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Basic Course for County Correction Officer

Approved by the New Jersey Police Training Commission, this course includes the prescribed course of study that a Correction Officer must complete as a condition for permanent appointment. The required units of study in this course include: Professional Development, Criminal Justice System, Human Relations, Criminal Law in Corrections, Arrest, Search, Seizure, Evidence, Communications, Weaponry and Unarmed Defense, Emergency Medical Correctional Security, Investigation Concepts, Physical Conditioning, and County Training. **Prerequisite:** Pursuant to PTC Rule N.J.A.C. 13:1-8.1, a background investigation, a medical evaluation with clearance and the requisite agency training for all trainees enrolled, shall be completed prior to the first day of class.

**Instructor:** Police Academy Staff  
**Dates(s):** TBA 2014  
**Time:** 0630-1500  
**Attire:** Refer to Recruit Packet  
**Equipment:** Refer to Recruit Packet.  
**Cost:**  
Essex County – $800  
Out of County – $1,000.00 per recruit  
($750.00 with full time Instructor assigned to Academy for duration of class)

To receive the Recruit Packet containing all training program information and dates, contact the Essex County College Police Academy (973)877-4350 or via email: pacademy@essex.edu.
Approved by the New Jersey Police Training Commission, this course includes the prescribed course of study that a police officer must complete as a condition for permanent appointment. The required units of study include: Professional Development, Criminal Justice System, Police Community Relations, Criminal Law, Arrest, Search, Seizure, Communications, Evidence, Use of Force, Weaponry and Unarmed Defense, Emergency Medical Care, Patrol Concepts, Traffic, Criminal Investigation, Physical Fitness, Vehicle Operations, and Agency Training. **Prerequisite:** Pursuant to PTC Rule N.J.A.C. 13:1-8.1, a background investigation, a medical evaluation with clearance and the requisite agency training for all trainees enrolled, shall be completed prior to the first day of class.

**Instructor:** Police Academy Staff

**Dates(s):** March 28, 2014

**Time:** 0630-1630

** Attire:** Refer to Recruit Packet

**Equipment:** Refer to Recruit Packet

**Cost:** Essex County – No Cost

Out of County – $1,500.00 per recruit

($1,000.00 with full time Instructor assigned to Academy for duration of class)

To receive the Recruit Packet containing all training program information and dates, contact the Essex County College Police Academy (973) 877-4350 or via email: pacademy@essex.edu.
Basic Juvenile Detention Officer Course

Approved by the New Jersey Police Training Commission, this course includes the prescribed course of study that a Juvenile Detention Officer must complete as a condition for permanent appointment. The required units of study in this course include: Management, Supervision and Communication, Staffing Skills, Special Issues, Correctional Security, Emergency Medical Care, Professional Development, County Agency Training, Physical Conditioning, and Law in Corrections. **Prerequisite:** Pursuant to PTC Rule N.J.A.C. 13:1-8.1, a background investigation, a medical evaluation with clearance and the requisite agency training for all trainees enrolled, shall be completed prior to the first day of class.

**Instructor:** Police Academy Staff

**Dates(s):** TBA, 2014

**Time:** 0730-1530

**Attire:** Refer to Recruit Packet

**Equipment:** Refer to Recruit Packet

**Cost:** Essex County – No Cost

Out of County – $500.00 per recruit

($350.00 with full time Instructor assigned to Academy for duration of class)

To receive the Recruit Packet containing all training program information and dates, contact the Essex County College Police Academy (973) 877-4350 or via email: pacademy@essex.edu.
Special Law Enforcement Officer Class II

Approved by the New Jersey Police Training Commission, this course includes the prescribed course of study that a S.L.E.O. II must complete as a condition for permanent appointment. The required units of study include: Professional Development, Criminal Justice System, Police Community Relations, Criminal Law, Arrest, Search, Seizure, Communications, Evidence, Use of Force, Weaponry and Unarmed Defense, Emergency Medical Care, Patrol Concepts, Traffic, Criminal Investigation, Physical Fitness, Vehicle Operations, and Agency Training.

**Prerequisite:** Pursuant to PTC Rule N.J.A.C. 13:1-8.1, a background investigation, a medical evaluation with clearance and the requisite agency training for all trainees enrolled, shall be completed prior to the first day of class.

**Instructor:** Police Academy Staff

**Dates(s):** February 8, 2014

**Time:** Tue., Wed., Thur.: 1830-2300; Sat.: 0800-1600

**Attire:** Refer to Recruit Packet

**Equipment:** Refer to Recruit Packet

**Cost:** Essex County – $2,000.00 per recruit

Out of County – $2,000.00 per recruit

To receive the Recruit Packet containing all training program information and dates, contact the Essex County College Police Academy (973) 877-4350 or via email: pacademy@essex.edu.
Blood Borne Pathogens Refresher (Evening)

This course will address the OSHA Blood borne Pathogens Standard and review the three most common blood borne pathogens placing Public Safety personnel at risk: Hepatitis B, Hepatitis C and HIV.

Understanding the mode of transmission, helps reinforce the utilization of Universal Precautions, vaccination recommendations and prompt reporting of any occupational exposures. The program will address what constitutes an exposure and available treatments in the event of exposure with special attention to issues specific to Police, Fire and EMS operators, as well as confidentiality factors regarding the individual patient and co-workers, as it relates to blood borne diseases.

A course pre-requisite of basic blood borne pathogens training is required. Two (2) elective CEUs will be awarded to qualified EMS personnel upon successful course completion.

Instructor: Capt. Michael Tomich and ECC Police Academy Staff

Date(s), February 20, 2014  Class Limit: 100 Students Max.

Time: 1900-2100  Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Academy

Cost: Essex County – $10.00  Out of County – $10.00

REGISTRATION
Please complete the following information and return to the Police Academy by mail or fax.

First Name  Last Name  Rank

__________________________________________________________________________________

Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

__________________________________________________________________________________

Chief or Authorized Official Name  Department/Agency

Chief or Authorized Official Signature  Department/Agency Address

Telephone #  Fax#
This course is designed to instruct the student to the level of EMT-Basic, who serves as a vital link in the chain of an emergency health care team. It is recognized that the majority of pre-hospital emergency medical care will be provided by the EMT-Basic. This course teaches all of the skills necessary for the individual to provide care at a basic life support level while operating with an ambulance service or other specialized unit. A current Health Care Provider level CPR card is required for entry into this course and can be provided to students that are unable to get certified prior to the start of class for an additional fee.

This 240 hour course is a rigorous program that includes classroom instruction, practical skills performance and evaluation, written tests and homework assignments. The student must also complete 10 hours of clinical skills performance in a hospital emergency room.

A minimum score of 70% on all tests is required for the student to successfully complete this course and to qualify to take the New Jersey State Certifying Examination. All absences must be made up prior to taking the state exam.

For further information regarding this course please contact:
Lieutenant Michael L. Tomich
EMS Training Coordinator
Essex County College Police Academy
(973) 877-4356 or tomich@essex.edu

Registration and payment for this course is through:
Atlantic Ambulance Training Center
PO Box 220-Internal Box #256
Summit, NJ 07902-0220
(908) 522-5393

Date(s): March 24- TBA, 2014 Every Mondays/ Tuesdays/Wednesdays/Thursdays
Time: 0900-1700                                      Class Limit: 60 Students
Attire: Uniform of the day or casual business attire
Cost: Essex County-$1500.00                         Out of County-$1500.00
EMT- Integrated Refresher Program, Session-A (Airway Weekend)

The EMT Integrated Refresher course is designed to review the skills, knowledge and critical thinking needed to provide optimum pre-hospital care. This session awards 8 CEU’s that will count as either core or elective credits based upon the continuing education the EMT or EMT-B has already completed.

This class includes the expanded scope of practice materials and meets the NREMT requirements of a "Transition" program. This program may also be used by reciprocity candidates and individuals with expired New Jersey EMT credentials who wish to renew their certification. This program includes both written and practical skills evaluations, therefore students are strongly advised to read a new initial or transition textbook prior to participating in this session.

The New Jersey EMT Training Fund Will Not is accepted for this program.

Instructor: Capt. Michael Tomich and ECC Police Academy Staff
Date(s): April 26, 2014	Class Limit: 24
Time: 0900-1800	Attire: Uniform of the day or casual business attire
Equipment: Materials will be supplied by the Police Academy
Cost: Essex County – $80.00	Out of County – $80.00

REGISTRATION
Please complete the following information and return to the Police Academy by mail or fax.

First Name	Last Name	Rank

Make all checks/agency vouchers payable to Essex County College Police Academy.

CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

Chief or Authorized Official Name	Department/Agency
Chief or Authorized Official Signature	Department/Agency Address
Telephone #	Fax#
EMT- Integrated Refresher Program, Session-B (Medical Weekend)

The EMT Integrated Refresher course is designed to review the skills, knowledge and critical thinking needed to provide optimum pre-hospital care. This session awards 8 CEU’s that will count as either core or elective credits based upon the continuing education the EMT or EMT-B has already completed.

This class includes the expanded scope of practice materials and meets the NREMT requirements of a "Transition" program. This program may also be used by reciprocity candidates and individuals with expired New Jersey EMT credentials who wish to renew their certification. This program includes both written and practical skills evaluations, therefore students are strongly advised to read a new initial or transition textbook prior to participating in this session.

The New Jersey EMT Training Fund Will Not is accepted for this program.

Instructor: Capt. Michael Tomich and ECC Police Academy Staff

Date(s): May 3, 2014  Class Limit: 24

Time: 0900-1800  Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost:  Essex County – $80.00  Out of County – $80.00

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

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| Telephone # | Fax# |
EMT- Integrated Refresher Program, Session-C (Trauma Weekend)

The EMT Integrated Refresher course is designed to review the skills, knowledge, and critical thinking needed to provide optimum pre-hospital care. This session awards 8 CEU’s that will count as either core or elective credits based upon the continuing education the EMT or EMT-B has already completed.

This class includes the expanded scope of practice materials and meets the NREMT requirements of a "Transition" program. This program may also be used by reciprocity candidates and individuals with expired New Jersey EMT credentials who wish to renew their certification. This program includes both written and practical skills evaluations, therefore students are strongly advised to read a new initial or transition textbook prior to participating in this session.

The New Jersey EMT Training Fund Will Not is accepted for this program.

Instructor: Capt. Michael Tomich and ECC Police Academy Staff

Date(s): May 10, 2014  Class Limit: 24

Time: 0900-1800  Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $80.00  Out of County – $80.00

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

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Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

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The EMT Integrated Refresher course is designed to review the skills, knowledge and critical thinking needed to provide optimum pre-hospital care. This session awards 8 CEU’s that will count as either core or elective credits based upon the continuing education the EMT or EMT-B has already completed.

This class includes the expanded scope of practice materials and meets the NREMT requirements of a "Transition" program. This program may also be used by reciprocity candidates and individuals with expired New Jersey EMT credentials who wish to renew their certification. This program includes both written and practical skills evaluations, therefore students are strongly advised to read a new initial or transition textbook prior to participating in this session.

The New Jersey EMT Training Fund Will Not is accepted for this program.

**Instructor:** Capt. Michael Tomich and ECC Police Academy Staff

**Date(s):** June 10, 2014  
**Class Limit:** 24

**Time:** 0900-1800  
**Attire:** Uniform of the day or casual business attire

**Equipment:** Materials will be supplied by the Police Academy

**Cost:** Essex County – $80.00  
Out of County – $80.00

**REGISTRATION**

Please complete the following information and return to the Police Academy by mail or fax.

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EMT- Integrated Refresher Program, Session-B (Medical)

The EMT Integrated Refresher course is designed to review the skills, knowledge and critical thinking needed to provide optimum pre-hospital care. This session awards 8 CEU’s that will count as either core or elective credits based upon the continuing education the EMT or EMT-B has already completed.

This class includes the expanded scope of practice materials and meets the NREMT requirements of a "Transition" program. This program may also be used by reciprocity candidates and individuals with expired New Jersey EMT credentials who wish to renew their certification. This program includes both written and practical skills evaluations, therefore students are strongly advised to read a new initial or transition textbook prior to participating in this session.

The New Jersey EMT Training Fund Will Not is accepted for this program.

Instructor: Capt. Michael Tomich and ECC Police Academy Staff

Date(s): June 11, 2014  Class Limit: 24

Time: 0900-1800  Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $80.00  Out of County – $80.00

REGISTRATION
Please complete the following information and return to the Police Academy by mail or fax.

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Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

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| Telephone # | Fax# |
EMT- Integrated Refresher Program,
Session-C (Trauma)

The EMT Integrated Refresher course is designed to review the skills, knowledge and critical thinking needed to provide optimum pre-hospital care. This session awards 8 CEU’s that will count as either core or elective credits based upon the continuing education the EMT or EMT-B has already completed.

This class includes the expanded scope of practice materials and meets the NREMT requirements of a "Transition" program. This program may also be used by reciprocity candidates and individuals with expired New Jersey EMT credentials who wish to renew their certification. This program includes both written and practical skills evaluations, therefore students are strongly advised to read a new initial or transition textbook prior to participating in this session.

The New Jersey EMT Training Fund Will Not is accepted for this program.

Instructor: Capt. Michael Tomich and ECC Police Academy Staff

Date(s): June 12, 2014

Time: 0900-1800

Class Limit: 24

Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $80.00

Out of County – $80.00

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

First Name

Last Name

Rank

Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

Chief or Authorized Official Name

Department/Agency

Chief or Authorized Official Signature

Department/Agency Address

Telephone #

Fax#
Haz-Mat Awareness (Evening)

This basic course will explain what hazardous materials incidents are, as well as introduce the skills to detect the presence of hazardous materials. The instruction includes an overview of how incidents are classified into levels, an introduction to the Incident Command System, and a review of the roles and notification requirements of municipal, county and state organizations. This program offers four (4) elective CEUs to qualified personnel.

Instructor: Deputy Chief Christopher Weiss, East Orange Fire Department

Date(s): March 4, 2014  Class Limit: 25

Time: 1900-2200  Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $25.00  Out of County – $35.00

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

First Name  Last Name  Rank

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Chief or Authorized Official Name  Department/Agency

Chief or Authorized Official Signature  Department/Agency Address

Telephone #  Fax#
Incident Command System 300

This course will expand on the basic concepts presented in I-200. The single command organization is stressed and students will be exposed to resource management and the role and function of each ICS position, including air operations. Through a series of small group exercises students will be provided examples of how the essential system principles and components are used in incident planning. This course includes modules 7-11 of the National Interagency Incident Management System curriculum. **ICS 200 is a pre-requisite.** This program offers **24 elective CEUs** to qualified EMS personnel.

**Instructor:** Deputy Chief Christopher Weiss, East Orange Fire Department  
**Date(s):** March 26-28, 2014  
**Time:** 0900-1800  
**Class Limit:** 25  
**Attire:** Uniform of the day or casual business attire

**Equipment:** Materials will be supplied by the Police Academy  
**Cost:**  
- Essex County – $100.00  
- Out of County – $125.00

**REGISTRATION**

Please complete the following information and return to the Police Academy by mail or fax.

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Incident Command System 300 (Weekends)

This course will expand on the basic concepts presented in I-200. The single command organization is stressed and students will be exposed to resource management and the role and function of each ICS position, including air operations. Through a series of small group exercises students will be provided examples of how the essential system principles and components are used in incident planning. This course includes modules 7-11 of the National Interagency Incident Management System curriculum. *ICS 200 is a pre-requisite.* This program offers 24 elective CEUs to qualified EMS personnel.

**Instructor:** Deputy Chief Christopher Weiss, East Orange Fire Department  
**Date(s):** March 29, Apr.5, Apr.12, 2014  
**Class Limit:** 25  
**Time:** 0900-1800  
**Attire:** Uniform of the day or casual business attire  
**Equipment:** Materials will be supplied by the Police Academy  
**Cost:** Essex County – $100.00  
Out of County – $125.00

**REGISTRATION**  
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Quick Clot Familiarization Course

This course will train the student in the proper application of the Quick clot combat gauze, the newest version of the advanced clotting sponge manufactured by Z-Medico. This product is designed to stop moderate to severe bleeding caused by external traumatic injuries such as gunshot wounds, stab wounds and lacerations involving arterial damage. Quick clot combat gauze and other advanced clotting products have been used by all branches of the United States Military for several years with very positive results and are quickly gaining popularity and acceptance in the Law Enforcement community. In addition to classroom instruction, the students will be required to participate in scenario based training, in austere conditions, using trauma simulators and actual hemolytic agents. This course is recommended for EMTs, Tactical Operators, Paramedics and all Law Enforcement Officers.

Instructors: Capt. Michael Tomich and ECC Police Academy Staff

Date(s): February 28, 2014  Class Limit: 50

Time: 1000-1300  Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – No Cost  Out of County – $25.00

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

First Name  Last Name  Rank

________________________________________________________________________________
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__________________________________________________________________________
Chief or Authorized Official Name  Department/Agency

__________________________________________________________________________
Chief or Authorized Official Signature  Department/Agency Address

__________________________________________________________________________
Telephone #  Fax#
Right to Know Refresher (Evening)

This course will review the Right-to-Know/Hazard Communication and SARA Regulations as well as safety and health measures, Material Safety Data Sheets and Hazardous Substance Fact Sheets. **This course meets the NJDOHSS and OSHA Regulations** and provides 2 elective CEUs for qualified EMS personnel. Initial RTK training is a pre-requisite for this program.

**Instructors:** Capt. Michael Tomich and ECC Police Academy Staff

**Date(s):** February 20, 2014  
**Class Limit:** 100 Students Max.

**Time:** 2100-2300  
**Attire:** Uniform of the day or casual business attire

**Equipment:** Materials will be supplied by the Police Academy

**Cost:**  
- Essex County – $10.00  
- Out of County – $10.00

**REGISTRATION**

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Tactical Combat Casualty Care

This course, which is based on the Tactical Combat Casualty Care principals developed by United States Military Special Operations Command (SOCOM), will enable the Tactical Response Officer to develop, implement and employ a casualty response plan in the event of a traumatic combat injury to himself or another officer. This would include the required training and equipment necessary to provide state-of-the-art and tactically sound medical care in a hostile-fire situation. This program is targeted to Law Enforcement Officers who are engaged in special operations, SWAT, narcotics enforcement, service of warrants or any other high risk activity. In addition to classroom lecture, students will be expected to perform both practical skills demonstrations and live-fire scenario-based exercises in austere conditions, while in full tactical dress. Students will also be exposed to the various types of tactical medical equipment currently being used by the military and civilian law enforcement teams. The cost of this course will include the student text and an individual Bleeding Control Kit which the student may keep.

Instructors: Capt. Michael Tomich and ECC Police Academy Staff
Date(s): June 13, 2014 Class Limit: 24
Time: 0800-1700 Attire: Uniform of the day or casual business attire
Equipment: Materials will be supplied by the Police Academy
Cost: Essex County – $100.00 Out of County – $125.00

Attire: Preferred uniform for students is the style of dress normally worn by the officer during the performance of their assigned duties.

Equipment: Any tactical gear (Web-gear, Duty-belt, ballistic helmet, padding, gloves, etc.) normally worn by the officer during the performance of their assigned duties, Duty weapon and 100 rounds of service ammo.

Note: USE OF BODY ARMOR IS MANDATORY FOR THE LIVE-FIRE PORTION OF THIS PROGRAM!

(Continued on Following Page)
Tactical Combat Casualty Care

Date:  June 13, 2014
Time:  0800 – 1700

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Essex County College Police Academy
250 Grove Avenue
Cedar Grove, New Jersey 07009
Telephone (973) 877-4350 Fax (973) 239-8842
www.essex.edu/pacademy

APCO-Public Safety Telecommunicator
Basic 911

This 40-hour approved Association of Professional Communications Operators (APCO) course provides the basic level of certification required by the State of New Jersey for any personnel working for a police department or other dispatch agency where 9-1-1 calls are answered. Topics covered will include an overview of dispatch procedures, legal and liability issues, techniques for answering 9-1-1 calls, handling the caller with “special” needs, and the history of New Jersey’s 9-1-1 system. This course includes a full day of role playing involving simulated 9-1-1 calls. Students who successfully complete this course will possess the fundamental skills required to begin working as a 9-1-1 call taker. There are no prerequisites for this course and no dispatch experience is required.

Instructor: Christine Burlew, Dispatcher, Clark Police Department

Date(s): March 10-14, 2014
Class Limit: 24

Time: 0830-1730
Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $250.00
Out of County – $250.00

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Basic 911

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Instructor: Christine Burlew, Dispatcher, Clark Police Department
Date(s): June 16-20, 2014 Class Limit: 24
Time: 0830-1730 Attire: Uniform of the day or casual business attire
Equipment: Materials will be supplied by the Police Academy
Cost: Essex County – $250.00 Out of County – $250.00

REGISTRATION
Please complete the following information and return to the Police Academy by mail or fax.

First Name Last Name Rank

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CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

Chief or Authorized Official Name Department/Agency
Chief or Authorized Official Signature Department/Agency Address
Telephone # Fax#
Basic Telecommunicator Refresher

The emphasis of this one-day tactical communications course is on better equipping dispatchers for their critical role in assisting the officer in critical incidents. This course of instruction meets the New Jersey Office of Emergency Telecommunications Services annual re-certification requirement pursuant to N.J.S.A. 17:24 – 2.2.

**Prerequisites:** Public Safety Telecommunication Certification

**Instructor:** Christine Burlew, Dispatcher, Clark PD

**Date(s):** February 11, 2014  
**Class Limit:** 40

**Time:** 0830-1730  
**Attire:** Uniform of the day or casual business attire

**Equipment:** Materials will be supplied by the Police Academy

**Cost:**  
Essex County – $25.00  
Out of County – $35.00

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Basic Telecommunicator Refresher

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Prerequisites: Public Safety Telecommunication Certification

Instructor: Christine Burlew, Dispatcher, Clark PD

Date(s): May 20, 2014
Time: 0830-1730
Class Limit: 40
Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $25.00
Out of County – $35.00

REGISTRATION

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Chief or Authorized Official Name
Department/Agency

Chief or Authorized Official Signature
Department/Agency Address

Telephone #            Fax#
Emergency Medical Dispatch Certification

This thirty-two (32) hour State of New Jersey approved course provides the next level of certification for personnel that are already Basic Telecommunicator Certified (BTC). It is required for anyone working for a Police Department or other agency that receives requests for medical assistance from the general public and dispatches EMS units. Topics covered include responsibilities of the Emergency Medical Dispatcher (EMD), legal and liability issues, giving medical instructions by telephone and the use of emergency medical dispatch guide cards. This course includes more than a day and a half of role playing involving simulated 9-1-1 medical calls. Students who successfully complete this course will possess the fundamental skills to handle 9-1-1 medical calls. These program offers (21) elective CEU’s to qualify as Emergency Medical Technicians.

Instructor: Christine Burlew, Dispatcher, Clark PD

Date(s): April 21-24, 2014

Class Limit: 24

Time: 0830-1730

Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $250.00

Out of County – $250.00

REGISTRATION

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Chief or Authorized Official Name          Department/Agency

Chief or Authorized Official Signature          Department/Agency Address

Telephone #          Fax#
Emergency Medical Dispatch Refresher

The emphasis of this one-day tactical communications course is on better equipping dispatchers for their critical role in assisting the officer in critical incidents. This course of instruction meets the New Jersey Office of Emergency Telecommunications Services annual re-certification requirement pursuant to N.J.S.A. 17:24 – 2.2.

**Prerequisites:** Public Safety Telecommunication certification

**Instructor:** Christine Burlew, Dispatcher, Clark PD

**Date(s):** February 19, 2014  
**Class Limit:** 40

**Time:** 0830-1730  
**Attire:** Uniform of the day or casual business attire

**Equipment:** Materials will be supplied by the Police Academy

**Cost:**  
- Essex County – $25.00  
- Out of County – $35.00

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Emergency Medical Dispatch Refresher

The emphasis of this one-day tactical communications course is on better equipping dispatchers for their critical role in assisting the officer in critical incidents. This course of instruction meets the New Jersey Office of Emergency Telecommunications Services annual re-certification requirement pursuant to N.J.S.A. 17:24 – 2.2.

Prerequisites: Public Safety Telecommunication certification

Instructor: Christine Burlew, Dispatcher, Clark PD

Date(s): May 12, 2014

Class Limit: 40

Time: 0830-1730

Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $25.00

Out of County – $35.00

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

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Rank

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Chief or Authorized Official Name

Department/Agency

Chief or Authorized Official Signature

Department/Agency Address

Telephone #

Fax#
Assault Rifle Instructors Course

This 5-day course prepares the Law Enforcement Firearms Instructor to teach the fundamentals of operating the assault rifle. Successful completion of the course certifies the instructor to qualify assault rifle operators under the A.G. requalification guidelines. Instruction includes nomenclature, malfunction clearance; semi-automatic and full automatic manipulation drills, shooting on the move and other relevant courses of fire. Day 1 will be at the Essex County College Police Academy. Day 2 thru 5 will be at an alternate location.

Requirements:
Participants must be Law Enforcement Firearms Instructors. Proof of certification must accompany the registration form sent to ECCPA. Candidates must achieve a score of 90% or better on the Automatic/Semi-Automatic Police Service Rifle Qualification Course (ARQC), pass a low light qualification course, demonstrate safe handling skills and pass a written exam to successfully complete this course.

Equipment:
A police service assault rifle (rifle which fires ammunition greater than 2,000fps, .223 cal. preferred) with sling; four magazines for the rifle; 2,000 rounds of ammunition for the rifle; a flashlight or rifle attached lighting device; service handgun and holster with 150 rounds of ammunition for the handgun; wrap-around eye protection; hearing protection; range uniform with baseball style cap; rain gear (no ponchos); spotting scope or binoculars and a cleaning kit.

Instructor: Police Academy Staff

Date(s): May 12 – 16, 2014
Time: 0800 – 1600
Class Limit: 12
Attire: Range uniform

Equipment: Materials will be supplied by the Police Academy

Cost:
Essex County – $250.00
Out of County – $300.00

REGISTRATION
Please complete the following information and return to the Police Academy by mail or fax.

First Name Last Name Rank

Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

Chief or Authorized Official Name Department/Agency

Chief or Authorized Official Signature Department/Agency Address

Telephone # Fax#
This course is designed to reinforce the principals governing the use of deadly force by law enforcement personnel. Attendees will be exposed to a variety of judgmental shooting scenarios and will be required to articulate the decision(s) made in any given scenario. Law enforcement personnel should attend this course in preparation for agency requalification.

**Instructor:** Jeff Sutherlin, ECCPA Range Master

**Date(s):** Interested agencies are to contact the Police Academy Range Master: 973-877-4342

**Time:** 0800-1600

**Equipment:** Duty holster

**Attire:** Uniform of the day

**Cost:**
- Essex County – No Cost
- Out of County – $30.00

**REGISTRATION**

Please complete the following information and return to the Police Academy by mail or fax.

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All law enforcement personnel are mandated by the Attorney General to attend a semi-annual firearms requalification course. This course will include day fire and night fire (subdued light) police handgun and shotgun qualifications. In order to successfully complete this course, law enforcement personnel must achieve a minimum qualifying score of no less than 80%. **The supervising firearms instructor for the agency/department must schedule this course.**

**Instructor:** Jeff Sutherlin, ECCPA Range Master  
**Date(s):** Interested agencies are to contact the Police Academy Range Master: 973-877-4342  
**Time:** 0800-1600  
**Attire:** Uniform of the day  
**Equipment:** Duty holster and all other appropriate gear, ammo, targets  
**Cost:** Essex County – Per range fee schedule  
Out of County – Per range fee schedule

**REGISTRATION**

Please complete the following information and return to the Police Academy by mail or fax.

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Essex County College Police Academy
250 Grove Avenue
Cedar Grove, New Jersey 07009
Telephone (973) 877-4350 Fax (973) 239-8842
www.essex.edu/pacademy

Firearms Requalification for Retired L.E. Officers

Range fee paid directly to the Essex County College Police Academy--$25. Additional fee must be paid directly to the instructor. Essex County College Police Academy will supply 2 cardboard targets for the retired officer. Any additional targets will be supplied by the retired officer or the instructor. The retired officer MUST have proper eye and ear protection and must follow all range rules at the ECCPA Firearms Training Center.

Instructor: Jeff Sutherlin, ECCPA Range Master
Date(s): Interested agencies are to contact the Police Academy Range Master: 973-877-4342
Time: 0800-1600
Equipment: Duty holster
Attire: Uniform of the day
Cost: Essex County – $25.00
Out of County – $25.00

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

First Name                  Last Name                  Rank

Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

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Chief or Authorized Official Name

Department/Agency

Chief or Authorized Official Signature

Department/Agency Address

Telephone #

Fax #
Level I Tactical Pistol Course

The tactical pistol level one class is designed as an introduction to tactical pistol shooting for the street cop or patrol officer. This course will cover firearms safety and shooting fundamentals, as well as applying these fundamentals in a tactical environment. This class is for officers who would like to learn new shooting techniques and how to apply them in real life situations. The class will cover combat mindset, proper shooting positions, loading and reloading, malfunctions, multiple targets/multiple threats, shooting on the move at stationary and moving targets, low light conditions, use of cover, and strong hand/support hand shooting.

**Ammunition requirement:** 500 handgun rounds

**Safety equipment:** Eye and ear protection
- Earplugs are not acceptable unless accompanied by other hearing protection
- Eye protection (plastic lenses with side pieces covering the temples)

*Prescription eye wear only is not acceptable*

**Instructors:** Jeff Sutherlin, ECCPA Range Master   Phone: 973-877-4342

**Date:** March 7, 2014   **Class Limit:** 14

**Time:** 0800 – 1600   **Attire:** Appropriate agency uniform, including long trousers

**Cost:** Essex County – No Cost   Out of County – $50.00

**REGISTRATION**

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Ammunition requirement: 500 handgun rounds
Safety equipment: Eye and ear protection
   Earplugs are not acceptable unless accompanied by other hearing protection
   Eye protection (plastic lenses with side pieces covering the temples)
   Prescription eye wear only is not acceptable

Instructors: Jeff Sutherlin, ECCPA Range Master  Phone: 973-877-4342
Date: May 2, 2014  Class Limit: 14
Time: 0800 – 1600  Attire: Appropriate agency uniform, including long trousers
Cost: Essex County – No Cost  Out of County – $50.00

REGISTRATION
Please complete the following information and return to the Police Academy by mail or fax.
First Name  Last Name  Rank

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Chief or Authorized Official Name  Department/Agency

Chief or Authorized Official Signature  Department/Agency Address

Telephone #  Fax#
Remington 870 Shotgun Armorer’s Course

**Instructor:** Remington Arms Instructor

**Class Limit:** 20

**Time:** 0800 – 1600

**Attire:** Agency Range Uniform or Uniform of the Day

**Cost:**

- Essex County – $450 paid directly to Remington
- Out of County – $450 paid directly to Remington, plus $25 Facility Fee paid to ECCPA

**Payment for all classes must be at least 45 days before the class begins.**

Go to [www.remingtonle.com/training/fieldclass](http://www.remingtonle.com/training/fieldclass) to get all class information. Please utilize the field class registration form from Remington and send a copy to the Essex County College Police Academy Firearms Training Center (Attn: Range Master Jeff Sutherlin). The class is limited to law enforcement, government or military personnel only.

Each participant must bring a law enforcement type 870 shotgun for use during this class.

If more than 20 participants are attempting to register for this class the Academy will try to schedule 2 additional days of instruction to accommodate other students.

Upon completion of this class each student will receive a certificate from Remington which will be valid for 3 years. Students must attend both training days.

Questions can be directed to jsutherlin@essex.edu
Basic Crime Scene Photography

A two-day classroom presentation and hands-on seminar law enforcement officers who have limited knowledge utilizing digital photographic equipment and would like to enhance their crime scene photography skills. This program is geared toward patrol officers, novice crime scene investigators and forensic personnel. Attendees will work through several practical exercises and review images produced during classroom exercises receiving feedback from the instructor on tips to improve the photographic documentation process. Topics include: (1) Camera Operation Principles; (2) Understanding Exposure; (3) Light Sources Available Light and Flash; (4) Photographic Documentation of Crime Scenes; (5) Overall, Mid-range and Close-up Documentation; (6) Care and Maintenance of Photographic Equipment; (7) Data format, Storage and Preservation of Images; and (8) Hands on Assignment.

REQUIRED EQUIPMENT: Attendees will need to bring a digital camera, tripod, off-camera flash, media cards and extra batteries for both camera and flash along with instructional manual for their cameras.

INSTRUCTOR: David Gamble, Certified Forensic Photographer, International Association for Identification and Detective Sergeant, Monmouth County Prosecutor's Office, Freehold, New Jersey

DATE: April 7-8, 2014 TIME: 0830 – 1600 FEE: $295 per person

TEAM DISCOUNT RATE: Enroll two agency personnel at the standard $295 per person fee and the third individual is half-price ($197.50). Enroll three agency personnel at the standard $295 per person fee and the fourth individual is free.

-----------------------------------------------REGISTRATION FORM-----------------------------------------------

Return to:
Benchmark Professional Seminars, Inc. PERSPECTIVES ON THE PROCESS
P.O. Box 7086
Wilmington, Delaware 19803-7086

Enclosed is a personal check, agency check, or agency purchase order in the amount of $295 per person. Make checks and purchase orders payable to Benchmark Professional Seminars, Inc.

MasterCard and Visa accepted for registration. To register using a credit card, call Jacob Haber directly at (302) 654-9091 or fax the registration form at (302-225-4165.)

Name_______________________________________________________________
Agency_____________________________________________________________________
Agency Address_______________________________________________________________________
City, State, Zip____________________________________________________________
Daytime Telephone No.____________________________________________________________
Fax No.______________________________________________________________
## Coaching As a Skill in Law Enforcement Workshop

How to “Develop or Improve Leadership Skills”
How to “Manage Career Transitions, Going Rank to Rank” (Dealing with the “Critical Shift”)
How to “Identify Goals and Create an Action Plan”
How to get more results out of your employees.

It’s about time law enforcement embraced cutting edge leadership tactics!
All three of us have witnessed first-hand the unique challenges faced by law enforcement executives as well as personnel. The “spinning your wheels” feeling, the “do more with less mentality” as well as this profession taking an enormous emotional and physical toll over the years. After seeing so many of our fellow officers become mere shells of their former selves just a few years into the job, we knew we wanted to help stop the cycle, and better yet do so before it starts! We’re confident that there is a better way.

**Instructors:** Fasil Khan, Life Strategist; Phone: 888-832-7004; [www.KhanCoaching.com](http://www.KhanCoaching.com)

**Date:** February 11, 2014  
**Class Limit:** 30

**Time:** 0800 – 1600  
**Attire:** Appropriate agency uniform, including long trousers

**Cost:** Essex County – No Cost  
Out of County – No Cost

### REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

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Controlling Absenteeism

Uncontrolled absences can be costly to the municipality and abused by the officers. This one-day course will explore how to look for and document sick time abuse. Through the use of relevant case law, formulas, and sample policies – the student will learn how to control it!

Instructor: Chief Robert A. Verry (Ret), M.A., South Bound Brook PD
Assistant Professor of Political & Governmental Affairs

Date: February 27, 2014
Class Limit: 40
Time: 0930 – 1630
Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost:
Essex County – $50.00
Out of County – $50.00

NOTE:
Please complete the registration information below and return along with agency check, voucher or purchase order directly to:

Robert A. Verry
P.O. Box 47
South Bound Brook, NJ 08880-0047
Fax: 732-377-8710 to reserve seat(s)
E-Mail: BobVerry@aol.com

Name_______________________________________________________________
Agency____________________________________________________________________
Agency Address__________________________________________________________
City, State, Zip___________________________________________________________
Daytime Telephone No._____________________________________________________
Fax No._______________________________________________________________
Crime Mapping & “Hotspot Policing”

Individuals assigned the task of creating or managing a crime mapping and "hotspot policing" unit have a variety of challenges in managing this emerging and ever-evolving law enforcement trend. This mode of crime prevention and enforcement is being used widely and in major cities under various titles such as high impact policing. Regardless of the title, it aim is to focus attention on a relatively small area of the community where there is a high crime percentage of major and minor crime in proportion to the total population and to reduce it to a reasonable degree. Topics include: (1) a review and orientation to current technology advances which can be utilized to include available software; (2) understanding the role of a crime mapping and hotspot policing unit; (3) review of applicable case law and legal issues regarding the use of technology advances in law enforcement; (4) discussion of issues which may be present in implementing crime mapping strategies in communities; (5) discuss types of criminal analysis that should be used in crime mapping units to include (i.e., tactical crime analysis, strategic crime analysis, and administrative crime analysis); (6) overview of other crime prevention models engaged in communities; (7) overview of potential needed funding allocations and how to approach funding sources (i.e., county commissions, city councils, legislative bodies, grants, etc.)


DATE: February 3-4, 2014 TIME: 0830 – 1600 FEE: $295 per person

TEAM DISCOUNT RATE: Enroll two agency personnel at the standard $295 per person fee and the third individual is half-price ($197.50). Enroll three agency personnel at the standard $295 per person fee and the fourth individual is free.

--------------------------------------------------REGISTRATION FORM---------------------------------------------------

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Name______________________________
Agency____________________________
Agency Address_______________________
City, State, Zip_______________________
Daytime Telephone No.________________
Fax No.______________________________
Crisis Intervention Training

The Crisis Intervention Team (CIT) is an innovative first-responder model of police based crisis intervention with community, health care and advocacy partnerships. CIT provides law enforcement based crisis intervention training for assisting those individuals with a mental illness and improves the safety of patrol officers, consumers, family members and citizens within the community.

Learning Points:
- Overview of Mental Illness
- Myths and Misconceptions of Mental Illness
- Post-Traumatic Stress Disorder in Veterans and Cops
- Legal Aspects / Mental Health Screening Law
- De-Escalation Techniques when dealing with people suffering from mental illness
- Active Listening Skills
- And more…..

Date: March 24-28, 2014    Class Limit: 30
Time: 0800 – 1700        Attire: Appropriate agency uniform, including long trousers
Cost: Essex County – No Cost  Out of County – No Cost
Location: Essex County College Police Academy, 250 Grove Ave. Cedar Grove, NJ 07009

First preference will be given to Essex County Officers. Students must attend the entire 40 hours to receive certification. Breakfast and lunch will be provided.

(See attached registration next page)
The NJ CIT Center of Excellence
Training Registration Form

Name: ____________________________________________

Organization: ______________________________________

Position: Detective ________________________________

Address including County: ____________________________

Phone Number: ______________________________________

Fax: _______________________________________________

Email: ______________________________________________

For additional information regarding registration, contact Lt. Cavanaugh:
Email: rcavanaugh@montclairnjusa.org
Tel: 973-509-4709
Fax registration form to: 973-744-2389
The Crisis Intervention Team (CIT) is an innovative first-responder model of police based crisis intervention with community, health care and advocacy partnerships. CIT provides law enforcement based crisis intervention training for assisting those individuals with a mental illness and improves the safety of patrol officers, consumers, family members and citizens within the community.

Learning Points:
- Overview of Mental Illness
- Myths and Misconceptions of Mental Illness
- Post-Traumatic Stress Disorder in Veterans and Cops
- Legal Aspects / Mental Health Screening Law
- De-Escalation Techniques when dealing with people suffering from mental illness
- Active Listening Skills
- And more…..

Date: June 2-6, 2014  Class Limit: 30
Time: 0800 – 1700  Attire: Appropriate agency uniform, including long trousers
Cost: Essex County – No Cost  Out of County – No Cost
Location: Essex County College Police Academy, 250 Grove Ave. Cedar Grove, NJ 07009

First preference will be given to Essex County Officers. Students must attend the entire 40 hours to receive certification. Breakfast and lunch will be provided.

(See attached registration next page)
The NJ CIT Center of Excellence
Training Registration Form

Name: 

Organization: 

Position: Detective 

Address including County: 

Phone Number: 

Fax: 

Email: 

For additional information regarding registration, contact Lt. Cavanaugh:
Email: rcavanaugh@montclairjusa.org
Tel: 973-509-4709
Fax registration form to: 973-744-2389
Documenting Discipline & Dealing with Difficult Employees

Document, document, and when you’re all done – document some more. Nothing can be more important to a supervisor who is dealing with a difficult employee, then to document all events. This one-day seminar will discuss how to handle that difficult employee as well as what, how, and when to document employee interactions.

Instructor: Chief Robert A. Verry (Ret), M.A., South Bound Brook PD  
Assistant Professor of Political & Governmental Affairs

Date: May 15, 2014
Class Limit: 40
Time: 0930 – 1630
Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $50.00
Out of County – $50.00

NOTE:
Please complete the registration information below and return along with agency check, voucher or purchase order directly to:

Robert A. Verry
P.O. Box 47
South Bound Brook, NJ 08880-0047
Fax: 732-377-8710 to reserve seat(s)
E-Mail: BobVerry@aol.com

Name_______________________________________________________________
Agency____________________________________________________________________
Agency Address_____________________________________________________________
City, State, Zip_________________________________________________________________
Daytime Telephone No.________________________________________________________
Fax No. ____________________________________________________________________
Enhancing Administrative Assistant & Office Support Staff Job Skills

This one-day seminar is designed for secretaries, administrative assistants, and staff personnel who work within such governmental units as finance, public safety, code enforcement, procurement, building and zoning, and other job related positions. The program will consider the many and varied roles and responsibilities of the secretary and/or administrative assistant along with the important position they serve to help the organization achieve its goals and objectives. During the program, participants will learn: (1) their role within the organization and exactly where they fit into the overall picture; (2) importance of knowing from the beginning what the chief/director expects; (3) recognizing the significance of knowing the community and the power structure within it; (4) how to deal with angry citizens and easing tempers and tensions; (5) some of the internal forces that create pressure and tension within the organization; (6) when to or not to speak for the chief/director; (7) ways to improve your verbal communication skills...certain words that can either arouse or calm; (8) how to deal with ethical dilemmas; (9) some liability issues; (10) ways of handling matters of confidentiality; and (11) some basics of conflict resolution

INSTRUCTOR: Fred Harran, Director of Public Safety, Bensalem Township Police Department, Bensalem, Pennsylvania

DATE: June 2, 2014  TIME: 0830 – 1600  FEE: $295 per person

TEAM DISCOUNT RATE: Enroll two agency personnel at the standard $295 per person fee and the third individual is half-price ($197.50). Enroll three agency personnel at the standard $295 per person fee and the fourth individual is free.
Ethics in Policing

When I was a kid my grandmother taught me to always do the right thing even when nobody is looking. Today, unlike yesteryear, the minute you walk outside your front door the chances of being filmed by a camera is highly probable. Not only are the citizens actively capturing an officer’s every move, but don’t surprised to find out the officers are also recording each other. This one day course offers some insight into why internal affairs complaints have increased over the years and the differences between Malfeasance, Misfeasance, and Nonfeasance of Office. Furthermore, the attendees will explore where their responsibilities lie with each rank within the organization and the ways of maintaining an ethical environment. (As with all my seminars, the discussion may address various subjects linking the law enforcement officer to their ethical behavior including, but not limited to, actual cases.)

Instructor: Chief Robert A. Verry (Ret), M.A., South Bound Brook PD
Assistant Professor of Political & Governmental Affairs

Date: May 22, 2014
Time: 0930 – 1630
Attire: Uniform of the day or casual business attire
Equipment: Materials will be supplied by the Police Academy
Cost: Essex County – $50.00
Out of County – $50.00

NOTE:
Please complete the registration information below and return along with agency check, voucher or purchase order directly to:

Robert A. Verry
P.O. Box 47
South Bound Brook, NJ 08880-0047
Fax: 732-377-8710 to reserve seat(s)
E-Mail: BobVerry@aol.com

Name_______________________________________________________________
Agency___________________________________________________________
Agency Address_______________________________________________________
City, State, Zip_______________________________________________________
Daytime Telephone No._______________________________________________
Fax No._____________________________________________________________
Experiencing Firefighter’s Rights

This one-day course will explore the legal issues confronting not only the investigator, and the principle, but also the fire department's supervisory staff. Items to be discussed include, but will not be limited to, investigating and administering discipline; e.g., firefighter representation; questioning; the investigation; charges, and the appeal process.

Instructor: Chief Robert A. Verry (Ret), M.A., South Bound Brook PD
Assistant Professor of Political & Governmental Affairs

Date: March 20, 2014
Time: 0930 – 1630
Class Limit: 40
Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – $50.00
Out of County – $50.00

NOTE:
Please complete the registration information below and return along with agency check, voucher or purchase order directly to:
Robert A. Verry
P.O. Box 47
South Bound Brook, NJ 08880-0047
Fax: 732-377-8710 to reserve seat(s)
E-Mail: BobVerry@aol.com

Name__________________________________________
Agency__________________________________________
Agency Address____________________________________
City, State, Zip____________________________________
Daytime Telephone No.____________________________
Fax No.__________________________________________
GDL for Law Enforcement

4-hour GDL for Law Enforcement Course

Teen drivers are involved in fatal crashes at four times the rate of adults. New Jersey has been on the forefront of Graduated Driver’s License over the past few years and has gone from having some of the weakest GDL Laws to now being recognized as having some of the best laws in the Nation. Statistics show a strong GDL program will save teen lives and in New Jersey we have already seen a reduction in teen fatalities. In this block of instruction the recruit will learn the history of the GDL program and its effectiveness in reducing teen crashes. Students will also learn the mechanics of the law and how to identify violations of the GDL. Students will be taught the importance of their role in making the GDL program effective both as law enforcement and as parents of future drivers.

The second half of the training will be an introduction to the “Share the Keys” Parent/Teen Orientation Program with information on how students can become trained as an instructor and provide training to parents and teens within their communities.

Instructor: Det. Arnold Anderson, (Ret), Essex County College Police Academy

Date(s): February 13, 2014

Class Limit: 40

Time: 0800-1200

Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Academy

Cost: Essex County – No Cost

Out of County – No Cost

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

First Name     Last Name     Rank

Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

Chief or Authorized Official Name

Department/Agency

Chief or Authorized Official Signature

Department/Agency Address

Telephone #     Fax#
The course will educate and supply information regarding the preliminary field identification of illegal and diverted legal drugs, as well as associated paraphernalia to law enforcement personnel. The course should serve as a tool and aid in the identification drugs, aimed at the reduction of usage an illicit sales. The course provides for definitions of basic drug terminology and the scheduling of drugs based on Controlled Substance ACT (CSA). Information will be provided on the chemical make-up of controlled substances as well as the manner in which they are produced for human consumption. This course of instruction will describe the manner that the controlled substances are introduced into the human body and physical reactions caused by the use of controlled dangerous substances.

**Upon successful completion of the course, students will be able to:**

1. Define:
   1. Narcotics
   2. Stimulant
   3. Depressant
   4. Hallucinogen
   5. Sterol substances

2. Visually identify:
   1. Cannabis Sativa – in both natural and processed states
   2. Cocaine
   3. Opiates
   4. Hallucinogens
   5. Anabolic Steroids
   6. Inhalants

3. Define the CSA schedule and the criteria for scheduling controlled dangerous substances under this act.

4. Describe the psychological and physiological responses of the human body when under the influence of controlled substances listed under the Controlled Substance.

5. Describe the processing method for preparing controlled substances for human ingestion.

6. Identify the weighted amounts of controlled dangerous substances as they are packaged for distribution.

**Who may attend this class?** Law/Code Enforcement, Probation & Parole, Military and Drug Demand Reduction

**Date(s):** June 10-11, 2014  
**Time:** 0800-1600

**Attire:** Casual Attire with Agency ID

**Cost:** Essex County – No Cost  
Out of County - No Cost

**Location:** Essex County College Police Academy, 250 Grove Ave. Cedar Grove, NJ 07009

**Web:** [www.counterdrug.org](http://www.counterdrug.org)

**First time users must register @** [https://www.trainingforce.com/members/nctc.htm](https://www.trainingforce.com/members/nctc.htm)

Contact: Michael J. Mackavage, SSG Mobile Training Team NCOIC PA Department of Military and Veteran Affairs Northeast Counterdrug Training Center

The Purpose of this 3 day workshop is to familiarize our homeland defenders or deploying professionals with the history of the Middle East and the culture of the Arabs, with special focus on Islam as a religion and as a way of life, ultimately leading to a better understanding of the depth and intensity of religiously-motivated terrorism and its direct impact on our homeland security and nation-building efforts overseas.

Course Objectives
The Objective of this workshop is to provide critical knowledge (morning sessions) and practical skills (afternoon sessions) to conduct more effective intelligence, military, security, and public and civil affairs duties with persons of the Muslim faith, Arabs and non-Arabs alike, overseas or state-side. Anyone attending this seminar will receive the equivalent of one full semester of practical information on Arabs and Muslims, and useful skill sets to combat terrorism—the most real and critical threat to our nation, at home and around the world.

1. List and identify the various ethnic groups of the Middle East that reside in the United States
2. List and identify the various religious groups of the Middle East that reside in the United States
3. List and identify the various linguistic groups of the Middle East that reside in the United States
4. List and identify the various nationalist groups of the Islamic world that reside in the United States
5. Discuss the cultural fault lines between the various ethnic/religious/linguistic/nationalist groups
6. Describe the influence of Arab culture on the ethics of Muslims today, Arabs & non-Arabs
7. Describe the influence of Arab culture on the ethics of Muslims today in the United States
8. Compare and contrast American and Arab cultural values
9. Describe legendary Arab physiognomic powers
10. Describe Arab belief system before Islam
11. Discuss the creation and foundation of Islam
12. Discuss the set of religious beliefs of Muslims
13. Discuss the set of religious practices of Muslims
14. Describe the impact of the concept of Jihad on the life of Muslims today
15. Compare and contrast (greater and lesser) Jihad and Terrorism
16. Compare and contrast the ethics of martyrdom and suicide terror
17. Discuss the history of the Islamic Empires and cultural impact on militant Islam today
18. Discuss the cultural renaissance of the Islamic Empires and its cultural impact on militant Islam
19. Discuss the political legacy of the Islamic Empires and its political impact on militant Islam
20. Describe the relationship of the various sectarian groups within Islam
21. Describe the relationship of the various sectarian groups within Islam, in America
22. List the various agencies of the US foreign intelligence community
23. Describe the intelligence production cycle

(Continued on Following Page)
24. Discuss the utility of intelligence sources and methods in the fight against terrorism
25. Describe the intelligence security classification system
26. Discuss the impact of the intelligence security classification system on state/local antiterrorism efforts
27. Discuss basic definitions of the Arabic language
28. Identify aspects of Arabic alphabet with direct impact on transliteration of Arabic names
29. Identify aspects of Arabic word structure with direct impact on transliteration of Arabic names
30. Identify aspects of Arabic soft vowels (accents) with impact on transliteration of Arabic names
31. Identify the three forms of Arabic used today (around the world)
32. Decipher political affiliation or political intent from the form of Arabic used by target
33. Demonstrate the ability to decipher Arabic/Islamic names
34. Identify and decipher Arabic/Islamic compound names (including the ninety nine names of Allah)
35. Identify and decipher Arabic nicknames/honorifics/nom-de-guerre/Jihadi covers
36. Demonstrate the ability to identify ethnic affiliation by deciphering Arabic/Islamic names
37. Demonstrate the ability to identify religious affiliation by deciphering Arabic/Islamic names
38. Demonstrate the ability to identify sectarian affiliation by deciphering Arabic/Islamic names
39. Demonstrate the ability to identify nationalist affiliation by deciphering Arabic/Islamic names
40. Demonstrate the ability to identify regional affiliation by deciphering Arabic/Islamic names
41. Demonstrate the ability to identify colonialist tradition by deciphering Arabic/Islamic names
42. Demonstrate good-cop/bad-cop behavior in the context of Arab/Islamic cultural norms

Who may attend this class?
1. Law Enforcement / Code Enforcement
2. Homeland Security
3. Military Intelligence

Date(s): February 11-13, 2014 Time: 0800-1600

Attire: Casual Attire with Agency ID

Cost: Essex County – No Cost Out of County - No Cost

Location: Essex County College Police Academy, 250 Grove Ave. Cedar Grove, NJ 07009

Web: www.counterdrug.org

First time users must register @ https://www.trainingforce.com/members/nctc.htm or 1-877-806-6293

Contact: Michael J. Mackavage, SSG Mobile Training Team NCOIC PA Department of Military and Veteran Affairs Northeast Counterdrug Training Center

Office: 717-861-2070
Cell: 717-805-1977
Fax: 717-861-8225
HIDTA- Money Laundering

Classroom presentation will provide students with the principles and techniques available in conducting money-laundering investigations. A practical, interactive exercise is scattered throughout the course. The interactive exercise involves specific case scenarios that would allow the students to apply the techniques for financial interviewing, identifying sources of financial information, utilizing indirect methods of proving profitability in illegal enterprises, utilizing financial undercover operations, financial search warrants and conducting money laundering investigations.

Course Objectives
Upon Successful completion of the course, the student will be able to:
1. Recognize elements of the various financial crimes that stem from the laundering and accumulation of profits from the illegal narcotics industry
2. Utilize techniques that can be employed parallel to a normal drug investigation and used to supplement any ongoing criminal investigation/prosecution to solve open cases and identify future investigations
3. Determine if money laundering and currency violations can assist them in expanding their prosecution base through adding additional targets and whether asset forfeiture provisions of these statutes are appropriate

Who may attend this class?
1. Law Enforcement / Code Enforcement
2. Law Enforcement Support Personnel

Date(s): March 11-13, 2014 Time: 0800-1600
Attire: Casual Attire with Agency ID
Cost: Essex County – No Cost Out of County - No Cost
Location: Essex County College Police Academy, 250 Grove Ave. Cedar Grove, NJ 07009
Web: www.counterdrug.org

First time users must register @ https://www.trainingforce.com/members/nctc.htm or 1-877-806-6293

Contact: Michael J. Mackavage, SSG Mobile Training Team NCOIC PA Department of Military and Veteran Affairs Northeast Counterdrug Training Center
Office: 717-861-2070
Cell: 717-805-1977
Fax: 717-861-8225
Street gangs are plaguing cities and towns across the United States at a rapid rate. While the crime rate has dropped significantly in most states within the US, gang membership and migration has greatly increased and gangs have spread from urban areas to suburban and rural communities. With the spread of these gangs has come the scourge of crime, violence, drugs, and decrease in quality of life conditions. Gangs and their violence have significantly affected officer safety. Officer Safety and Survival issues and legal issues will be discussed. Interdiction and basic investigation methods are taught with an emphasis on teamwork to fight gangs. This course is especially useful to members of all types of law enforcement agencies (Police, Corrections, Sheriffs, Probation, Parole, Federal Agencies, Constables, Local and State Investigative Agencies, etc...) and will significantly increase the efficiency of small agencies and agencies with little or no manpower or resources available to dedicate to fighting gangs.

This 3 day course will explore the origins, history, current trends, identifiers and dynamics of street gangs in the United States. This course will identify and examine numerous influential gangs by geographic location, threat level, specialty, and their interactions with each other. Jurisdictions will be discussed; identifying areas of operation both on the street and in correctional facilities across the country. The intent of this course is to prepare officers in both large and small agencies to properly identify and interdict gang activity in their respective jurisdictions; and to understand and communicate the impact this activity may have on other jurisdictions and correctional facilities. Officers will learn how to utilize this inter-agency information network to combine efforts in combating street gangs.

**Course Objectives**

1. At the end of the course, each student will be able to:
2. Describe the factors leading to gang membership
3. Relate to the individual gang member for the purpose of developing rapport, developing informants, information, and inhibiting gang membership
4. Identify existing and emerging street gangs, and their signs, within the student’s respective jurisdiction
5. Describe and Identify crimes relating to and committed by gangs in their own jurisdiction
6. Develop a synergistic team to combat gangs in their respective jurisdiction
7. Locate appropriate resources to assist in the endeavor to identify and combat gangs in the student’s respective jurisdiction
8. Interact with street gangs in a safer manner

Who may attend this class?

1. Law Enforcement / Code Enforcement
2. Probation & Parole
3. Corrections
4. Military
5. Drug Demand Reduction

**Date(s):** July 15-17, 2014  
**Time:** 0800-1600

**Attire:** Casual Attire with Agency ID

**Cost:**  
Essex County – No Cost  
Out of County – No Cost

**Location:** Essex County College Police Academy, 250 Grove Ave. Cedar Grove, NJ 07009

If you have any questions or concerns please forward all correspondence to: register@counterdrug.org or Contact: Michael J. Mackavage, SSG Mobile Training Team NCOIC PA Department of Military and Veteran Affairs Northeast Counterdrug Training Center

Office: 717-861-2070;  
Cell: 717-805-1977;  
Fax: 717-861-8225
Internet for Investigators Workshop

Presented in 47 states since 1996 and worldwide via webinar David Vine’s unique learning opportunities have helped well over 10,000 professionals better utilize Internet. This program is appropriate for the majority of computer users with average computer and Internet skills and a desire to find more relevant information faster and manage that information more efficiently with existing or free services and software.

Day 1

- **Internet Technique** – Enhance use of software functions, increase efficiency
- **Productivity Tools & Resources** – Free software and services, DVASEMINAR Group
- **Locate & Background People & Companies** – Sources of information and free databases
- **Email Tracing, Logs & Specialized Software** – Tools and techniques
- **Mobility** – Using mobile devices to enhance productivity
- **Public Records** – Types, availability and use in backgrounding people and companies
- **Information Management Concepts & Tools** – Proactive Process™ (Plan, Retrieve, Organize, Analyze & Communicate)

Day 2

- **Deep Web & Dark Web** – Finding information not indexed by search engines.
- **Directories** – See easy-to-follow arrangement of topics to find information in categories
- **A Thorough Understanding of Google** -- Understand the full range of capabilities.
- **International Search & Translation** – Use targeted search methods with related translation tools
- **Met search** – Learn methods of simultaneous multiple search engine
- **Specialized Search & Finding/Backgrounding People** – Discover tools to focus search for specific objectives and people research
- **Finding People in Social Networks** – Blogs, message boards, social networking, Usenet, Face book search & friend mapping
- **News Sources** – Five ways to work with news sources within various time frames

(Continued on Following Page)
Workshop participants receive a file with the presentation slides in Adobe Acrobat format. The slides have Internet links so participants can practice techniques throughout the day. David Vine operates the DVASEMINAR Group (3,500+ members open only to workshop attendees. It provides a Q&A email list, links and other resources.). The DVASEMINAR Group provides 5,000 links to free public records and related information, a two-way discussion list and downloadable documents and freeware. David Vine is also the owner/manager of the Open Source Intelligence Gathering (OSIG) group on LinkedIn with 2,000+ members worldwide. The OSIG membership ranges from entry level to top executives in many countries who are interested in the subject and want to network with each other.

The cost for the two-day workshop is $425 per person with a $50 per person discount when one organization registers three or more people at one time. Registrations received with payment (credit card, check or money order) in our office at least 15 days prior to the workshop date earn a 10% discount. Submission of a purchase order does not qualify for the early payment discount.

To register, fill out the form and fax to 803-649-1185 or mail with a check or purchase order to David Vine Associates, LLC at 963 Dougherty Road, Aiken, SC 29803.

To register online visit: www.davidvineassociates.com. To receive the early registration discount when registering online, please use the appropriate coupon code provided in the product description in our online store. For additional information call 803-649-1184.

Location: Essex County College Police Academy, 250 Grove Ave, Cedar Grove, NJ 07009

Date(s): April 28-29, 2014  Time: 0900 – 1600

Attire: Uniform of the day or casual business attire

Name ____________________________  Name ____________________________

Name ____________________________  Name ____________________________

Org. ____________________________  Dept  ____________________________

# Laptop Rentals__________
Contact:
Email ____________________________  Tel _______________  Fax ____________

Address ____________________________  City ____________________________  State ______  Zip ______

V/MC/AX/DISC ____________________________

Name on Card (Please Print) ____________________________

Exp. ____________________________  Security Code ____________________________

Signature ____________________________
Investigating Police Misconduct
(Basic Course)

A necessary element of law enforcement is identifying, confirming, and resolving reports of police misconduct. This three-day seminar presents practical and experienced investigative methods specific to the law enforcement community including, but not limited to, case law; statements; case analysis; departmental, criminal, and civil proceedings; and etc.

Instructor: Chief Robert A. Verry (Ret), M.A., South Bound Brook PD
Assistant Professor of Political & Governmental Affairs

Date: March 17-19, 2014
Time: 0930 – 1630

Class Limit: 40
Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost:
Essex County – $150.00
Out of County – $150.00

NOTE:
Please complete the registration information below and return along with agency check, voucher or purchase order directly to:

Robert A. Verry
P.O. Box 47
South Bound Brook, NJ 08880-0047
Fax: 732-377-8710 to reserve seat(s)
E-Mail: BobVerry@aol.com

Name_______________________________________________________________
Agency____________________________________________________________
Agency Address_______________________________________________________
City, State, Zip_____________________________________________________ 
Daytime Telephone No._______________________________________________
Fax No.___________________________________________________________
Mentoring the New or Underachieving Officer

Individuals assigned the task of mentoring a new or underachieving officer have a variety of challenges in ensuring all efforts are undertaken to ensure a productive officer for the agency. This program will explore various principles and techniques that training officers and other assigned personnel might utilize in the teaming up with agency officers and to work on areas where improvement is necessary so field performance might be optimize to a greater degree. Topics include: (1) recognizing officers in need mentoring before it is too late; (2) understanding the role of a mentor, including planning, organizing, directing, implementing, and evaluating activities; (3) overview of effective counseling techniques; (4) adult learning principles including use of auditory, visual, and kinesthetic; (5) essential skills that mentors must have which include, strong interpersonal skills, team building abilities and communication skills; (6) overview of proper documentation necessary during the mentoring phase; and (7) how to effectively deal with different generations of officers.

INSTRUCTOR: Fred Harran, Director of Public Safety, Bensalem Township Police Department, Bensalem, Pennsylvania

DATE: March 3-4, 2014 TIME: 0830 – 1600 FEE: $295 per person

TEAM DISCOUNT RATE: Enroll two agency personnel at the standard $295 per person fee and the third individual is half-price ($197.50). Enroll three agency personnel at the standard $295 per person fee and the fourth individual is free.

------------------------- REGISTRATION FORM -------------------------

Return to:
Benchmark Professional Seminars, Inc.
P.O. Box 7086
Wilmington, Delaware 19803-7086

Enclosed is a personal check, agency check, or agency purchase order in the amount of $295 per person. Make checks and purchase orders payable to Benchmark Professional Seminars, Inc.

MasterCard and Visa accepted for registration. To register using a credit card, call Jacob Haber directly at (302) 654-9091 or fax the registration form at (302-225-4165).

Name________________________________________________________
Agency_______________________________________________________
Agency Address________________________________________________
City, State, Zip______________________________________________
Daytime Telephone No.___________________________________________
Fax No. _______________________________________________________

59
Methods of Instruction

This approved New Jersey Police Training Commission (PTC) course is required for individuals who plan to teach PTC approved courses at PTC approved academies. This intense eight-day course will cover selecting appropriate teaching methods, establishing goals and performance objectives and constructing lesson plans. Furthermore, participants will develop teaching and public speaking skills through classroom presentations. **Homework is a necessary part of this course.**

**Prerequisite:** A minimum of three (3) years on-the-job experience is required, as well as attendance in the PowerPoint Introduction for MOI course*.

**Instructor:** Police Academy Staff

**Date:** March 21, 2014 (PowerPoint for MOI)*

**Date:** March 24 – April 1, 2014 **Class Limit:** 14

**Time:** 0900 – 1700 **Attire:** Uniform of the day or casual business attire

**Equipment:** Materials will be supplied by the Police Academy

**Cost:** Essex County – No Cost Out of County – $100.00

**REGISTRATION**

Please complete the following information and return to the Police Academy by mail or fax.

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Make all checks/agency vouchers payable to **ESSEX COUNTY COLLEGE POLICE ACADEMY.**

**CERTIFICATION:** This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

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New Jersey Crash Investigation I Course

80-hour New Jersey Crash Investigation I Course

This course will build confidence and provide the technical skills (measuring, mapping, photography, interviewing, and recognizing tire marks), which will provide participants with a technical specialty. At the end of the two-week program the participant is expected have gained basic knowledge that will eventually lead to an expertise as a Traffic Crash Investigator.

****STUDENTS MUST BRING A SCIENTIFIC CALCULATOR****

Instructors: Lt. Peter Cokelet (Ret), Sgt. Michael Peraset (Ret.)

Date(s): June 17 - 27, 2014           Class Limit: 25
Time: 0800-1600                      Attire: Uniform of the day or casual business attire
Equipment: ****Students must bring a scientific calculator**** All other materials will be supplied.
Cost: Essex County – No Cost         Out of County – No Cost

REGISTRATION

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New Jersey Crash Investigation II Course

80-hour New Jersey Crash Investigation 2 Course

This course will build confidence and provide the technical skills (measuring, mapping, photography, interviewing, and recognizing tire marks), which will provide participants with a technical specialty. At the end of the two-week program the participant is expected have gained basic knowledge that will eventually lead to an expertise as a Traffic Crash Investigator.

****STUDENTS MUST BRING A SCIENTIFIC CALCULATOR****

Instructors: Lt. Peter Cokelet (Ret), Sgt. Michael Peraset (Ret.)

Date(s): March 3-14, 2014  Class Limit: 25
Time: 0800-1600  Attire: Uniform of the day or casual business attire

Equipment: ****Students must bring a scientific calculator**** All other materials will be supplied.

Cost: Essex County – No Cost  Out of County – No Cost

REGISTRATION

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New Jersey Police Records Management

This program is designed specifically for State of New Jersey law enforcement personnel, whether sworn or civilian, who are assigned to the records unit within their agency. Its focus will relate to how to implement the records function in an expeditious and efficient manner and in line with New Jersey laws and regulations. This program will provide opportunity for participants to voice their concerns and to gain the necessary knowledge base relative to this most important job function. Topics to be covered include, but not limited to: (1) dealing with the public in terms of both public and exempt type records; (2) copying of records; (3) laws and statutes to follow in regard to the handling of your agency records; (4) where to go if you are unsure of an interpretation of the law or if you have questions; (5) fees that are applicable and permissible; (6) handling sealed and/or expunged records; and (7) rules and regulations regarding retention and destruction in compliance with State of New Jersey guidelines. Finally, the program will help new records personnel become acquainted with the options available to them to make their job easier and less stressful.

INSTRUCTOR: Benchmark Professional Seminars, Inc

DATE: May 19-20, 2014  TIME: 0830 – 1600  FEE: $295 per person

TEAM DISCOUNT RATE: Enroll two agency personnel at the standard $295 per person fee and the third individual is half-price ($197.50). Enroll three agency personnel at the standard $295 per person fee and the fourth individual is free.

----------------------------------- REGISTRATION FORM -----------------------------------

Return to:
Benchmark Professional Seminars, Inc.
P.O. Box 7086
Wilmington, Delaware 19803-7086

Enclosed is a personal check, agency check, or agency purchase order in the amount of $295 per person. Make checks and purchase orders payable to Benchmark Professional Seminars, Inc.

MasterCard and Visa accepted for registration. To register using a credit card, call Jacob Haber directly at (302) 654-9091 or fax the registration form at (302-225-4165.

Name.................................................................................................................................
Agency.................................................................................................................................
Agency Address.....................................................................................................................
City, State, Zip.......................................................................................................................
Daytime Telephone No. ........................................................................................................
Fax No. .................................................................................................................................
Police Chief Seminar: Budgeting for Police Services

As need for police services increase, there is a corresponding decrease in financial resources needed to satisfy these needs. This one-day program will not solve your financial problems, but will provide some insight into how administrators might organize their financial operations in a more efficient manner. Topics to be covered during this program include: (1) establishing a benchmark for police services in your community; (2) understanding the role of your stakeholders and ensuring their expectations are maintained; (3) overview of effective budgeting techniques; (4) review of essential skills administrators need in requesting more budget resources; and (5) quality budget tracking measures.

INSTRUCTOR: Fred Harran, Director of Police Service, Bensalem Police Department, Bensalem, Pennsylvania.

DATE: March 27, 2014      TIME: 0830 – 1600      FEE: $295 per person

TEAM DISCOUNT RATE: Enroll two agency personnel at the standard $295 per person fee and the third individual is half-price ($197.50). Enroll three agency personnel at the standard $295 per person fee and the fourth individual is free.

Return to:
Benchmark Professional Seminars, Inc.
P.O. Box 7086
Wilmington, Delaware 19803-7086

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MasterCard and Visa accepted for registration. To register using a credit card, call Jacob Haber directly at (302) 654-9091 or fax the registration form at (302-225-4165.

Name__________________________________________________________
Agency________________________________________________________
Agency Address_________________________________________________
City, State, Zip________________________________________________
Daytime Telephone No.___________________________________________
Fax No. _______________________________________________________
Essex County College Police Academy
250 Grove Avenue
Cedar Grove, New Jersey 07009
Telephone (973) 877-4350 Fax (973) 239-8842
www.essex.edu/pacademy

Right to Counsel / Miranda Warnings

This course will review the right to counsel as outlined in the 5th and 6th Amendments, as well as when Miranda warnings are necessary.

Instructor: Ray Hoffman, Assistant Prosecutor
Essex County Prosecutor’s Office

Date(s): March 12, 2014 Class Limit: 44
Time: 1000 – 1400 Attire: Uniform of the day or casual business attire
Equipment: Materials will be supplied by the Police Academy
Cost: Essex County – No Cost Out of County – $25.00

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

First Name          Last Name          Rank

Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

Chief or Authorized Official Name          Department/Agency

Chief or Authorized Official Signature         Department/Agency Address

Telephone #                Fax#
Search and Seizure Case Law Review

Laws change constantly. This course will review the recent United States Supreme Court and the New Jersey Supreme Court decisions pertaining to the laws governing search and seizure, particularly search warrants, and the exceptions to the written warrant. This course is recommended as a yearly refresher for all law enforcement personnel.

**Instructor:** Ray Hoffman, Assistant Prosecutor
Essex County Prosecutor’s Office

**Date(s):** March 11, 2014  
**Class Limit:** 44

**Time:** 1000 – 1400  
**Attire:** Uniform of the day or casual business attire

**Equipment:** Materials will be supplied by the Police Academy

**Cost:**  
Essex County – No Cost  
Out of County – $25.00

### REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

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Make all checks/agency vouchers payable to **ESSEX COUNTY COLLEGE POLICE ACADEMY.**

**CERTIFICATION:** This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

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WARNING: This training features very graphic videos & strong language. Intended for serious law enforcers only. Our instructors provide the most up to date, street-tested information to help you stay one step ahead of criminals. Each instructor has more than 25 years of actual street experience.

3-Day Police Training Seminar Includes

Deadly Force Incidents/Statements
Hostage Negotiating for Street Cop/Supervisors
Effective Interview Techniques
Homeland Security Issues for the Street Cop
Gang and Drug Investigation Tactics

Police Ambushes/Surviving the Threat
Car Traps/Hidden Compartments
Interrogation Tactics / Legal Limits
Covert Surveillance Techniques for Patrol/Detectives
Courtroom Testimony Survival Tactics

And Much More

Best Career Tune-Up Available to Law Enforcement Today! Each attendee receives an extensive training manual and certificate. Of the thousands of officers who have attended our program, 99% rated it ‘Excellent’ or ‘Very Good’.

TEAM DISCOUNT RATE: Enroll 3-4 agency personnel at the standard $349 per person fee. Enroll 5-10 agency personnel at the standard $299 per person fee.

DATE: March 10-12, 2014       TIME: 0830 – 1630       FEE: $399 $ 299 per person (this reflects a $100 savings for new registrations only)

--------------------------------------------------------------REGISTRATION FORM--------------------------------------------------------------

Register Online @Streetcrimes.com or
To Register Call: Dan Sampila 1-800-275-4915

Name_______________________________________________________________
Agency___________________________________________________________
Agency Address_____________________________________________________
City, State, Zip____________________________________________________
Daytime Telephone No.______________________________________________
Fax No.____________________________________________________________
A program designed specifically for law enforcement personnel newly assigned in the overseeing and supervision of their agency's general criminal investigation unit. The program fills the gap of providing information of a nature to assist such personnel who need to understand basic supervisory principles involved in the overseeing of their general criminal investigation unit. The program will explore various components of leadership, supervision, and managing daily operations. Topics include: (1) your new role from uniform to investigative supervisor and what is expected by your supervisors and subordinates; (2) case assignment and review; (3) follow-up case management; (4) leader and manager roles of the supervisor; (5) managing major case investigations; (6) how to measure investigative personnel field performance; (7) common pitfalls to avoid; and (8) monitoring squad members activities.

**INSTRUCTOR:** Lt. Richard Marinelli, NJ Transit PD, Newark, New Jersey

**DATE:** February 6-7, 2014  **TIME:** 0830 – 1600  **FEE:** $295 per person

**TEAM DISCOUNT RATE:** Enroll two agency personnel at the standard $295 per person fee and the third individual is half-price ($197.50). Enroll three agency personnel at the standard $295 per person fee and the fourth individual is free.

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**REGISTRATION FORM**

Return to:
Benchmark Professional Seminars, Inc.
P.O. Box 7086
Wilmington, Delaware 19803-7086

Enclosed is a personal check, agency check, or agency purchase order in the amount of $295 per person. Make checks and purchase orders payable to Benchmark Professional Seminars, Inc.

**MasterCard and Visa accepted for registration. To register using a credit card, call Jacob Haber directly at (302) 654-9091 or fax the registration form at (302)-225-4165.**

Name_______________________________________________________________
Agency_______________________________________________________________
Agency Address___________________________________________________________
City, State, Zip________________________________________________________
Daytime Telephone No.__________________________________________________
Fax No. __________________________


This course will certify you to instruct others on the use of the X26, X26P AND X2 TASER Electronic Control Devices and is a prerequisite for all TASER ECD certifications. Please be sure to follow the registration directions below. If enrollment is completed properly, an email confirmation from NWTC will be sent to the student(s). If you are with a professional security or bail bonds company, you must first be approved to attend this course through the TASER Training department. Please view the waiver posted on the main “Training” page which outlines what documentation is required.

**What to Bring:** Bring your department issued TASER holster (if applicable). Holsters will be available for those who need them. Please bring your duty belt with NO firearms, ammunition, or weapons of any kind.

**New certifications** - complete the 4 hour online training block and attend BOTH days of the practical session

**Re-certifications** - complete the 8 hour online training block and attend the second listed practical date (Day 2 of the session).

All payment arrangements are to be made with NWTC, during the online registration process. Enrollment will NOT be completed unless payment arrangements have been made.

**Registration MUST be completed online to attend this course**

Choose from one of the links listed above. Registration is managed by the Northeast Wisconsin Technical College (NWTC). You will need "Create a New Agency" if you are not already in the NWTC system. (You will need to do this even if you are re-certifying as a TASER Instructor as you will not be in NWTC's system yet.) Once you submit your information, you will be prompted to pay with a credit card. If you do not have a credit card, there will be a phone number listed on the payment web page for you to contact NWTC with a different payment option. You MUST make payment arrangements with NWTC or your enrollment will NOT be confirmed.

Please allow at least 24 to 48 hours for an email confirmation from NWTC. If you have any difficulties registering from the links above, please contact TASER Training at 1-800-978-2737, option #7.

**Instructor:** TASER X26/X26P & X2

**Date(s):** April 7-8, 2014

**Class Limit:** 25

**Time:** 0800 – 1700

**Location:** Essex County College Police Academy, 250 Grove Ave. Cedar Grove, NJ 07009

**Attire:** Uniform of the day or casual business attire

**New Certification:** $350  
Sign Up at: https://my.nwtc.edu/psp/PSCSPRD4/EMPLOYEE/HRMS/h/?tab=NWTC_3RD_PARTY&CLASS_NBR=26118&STRM=2142
ESSEX COUNTY COLLEGE POLICE ACADEMY
250 Grove Avenue
Cedar Grove, New Jersey 07009
Telephone (973) 877-4350 Fax (973) 239-8842
www.essex.edu/pacademy

Title 2C Update

The Model Penal Code was enacted over 25 years ago and has since undergone many changes and additions to deal with subjects that were previously not addressed. This course will review these updates to provide officers with a clear understanding of law modifications.

Instructor: Ray Hoffman, Assistant Prosecutor
Essex County Prosecutor’s Office

Date(s): March 10, 2014 Class Limit: 44
Time: 1000 – 1400 Attire: Uniform of the day or casual business attire
Equipment: Materials will be supplied by the Police Academy
Cost: Essex County – No Cost Out of County – $25.00

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

First Name Last Name Rank

Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

Chief or Authorized Official Name Department/Agency
Chief or Authorized Official Signature Department/Agency Address
Telephone # Fax#
Essex County College Police Academy
250 Grove Avenue
Cedar Grove, New Jersey 07009
Telephone (973) 877-4350 ♦ Fax (973) 239-8842
www.essex.edu/pacademy

Understanding the Family Medical Leave Act

This one-day new seminar will explore the issues that come up every day throughout New Jersey police departments with regards to the Family Medical Leave Act to include how to handle them in order to protect the rights of the police officer as well as those of the department. Topics include, but will not be limited to, the basic requirements; any effects on subsequent policies, and what the department’s obligations are should an officer need time off for a family or medical situation.

Instructor:  Chief Robert A. Verry (Ret), M.A., South Bound Brook PD
            Assistant Professor of Political & Governmental Affairs

Date: April 17, 2014  Class Limit: 40
Time: 0930 – 1630  Attire: Uniform of the day or casual business attire
Equipment: Materials will be supplied by the Police Academy
Cost: Essex County – $50.00  Out of County – $50.00

NOTE:
Please complete the registration information below and return along with agency check, voucher or purchase order directly to:
Robert A. Verry
P.O. Box 47
South Bound Brook, NJ 08880-0047
Fax: 732-377-8710 to reserve seat(s)
E-Mail: BobVerry@aol.com

Name_______________________________________________________________
Agency________________________________________________________________
Agency Address__________________________________________________________
City, State, Zip___________________________________________________________
Daytime Telephone No.____________________________________________________
Fax No. ____________________________________________________________________
Use of Force & Domestic Violence

Legal requirements for Use of Force and Domestic Violence complaints. Training will focus on practical scenarios and legal issues concerning domestic violence.

Instructor: Ray Hoffman, Assistant Prosecutor
Essex County Prosecutor’s Office

Date(s): March 13, 2014

Class Limit: 50

Time: 1000 – 1400

Attire: Uniform of the day or casual business attire

Equipment: Materials will be supplied by the Police Academy

Cost: Essex County – No Cost

Out of County – No Cost

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

First Name                         Last Name                         Rank

_________________________________________________________________________________

Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

_________________________________________________________________________________

Chief or Authorized Official Name Department/Agency

Chief or Authorized Official Signature Department/Agency Address

Telephone # Fax#
Vehicle Dynamics

40-hour Vehicle Dynamics Course

This course will introduce students to the math and the concepts of physics such as dynamics, energy and momentum and provide a basic understanding of these concepts necessary for them to move on to NJ Crash Investigation 2. At the end of the one-week program the participant is expected have gained basic knowledge that will eventually lead to an expertise as a Traffic Crash Investigator.

****STUDENTS MUST BRING A SCIENTIFIC CALCULATOR****

Instructors: Lt. Peter Cokelet (Ret), Sgt. Michael Peraset (Ret.)

Date(s): April 7-11, 2014  Class Limit: 25
Time: 0800-1600  Attire: Uniform of the day or casual business attire

Equipment: ****Students must bring a scientific calculator**** All other materials will be supplied.

Cost: Essex County – No Cost  Out of County – No Cost

REGISTRATION

Please complete the following information and return to the Police Academy by mail or fax.

First Name  Last Name  Rank

Make all checks/agency vouchers payable to ESSEX COUNTY COLLEGE POLICE ACADEMY.

CERTIFICATION: This is to certify that the above enrolled personnel is/are protected for both workers compensation and liability coverage under our insurance program. A certificate of insurance outlining this coverage will be furnished upon request.

Chief or Authorized Official Name  Department/Agency

Chief or Authorized Official Signature  Department/Agency Address
Police Chiefs are installing, sometimes without the Officer's knowledge, global positioning systems, video cameras, and computer spyware. This seminar will explore just how far the Internal Affairs investigator or Chief may go by understanding what's considered reasonable regarding an officer's expectation of privacy. More so, time will be spent discussing the creation and implementation of policies to assist and protect management's actions, several cases on topic, and practical steps the investigator should take in the best interest of the agency.

In *Garcetti v. Ceballos*, 547 U.S. 410 (2006) the Court held "when public employees make statements pursuant to their official duties, the employees are not speaking as citizens for First Amendment purposes, and the Constitution does not insulate their communications from employer discipline." This seminar will explore just how much Free Speech rights under the First Amendment a police officer may possess when on-the-job. This exploration will include true to life scenarios and their outcomes as well as the courts balancing test to assist investigators in sifting between what statements the presenter believes may be protected versus those which may not.

**Instructor:** Chief Robert A. Verry (Ret), M.A., South Bound Brook PD
Assistant Professor of Political & Governmental Affairs

**Date:** February 6, 2014  
**Class Limit:** 40  
**Time:** 0930 – 1630  
**Attire:** Uniform of the day or casual business attire  
**Equipment:** Materials will be supplied by the Police Academy  
**Cost:** Essex County – $50.00  
Out of County – $50.00

**NOTE:**

Please complete the registration information below and return along with agency check, voucher or purchase order directly to:

Robert A. Verry  
P.O. Box 47  
South Bound Brook, NJ 08880-0047  
Fax: 732-377-8710 to reserve seat(s);  
E-Mail: BobVerry@aol.com

Name_______________________________________________________________  
Agency_________________________________________________________________________  
Agency Address__________________________________________________________________________________  
City, State, Zip__________________________________________________________________________________
Advanced Interview & Interrogation:

This two day course is designed for experienced investigators and will cover the following areas: preparing for an interview, the background interview, Miranda warnings, non-verbal behavior, verbal behavior, the behavior analysis interview, and the eight step interrogation method.

Class size is limited to 30
DIRECTIONS TO THE ACADEMY

FROM ROUTE 280:
Take Route 280 to Exit 7. Make a right turn from the exit ramp onto Pleasant Valley Way. Travel North on Pleasant Valley Way to the end (approximately 2 ½ miles). Make a left turn onto Bloomfield Avenue. Go to the 2nd traffic light and turn right onto Grove Avenue. Travel North on Grove Avenue 1.6 miles to the Essex County College Police Academy.

FROM ROUTES 80 / 46 / 23 INTERCHANGE:
Follow the signs and get onto Rt. 23 South. Travel South on Rt. 23 approximately 2.6 miles. Make a right onto Grove Avenue immediately after the Railroad trestle. Travel South on Grove Avenue approximately ¼ mile to the Essex County College Police Academy.

FROM THE NEWARK / BLOOMFIELD AREA:
Travel West on Bloomfield Avenue to Verona Park. There is a traffic light at the end of Verona Park. Counting that light as the first, go to the third traffic light and make a right turn onto Grove Avenue. Travel North on Grove Avenue 1.6 miles to the Essex County College Police Academy.

FROM THE FAIRFIELD / CALDWELL AREA:
Travel East on Bloomfield Avenue to Verona. As you enter Verona, you will see a large radio tower on the left. Proceed to the third traffic light and make a left turn onto Grove Avenue. Proceed North on Grove Avenue 1.6 miles to the Essex County College Police Academy.
GENERAL INFORMATION

Registration
A registration form must be signed by the Chief of Police or designee prior to acceptance by the Police Academy and must be received at least one week prior to the class start date. Once completed, registration forms must be mailed or faxed to the Academy.

Class Information
Classes are held at the Police Academy and begin promptly at 9:00 am unless otherwise indicated. Classroom assignments are posted on the daily activity calendar located at the facility’s entrance.

Course Cancellation
Courses that do not have the minimum number of registrants will be cancelled. Departments will be notified of the course cancellation by fax and/or by phone.

Attendance
Class attendance is mandatory for certificate consideration and any absence will be reported to the parent agency. If absence is unavoidable, the Academy shall be notified.

Payment
Unless otherwise indicated, make payments (checks or voucher) for classes and send to:

Essex County College Police Academy
250 Grove Avenue
Cedar Grove, NJ 07009

Refund Policy
No refunds will be issued due to failure of attending the class. Refunds shall be authorized based on a written justification by the agency at least one week prior to the class start date.
Certificates
Certificates of completion will be issued to personnel who satisfactorily meet the course requirements.

Dress Code
Proper attire, unless otherwise indicted in the course description, is either departmental uniform or casual business attire.

Smoking
The Academy is a smoke-free institution; therefore smoking is not permitted in the building or on the grounds.

Telephone
No messages(s) will be delivered during class except in an emergency. Messages will be posted on the message board in the main lobby.

Academy phones are restricted to the use of the academy staff and instructors.

Alcoholic Beverages
Consumption of alcoholic beverages is not permitted on the Academy grounds.

Parking
Parking space is limited. State statutes and local ordinances are enforced on the roadways adjacent to the Academy.

General Restrictions
Students are requested not to speak to or fraternize with any recruit attending basic training classes.

Administrative offices are to be entered on official business only.