



2017 YEAR IN REVIEW



COMMENTS FROM DEPUTY COMMISSIONER McGUIRE

The Department of Criminal Justice Training enjoyed an exceptional year in 2017. Under then-Commissioner Mark Filburn, DOCJT's staff worked together with one mission in mind – to strive every day to provide the best training possible and prevent any names from being etched into the steel of the Kentucky Law Enforcement Memorial monument.

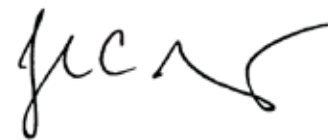
We've made significant progress toward this mission, providing multiple diminishable skills trainings across the state to address the top causes of law enforcement officer deaths. Diminishable skills training provides instruction on shooting, fighting, driving, first aid and legal skills. Without sufficient, regular training, officers lose proficiency, which tragically has resulted in lives lost in the line of duty.

Additionally, DOCJT began the Check Your Six campaign to act as a constant reminder to utilize your seatbelt, wear your vest, remain aware, stay physically fit, slow your driving speed and treat everyone with respect.

In September 2017, DOCJT hosted its first Kentucky Post-Critical Incident Seminar to address the physical and mental well-being of officers following a critical incident, or the culmination of multiple incidents. The National Alliance on Mental Illness reports more police die by suicide than in the line of duty. In 2017, there were an estimated 140 law enforcement suicides. Compared to the general population, law enforcement report much higher rates of depression, post-traumatic stress, burnout, and other anxiety-related mental health conditions, NAMI states. KYPCIS is simply a first step for DOCJT that addresses the mental and physical well-being of our law enforcement professionals.

DOCJT, working diligently with the Justice and Public Safety Cabinet, also finalized building ownership issues discovered by the Kentucky Auditor of Public Accounts. Prior to 2016, there was uncertainty as to whether buildings occupied by DOCJT belonged to Eastern Kentucky University, or the state. It was determined the buildings are state property. The unclear matter of ownership unfortunately resulted in significant issues because maintenance was deferred. In 2017, due to budgeting, reorganization and personnel changes, DOCJT was able to address many of these issues within the existing budget.

The progress of 2017 has provided a strong foundation for success in 2018. We look forward to building upon these accomplishments to continue serving our clients in the years to come.



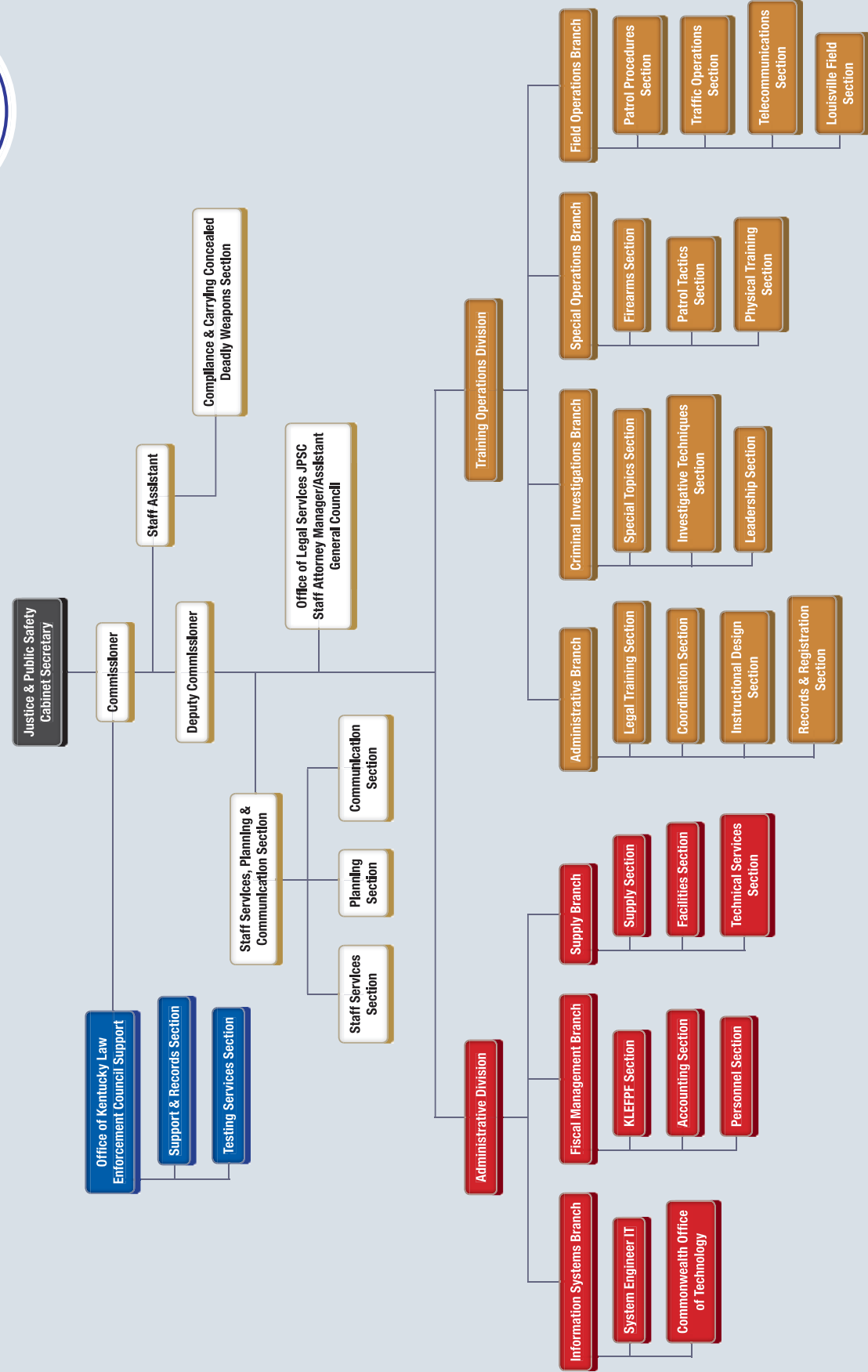
*John McGuire, Deputy Commissioner
Department of Criminal Justice Training*

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2017 ORGANIZATIONAL STRUCTURE



NUMBER OF SWORN PEACE OFFICERS



COMMISSIONER'S OFFICE

COMPLIANCE AND CARRYING CONCEALED DEADLY WEAPONS SECTION

The Compliance and Carrying Concealed Deadly Weapons (C&CCDW) Section conducts KLEFPF, TPS, CCSO and POPS audits of law enforcement agencies every three years. The audits verify trained and certified officers, telecommunicators and court security officers are employed by Kentucky law enforcement agencies and that KLEFPF stipends are being paid correctly.

Prior to attending the DOCJT basic training academies, pre-audits are conducted on all law enforcement officers, telecommunicators and court security officers. This guarantees that only qualified applicants are sent to the academy by their departments.

All law enforcement personnel are required to complete 40-hours of training annually. When officers, telecommunicators or court security officers are training deficient, the C&CCDW Section works with the individual and their department to correct the deficiency.

In addition to conducting 132 KLEFPF, POPS and TPS audits, the C&CCDW Section completed 1,082 pre-academy and lateral transfer file checks at law enforcement departments and telecommunications centers. KLEFPF reimbursements and recoveries discovered during audits totaled \$8,579.

Investigators from the Compliance and Carrying Concealed Deadly Weapons Section conducted two investigations regarding POPS and CCSO standards. One involved a non-certified officer performing law enforcement duties and wearing a police uniform as a public safety director, and the second investigation involved a sheriff's office utilizing paid court security officers as special deputies. Both departments agreed to correct the deficiencies.

The Compliance Section was also the recipient of the 2017 DOCJT Teamwork Award.

THE STAFF ADDITIONALLY:

- Reviewed and revised the section standards of operating procedure manual to ensure adherence to agency policy
- Imported documents and information into the new Acadis system
- Streamlined KLEFPF, TPS, CCSO and POPS audits
- Created a new KLEFPF report form
- Completed 50 new employee background investigations
- Taught blocks of instruction in the Carrying Concealed Deadly Weapon Instructor Recertification classes
- Investigated complaints made from agency staff and the public regarding CCDW attended applicant classes to observe
- Investigated three CCDW instructors: one instructor failed to send applicant class paperwork and fees and two submitted checks with non-sufficient bank funds to cover class fees. The investigations resulted in two resignations.

STAFF SERVICES AND PLANNING SECTION

ACCREDITATION MANAGEMENT

CALEA – The Commission on Accreditation for Law Enforcement Agencies requires all agencies to have an accreditation manager to coordinate and maintain compliance records for CALEA Public Safety Training Academy Accreditation program standards. This process requires the continual monitoring of agency policies, procedures and written directives and to ensure efficient use of resources, improved relationships with the community, and the agency's pursuit of excellence. As a designated flagship agency, DOCJT provides assistance to other training academies seeking CALEA accreditation.

National accreditation standards and delivery of services underscores and validates that DOCJT is indeed, the premier public safety training program in the country.

In November, CALEA assessors were on-site to review files, interview staff, recruits and students on procedures and observe day-to-day activities for compliance. The agency is striving toward its sixth reaccreditation for maintaining contemporary file for each CALEA standard. The lead assessor, Chief Karen Ashley, Investigation Division, Maricopa County Attorney's Office stated: "she always asks two questions when she does an assessment:

Would I live here? And would I work here?

Living here, we would have to work on the weather because it's too cold. But working here, absolutely! It's a great organization! The common theme from internally and externally in working here was "I'm blessed to work/be here" and we are lucky to have DOCJT."

The culture is dedicated to walk the talk.

John Campanella, retired director of Human Resources for Delaware State Police stated "it was a pleasure to be here and my goal was to make sure DOCJT does what they say they do and, after being here this week, DOCJT is clearly doing what they say."

Campanella also stated "the agency has great policies in place."

IACET – Since 2013, DOCJT has met the standards of the International Association for Continuing Education and Training, making DOCJT a Continuing Educational Credit Unit provider under the IACET umbrella. IACET is a non-profit association dedicated to quality, continuing-education and training programs. IACET accredits education providers that meet strict continuing-education guidelines. DOCJT now can issue Continuing Education Units. CEU's originally were designed for professionals who already had attained a certain level of education and needed to take additional continuing education and training per year to maintain certification.



During the year, IACET documentation was merged in the Acadis system for easy monitoring and tracking.

SURVEY AND ANALYSIS PROJECTS

Staff Services and Planning was tasked by the executive staff to conduct an array of surveys in 2017.

Annual Use of Knowledge survey and report

Developed to determine the extent to which students who successfully completed DOCJT courses are applying the knowledge and skills learned during the course to the job. The focus courses were: Current Issues for Patrol Officers, Framing Your Future, Illicit Drug Investigations and Social Media and Internet Investigations.

DOCJT 2016 Year in Review

Annual review of DOCJT, a new look to highlight agency sections, meetings, awards, training changes and our agency accomplishments-depicting the year prior successfully.

2017 Client Survey

The triennial report asked all law enforcement personnel in the state to provide feedback on how well the agency is providing services to our clients. This was the first time in agency history that DOCJT gave the opportunity to all of our clients, not just executives, and measured their satisfaction levels with our service. The survey found that more than 93% of clients were satisfied with the training provided by DOCJT. While, more than 90% report that DOCJT meets the overall training needs of their agency in providing relevant and timely training to effectively and safely meet their job responsibilities. Clients also state the training provided was in a safe environment with facilities conducive to learning.

Part-time Instructors

Researched and compiled a report for the agency's executive staff on the Oregon Model's use of part-time instructors. The research showed how the agency could utilize part-time instructors in the field to support the Training Operations Division when needed. The report further detailed how the agency could increase outside involvement and ownership from the law enforcement agencies in the state.

Critiques

Staff maintained Training Operations In-Service Training Course and Instructor Evaluation program. Each inservice class is required to distribute a course and instructor critique. Once completed, critiques are submitted to SS&P for entry and report creation. The instructors can review their performance by accessing their report on the agency network. A report is produced from each class that reflects the course content and how each instructor delivered the course materials. The course critiques were revamped for 2018.

POPS AND COURT SECURITY OFFICER STANDARDS

- Is a citizen of the United States
- Is at least 21 years of age
- Is a high school graduate or has successfully completed a General Education Development examination
- Possess a valid license to operate a motor vehicle
- Has been fingerprinted for a criminal background check
- Has not been convicted of a felony
- Is not prohibited by federal or state law from possessing a firearm
- Has been interviewed
- Has undergone a background investigation
- Has taken a polygraph examination
- Has taken a suitability screener
- Has passed a drug screening test
- Has been discharged under honorable conditions, if served in the armed services
- Has received and read the Kentucky Law Enforcement Officer's Code of Ethics

POPS APPLICANTS MUST ALSO MEET THE REMAINING MANDATORY STANDARDS

- Has passed a medical examination
- Has passed a physical agility test
- Has not had certification as a peace officer revoked in another state

POPS REQUIREMENTS — PHYSICAL PERFORMANCE POINTS DISTRIBUTION

EVENT	9 PTS	9.5 PTS	10 PTS	10.5 PTS	11 PTS
Bench Press (% body weight)	55.3%	59.7%	64%	68.5%	> 73%
Sit Ups (repetitions)	13	16	18	-----	> 18
300 Meter Run (seconds)	68	67	65	-----	< 65
Push Ups (repetitions)	14	17	20	23	> 25
1.5 Mile Run (min:sec)	17:56	17:34	17:12	16:44	< 16:15

TELECOMMUNICATION PROFESSIONAL STANDARDS

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

Surveys

Staff created a mid-point Law Enforcement Basic Training survey that is comprised of seven questions that will identify important aspects of a recruit training and help DOCJT better serve recruits while at the academy, streamlined pre/post survey. Pre/post LE BT recruit analysis for classes 471-480 was conducted.

Map Creation

Staff created new training maps to assist in determining training locations, reflect training regions, number of officers per county/region, etc. in Training Operations new initiative for 2018 courses; and created a new 72x36 map for the Justice & Public Safety Cabinet to reflect J&PSC facilities, jails, prisons and detention centers.

Veteran's Administration

DOCJT is privileged to assist military veterans while they attend law enforcement basic training and/or public safety dispatch academy. Staff Services and Planning is responsible for helping recruit veterans understand their benefits available while at DOCJT and providing services as it relates to each recruit specifically. Once they reach the final week of successfully completing their training, DOCJT looks for the most opportune moment to encourage our veteran graduates and leave them with a token of appreciation. In 2017, Staff Services and Planning, in conjunction with Training Operations, also complied with the new regulations and coordinated DOCJT's second Veterans Day celebration that far exceeded the first to observe and honor all military veterans who served in the United States Armed Forces.

Focus Newsletter

The section continued to engage staff through a triannual

newsletter by sharing activities, both personally and professionally from one division/section to another.

DOCJT Fall Briefing

This briefing was an opportunity for Commissioner Filburn to discuss KLEFPF funding and the ongoing backlog in Basic Training. The section served as liaisons between participants and the agency.

Policy Creation

New policies created in 2017 were Internship Program, Training Safety Officer and Range Facility; an extensive revision of the Communication and Public Information policy and all policy revisions were managed through the section.

THE STAFF ADDITIONALLY:

- New in 2017, DOCJT was required to submit a monthly activity report to the Justice and Public Safety Cabinet. The report, created by staff within the section, details the events and actions related to the agency and is part of an overall report submitted by the Justice and Public Safety Cabinet to the governor's office.
- Assisted with Acadis Training Management System Implementation Team
- Assisted the Information Technology Branch with computer virus crisis
- Assisted in the DOCJT Law Enforcement Instructor Development Course
- Coordinated the College Credit program, making sure students receive college credit for education advancement
- Assisted Drug Recognition Expert through correspondence and classroom preparation for DRE coordinator
- Helped facilitate several high and low ropes leadership classes

COMMUNICATION OFFICE

The Communication Office produced its 17th year of the Kentucky Law Enforcement magazine, with four issues covering a variety of topics. The KLE staff provided information to clients on risk management, the challenges of small agencies, career development and asset forfeiture, among a plethora of other topics.

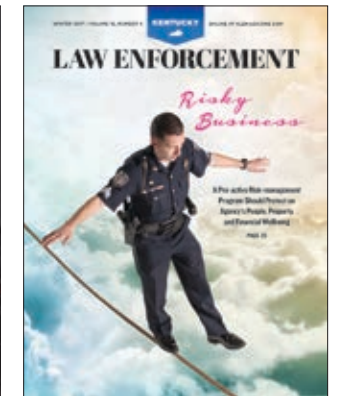
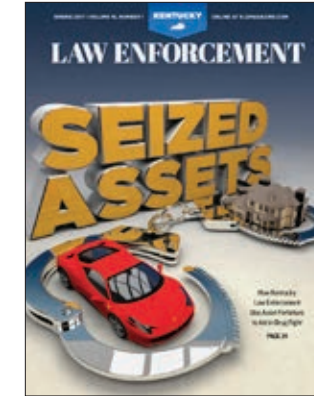
Additionally, the staff completed its first full year of KLEmagazine.com, uploading more than 100 articles to the new website and distributing them via numerous social media outlets. The Communication Office staff operated Facebook and Twitter pages for both KLE magazine and DOCJT in 2017.

The monthly Dispatches e-newsletter completed its 10th year of online publication, reaching more than 8,000 readers each month. Dispatches was utilized to distribute a number of training videos to DOCJT clients, including safety videos on gun storage and fentanyl exposure and training videos about the STOPS and TSO programs.

The agency photographer also completed annual video coverage of the annual Kentucky Law Enforcement Memorial Foundation ceremony. Communication Office staff photographed the event and coordinated media coverage through press releases, press packets for attendees and assisting media members during the event.

The Communication Office staff worked extensively with Commissioner Mark Filburn on numerous projects in 2017. Staff members assisted extensively with both an Instructors Conference in the spring and Fall Briefing later in the year. During these events, staff prepared slides, provided talking points and illustrations, for example.

Producing informational documents that were professionally designed and easy to read was a consistent request of this staff in 2017. Staff members compiled and edited data, then designed products to inform and illustrate stakeholders for Additional Budget Requests. A first comprehensive DOCJT data fact sheet was created initially for the Justice and Public Safety Cabinet, but then distributed often as foundational data for other legislative requests and information. The graphic designer also designed the 2017 Client Survey report.



A number of posters and training materials were created by this staff, including the launch of a Check Your 6 campaign. This ongoing campaign, initiated by Commissioner Filburn, stressed six concepts officers should consider each day for their safety. A logo, posters and a 40"x72" backlit metal sign were designed to promote this initiative.

Another new initiative the Communication Office was tasked with promoting was the new Kentucky Post-Critical Incident Seminar program. From the inception of the program, this staff created documents to inform about and promote the program. These documents included a 16-page glossy booklet for legislators and law enforcement executives explaining the initiative, as well as a fact sheet and post card. The Communication Office created content and designed a website – www.kypcis.com – to distribute the same information via the internet.

DOCJT now has the option to record both photo and video footage of events using a DJI Phantom 4 Pro+ Drone. The Communication Office graphic designer completed and passed FAA testing to become a licensed drone pilot for any DOCJT needs.

The Communication Office staff has continued to produce all graduation photography and press releases, and began the process of live streaming graduations, in conjunction with other Staff Services, Planning and Communication staff members.



“The leadership classes opened a new era in Kentucky Law Enforcement and bar is forever raised. Just a quick glance at the education of the new Chiefs show how leadership has become a behavior. The leadership training at all levels has also helped for agencies statewide to arrive on the same page with very similar standards. There is nothing more important than leadership in law enforcement in today’s world.”

— 2017 Client Survey Response

ADMINISTRATIVE DIVISION

The Administrative Division is responsible for the administrative functions for the agency. The primary duties for this division are related to the fiscal management, infrastructure, equipment, technological and material needs necessary to meet the agencies mission. The division continues to meet these duties through budgeting, purchasing, equipment and service procurement, facilities maintenance, providing technical services, information technology updates and maintenance, wireless communications and dormitory maintenance.

FISCAL MANAGEMENT BRANCH

The Fiscal Management Branch is responsible for providing timely and accurate fiscal and human resource services for DOCJT, its clients and other applicable state and/or federal agencies so DOCJT staff can concentrate on their primary tasks without the distractions of support issues. The staff interprets and ensures all transactions are in compliance with all DOCJT and state/federal regulations and policies. The branch also is responsible for the administration and monthly distribution of Kentucky Law Enforcement Foundation Program Fund (KLEFPF) payments to participating law enforcement agencies throughout the commonwealth. The branch is additionally responsible for the Personnel Section. The Personnel Section's primary focus is customer service, facilitation, education, coordination and assisting agency personnel with system changes. The following accomplishments were achieved:

ACCOUNTING SECTION

- Expended approximately \$32.7 million in restricted funds
- Deposited approximately \$620,000 in Carrying Concealed Deadly Weapons funds
- Processed approximately 2,411 documents (This does not include General Accounting Expenditure (GAX) documents for KLEFPF)

KLEFPF SECTION

- Disbursed \$40,681,994 in KLEFPF stipends, retirement contributions and Federal Insurance Contributions Act reimbursement to approximately 7,600 law enforcement officers serving approximately 358 client agencies
- Collaborated with DOCJT's Information Systems Branch to utilize Acadis for information vital to determining officer eligibility to participate in KLEFPF

PERSONNEL SECTION

- Self-Service Time Recording Phase 1 conversion on October 1 in KHRIS. All employees excluding Training Operations made the conversion.
- Re-defined Performance Evaluation Process to align with state interims
- Updated Recruitment Analysis Plan
- Participated in first Veterans Job Fair – On September

20, DOCJT attended the Fort Campbell Army Solider For Life-Transition Assistance Program and Army Community Service Fall Job Fair. Job seekers were veterans who will be leaving the services either in the fall or early spring. DOCJT was one of five departments that attended on behalf of the Justice and Public Safety Cabinet.



Instructor Bruce Crouch and Legal Attorney Shawn Herron represented DOCJT at the Kentucky Narcotic Officers Association annual conference in Louisville. (Not pictured, Andrea Eslami and Mary Brown).

SUPPLY BRANCH

The Supply Branch staff expedited requests to provide staff and/or its clients with necessary supplies, classroom material, technical services, equipment, vehicles and dormitory housing, as well as superbly maintained facilities, to assist in the quality training conducted by DOCJT. 2017 accomplishment include:

- Expedited 569 facility-use requests from 33 external agencies totaling 4,387 hours of use
- Processed 205 requests for telephone services
- Expedited 2,238 dormitory house requests
- Processed 2,083 request for fleet vehicles driving more than 571,000 miles
- Maintained an infrastructure of more than 300,000 square foot and responded to 1,222 facility maintenance requests

- Processed 2,671 purchase requests totaling more than \$2 million, saving more than \$17,000 by ensuring cost effective and quality purchases
- Maintained necessary inventory controls in compliance with state and/or agency regulations and policies
- Completed yearly state required property inventory
- Developed and monitored 64 contracts and Memorandums of Agreements (MOA's) totaling nearly \$5 million to meet training requirements and agency operations
- Expedited 1,286 print requests for CCDW training materials
- Printed more than 5.5 million copies of training materials to including approximately 81,203 CCDW manuals

INFORMATION SYSTEMS BRANCH

The Information Systems Branch is responsible for purchasing and maintaining the agency's technology needs, electronic data and information systems. Additional responsibilities include application development, security access and web support. Significant progress was made in the areas of application development, technology infrastructure and process improvements, such as:

- Implemented Acadis Readiness Suite as the replacement for Training and Administration Support System (TASS) in April 2017
- Added second mobile lab with 30 Dell Latitude 7275 Tablets
- Upgraded CJIS lab computers
- Assisted in developing numerous data queries, views, tables and stored procedures that supported multiple Tableau dashboards that provided up-to-date information on personnel cost, budget allocations and expenditures
- Updated agency point of contacts and established portal access for our clients to include agency heads, training directors and administrators
- Released first quarter 2018 Training Schedule

The agency's technology infrastructure was attacked with the W32/Pinkslipbot.worm virus. This virus impacted all computers and electronic storage devices and was unable to be cleaned using the current system wide cleaning methods, which left residual files and virus threats on the computers. All computers (i.e., classrooms, offices, computer labs etc.) were removed from service and reimaged. The Information Systems Branch created a plan of action which prioritized computers to be reimaged based on class needs and usage allocation. The branch staff, along with members from the Commonwealth Office of Technology, worked many nights and weekends to address the emergency. The branch staff, along with many agency volunteers, collected computers and storage devices, scanned devices for viruses and reimaged agency computers and servers. Although this created a disruption of workflow within the agency, classes and students felt very little impact associated with the attack. This process took approximately three weeks to combat.



Laptops and desktops were in quarantine while waiting to be cleaned, reimaged and distributed back to staff during the W32/Pinkslipbot worm virus.



TRAINING OPERATIONS DIVISION

DOCJT Law Enforcement Basic Training Academy graduated nine classes with a total of 277 recruits completing the academy. Class sizes increased from maximum 28 recruits to maximum 36 recruits.

In July, Owensboro Police Department Recruit Blake Roberts, passed away unexpectedly while home for the weekend. During graduation exercises, the class presented his wife and daughters a shadow box with his recruit shirt and agency patches from classmates. Roberts was a member of DOCJT Law Enforcement Basic Training Academy Class No. 487.

In December, Law Enforcement Basic Training Recruit Class No. 488 donated duffel bags to the Kentucky Cabinet for Health and Family Services. These bags helped dozens of children in the states foster care system.

ADMINISTRATIVE BRANCH

COORDINATION SECTION

This section, previously the Evaluation Section, provides the administration, coordination and scenario-based testing for Law Enforcement Basic Training Academy recruit classes. Each law enforcement basic training class has an assigned class coordinator who provides leadership and evaluates each recruit's progress while in training.

CLASS NO.	# OF RECRUITS	START DATE	GRAD. DATE
479	30	08-15-2016	02-17-2017
480	32	09-19-2016	03-17-2017
481	34	10-17-2016	04-14-2017
482	32	11-14-2016	05-12-2017
483	25	01-16-2017	06-30-2017
484	32	02-20-2017	08-11-2017
485	29	03-27-2017	09-22-2017
486	34	05-01-2017	10-27-2017
487	29	06-12-2017	12-08-2017

LEGAL TRAINING SECTION

This section continues to be responsible for providing legal instruction to basic training academy recruits, in-service students, telecommunicators and coroners. Other duties include editing the Kentucky Criminal Law Manual, writing articles for the Kentucky Law Enforcement magazine, providing analysis and updates regarding recent appellate court decisions, provides legal services to all students and responding to legal questions regarding changes in statute. The section also tracked pending legislation affecting law enforcement, produced a draft summary at the end of the session and a final update when all new statutes were updated by the Legislative Research Commission.

INSTRUCTIONAL DESIGN SECTION

This section is responsible for assisting the Training Operations

Division with the design and implementation of new training curriculums and training materials, provide instructor development for new and current law enforcement trainers, operate the Distance Learning program and assist with construction and implementation of assessments.

In 2017, the Instructional Design Section had numerous accomplishments and changes involving instructors and curriculum development. The section has added personnel and experienced multiple transfers and a retirement. The staff worked on the new 20-week basic curriculum which will be implemented in July 2018. The section conducted four Instructor Development Courses certifying 76 new instructors, three of which were presented in Richmond and one in Louisville. Also, the section conducted 39 online courses. The staff assisted with practicals, polygraph practicals, POPS exit tests, basic training and in-service training. The section conducted



Recruit Roberts' family accepted a shadow box of memorabilia from his classmates at the graduation exercises.



Law Enforcement Basic Training Academy Class No. 479 recite the Peace Officer's Oath during graduation.

streaming training of legal review throughout the year and updated the basic training test bank.

RECORDS AND REGISTRATION SECTION

Newly added to the Training Operations Division, Records and Registration is responsible for ensuring permanent retention of and efficient retrieval of training records. The Records and Registration Section registers students for classes conducted or hosted by DOCJT. The Carrying Concealed Deadly Weapons Program is responsible for processing CCDW applications for training certificates and verification of training for license purposes. In 2017, the CCDW Program processed 24,726 applications.

CRIMINAL INVESTIGATIVE BRANCH

INVESTIGATIVE TECHNIQUES SECTION

This new section is responsible for teaching courses regarding multiple types of investigations. Instructors in this section teach domestic abuse, elder abuse, sexual assault and drug investigations courses as well as interviewing and interrogation.

LEADERSHIP SECTION

This section offers training courses for the development and advancement of law enforcement leadership across the commonwealth through its many existing programs, such as the Academy of Police Supervision (APS), Criminal Justice Executive Development (CJED) and the Police Executive Command Course (PECC).

In 2017, the Leadership Section taught 30 classes to more than 866 students. During the year, the section revised nearly every leadership training class to provide the most up-to-date information and strategies to Kentucky's law enforcement leaders. Leadership classes are taught to all levels of law enforcement including patrol, first-line supervisors and executive level staff.

A commitment was made to bring in nationally recognized leadership speakers for classes such as PECC and Current Leadership Issues for Mid-Level Executives. In the words of one

Law Enforcement Officers Oath

It is my oath
 never to betray the badge
 that represents my community,
 my integrity, my character,
 and the public trust,
 I will have the courage
 To hold myself and others
 accountable for our actions.
 I will uphold the constitution
 and the community I serve.
 So help me God

attendee, the speaker "challenged us to think and did it in an entertaining way".

ACADEMY OF POLICE SUPERVISION

CLASS NO.	# OF STUDENTS	START DATE	GRAD. DATE
68	23	05-01-2017	05-19-2017
69	22	06-05-2017	06-23-2017
70	23	07-10-2017	07-28-2017
71	24	08-14-2017	09-01-2017
72	22	09-11-2017	09-29-2017
73	24	11-27-2017	12-15-2017



Academy of Police Supervision, Class No. 72

CRIMINAL JUSTICE EXECUTIVE DEVELOPMENT CLASSES			
CLASS NO.	# OF STUDENTS	START DATE	GRAD. DATE
XX	20	01-16-2017	03-17-2017
XXI	21	10-09-2017	12-15-2017

The first Kentucky Post-Critical Incident Seminar (KYPCIS) was offered in September 2017 and coordinated by members of the Leadership Section. KYPCIS offers law enforcement professionals skills to manage the aftermath of critical incidents with peer support and coping strategies. The Kentucky program is modeled after other successful programs developed by the FBI and South Carolina Law Enforcement Assistance Program. Thirty-three participants attended the inaugural class held in Lexington.



SPECIAL TOPICS SECTION

This new section is responsible for all forensic-related courses including investigating crime scenes; handling, packaging and processing evidence; laboratory submissions and computer forensics. Instructors teach these skills to both basic training academy recruits and in-service students. The Special Topics Section also is responsible for the Kentucky Criminalistics Academy.

In 2017, the Kentucky Criminalistics Academy graduated 16 students from eight different departments.

(Pictured below) Lieutenant Governor Jenean Hampton, left, and Justice and Public Safety Cabinet Secretary John Tilley, right, greeted the inaugural KYPCIS class in Lexington.



FIELD OPERATIONS BRANCH

LOUISVILLE FIELD SECTION

The Louisville Field Section is responsible for curriculum production, coordination and instruction of various in-service courses taught in the Louisville Metro area. These courses include but are not limited to patrol, traffic, investigation and leadership skills. In addition, the personnel assigned to this office teach topic areas throughout the state and assist with courses taught in Richmond. The Louisville Field Section is responsible for coordinating locations for diminishable skills training throughout the state and coroners training.

In 2017, 11 coroner's classes were taught across the state which yielded 439 coroners and deputy coroners trained.

PATROL PROCEDURES SECTION

This new section is responsible for the curriculum production, coordination and instruction of Patrol Procedures courses for basic and in-service students. The Patrol Procedures Section also organizes, coordinates and evaluates practical scenario exercises for Law Enforcement Basic Training Academy classes. This section is also responsible for the Court Security Officer Academy and their in-service courses, as well as the Police Training Officer Program and Homeland Security.

The Patrol Procedures Sections certified 125 new court security officers during the two-week basic training course.

The 40-hour in-service course was completed by 310 certified court security officers.

CERTIFIED COURT SECURITY OFFICER BASIC TRAINING			
CLASS NO.	# OF STUDENTS	START DATE	GRAD. DATE
55	20	04-24-2017	05-05-2017
56	22	06-05-2017	06-16-2017
57	19	07-17-2017	07-28-2017
58	16	08-21-2017	09-01-2017
59	25	09-25-2017	10-06-2017
60	23	11-06-2017	11-17-2017



Court Security Officer, Basic Class No. 59

2017 BASIC TRAINING BY THE NUMBERS

9

LEN Basic Training Classes

277

Recruits Completing Training

36

Maximum Number of Recruits in Each Class

63

Veteran Students Graduating from Law Enforcement Basic Training and Public Safety Dispatch Academies

TELECOMMUNICATIONS SECTION

This section combined the former Basic and Advanced Telecommunication sections. Telecommunications continues to coordinate and teach the Public Safety Dispatch Academy for both CJIS and Non-CJIS agencies. Its instructors also provide in-service training and an annual 8-hour class for clerks of law enforcement agencies. Telecommunications instructors provide training to the Law Enforcement Basic Training Academy in areas such as CPR/First Aid, Radio Procedures and assisting with practical exercises.

During 2017, the Telecommunications Section provided Telecommunications certification training and Criminal Justice Information Systems certification training for 1,385 dispatchers and training/dispatching for 1,524 officers/staff. The section was responsible for 108 classes for a total of 2,269.5 hours of training.

PUBLIC SAFETY DISPATCH ACADEMY			
CLASS NO.	# OF STUDENTS	START DATE	GRAD. DATE
110	23	01-16-2017	02-17-2017
111	24	03-20-2017	04-21-2017
112	27	04-24-2017	05-26-2017
113	22	07-10-2017	08-11-2017
114	23	09-11-2017	10-13-2017
115	22	10-16-2017	11-17-2017

TRAFFIC OPERATIONS SECTION

The Traffic Operations Section combines the former DUI and Vehicle Operations sections, and its instructors serve both basic and in-service students. Law Enforcement Basic Training Academy courses included DUI/SFST, Breath Test Operator, Vehicle Operation, Traffic Collision, Traffic Manual Control and

SPECIAL OPERATIONS BRANCH

FIREARMS SECTION

This section provides handgun, shotgun and patrol rifle training to Law Enforcement Basic Training Academy recruits, Court Security Officer Basic Training and law enforcement in-service students. The Firearms Section is responsible for teaching multiple courses each year such as Firearms Instructor, Firearms Instructor Update, Diminishable Skills, Basic Officer Skills and Court Security Officer.

At the beginning of the year, the Firearms Section had two full-time instructors. By years end, the section had hired and trained six new instructors.

The section updated the moving and turning target system located on the McKinney Skills Range, as well as installing a new sound system. A new moving target system was added to conduct rifle training on Boonesboro Range D. The Firearms Section also assisted teaching the Diminishable Skills course across the state.



Students from the Telecommunication Executive Development course gathered to observe the rare total eclipse on August 21, 2017.

LEO: Problem-Solving Models for Basic Training. In-service courses included DUI/SFST, Breath Test Operator, Basic Officer Skills, Diminishable Skills and LEN Driving Range Coordinator.

During 2017, Traffic Operations Section reported no accidents with property damage or injuries to recruits. The section was assigned five additional vehicles, three of which were equipped with electronic stability control. All section staff completed Strategies and Tactics of Patrol Stops (STOPS) training. The McKinney Skills Driving Track was resurfaced. The driving instructors were relocated from the Stone Building to the DUI suite in the Schwendeman Academic Building. Four new instructors were hired and all attended driving training at the South Carolina Training Academy. The Kentucky Administrative Regulation was changed to reduced the required training for Breath Test Operators from 40 hours to 24 hours. In addition to basic recruits at DOCJT, the Traffic Operations section taught two Breath Test Operator (BTO) courses for Kentucky State Police cadets and four BTO courses for Lexington Police Department recruits.



Firearms Instructor Kyle Hurt teaches on the updated moving and turning target system at the McKinney Skills Range.



Patrol Tactics Instructor Andy Wilson observes students during ambush training inside the McKinney Skills Range.

PATROL TACTICS SECTION

This new section (located in the Sayre Building) is responsible for teaching basic and advanced police tactics to Kentucky's law enforcement officers. The section specializes in crisis response, active-shooter encounters, counter-ambush training, building searches and strategies used during vehicle stops.

PHYSICAL TRAINING SECTION

This section trains officers about physical fitness, which includes various exercises that help build muscles and con-

fidence through entry, mid-point, exit training and exams. Instructors conduct defensive tactics training including PPCT, Krav Maga and handcuffing. The section continually provides instruction regarding combat lifesaving training that teaches officers how to care for those wounded in the field.



Law Enforcement Basic Training Class No. 483's Recruit Cody Hymer (left), Bowling Green Police Department, broke the agencies 1.5 mile run record finishing in 8 minutes 19 seconds. The previous record was 8 minutes 39 seconds set by a recruit in Law Enforcement Basic Training Class No. 436 in 2012.

2017 NEW COURSES

- CJIS: Ensuring Officer Safety
- Court Security Officer In-Service – 2017-2018
- Current Leadership Issues for Mid-Level Executives 2017
- Diminishable Skills
- Emergency Pursuit Driving: Decision Making for Life
- Firearms Instructor Update 2017
- Gangs & Human Trafficking: A Guide for Dispatchers
- Kentucky Drug Investigations -2017
- Kentucky Investigations – 2017
- Kentucky Law Enforcement Support Team – 2017
- Police Executive Command Course – 2017
- Property & Evidence Room Management
- Responder Safety for Fire Calls
- Sexual Assault Investigations
- Sheriff's Executive Command Course – 2017
- Strategies & Tactics for Patrol Stops S.T.O.P.S. Basic Course
- Tactical Emergency Medical Support for Law Enforcement
- Telecommunications Advanced Leadership Kentucky – 2017
- Terrorism Tactics Techniques & Procedures



2017 NEW KENTUCKY LEGISLATION

A SUMMARY OF NEW LEGISLATION THAT AFFECTS LAW ENFORCEMENT ENACTED BY THE 2017 KENTUCKY GENERAL ASSEMBLY. UNLESS OTHERWISE INDICATED, NEW STATUTES ARE EFFECTIVE AS OF JUNE 29, 2017. A FULL SUMMARY OF ALL NEW LEGISLATION IS AVAILABLE ONLINE AT DOCJT.KY.GOV/LEGAL/.

SENATE BILLS

SB 3 PUBLIC SECTOR RETIREMENT (EMERGENCY)

Under specific circumstances, a member of the public may obtain information concerning the retirement benefits of a KERS/CERS member.

SB 32 DRUG CONVICTION DATA

The Administrative Office of the Courts will send data to the KASPER system concerning individuals convicted within the previous five years of felony and Class A misdemeanors that involve KRS 218A offenses, to allow queries by patient name to receive that information.

SB 42 ASSAULT

Amends KRS 431.005 to allow arrests for misdemeanor assaults anywhere on the premises of a hospital, including the parking lots.

SB 73 AUTOCYCLES

Creates a new category of vehicles, an auticycle. An auticycle is registered as a motorcycle, but neither headgear nor a motorcycle license is required.

SB 91 COURT-ORDERED MENTAL HEALTH TREATMENT

Allows officers (and others) to file a petition for court-ordered outpatient mental health treatment. A sheriff (or other peace officer) may be ordered to transport for an examination or the individual may be summoned for examination, and if they fail to appear, may then be ordered transported.



SB 120 CORRECTIONS

Allows arrest on nonpayment of fines. Excepts law enforcement personnel from provisions that prohibit a professional/occupational license from being denied for a criminal offense.

SB 176 MILITARY SURPLUS VEHICLES

Allows the registration of military surplus vehicles by the general public. Certified inspectors should see the vehicle (with title and supporting documents) prior to registration by the county clerk. A separate inspection form may be created by the Department of Transportation.

SB 189 OPERATOR'S LICENSES

Allows for notations on Kentucky operator licenses that bearer is deaf or hard of hearing. It is optional for the driver to do so.

SB 195 JUVENILE EXPUNGEMENT

Creates process for expungement (under certain circumstances) of a juvenile record. The expungement serves to vacate underlying adjudication.

SB 224 CIVIL LITIGATION / SEXUAL ABUSE

Allows for civil litigation for adult victims of sexual abuse and redefines injury/illness to cover physical and psychological injuries for the purposes of this statute only. It establishes a five-year statute of limitations. No underlying criminal action is necessary.



Written By
SHAWN HERRON
STAFF ATTORNEY



HB 38

HOUSE BILLS

HB 1 RIGHT TO WORK (EMERGENCY)

Prohibits requiring employees to join any form of collective bargaining unit for employment. However, no strikes or work stoppages are permitted by public employees.

HB 14 HATE CRIMES

Allows enhancement of a penalty when a peace officer, firefighter or EMS crew member is assaulted on duty.

HB 26 SHERIFFS

Repeals the provision that sheriffs are to visit and inspect dance halls and roadhouses.

HB 38 SEX OFFENDERS

Prohibits sex offenders from residing within 1,000 feet or being in a publicly-owned playground without specific permission.

HB 67 AUTOPSY RECORDS

Prohibits the release of autopsy images except under specific circumstances.

HB 74 BLUE LIGHTING

Requires headlamps to emit only a white light. Some amber, yellow or bluish tint is allowed, if original equipment. Prohibits any covers or film that will change the color of the headlamp. Any solid blue lights or lighting are prohibited.

HB 93 SERVICE ANIMALS

Amends Assault on a Service Animal to allow for



HB 93

a felony if the animal is seriously injured, even if it is able to return to service. This does not include Assistance Animals as described in KRS 258.500.

HB 112 DOGS

Extends the status of ownership of a dog to include when someone permits the animal to remain on or about premises leased or occupied by that individual.

HB 144 MOTOR VEHICLE

Requires slow passage around stopped waste-collection vehicles.

HB 158 CONTROLLED SUBSTANCES

Requires drugs to be scheduled in the same way it is done in the federal Controlled Substances Act – but allows the Cabinet for Health and Family Services to seek a higher classification if appropriate. Includes a discussion of definition of anabolic steroids.

HB 174 OVERWEIGHT VEHICLES (FEED)

Allows a 10 percent overage for state roads for vehicles hauling feed for livestock or poultry.

HB 184 OVERWEIGHT VEHICLES (METAL)

Requires permits for vehicles hauling metal commodities when the weight is between 80,001 and 120,000. Increases height permitted for car carriers to 14 feet.

HB 192 FOSTER YOUTH LICENSE

Sets requirements to allow a foster child to obtain an operator's license.

HB 200 ANIMALS (HORSES)

Allows for restitution of expenses incurred when horses are abandoned (food, shelter, veterinary care, etc.)

HB 215 VEHICLE-ACCIDENT REPORTS

Clarifies that news-gathering organizations may be provided information on motor-vehicle accidents. Defines news-gathering organizations.

HB 222 SHOCK PROBATION

Eliminates shock probation for individuals convicted of Manslaughter or the equivalent degree of Fetal Homicide.

HB 225 PEACE OFFICER JURISDICTION

The U.S. Mint Police have been added to the list of federal peace officers with some degree of state peace officer jurisdiction.

HB 265 OVERDIMENSIONAL VEHICLES (EMERGENCY)

Defines the term "nondivisible loads."

HB 314 CONTROLLED SUBSTANCE MONITORING

Requires medical practitioners to report the dispensing of Schedule II at any licensed facility and any Schedule II through V substances through the ER, but Schedule III through V is only required if the amount would cover more than a 48-hour dosage. Allows federal prosecutors to get KASPER information. Allows data to be used to review birth mothers whose babies have neonatal abstinence syndrome.

HB 333 CONTROLLED SUBSTANCES

Adds definitions for Fentanyl, Fentanyl derivatives and Carfentanil to KRS 218A. Provides for possession of industrial hemp in defined circumstances. Adds any quantity of the same substances to KRS 218A.1410 (Previously Importing Heroin) and adds the same substances (and heroin) to Trafficking 1st degree. Defines quantity of the same substances needed for the charge of Aggravated Trafficking.

HB 337 EMPLOYMENT CONTRACTS

Eliminates prorating of peace-officer contracts. This applies only to contracts entered into after the effective date of the statute.

HB 378 ACCIDENT REPORTS

Provides for OSHA to obtain free motor-vehicle accident reports when appropriate.

HB 404 COMMERCIAL DELIVERY VEHICLES

Allows for the use of low-speed vehicles, golf carts

and utility vehicles for the purpose of delivering packages and express mail.

HB 410 REAL ID (DELAYED ENACTMENT, JANUARY 1, 2019)

Changes the process of obtaining operator's licenses in compliance with Real ID mandates. Provides for issuance of IDs to felony offenders upon release. Provides for issuance of voluntary child ID cards. Allows some military licenses to be issued without photographs. Military members have up to 90 days upon return from deployment to renew operator's license. Veterans may request veteran status to be denoted on operator's license. All IDs covered under this law may be issued as a document that may, or may not, be used for federal-identification purposes to obtain voluntary travel ID status – passport, certified birth certificate or permanent resident documentation. Operator's licenses and personal-identification cards shall be valid for eight years.

HB 417 LAW ENFORCEMENT CONCEALED CARRY

Creates a criminal penalty when an individual or business interferes with an off-duty or retired officer (carrying under LEOSA).

HB 524 HUMAN TRAFFICKING

Adds Promoting Human Trafficking to the list of offenses in KRS 17.500. Adds a more detailed definition to serious physical injury in KRS 500.080 when a child 12 and under is involved.

HB 540 AVIATION SAFETY

Creates definitions related to unmanned aircraft (unmanned aerial vehicles/drones). Allows certain commercial airports to create unmanned aircraft facility maps. Criminalizes flying UAVs in designated areas.



HB 314

“The most constructive influence here at basic training was the instructors personal experiences. They are required to provide information to new recruits but it is the information they supply above and beyond the minimum [that] is crucial to our application.”

— Anonymous Recruit, Class 479

DOCJT HAPPENINGS

SOFTSKILLS BOOT CAMP

In June, all supervisors and above were encouraged to attend a one-day workshop titled “Softskills Boot Camp” at Blue Lick State Resort Park (pictured at right). This training focused on work ready skills such as: communication, problems solving, customer service, teamwork and conflict resolution. Supervisors listened to powerful tips on “soft skills” guaranteed to increase employee effectiveness while boosting the agency’s productivity, retention and client satisfaction.

INTERNATIONAL RECOGNITION

In May, delegates from Ukraine visited DOCJT to explore our training programs and facilities (pictured below). The group also reviewed curriculum, discussed organization structure, training schedule for both new law enforcement recruits and in-service training, and hiring and retention. Ukraine abolished all police forces and were starting from the beginning to rebuild under a new democratic setting. DOCJT was recommended to the group as a premier academy. The group was so impressed with our facilities, staff and training programs that they returned a few months later with more police academy delegates.



Delegates from Ukraine visiting DOCJT to review programs and facilities to help rebuild their police force.

CHECK YOUR 6

The Check Your 6 campaign is simple – it's about getting officers home safely each night. This initiative, launched by the Department of Criminal Justice Training in 2017, identifies six actions all officers should take daily to keep themselves safe. Wearing your vest and seat belt, slowing down, being situationally-aware, maintaining your physical fitness and treating everyone with respect are critical tasks in law enforcement. Posters were created and distributed across the agency and placed on the agency's website so agencies could download and display in their department. A four-minute video using DOCJT instructors was created in house and was shown at the beginning of each in-service class.



The Check Your 6 back-lit sign hangs in the intersection of Thompson Hall and the Schwendeman Academic Building.

INSTRUCTORS CONFERENCE

In April, DOCJT hosted the first Kentucky Instructor's Conference. More than 100 trainers and law enforcement executives attended to discuss the possible formation of an association and listen to leaders from the Tennessee Law Enforcement Training Officer's Association. The conference objective was to bring together law enforcement instructors across the state to exchange information and ideas to bring the best training to officers to take back to their departments. A steering committee was elected during the conference to begin laying the foundation for Kentucky Law Enforcement Training Association, KLETA, of which the name was birthed during the conference. The state was divided into four regions with representatives from each region and a representative from each of the four training academies.



KLETA conference participants filled Funderburk Building Rooms 305 & 308 during the first Kentucky Instructor's Conference.

LIEUTENANT GOVERNOR VISITS

Lt. Governor Jenean Hampton and staff toured the DOCJT Campus on August 25. Hampton wanted to learn more about law enforcement training in Kentucky. Her tour consisted of proper workout techniques, defensive tactics, firearms simulator and much more.



Lt. Governor Jenean Hampton listened to Leadership Section Instructor Ed Lingenfelter explain the Academy Police Supervision course objectives.

EMPLOYEE COMMITTEE

A DOCJT Employee Committee, made up of non-supervisory staff, was created in 2017. Each agency section was asked to nominate an employee, who would represent their section, to serve on the committee. There were a total of 26 members along with the commissioner and a note taker. This was an opportunity to speak directly to the commissioner and open the lines of communication to improve employee engagement and/or involvement, address challenges and/or concerns and offer support. There were three employee committee meetings held in 2017.

INSIDE DOCJT

BLOOD DRIVES

DOCJT hosted the Kentucky Blood Center Bloodmobile six times during 2017 (pictured at right), collecting 137 pints of blood. This resulted in saving the lives of 411 grateful Kentucky residents. Since the partnership with KBC began in 2003, 1,390 pints of blood have been collected from DOCJT employees which contributed to saving 4,274 lives.

In 2017, for the first time, recruits were invited to donate blood during their recruit/student blood drive. In-service students, Public Safety Dispatch Academy students, court security officers and Law Enforcement Basic Training Academy recruits volunteered to donate. These events were spread out over two evenings after training for each blood drive. The two recruit/student blood drives were held yielding 125 pints of blood saving 375 lives.

For 2017, DOCJT employees, students and recruits donated a total of 262 pints of blood saving 786 lives.



DOCJT Law Enforcement Basic Training recruits participated in the first recruit blood drive.

VETERANS DAY CELEBRATION

On November 10, Veterans Day was not forgotten by DOCJT employees, academy students and officers attending in-service training. The day started early with a 7:10 a.m. "Salute to our Veterans" program. The Veterans Day message was given by Chief Petty Officer Allen James, KY Department of Veterans Affairs. The Madison Central High School JROTC members conducted Presentation of Colors, and staff members David Pence, Lindsay Hughes, Bill Eckler, Debbie Tinchler and Janet Brockwell added their talents to the presentation. Staff, students and recruits gathered in the Weber gym to share in the celebration of honoring those who have served, those who are serving and to pay respect to all of the men and women who have died serving our country. Staff, students and recruits were encouraged to share their name, branch of service, length of service and where they served. At the conclusion, all military veterans were invited to a continental breakfast.

Also "Salute to Veterans" boards were designed to celebrate, encourage and thank our veterans for their service (pictured at right). Additionally, this was an opportunity to send well wishes and tasty muffins to the Thomas Hood Veterans Center in Wilmore, Ky. The salute boards were displayed for all to enjoy. The Thomas Hood Veterans Center is a 285 bed facility that offers patient care.



Sgt. Major Jim Vannoy 30 year Veteran Army, left, Ron Vannoy US Air Force 4 years, middle, and Stephen Terry, right, who assist with activities for veterans at Thomas Hood Veteran Center.

KENTUCKY EMPLOYEES CHARITABLE CAMPAIGN

In 2017, KECC changed the process to donate. To donate to an organization, employees logged in to their KHRIS portal and selected their donation amount and organization. DOCJT employees raised a grand total of \$6,083 for KECC. The campaign benefits non-profit organizations such as Prevent Child Abuse Kentucky, United Way of Kentucky, WHAS Crusade for Children and Christian Appalachian Project. The staff participated in several activities to raise money for the non-profits which included:

- **Silent Auction** – A good way to raise money and rally support was a live, on-line auction. The donated items included delicious desserts, fabulous food and array of other goods donated by talented DOCJT staff. This event surpassed 2016 donations. The staff enjoy a bidding war each year. This event brought in \$1,342.

- **Denim Days** – Employees had the opportunity to dress casual and wear jeans in exchange for making a contribution to KECC. This event brought in \$475.

- **Parking Spot Raffle** – Back by popular demand, staff entered a raffle for a VIP charity parking space for a year. This event brought in \$150.

DOCJT was honored to have four employees in the Leadership Circle. These employee donated one percent of their annual salary to KECC. One employee achieved the Cornerstone level, donating more than \$1,000 to KECC.

TREATS AT DOCJT

Ghost, goblins, princess and pirates returned for Treats at DOCJT (pictured below). This Halloween tradition brings the children of staff, that we talk about throughout the year, together in a fun and safe environment. Several offices have games, some decorate in themes and some staff dress up in costume to pass out candy or treats.



THANKSGIVING FEST FELLOWSHIP

DOCJT had lots to be thankful for this year. The staff celebrated together with a crockpot luncheon (pictured below). Staff were encouraged to bring their favorite recipe dish, add-ons and sides to enjoy themselves with food and fellowship.



DOCJT staff members enjoyed the Thanksgiving Fest Fellowship in Weber 222.

ANGEL TREE

Each Christmas season, DOCJT reaches out to two Madison County Public Schools' Family Resource Centers to provide gifts of new clothing and toys to children in need (pictured below). This year, employees and recruits helped four families which included 12 children. The children, ranging from 4 to 17 years old, received shirts, pants, shoes, underclothes, blankets and toys. More than 60 gifts were collected and delivered to fulfill Christmas wishes.



2017 TRAINING OPERATIONS DIVISION BY THE NUMBERS

61

Average Number
of Instructors

8,850

Individuals
Trained

636,581

Teaching Hours

31

Locations Across the State

“I feel a lot more comfortable about being a police officer after attending DOCJT.”

— Anonymous Recruit, Class 480

DOCJT AWARDS AND RECOGNITIONS

ADMINISTRATIVE STAFF PERSON OF THE YEAR – PAM DUNSON

The Administrative Staff Person of the Year was presented to Pam Dunson, Human Resource Administrator, in the Personnel Section (*pictured at right*). Dunson was recognized for her self-starting skills, organizing and attending job fairs and ensuring a smooth transition of the Employee Self-Service Time Entry in KHRIS. Her nomination letter stated “Pam is a true team player and is always willing to help assist her co-workers in the Personnel Section as well as any and all DOCJT employees, without hesitation. If Pam doesn’t know the answer, she will quickly use her resources to find out any and all answers to help employees”. Dunson was also chosen as a participant for the Governor’s Minority Management Trainee Program.



TEAMWORK AWARD – COMPLIANCE AND CARRYING CONCEALED DEADLY WEAPONS SECTION

The Compliance Section was awarded the Teamwork Award (*pictured at right*). The C&CCDW Section is responsible for auditing all police departments, sheriff’s offices and 911 Centers. In addition, they monitor and investigate complaints involving the CCDW program, travel throughout the state checking on precertification files for officers, court security officers and telecommunicators. Also, they conduct internal affairs investigations and background investigations on all new employees. In 2017, this section conducted 50 new employee background investigations. Their nomination letter states “When assignments are made, they routinely help each other and coordinate assignments that may be easier, geographically, for a particular investigator to do. Simply put, if one investigator thinks he can do the investigation easier and quicker, he will do so no matter what his workload is.”



COMMISSIONER’S AWARD – TRAVIS TENNILL

Criminal Investigations Branch Manager Travis Tennill was awarded the Commissioner’s Award (*pictured at right*). Tennill’s commitment and dedication to the development of the KYP-CIS Program made this program a first of its kind in the state. Tennill’s passion to assist officers across the commonwealth and his desire to help others with trauma makes Kentucky’s law enforcement a stronger community. He maintained his professionalism while being empathic enough to help officers through their problems and work on the right solution.



PROFESSIONAL ACHIEVEMENT AWARD – SHANNON WEST

Patrol Procedure Section Instructor Shannon West was the recipient of the Professional Achievement Award (*pictured below, left*). West coordinates the statewide Crisis Intervention Training Program while presenting much of the instruction himself. He also assists the Leadership Section with ropes course training, helped train and develop several new instructors, developed a new 40-hour Critical Issues in Policing course, and presented “Cognitive Interviewing” at the 2017 Kentucky Investigator’s Conference amongst many other duties. West’s nomination letter states “He receives overwhelmingly positive reviews from his students, both basic and in-service. He constantly reviews his material and seeks new updated material and techniques to present his classes. When he attends outside training, he looks to share that learning experience with all his fellow instructors.”

PROFESSIONAL ACHIEVEMENT AWARD – SUE DUNAWAY

Records and Registration Section’s Sue Dunaway was awarded one of two Professional Achievement Awards (*pictured below, right*). From 2106-2017 Dunaway was asked to assume the duties of three employees, two of which were due to retirement. She was tasked as the only CCDW employee and registration duties for Telecommunications, online classes and selected other classes. She is helpful to outside clients both law enforcement agencies and CCDW participants. “Her work ethic has shined through and she has been getting both jobs done. She has handled this transition with such a positive attitude. With the amount of work on her plate it would be easy to come to work and complain about her job but she has her head up, a smile on her face and in her voice,” her nomination letter states.



INSTRUCTOR OF THE YEAR – JAMES ROOT

The recipient of the Instructor of the Year award was presented to Investigative Techniques Section’s James “Jim” Root (*pictured at right*). In 2016, the legislature passed SB 63 addressing changes in sexual assault evidence processing and training requirements. Root took a leading role in the process of writing curriculum, program instruction and class coordination. Root presented 17 weeks of sexual assault training with 12 of the classes conducted throughout the state. Root’s nomination letter states “His professionalism and dedication bring great credit upon our section, branch and organization, demonstrating the true vision and mission of providing the best training possible to law enforcement officers of the Commonwealth of Kentucky.”





2017 KLEMF CEREMONY



Written By
KELLY FOREMAN

Photography By
**ELIZABETH THOMAS
KEVIN BRUMFIELD
MICHAEL A. MOORE**



Three Kentucky officers who lost their lives in the line of duty were honored May 23 during the annual Kentucky Law Enforcement Memorial ceremony.

Kentucky experienced no line-of-duty deaths in 2016. This year's historical recognitions ranged from 1883 to 2014. Versailles Police Officer George Freeman, Oldham County Police Officer Charles D. Howley and Bell County Sheriff's Deputy Frank Bowman all were honored among their family, friends and comrades.

Freeman was a town marshal serving Versailles when he was killed on June 17, 1883. According to the Officer Down Memorial Page, which maintains line-of-duty-death records nationally, Freeman was killed by a pair of brothers who claimed Freeman had killed one of their brothers the previous year. He is interred at the Versailles Cemetery in Woodford County.

In 1932, Bell County Sheriff's Deputy Frank Bowman was attempting a public intoxication arrest when he was shot and killed, according to the ODMP website. The deputy advised the two intoxicated

men to leave the area when one of them turned back toward the officer and, after a struggle, fatally shot Bowman.

Oldham County Police Officer Charles Howley died May 14, 2014 after being exposed to a lethal dose of refrigerant while conducting a building search. A daycare in his community reported smoke in the building and, while ensuring all children and employees had safely exited the facility, Howley ingested refrigerant that was being released into the air. He became ill and suffered a fatal heart attack the following day, according to the ODMP website.

This year's ceremony hosted several speakers, including Kentucky Lt. Gov. Jenean M. Hampton as keynote speaker. Kentucky Justice and Public Safety Cabinet Secretary John Tilley and Randy Chrisman, father of 2015 fallen Kentucky State Police Trooper Eric Chrisman, also spoke.

Louisville Metro Police Pipes and Drums provided special music. The Oldham County Police Department Honor Guard presented colors and the Richmond Police Department conducted the 21-gun salute.



CHERYL HOWLEY, wife of fallen Oldham County Police Officer Charles D. Howley, received a flag in his honor. Howley died after being exposed to toxins on May 14, 2014.

RETIREMENTS IN 2017		
NAME	HIRE DATE	DIVISION NAME
Damon Ferguson	1/5/1993	Training Operations Division
Karen Cassidy	11/1/1986	Training Operations Division
Mark Creech	4/1/1999	Training Operations Division
Terry Runner	6/16/1998	Training Operations Division
Eddie Farrey	8/1/2002	Training Operations Division
Teddy Florence	6/16/2002	Training Operations Division
James Pirtle	4/1/1999	Training Operations Division
Patricia Carter	3/16/2002	Training Operations Division
GinaSmith	7/16/2009	Training Operations Division
Jane Sexton	9/1/1999	Training Operations Division
Robin Whitaker	3/1/1990	Training Operations Division
Jimmie Mckinney	8/1/1999	Training Operations Division
Danny Dailey	4/1/1999	Training Operations Division
Cynthia Hale	10/1/1986	Training Operations Division
Mary Pascal	4/16/1997	Administrative Division

NEW HIRES IN 2017		
NAME	START DATE	DIVISION NAME
Ashley Wiles	1/16/2017	Administrative Division
Michael Moore	2/1/2017	Staff Services, Planning & Communication Section
Chad Powell	3/16/2017	Training Operations Division
James Lombardi	4/16/2017	Training Operations Division
Steven Moore	4/16/2017	Training Operations Division
Harold Burton	4/16/2017	Training Operations Division
Rebecca Tribby	5/16/2017	Commissioner's Office
Stanley Salyards	5/1/2017	Training Operations Division
Lisa Stringfield	6/1/2017	Administrative Division
Hannah Shipman	6/16/2017	Training Operations Division
Shawn Maxie	7/1/2017	Training Operations Division
Bruce Crouch	7/1/2017	Training Operations Division
William Eckler	7/16/2017	Training Operations Division
Marty Elliott	7/16/2017	Training Operations Division
Brian Warren	7/28/2017	Training Operations Division
Amy Schworer	7/28/2017	Training Operations Division
Carey Kitts	7/28/2017	Training Operations Division
Gabriel Gillingham	8/14/2017	Training Operations Division
Donald Williams	8/21/2017	Training Operations Division
Marnie West	9/1/2017	Training Operations Division
Mark Allen	9/16/2017	Training Operations Division
Frank Vito	9/16/2017	Training Operations Division
Joshua Ernst	10/23/2017	Training Operations Division
Benjamin Walker	11/16/2017	Training Operations Division
Leeann Boyle	11/16/2017	Training Operations Division
Tina Moss	12/1/2017	Administrative Division

ACRONYMS

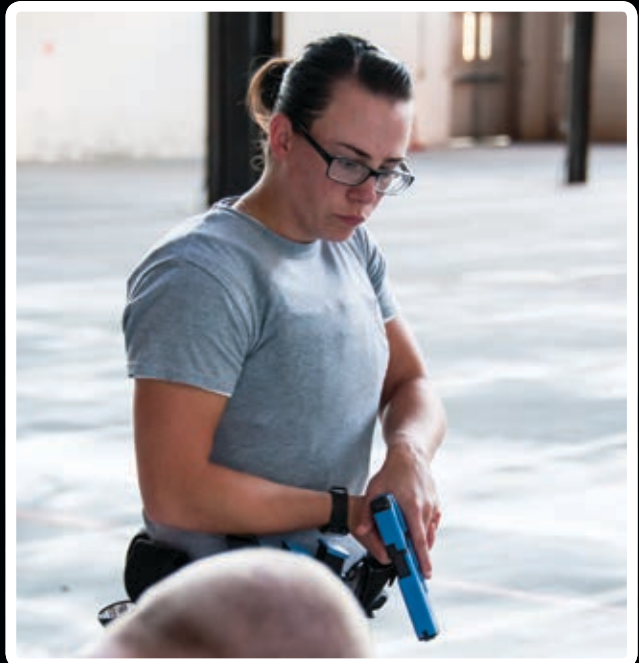
ACRONYMS	SUBJECT	DEFINITION/OVERVIEW
APS	Academy of Police Supervision	This three-week course is the first course in leadership development for sergeants or first-line supervisors.
CALEA	Commission on Accreditation for Law Enforcement Agencies	In March 2003, DOCJT became the first public safety training academy in the world to be accredited by CALEA under its newly created, Public Safety Training Academy Accreditation program.
CCDW	Carrying Concealed Deadly Weapons	DOCJT certifies trainers and instructors for the CCDW program so that they may conduct classes for individuals wanting to obtain a carry concealed permit in the state of Kentucky. The DOCJT Compliance Section also monitors the activity of the above classes to ensure they are being conducted according to KRS guidelines and specifications.
CCSO	Certified Court Security Officer	CCSOs are responsible for the security of the courthouse, personnel, visitors and prisoners.
CDP	Career Development Program	CDP is a professional certificate program that aids in planning and organizing annual training to correlate with career goals as a peace officer or telecommunicator.
CEU	Continuing Education Unit	A standard unit of measurement for continuing education and training.
CJED	Criminal Justice Executive Development	This program is structured for small to medium-size law enforcement agency administrators and managers. The purpose is to provide students with contemporary theories, management techniques, and leadership skills. This is a five-week course over a five-month period.
CJIS	Criminal Justice Information Systems	Nationwide database for law enforcement, national security and intelligence community.
COS	Career Opportunity System	The Career Opportunities System provides applicants with a convenient electronic method for submitting résumés, applications, and exploring current employment opportunities.
DOCJT	Department of Criminal Justice Training	Under the umbrella of the Kentucky Justice and Public Safety Cabinet, DOCJT provides CALEA- and IACET- accredited law enforcement training to an average of 15,000 Kentucky officers annually.
DRE	Drug Recognition Program	A Drug Recognition Expert (DRE) conducts a detailed, diagnostic examination of persons arrested or suspected of drug-impaired driving or similar offenses.
DUI/SFST	Driving Under the Influence/ Standardized Field Sobriety Testing	A series of test to determine the impairment of an individual.
IACET	International Association for Continuing Education and Training	One of two accrediting agencies to which DOCJT adheres. DOCJT is the first law enforcement training agency in the program.
KAR	Kentucky Administrative Regulations	Regulations adopted by state agencies to administer requirements prescribed by state law.
KECC	Kentucky Employee Charitable Campaign	A statewide government employee fundraising campaign.
KHRIS	Kentucky Human Resource Information System	Through advanced technology, expertise and collaboration, the Kentucky Human Resource Information System streamlines human resource business processes across the Commonwealth.
KLE	Kentucky Law Enforcement magazine	Magazine produced in-house that focuses on the real life needs of real police officers and covers multiple hot-topic issues across the state.

ACRONYMS

ACRONYMS	SUBJECT	DEFINITION/OVERVIEW
KLEC	Kentucky Law Enforcement Council	The governing body of four law enforcement training academies in Kentucky.
KLEFPF	Kentucky Law Enforcement Foundation Program Fund	72 percent of revenues raised by Kentucky's 1.8 percent surcharge on casualty insurance premiums are committed to KLEFPF and earmarked for the mandatory training of Kentucky law enforcement officers to meet statewide standards, including all expenses of DOCJT, all expenses for KLEC and a proficiency grant for licensed officers who successfully complete a statutorily-mandated additional 40 hours of proficiency training annually.
KLEMF	Kentucky Law Enforcement Memorial Foundation	KLEMF provides financial assistance, including 25 college scholarships annually, to the surviving families of Kentucky officers killed in the line of duty. The KLEMF also aids law enforcement families with emergency assistance grants.
KRS	Kentucky Revised Statute	The body of law which governs the commonwealth.
KYPCIS	Kentucky Post Critical Incident Seminar	Created by the FBI specifically for law enforcement officers, the PCIS offers officers a safe and effective method for post-incident training in critical incident stress.
PECC	Police Executive Command Course	Course offering timely topics for police executives.
POPS	Peace Officer Professional Standards	A set of minimum standards one must accomplish to become a certified peace officer in Kentucky.
PPCT	Pressure Point Control Tactics	A defensive tactics system.
STOPS	Strategies and Tactics Of Patrol Stops	A program using principles proven and instructed, the STOPS program gives patrol officers the tactics and know-how needed to safely conduct vehicle traffic stops, reduce department liability and officer complaints, and teach necessary survival from both vehicular and felonious assaults.
TASS	Training and Administration Support System	A database used by DOCJT to include training records of law enforcement and DOCJT personnel.
TPS	Telecommunicator Professional Standards	A set of minimum standards one must accomplish to become a certified telecommunicator in Kentucky.
TSO	Training Safety Officer	A program that incorporates six steps to get ahead of a training accident: have a planning meeting, develop a safety plan, conduct a site inspection/ set up the training space, have a safety briefing, observation/role players and after-action review.

“The most constructive experience I had here was interacting with knowledgeable passionate instructors. The ones who [were] passionate about what they [were] teaching.”

— Anonymous Recruit, Class 482




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