
RICHMOND	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	10/11/10	01/15/10
RICHMOND	0890-09J	LEGAL UPDATE: PENAL CODE	10/11/10	10/13/10
RICHMOND	1413-10J	MID LEVEL LEADERSHIP SKILLS	10/11/10	10/15/10
RICHMOND	0898-09J	PATROL RIFLE	10/11/10	10/15/10
RICHMOND	0805-08J	POLICE RADAR/LIDAR OPERATOR	10/11/10	10/14/10
RICHMOND	1204-10J	RAPID DEPLOYMENT	10/11/10	10/15/10
RICHMOND	099T-08JR	ETHICS	10/12/10	10/12/10
RICHMOND	1100-09J	PPCT DEFENSIVE TACTICS INSTRUCTOR RECERTIFICATION	10/13/10	10/15/10
RICHMOND	100T-08J	TEAMBUILDING	10/13/10	10/13/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	10/15/10	10/31/10
BARREN RIVER	1273-10J	POLICE EXECUTIVE COMMAND COURSE - 2010	10/18/10	10/22/10
GREENVILLE	1542-08A	BASIC SWAT	10/18/10	10/29/10
LOUISVILLE	0996-10J	HOMICIDE INVESTIGATIVE TECHNIQUES	10/18/10	10/22/10
NORTHERN KENTUCKY	1617-10J	PATROL: FIRST RESPONDER	10/18/10	10/22/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	10/18/10	10/22/10
OWENSBORO	1470-08JR	INVESTIGATIVE SKILLS FOR PATROL	10/18/10	10/22/10
RICHMOND	1560-09J	BASIC LATENT FINGERPRINTING RECOGNITION & COMPARISON TECHNIQUES	10/18/10	10/22/10
RICHMOND	0782-08J	BASIC OFFICER SKILLS	10/18/10	10/22/10
RICHMOND	1517-08A	COMMERCIAL VEHICLE AWARENESS & CMV CRASH REPORTING	10/18/10	10/20/10
RICHMOND	1452-10J	COURT SECURITY OFFICER BASIC TRAINING	10/18/10	10/29/10
RICHMOND	1405-10J	COVERT INVESTIGATIONS	10/18/10	10/22/10
RICHMOND	1026-08J	LEGAL UPDATE: CONSTITUTIONAL PROCEDURE	10/18/10	10/19/10
RICHMOND	1473-08J	LEN RESPONSE TO SPECIAL NEEDS PERSONS	10/18/10	10/22/10
RICHMOND	1099-09J	VEHICLE COLLISION INVESTIGATIONS - LEVEL I	10/18/10	10/29/10
LAKE BARKLEY	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	10/20/10	10/20/10
RICHMOND	102T-08JR	TELECOMMUNICATIONS ACADEMY	10/20/10	11/19/10
LAKE BARKLEY	111T-10J	EFFECTIVE TELECOMMUNICATIONS SUPERVISOR - 2010	10/21/10	10/22/10
ONLINE	164TDL-10J	CJIS - AOC RECERTIFICATION - 2010	10/25/10	10/29/10
ONLINE	094TDL-10J	LEN MOBILE DATA TERMINAL ACCESS - ON-LINE	10/25/10	10/29/10
RICHMOND	1407-10J	ADVANCED PATROL SKILLS	10/25/10	10/29/10
RICHMOND	0472-09JR	BASIC BREATH TEST OPERATOR	10/25/10	10/29/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	10/25/10	03/25/11
ASHLAND	1480-08J	IMAGE SCAN	10/26/10	10/26/10
RICHMOND	1620-10J	LEADERSHIP IS A BEHAVIOR	10/26/10	10/29/10
ASHLAND	1479-08J	CASE AGENT INVESTIGATIVE REVIEW	10/27/10	10/27/10
RICHMOND	150T-10J	TACTICAL DISPATCH	10/27/10	10/28/10
NORTHERN KENTUCKY	1480-08J	IMAGE SCAN	10/28/10	10/28/10
NORTHERN KENTUCKY	1479-08J	CASE AGENT INVESTIGATIVE REVIEW	10/29/10	10/29/10

**NOVEMBER 2010**

LOCATION	COURSE	TITLE	BEGIN	END
BARREN RIVER	1625-10J	KENTUCKY INVESTIGATIONS - 2010	11/01/10	11/05/10
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	11/01/10	11/15/10
RICHMOND	1044-08J	DUI/SFST UPDATE	11/01/10	11/01/10
RICHMOND	1061-09J	HOSTAGE & CRISIS NEGOTIATIONS - ADVANCED	11/01/10	11/05/10
RICHMOND	1617-10J	PATROL: FIRST RESPONDER	11/01/10	11/05/10
RICHMOND	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	11/02/10	11/02/10
RICHMOND	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	11/03/10	11/03/10
LOUISVILLE	1618-10J	LEN CRITICAL EMPLOYEE EMERGENCY PLANNING	11/08/10	11/08/10
MADISONVILLE	1464-08JR2	ROBBERY-SEXUAL ASSAULT	11/08/10	01/15/10
ONLINE	147TDL-10J	AOC CJIS INQUIRY ONLY - ON-LINE	11/08/10	11/12/10
ONLINE	0293DL-08JR	BREATH TEST OPERATOR RECERTIFICATION - ON-LINE - 5000EN	11/08/10	11/12/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	11/08/10	11/12/10
RICHMOND	0965A-09J	CJED - SESSION I	11/08/10	11/12/10
RICHMOND	1204-10J	RAPID DEPLOYMENT	11/08/10	11/12/10
LOUISVILLE	1621-10J	RECRUITMENT, SELECTION & RETENTION	11/09/10	11/12/10
RICHMOND	096T-08J	CULTURAL AWARENESS	11/09/10	11/10/10
LOUISVILLE	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	11/15/10	11/19/10
LOUISVILLE	1464-08JR2	ROBBERY-SEXUAL ASSAULT	11/15/10	11/19/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	11/15/10	11/19/10
ONLINE	1544DL-10J	LEGAL ISSUES: 2010 - ON-LINE	11/15/10	11/19/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	11/15/10	11/30/10
ONLINE	2020DL-08J	RADAR RECERTIFICATION - ON-LINE	11/15/10	11/19/10
RICHMOND	1517-08A	COMMERCIAL VEHICLE AWARENESS & CMV CRASH REPORTING	11/15/10	11/17/10
RICHMOND	1273-10J	POLICE EXECUTIVE COMMAND COURSE - 2010	11/15/10	11/19/10
NORTHERN KENTUCKY	1620-10J	LEADERSHIP IS A BEHAVIOR	11/16/10	11/19/10
RICHMOND	104T-08J	FIRE/HAZMAT INCIDENT	11/16/10	11/18/10
EDDYVILLE	1533-09JR	COURT SECURITY OFFICER IN-SERVICE - 2009/2010	11/29/10	12/03/10
LOUISVILLE	1544-10J	LEGAL ISSUES: 2010	11/29/10	11/29/10
ONLINE	161TDL-10J	ALZHEIMER'S - WHAT EVERY DISPATCHER SHOULD KNOW!	11/29/10	12/03/10
OWENSBORO	1441-10A	CRISIS INTERVENTION TEAM TRAINING FOR KY LEN	11/29/10	12/03/10
RICHMOND	1403-10J	DIGITAL PHOTOGRAPHY	11/29/10	12/03/10
RICHMOND	0803-08JR	INTERVIEWS & INTERROGATIONS	11/29/10	12/03/10
RICHMOND	027B-09J	LAW ENFORCEMENT BASIC TRAINING	11/29/10	04/22/11
RICHMOND	0727-10J	LAW ENFORCEMENT DRIVING RANGE COORDINATOR	11/29/10	12/03/10
RICHMOND	0721-09J	ORIENTATION FOR NEW POLICE CHIEFS	11/29/10	12/03/10
RICHMOND	1411-10J	POLICE TRAINING OFFICER	11/29/10	12/03/10
LOUISVILLE	1474-08J	INCIDENT RESPONSE TO TERRORIST BOMBINGS	11/30/10	12/03/10

**DECEMBER 2010**

<b>LOCATION</b>	<b>COURSE</b>	<b>TITLE</b>	<b>BEGIN</b>	<b>END</b>
ONLINE	1543DL-09A	MANDATORY TRAINING-ON-LINE- WORK ZONE SAFETY	12/01/10	12/15/10
RICHMOND	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	12/01/10	12/01/10
RICHMOND	162T-10J	DISPATCHER'S RESPONSE TO A CALLER IN CRISIS	12/02/10	12/02/10
BOWLING GREEN	1453-10J	SHERIFF'S CONFERENCE - 2010	12/06/10	12/10/10
LOUISVILLE	0803-08JR	INTERVIEWS & INTERROGATIONS	12/06/10	12/10/10
ONLINE	129TDL-10J	LEN MDT RECERTIFICATION - ON-LINE	12/06/10	12/10/10
RICHMOND	1269-08JR	ADVANCED INTERNET INVESTIGATIONS	12/06/10	12/10/10
RICHMOND	0472-09JR	BASIC BREATH TEST OPERATOR	12/06/10	12/10/10
RICHMOND	0965B-09J	CJED - SESSION II	12/06/10	01/15/10
RICHMOND	1517-08A	COMMERCIAL VEHICLE AWARENESS & CMV CRASH REPORTING	12/06/10	12/08/10
RICHMOND	1622-10J	CONTROLLED SUBSTANCE & DIVERSION INVESTIGATION	12/06/10	12/10/10
RICHMOND	0800-10J	CRIME SCENE INVESTIGATION	12/06/10	12/10/10
RICHMOND	148TM-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE	12/07/10	12/07/10
LOUISVILLE	1475-10A	EVENT SECURITY PLANNING FOR PUBLIC SAFETY PROFESSIONALS	12/13/10	12/14/10
ONLINE	148TDL-10J	CJIS FULL ACCESS/INQUIRY ONLY - IN-SERVICE ON-LINE	12/13/10	12/17/10
RICHMOND	1197-09J	COMPUTER CRIMES INVESTIGATIONS	12/13/10	12/17/10
LOUISVILLE	1539-09J	DOMESTIC SECURITY ISSUES	12/15/10	12/15/10
ONLINE	032S-DL	MANDATORY TRAINING - ON-LINE	12/15/10	12/31/10
LOUISVILLE	1618-10J	LEN CRITICAL EMPLOYEE EMERGENCY PLANNING	12/16/10	12/16/10

# 2010

## January

Su	Mo	Tu	We	Th	Fr	Sa
					<b>1</b>	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	<b>18</b>	19	20	21	22	23
24	25	26	27	28	29	30
<b>31</b>						

1 New Year's Day  
18 Martin Luther King Jr. Day

## February

Su	Mo	Tu	We	Th	Fr	Sa
	1	<b>2</b>	3	4	5	6
7	8	9	10	11	<b>12</b>	13
<b>14</b>	<b>15</b>	16	<b>17</b>	18	19	20
21	<b>22</b>	23	24	25	26	27
28						

2 Groundhog Day  
12 Lincoln's Birthday  
14 St. Valentine's Day  
15 President's Day  
17 Ash Wednesday  
22 Washington's Birthday

## March

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
<b>14</b>	15	16	<b>17</b>	18	19	20
21	22	23	24	25	26	27
<b>28</b>	29	30	31			

14 Daylight Saving Time Begins  
17 St. Patrick's Day  
28 Palm Sunday

## April

Su	Mo	Tu	We	Th	Fr	Sa
				<b>1</b>	<b>2</b>	3
<b>4</b>	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1 April Fool's Day  
2 Good Friday  
4 Easter

## May

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
<b>9</b>	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
<b>30</b>	<b>31</b>					

9 Mother's Day  
31 Memorial Day

## June

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	<b>14</b>	15	16	17	18	19
<b>20</b>	<b>21</b>	22	23	24	25	26
27	28	29	30			

14 Flag Day  
20 Father's Day  
21 Summer Solstice

## July

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
<b>4</b>	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

4 Independence Day

## August

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## September

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
				4	5	6
7	<b>8</b>	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

6 Labor Day  
12 Grandparent's Day

## October

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
<b>31</b>						

31 Halloween

## November

Su	Mo	Tu	We	Th	Fr	Sa
	1	<b>2</b>	3	4	5	6
<b>7</b>	8	9	10	<b>11</b>	12	13
14	15	16	17	18	19	20
21	22	23	24	<b>25</b>	26	27
28	29	30				

2 Election Day  
7 Daylight Saving Time Ends  
11 Veteran's Day  
25 Thanksgiving

## December

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
				4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	<b>23</b>	24	<b>25</b>	26	27
28	29	30	31			

21 Winter Solstice  
25 Christmas  
31 New Year's Eve