


**DOCJT**  
 KENTUCKY DEPARTMENT OF  
 CRIMINAL JUSTICE TRAINING

# 2020

YEAR IN REVIEW

# COMMENTS FROM COMMISSIONER JILEK



As the Department of Criminal Justice Training commissioner, I am proud to present the Department of Criminal Justice Training's 2020 Annual Report. DOCJT continues to be a model law enforcement training academy, not only for the state of Kentucky but also throughout the nation. Our facilities and staff are some of the best in the country, and I am honored to serve as the commissioner

with this highly dedicated group of individuals.

2020 was a challenging year with a once in a 100-year pandemic shutting down many services across the nation. However, the staff at DOCJT adapted quickly and efficiently in their response to the COVID-19 Pandemic. The agency was forced to suspend training for a short period, and most of our employees had to transition to telework and provide agency services from remote locations. Virtual meetings and trainings became the norm, while social distancing became common terminology in everyone's lives.

In late summer, DOCJT resumed training and slowly transitioned students back to our campus, beginning with basic academy recruits. Only by observing strict COVID-19 protocols, including enhanced cleaning and sanitizing procedures, were we able to assure the safety of our students and staff.

The many accomplishments made by our dedicated staff and instructors outlined in this report are a testament to the effort and commitment they have to keep moving this department forward and continue building on our prestigious past. As a result, I can say with great confidence that together, along with our solid inter-agency partnerships, and high standards, we will continue to enhance the quality of training and services the Department of Criminal Justice Training provides.

Nicolai Jilek, Commissioner  
Department of Criminal Justice Training

# CONTENTS

Comments from Commissioner Jilek . . . . .	2	Patrol Techniques Section . . . . .	19
Organizational Chart . . . . .	4	School Resource Officer Section . . . . .	19
Number of Sworn Peace Officers . . . . .	5	Tactical Training Branch . . . . .	19
Annual Priorities and Agency Goals . . . . .	6	Critical Skills Section . . . . .	19
		Firearms Section . . . . .	20
<b>Commissioner's Office . . . . .</b>	<b>7</b>	Physical Skills Section . . . . .	21
Compliance & Carrying Concealed		Basic Training Branch . . . . .	21
Deadly Weapons Section . . . . .	7	Coordination Section . . . . .	21
Policy, Accreditation and Development Section . . . . .	7	Law Enforcement Operations Section . . . . .	23
Office of the State School Security Marshal . . . . .	10	Telecommunications Section . . . . .	23
		Traffic Operations Section . . . . .	24
<b>Administrative Division . . . . .</b>	<b>11</b>	Law Enforcement Professional Development	
Communication Branch . . . . .	11	and Wellness Branch . . . . .	25
Human Resources Branch . . . . .	12	Post-Critical Incident Section . . . . .	25
Fiscal Management Branch . . . . .	12	Veterans Affairs . . . . .	27
Accounting Section . . . . .	12	Educating Heroes . . . . .	27
KLEFPF Section . . . . .	12	Leadership Section . . . . .	27
Travel Coordination Section . . . . .	13		
Information Systems Branch . . . . .	13	2020 Kentucky General Assembly Report . . . . .	28
Logistics Branch . . . . .	14		
Facilities Services Section . . . . .	14	DOCJT On the Inside . . . . .	33
Procurement Section . . . . .	14	Above and Beyond Awards . . . . .	33
Supply Section . . . . .	15	Saving Lives . . . . .	33
Technical Services Section . . . . .	15	Angel Tree Project . . . . .	34
<b>Training Operations Division . . . . .</b>	<b>16</b>	DOCJT Annual Awards . . . . .	35
New Courses . . . . .	16		
Distance Learning . . . . .	16	New Hires in 2020 . . . . .	39
Training Support Branch . . . . .	17		
Administrative Support Section . . . . .	17	Retirements in 2020 . . . . .	39
Legal Training Section . . . . .	17		
Records Section . . . . .	17	Kentucky Law Enforcement Memorial Foundation . . . . .	40
Advanced Training Branch . . . . .	18		
Investigative Techniques Section . . . . .	18	2020 By the Numbers . . . . .	41
Louisville Field Section . . . . .	18		



Funderburk Building • 4449 Kit Carson Drive • Richmond, Kentucky 40475-3102

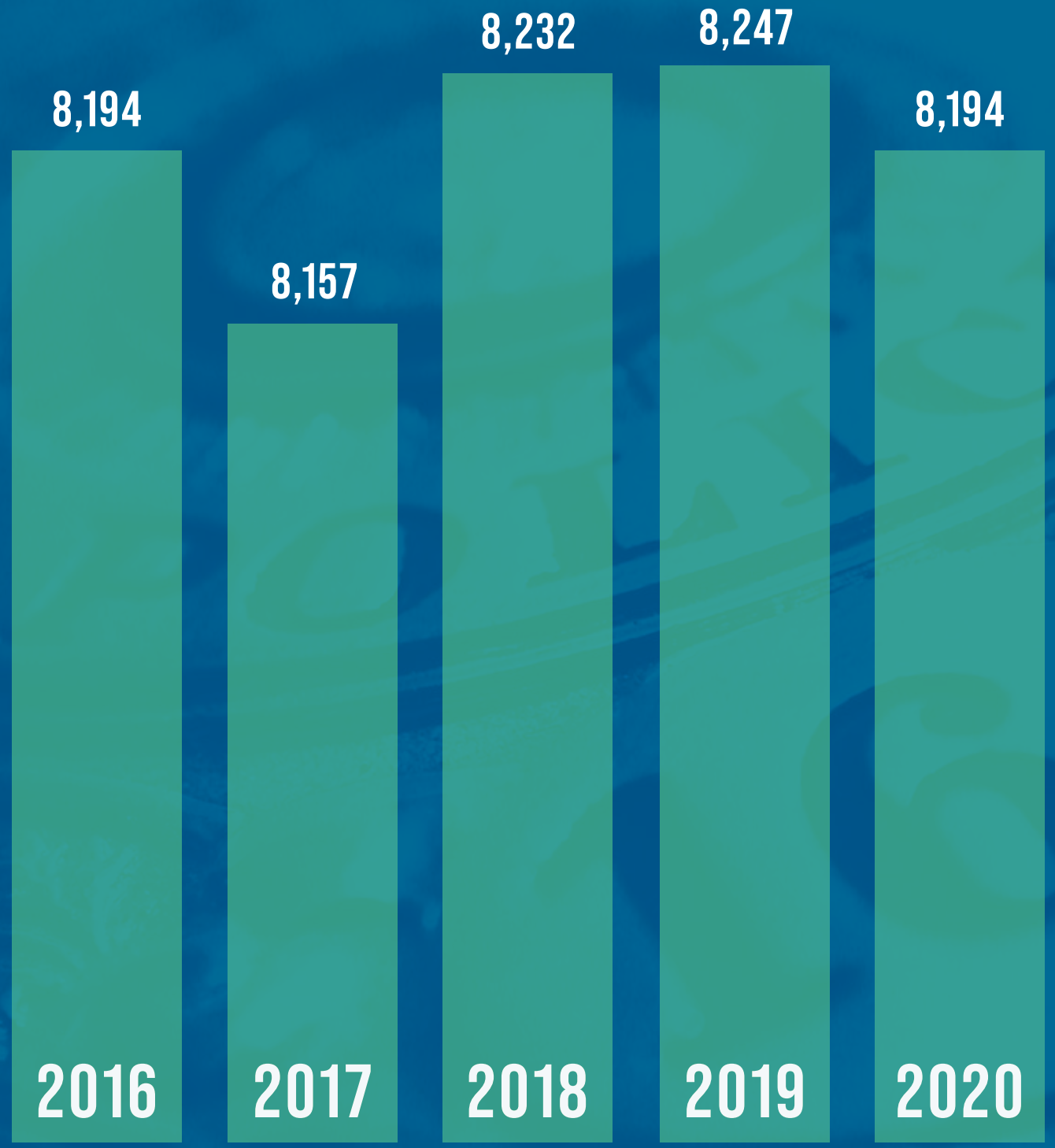
859-622-1328 • docjt.ky.gov



# 2020 ORGANIZATIONAL STRUCTURE



# NUMBER OF SWORN PEACE OFFICERS



## Annual Priorities

- Maintain compliance with all CALEA and IACET accreditation standards.
- Maintain fiscal integrity of KLEFPF.
- Work in unity with law enforcement clientele and DOCJT staff to strengthen and uphold the agency's values - *honor, commitment, integrity, responsibility, professionalism, and ethics.*
- Advance relationships with all professional law enforcement associations.
- Seek funding to obtain and enhance facilities to meet the agency's master plan and current training needs.
- Maintain and advance practices to assure the health and safety of employees and students.

## Agency Goals 2020

- Facilitate the expansion of new technology into our knowledge and skills based courses to enhance the quality of training.
- Upgrade the agency's training management systems and expedite the training of staff and the law enforcement community in usage of these systems.
- Streamline current agency organization structure to meet current and future organizational needs.
- Update agency's current promotional process to enhance objectiveness and fairness.
- Upgrade facilities to provide safety, security and continuance of progressive training.
- Conduct research to gauge client satisfaction, the development of new training programs, and efficient operations of the agency.
- Publish and present inaugural School Safety and Resiliency Act report to the Kentucky General Assembly.



### MISSION STATEMENT

To provide quality criminal justice training and services which advance the ability of Kentucky law enforcement to create a safe, secure environment in which to reduce crime and its cost to society.



# COMMISSIONER'S OFFICE

## COMPLIANCE & CARRYING CONCEALED DEADLY WEAPONS SECTION

The Compliance & Carrying Concealed Deadly Weapons (C&CCDW) Section conducts Kentucky Law Enforcement Foundation Program Fund, Telecommunicator Professional Standards, Certified Court Security Officer, and Peace Officer Professional Standards audits of law enforcement. C&CCDW conducts pre-audits for all DOCJT basic training academies, including Law Enforcement Basic Training, Public Safety Dispatch Academy, and Court Security Officer Basic Training, to ensure that only qualified applicants are trained.

Kentucky statutes and regulations require a minimum number of training hours for certified peace officers, public safety dispatchers, and court security officers. When officers, telecommunicators, or court security officers are training deficient, the C&CCDW Section works with them and their department to correct the deficiency.

In 2020, the C&CCDW Section completed 153 audits. KLEFPF reimbursements and recoveries discovered during the audits totaled \$51,511. In addition to conducting the audits, the C&CCDW Section completed 955 pre-academy and lateral-transfer file checks at law enforcement departments and telecommunication centers across the state. Investigators from the section conducted 24 investigations regarding POPS Certification Revocations.

Additionally, the Compliance & Concealed Deadly Weapons Section taught two instruction blocks in the Carrying Concealed Deadly Weapon Instructor Recertification classes. This section typically teaches 12 classes throughout the year. However, most classes were canceled in 2020 due to COVID-19.

The Compliance & Concealed Deadly Weapons Section investigated two complaints and three cases against CCDW instructors initiated by agency staff and public members. Two instructors resigned from the CCDW program: one for failing to submit paperwork to DOCJT within five days of completing the class and one for improper instruction. The third instructor was investigated, but the allegation was unfounded.

## POLICY, ACCREDITATION AND DEVELOPMENT SECTION

### ACCREDITATION

The Commission on Accreditation for Law Enforcement Agencies (CALEA) requires all agencies to have an accreditation manager 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 to ensure efficient use of resources, improve relationships with the community and promote the agency's pursuit of excellence.

As a designated flagship agency, DOCJT assists other training academies seeking CALEA accreditation. National accreditation standards and delivery of services underscore and validate that DOCJT is genuinely the premier public safety training program in the country. Throughout the year, all CALEA processes and documents were uploaded to the online document management system.

Since 2013, DOCJT has met the International Association for Continuing Education and Training Standards, making DOCJT a continuing education

credit unit provider under the IACET umbrella. IACET is a non-profit association dedicated to qualifying, continuing education and training programs. IACET accredits education providers that meet strict continuing education guidelines. DOCJT issues continuing education units (CEUS). CEUs were initially designed for professionals who already had attained a certain level of education and needed additional continuing education and training per year to maintain certification. In 2020, this section was able to complete all online reviews for both CALEA and IACET successfully.

### SURVEY, ANALYSIS AND REPORT PROJECTS

In 2020, staff distributed course critiques using the Acadis survey component. All enrolled students received the critique via email after course completion. Students were given 14 days to complete the critique, at which time section staff compiled the results. A report was produced from each class to reflect the course content and how each instructor delivered the course materials. Approximately 2,198-course critiques were processed this year. By the end of the year, the section began preparing course critiques in Blackboard Learning Management System using the survey component.

The Use of Knowledge Survey was developed to determine to what extent students apply the knowledge and skills learned while at DOCJT to their jobs after their courses are complete. The 2020 focus courses were: Ethical Policing in Contemporary Times, 911 Response to Drug Epidemic, Child Abuse Investigations, Coroner's In-Service 2020, and Vehicle Operations Instructor. Final reports were shared with the Training Operations Division.

**“I’ve learned a lot here at DOCJT, I’ve learned how to write better, shoot better, I’ve learned legal which helps a lot considering I worked the road before coming to the academy, I learned how to be more confident in myself, and I’m in the best physical shape then I’ve ever been in.”**

— *Law Enforcement Basic Training Academy, student course critique comment*

The section collects demographic information on all incoming recruits, including Law Enforcement Basic Training, Public Safety Dispatch Academy and Court Security Officer Basic Training. With this data, reports and analysis can be created showing gender, race, age, agency type and previous work experience, and many other components. The section began collecting this data in 1999. In addition, at the start of each academy-level class, the section welcomes each student's class, takes an individual photo and creates a composite of the entire class. This composite is emailed to the Training Operations Division and maintained for record-keeping purposes.

Beginning in 2020, this section expanded the surveys for the Law Enforcement Basic Training Academy. Not only do recruits receive a Law Enforcement Pre-Academy Survey before training, but also, they now receive a five, 10 and 15-week academy survey, followed by a post-academy survey the week of graduation. These surveys ask questions regarding academy staff commitment, professionalism, content and objectives, instruction, discipline, coordination, academy assessment, facilities, and review/recommendations. These reports are shared with the commissioner and Training Operations Division management.

The 2019 Annual Review of DOCJT was completed to highlight agency sections, meetings, awards, training changes and accomplishments depicting a successful year. The report was distributed to all staff and made available on the agency website.

In 2020, the section resumed collecting data utilizing the student injury/illnesses and the training safety databases. The injury/illness report information reflects Law Enforcement Basic Training Academy, Public Safety Dispatch Academy, Court Security Officer Basic Training Academy, and in-service training. The training safety report reflects safety and hazard checks in classes or during training exercises deemed potentially dangerous or created a high potential for injury. The Facilities Section and executive staff review these reports.

In 2020, the section presented recommendations for a new promotional process for the agency and assisted in creating a proposal for a reorganization. Both processes entailed employee surveys and focus group meetings. The new promotional process recommendation aimed to assure quality applicants are selected in the fairest and unbiased manner possible. In addition, an employee committee, requested by the executive staff, provided input about the agency's future reorganization. During their involvement with this committee, employees provided information into which areas of the organization they considered effective and which areas needed to be restructured. Then, each committee member created their vision of how the agency's organizational structure should be compromised. Together, the group developed an organizational structure that all parties agreed upon, which was presented to executive staff.

The section conducted an audit of training materials for the Training Operations Division. During the audit process, lesson plans, source documents, and training materials were reviewed for accuracy and suitability for training. The findings of the audit were presented to the Training Operations director.

The staff also completed the 2020 Client Survey and Needs Assessment report provided to the agency's clients through the agency website. A total of 3,116 responses were received, with an overall satisfaction rate of over 87%.

**POLICY REVIEW** — Section staff continued to conduct policy reviews each quarter and worked with all sections to clarify that policies are up to date.

*Additionally, Staff:*

- Assisted in creating the agency's 2021 Goals and Initiatives Plan with the executive staff;

- Assisted in proofreading and developing the Law Enforcement Training and Reporting System (LETTRS) curriculum system and Blackboard;
- Created maps for the Justice and Public Safety Cabinet;
- Continued to provide the Justice and Public Safety Cabinet a monthly activity report.

### OFFICE OF THE STATE SCHOOL MARSHAL

The Office of the State School Security Marshal completed its first full year of operations. The Office started 2020 by conducting a 40-hour training course for compliance officers and investigative managers. The course included presentations covering school law, the School Safety and Resiliency Act, and the Marshal's Office Assessment Tool. After the class, a cumulative practical exam involved assessing two schools in Madison County. Presentations made by a school counselor, school nurse, district superintendent and the Kentucky Center for School Safety united the school environment and compliance officers.

School risk assessments began on January 13, with over 60% completed by March 16. Initial assessments were not reported; instead, they built rapport between the schools and the compliance officers. Following the COVID-19 mandates set by Governor Andy Beshear, school assessments were suspended from March 16 until May 1. During this period, the risk assessment criteria were refined and approved by both the Kentucky Center for School Safety and the Kentucky Board of Education. All initial school assessments in the commonwealth were completed by the end of July.

**“This was DOCJT’s first ever 40 hour online in-service training class. I would have to say it went very smooth and there were very few issues. I was extremely impressed with how it went and think that DOCJT seriously needs to consider offering more 40 hour on-line courses. I was very impressed with how smooth it went. Thanks DOCJT.”**

— Child Abuse Investigations, student course critique comment

## ADMINISTRATIVE DIVISION

### COMMUNICATION BRANCH

In 2020, the global pandemic reinforced the importance of having a proactive Communication Office within DOCJT. Since the crisis began, the communication team created a seamless transition into pandemic procedures through clear communication, graphics, emails, Kentucky Law Enforcement magazine online articles and coordination with the Kentucky Justice and Public Safety Cabinet.

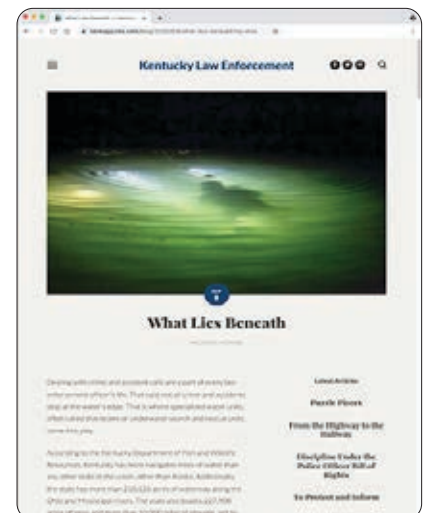
The agency’s social media accounts were a great tool in helping to stress the importance of the state’s “Healthy at Work” message. DOCJT’s social media initiatives included a 10-week “Did You Know Series” on the agency’s “Healthy at Work” initiative and training practices (*pictured at right, top*). It also included a video of the commissioner and state school security marshal receiving COVID-19 testing to show our clients the ease of the testing process.

In addition to crafting the agency’s narrative on pandemic response, the Communication Office maintained and provided updated content on the four agency websites – docjt.ky.gov, KYPCIS.com, KLEmagazine.com and KLECS.ky.gov. Several client emails were generated to keep agencies well informed of changes to training. The Communication Office also responded to dozens of press inquiries throughout the year regarding training.

The Communication Office continued its efforts to assist with active shooter response training by updating the school systems’ active shooter video for the Office of the State School Security Marshal. This video was completed with the input and assistance of multiple schools, the Kentucky Department of Education and the Kentucky Center for School Safety. This year, safety practices were recorded in a local elementary school, with several DOCJT staff and family members demonstrating proper safety procedures while wearing personal protective equipment.

Before the pandemic, the communication staff produced three Law Enforcement magazine print issues, covering various topics, including death investigations, child witnesses and sheriff certifications. The pandemic suspended the print magazine production, but quick planning ensured a seamless transition from the print magazine to KLE online. KLEmagazine.com covered many topics weekly, including a profile on enforcement tools such as bike patrols, the Louisville Metro Police Department Dive Team (*pictured at right, bottom*), leadership, legal matters, and KYPCIS matters.

Additionally, Communication Office staff members worked with vendors on the production of agency-branded apparel. Staff members designed agency flyers, such as the DOCJT 2020 Goals and Objectives and prepared both the content and the design plan for the Firing Range Justification Business Case for the Kentucky General Assembly.



The Communication Office produced numerous materials to support DOCJT's mission, including an extensive document prepared for publication in the International Association of Chiefs of Police's Police Training Facilities Guide.

The Communication Office coordinated Law Enforcement Basic Training graduation livestream events throughout the year to allow clients, recruit families, and DOCJT staff to participate in graduation ceremonies without the risk of contracting COVID-19.

Furthermore, the Communication Office created logotype and letterhead for the Office of the State School Security Marshal, the Kentucky Justice and Public Safety Cabinet, and the Kentucky Department of Juvenile Justice.

## HUMAN RESOURCES BRANCH

Due to COVID-19, the Human Resources Branch (HR) experienced many firsts during 2020. Virtual interviews, workshops, and employee orientations were conducted online. HR personnel facilitated staff professional development training hours via the state employee-training website. Section staff were special detailed to assist with unemployment insurance claims due to an overwhelming increase. Section staff also scheduled staff flu shots and employee blood drives throughout the year.

## FISCAL MANAGEMENT BRANCH

### ACCOUNTING SECTION

The Accounting Section is responsible for providing timely and accurate fiscal services for DOCJT. Staff interprets and ensures that each transaction complies with all DOCJT policies, as well as state and federal regulations. This includes all payments and deposits for the agency.

The Accounting Section was tasked with many additional payments due to purchasing COVID-19 supplies, medical tests, etc. These additional purchases were coded so that expenditures can be tracked in the future. While telecommuting, the Accounting Section continued to provide timely and accurate fiscal services for DOCJT, including all payments and deposits for the agency. During 2020, the section expedited approximately \$8,406,036 and deposited approximately \$375,877.

### KENTUCKY LAW ENFORCEMENT FOUNDATION PROGRAM FUND (KLEFPF)

The KLEFPF Section is responsible for the administration and monthly distribution of Kentucky Law Enforcement Foundation Program Funds to participating law enforcement agencies throughout the commonwealth. While telecommuting, this section continued serving the commonwealth with great success. This section disbursed \$44,960,698 in KLEFPF proficiency grants, retirement, FICA and administrative expense reimbursements to approximately 7,779 law enforcement officers serving approximately 370 agencies.

## TRAVEL COORDINATION SECTION

The Travel Coordination Section is responsible for establishing direct bill accounts with hotels and approving travel authorizations. The primary goal of this section is to streamline travel arrangements, alleviate out-of-pocket travel expenses for DOCJT staff, and ensure that resources are allocated as efficiently as possible. The section completes staff travel vouchers to reimburse overnight travel expenses and submits Staff Training Applications to the Justice and Public Safety Cabinet for approval when applicable.

The Travel Coordination Section was tasked with many training cancellations due to COVID-19. This involved canceling employees from training classes, canceling hotel and airline reservations, requesting refunds, and tracking credit amounts from training vendors and airlines. The Travel Coordination Section was responsible for ensuring that agency refunds were processed and that funds were credited to the correct account. All cancellations, credits, etc., were documented for future requests.

## INFORMATION SYSTEMS BRANCH

The Information Systems Branch is responsible for purchasing and maintaining the agency's technology needs, electronic data, and information systems. Additionally, the section is responsible for application development, security access support, and web support. The Information Systems Branch did not let 2020 hinder them from achieving significant progress for this agency.

Notable accomplishments for the Information Systems Branch:

- Received an IT award for School Safety Project from COT for Best Collaboration Among Agencies;
- Created a new training management system, Law Enforcement Training and Reporting System (LETRS), began migrating information from Acadis to LETRS along with a curriculum module;
- Converted various paper forms to electronic forms using LETRS E-forms;
- Initiated the process of converting microfilm to electronic files;
- Implemented Blackboard Learning Management System for online/blended learning;
- Updated Disaster Recovery/Business Continuity plan;
- Upgraded classrooms to advanced audio/video technology with unified communications;
- Coordinated the installation of direct AT&T Fiber Connection for DOCJT Louisville Satellite Office;
- Enhanced physical security upgrades.



*IT Branch members received the IT Award Best Collaboration Among Agencies from the Commonwealth Office of Technology for their work on the School Safety Project.*

# LOGISTICS BRANCH

## FACILITIES SECTION

- Expedited 270 facility-use requests from 24 external agencies totaling 609 hours of usage
- Maintained an infrastructure of over 300,000 square feet and responded to 507 Facility maintenance requests
- Expedited 933 dormitory housing requests
- Successfully managed:
  - » Project phasing and total HVAC replacement in every dorm room while keeping the facility open for student use
  - » Funderburk window-replacement project
  - » Completion of the Sayre Building and Thompson Hall HVAC renovation project
  - » McKinney Skills driving track flooding project
  - » Weber gym HVAC chiller replacement project
  - » Completion of the Weber defensive training room project
  - » The Stone Building lead mitigation project for the shoot-house
  - » McKinney Skills Firing Range floor re-surface & acoustics project
- Worked in conjunction with IT to oversee the Funderburk cabling project
- Worked with the Supply Section to prepare the new Louisville field office ready for training
- Prepared DOCJT campus for compliance with state government COVID-19 requirements to ensure students could return and safely social distance
- Worked with Custodial Services to keep the DOCJT campus properly cleaned and sanitized to prevent the spread of COVID-19
- Provided and maintained COVID-19 testing and assessment stations
- Provided and assisted the Records Section with reception services at the dorm desk due to the Funderburk Lobby being closed during COVID-19
- Rearranged dorm reservations to ensure that students could occupy the dorm while maintaining proper social distancing.

## PROCUREMENT SECTION

During the COVID-19 pandemic beginning in March, staff began telecommuting, while continuing to complete procurements, including goods, services, new contracts, Memorandums of Agreement (MOAs), and Memorandums of Understanding (MOUs), while developing DocuSign processes for contracts, MOAs, and MOUs to be signed electronically. As a result, this section processed 1,186 purchase and service requests totaling nearly \$4 million, ensuring cost-effective and quality procurements. Also, the section processed additional lines of service, upgrades on equipment, and termination of service for agency wireless users, including iPhones, iPads, and “hotspots” needed for telecommuting employees.

The section spent many hours searching for and obtaining COVID-19 related items to allow the agency to re-open and continue training classes safely. \$65,053 was spent procuring COVID-19 items, including face masks, gloves, face shields, hand sanitizer, hand sanitizer dispensers, disinfectants, cleaning supplies, thermometers, etc. The section developed and monitored 66 contracts and MOAs totaling over \$3 million to meet training requirements and agency operations, and met high standards set by the Finance Cabinet and approved each Government Contract Review Committee.

## SUPPLY SECTION

The Supply Section operated with minimum staffing using COVID-19 protocols to receive deliveries and stock inventory to support telecommuting staff. The section also maintained building and content insurance for all DOCJT facilities and the necessary inventory controls in compliance with state and/or agency regulations and policies. The staff completed the yearly state-required property inventory by the deadline, working through the challenges under COVID-19 protocols.

This year, the Supply Section processed 91 requests for vehicles driven a total of 35,964 miles. The agency purchased and received eight new vehicles for the travel and training fleets. Toyota Camry's and Ford Taurus Hybrids were added to the travel fleet to better fuel economy and lower maintenance costs. The section supported the Office of the State School Security Marshal with vehicles dispersed throughout the state and driven the cars a total of 154,031 miles. Not only was the section responsible for distributing vehicles, but they also disinfected and sanitized all agency vehicles for safe operations due to COVID-19. This section completed end-of-year and mid-year audits of vehicle insurance.



*New vehicles purchased in 2020 include Toyota Camry's (left), and Ford Taurus Hybrid's (below). The Ford Taurus is DOCJT's first hybrid vehicle.*



## TECHNICAL SERVICES SECTION

The Technical Services Section was instrumental in expanding, purchasing, and installing four new Xerox copiers for the agency. The agency utilized new copiers for the production of training materials. The section also purchased 18 desktop printers for the Office of the State School Security Marshal. The section staff was nominated for and received annual awards for their outstanding service and contributions to the agency. The employees also received over 1,600 total hours of training this year. Technical Services expedited 451 requests for CCDW training materials and 8,855 CCDW manuals, resulting in over 3.5 million copies of training materials.



# TRAINING OPERATIONS DIVISION

## NEW COURSES

- Chaplaincy Basic
- Collision Scene Investigation
- Contemporary Policing in the 21st Century
- Drug Investigative Techniques
- Ethical Policing in Contemporary Times
- Law Enforcement Training Officer
- School Resource Officer Training II
- Stress and Wellness for the Dispatcher
- Suicide Caller/Barricaded Subjects
- Tele – Planes, Trains, and Automobiles
- Vehicle Operations Instructor

## DISTANCE LEARNING

Due to the COVID-19 pandemic and the need to train thousands of officers virtually, the agency developed online courses to satisfy training requirements for law enforcement officers, dispatchers, and coroners. This resulted in nine different courses that could be completed entirely online. Additionally, two 40-hour in-service classes were taught live online to address training deficiencies from the previous year.

## ONLINE COURSES

IN-SERVICE CLASS	TIMES TAUGHT	GRADUATED STUDENTS
911 Heroin in KY	5	207
911 Response to the Drug Epidemic	12	638
Career Survival: Ethics for Dispatch	5	294
BTO Recertification	12	1,588
DUI/SFST Refresher	3	31
Driving for a Safer Tomorrow	10	74
Police Mandatory Training	7	1,320
Ethical Policing in Contemporary Times	17	6,202
<b>TOTALS</b>	<b>71</b>	<b>10,354</b>

**“SRO II was an amazing course. All the instructors were amazing and related the class to real life. I learned a great deal from this class and I know it has improved me and how I do my job.”**

— School Resource Officer Training II, student course critique comment

# TRAINING SUPPORT BRANCH

## ADMINISTRATIVE SUPPORT SECTION

The Administrative Support Section is responsible for all aspects of course registration, including curriculum management, student enrollment, course eligibility, and final course records. The section also assists other training sections with scheduling classroom facilities in Richmond and at remote locations.

## LEGAL TRAINING SECTION

The Legal Training Section consists of a team of six licensed attorneys who collectively have more than 142 years of practicing law. This section is responsible for a block of instruction in practically every course offered at DOCJT. These attorneys bring their knowledge to law enforcement basic training recruits, officers, deputies, coroners, court security officers, and telecommunicators seeking in-service training each year.

The training hours scheduled for 2020 exceeded the hours conducted during the calendar year 2019. However, due to the pandemic, DOCJT suspended training beginning in March 2020. The Legal Training Section resumed training in late June, starting with the Laws of Arrest Legal Practical for Law Enforcement Basic Training Class 511. In addition, this section offered Legal Update: Penal Code and Legal Update: Constitutional Procedure classes in 2020 during the midst of the pandemic.

The Legal Training Section continued to update resources posted on the Legal Section webpage at [www.docjt.ky.gov/legal](http://www.docjt.ky.gov/legal). This includes the new version of the Kentucky Criminal Law Manual, the Handbook for Patrol, the new implied consent warning, which went into effect on July 1, summaries and open records decisions by the Attorney General, summaries of opinions rendered by the state and appellate courts, information concerning new laws passed by the 2020 Kentucky General Assembly, along with other information. Attorneys also continued to submit articles to the Kentucky Law Enforcement Magazine and prepared for the return of training despite being special detailed to the Unemployment Insurance Department from May 15 to June 22, 2020.

## RECORDS SECTION

This section is responsible for all open records requests and the archiving of agency records. Despite the section’s supervisor being specially detailed to the Unemployment Insurance Department, staff continued to fulfill all obligations during the transition to remote workstations. This section adapted to provide customer service at the main switchboard with other client requests remotely. This section completed 368 open records requests and 203 transcript requests. This section also located and scanned all paper records that were in storage rooms and recovered documents from 283 microfilms by converting those files to PDF format. This section implemented electronic records storage solutions OnBase. It is estimated that the section processed approximately one million pages of the 10 storage areas that were cleared.

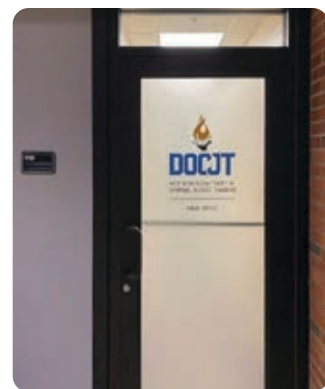
## ADVANCED TRAINING BRANCH

### INVESTIGATIVE TECHNIQUES SECTION

The Investigative Techniques Section was instrumental in resolving training deficiencies identified in the previous year by offering their 40 hour Child Abuse Investigations course, virtually, through the Blackboard Management System. The course was offered once in November and again in December. The course started a movement to provide future courses with an online format to fulfill officer-training needs during the pandemic. This course has led to the continued use and additional courses offered through this method of instruction into 2021.

### LOUISVILLE FIELD SECTION

Despite the challenges of 2020, the Louisville Field Section once again opened a new satellite office. The office is located at 450 North Whittington Parkway in the Founders Union Kentucky Southern College Alumni Hall on the University of Louisville campus. One classroom is available for use by the section, with additional classrooms that can be contracted, as needed. This will facilitate expanded DOCJT course offerings in the Louisville area.



The new Louisville Field Section office building and classroom.

### PATROL TECHNIQUES SECTION

Major renovations to classrooms in the Funderburk building were accomplished this year. The upgrades included a new criminalistics lab, low-light photography room, blood-spatter room, and an online-facilitated training classroom. High-top tables and chairs were added to the criminalistics lab, along with a negative airflow system and a state-of-the-art electronic presentation system.



The new Criminalistics lab is located in Funderburk Classroom 311 and has state-of-the-art equipment for training.

### SCHOOL RESOURCE OFFICER SECTION

The School Resource Officer Section is responsible for training all school resource officers (SROs) in Kentucky. The section revised the training curriculums for two existing SRO courses to meet School Safety and Resiliency Act requirements. In total, the SRO section trained 57 students in SRO I and 45 students in SRO II. The section also developed and submitted a new SRO III curriculum to be taught in 2021, making it the final step in the mandated SRO training from the 2019 School Safety and Resiliency Act (KRS 158.4414).

## TACTICAL TRAINING BRANCH

### CRITICAL SKILLS SECTION

The Critical Skills Section works with other training sections to build an exceptional training program. The program aims to ensure graduating recruits get training directly related to critical skills they will utilize while serving citizens across the commonwealth.

During 2020, the section reviewed and revised all lesson plans. The section absorbed vehicle operations training, increasing training hours, facility use, and the maintenance of approximately 40 vehicles used in training. All section staff was trained and certified as vehicle operations instructors.

The section planned and developed training related to police pursuit policies mandated by the Kentucky General Assembly. Staff accepted responsibility for practical-scenario training conducted at the end of the Law Enforcement Basic

Training Academy. Staff conducted multiple tours, including members of the Justice and Public Safety Cabinet, Kentucky legislature and executive staff from Eastern Kentucky University.

The section regularly conducted after-action reviews of training and led internal training sessions to ensure skills-based practical exercise training consistency. The section endeavored to improve their individual teaching skills, which directly impacted recruit and officer success.

## FIREARMS SECTION

The Firearms Section ensured masks and hand sanitizer was available during training exercises. In addition, they adapted training needs due to recruits testing positive for COVID-19 or contact tracing, including holiday down weeks.

Due to COVID-19 restrictions and student and staff safety, the section moved all handgun training to the Boonesboro Range. This allowed additional spacing on firing lines and was entirely outdoors. At the Boonesboro Range, the Rifle Pit was re-opened. Recruits were spaced out to increase distancing during breaks, lunch and dinner at the range. The section received a new Dodge 2500 pickup truck to haul supplies to the Boonesboro Range and road courses.

Despite pandemic challenges, the Firearms Section updated the Ti simulator system in the Sayre Building to include new CPUs, projectors, weapons, lights, tasers, and OC canisters. The Sayre Building rooms 104 and 105 received new TV monitors, instructor console, and chairs. Additionally, the Sayre Building received a new metal roof and HVAC unit. The McKinney Range received new flooring, sound baffling and a sound system. Drink coolers, stocked with water and power drinks, were installed in the Sayre Building and the McKinney and Boonesboro ranges.

The Boonesboro Range is used for various firearms training, including night shoots.



## PHYSICAL SKILLS SECTION

The Physical Skills Section is responsible for providing training in physical fitness, defensive tactics, and less lethal options for basic and in-service training. The section adapted its procedures to fit the CDC guidelines, including keeping the same training partner during Defensive Tactics and limiting multiple physical contacts. Large groups were limited whenever possible in any Physical Training and Defensive Tactics (PT/DT) skills-related training by assigning additional staff members to utilize training smaller groups. This allowed for an increase in spacing, which limited any potential exposure to COVID-19. The gym facilities were limited to only required staff for recruit training during scheduled classes. The section cleaned and decontaminated equipment, PPE, and training facilities at the end of each skill-related course.

In 2020, the Physical Skills Section created a 40-hour Defensive Tactics Update course. As a result of implementing Gracie Ground Defense and the expansion of techniques, officers received the most up-to-date ground training available. Staff created new protocols to train smaller groups of Law Enforcement Basic Training Academy recruits while also maintaining social distancing requirements. New training equipment and apparel were ordered for instructors, allowing each instructor to have their own safety gear during COVID-19.

## BASIC TRAINING BRANCH

### COORDINATION SECTION

Multiple times during 2020, the Coordination Section had to adjust schedules quickly for the Law Enforcement Basic Training classes. The year started like any other, graduating Classes 507 and 508, but then the pandemic quickly changed routines. The section graduated Class 509 and 510 early while sending the remaining recruits home for an unknown amount of time in the first DOCJT shutdown. The Coordination Section maintained contact with each of the departments affected. While telecommuting during the COVID-19 shutdown, the section developed a new coordination manual while maintaining communication with recruits waiting to return to training.

The staff was instrumental in notifying students of new academy protocols, including recruits being placed into single occupancy rooms. Due to new regulations and emergency curriculum changes, the training schedule was modified to ensure student groups were separated in the gym and dining facilities. The section was at the forefront of creating new class schedules and overlapping schedules.

### 2020 LAW ENFORCEMENT BASIC TRAINING CLASSES

LEBT CLASS NO.	# OF RECRUITS	START DATE	GRAD. DATE
507	33	08/11/2019	01/23/2020
508	31	09/22/2019	02/27/2020
509	39	10/13/2019	03/19/2020
510	32	10/27/2019	03/26/2020
511	29	12/08/2019	08/13/2020
512	28	01/26/2020	10/29/2020
513	38	03/01/2020	12/10/2020

The section assisted with the implementation of COVID-19 testing for recruits and helped establish safety protocols. They regularly worked with other staff and sections for notifications of potential exposures, testing dates, and schedule changes. The section maintained contact with their affected recruits' agencies to ensure that training standards were still met while recruits recovered at home. All basic training homerooms were moved to larger classrooms, and rooms were rearranged to ensure social distancing.

With COVID-19 and schedule changes, coordinators were still able to maintain the section's day-to-day operations by assisting with practicals and mentoring the recruits. Once classes resumed, the Coordination Section assisted Class 512 and 513 with successful graduations at the end of the year.



Law Enforcement Basic Class Academy during legal instruction using Weber 226



Law Enforcement Basic Training Graduates of Class 512 graduating October 29, 2020.

## LAW ENFORCEMENT OPERATIONS SECTION

The Law Enforcement Operations Section continued to conduct a wide range of classes and practical exercises for the Law Enforcement Basic Training Academy and conducted basic training and in-service courses for certified court security officers. The Law Enforcement Operations Section adjusted several classes and practical exercises due to COVID-19. Extra precautions were taken to adhere to social distancing guidelines and sanitizing equipment where possible to help prevent the spread of the virus. The staff continued to work with students who could not attend in-person classes and provide them with training materials and assignments that could be completed independently, enabling them to remain with their recruit class.

### 2020 COURT SECURITY OFFICER BASIC TRAINING CLASSES

CCSO CLASS NO.	# OF RECRUITS	START DATE	GRAD. DATE
72	23	08/24/2020	09/04/2020
73	20	11/30/2020	12/11/2020

## TELECOMMUNICATIONS SECTION

The Telecommunications Section is responsible for the Public Safety Dispatch Academy (PSDA) and the delivery of 20 telecommunications in-service classes. Many adjustments were made during the year to ensure training continued safely. Following the shutdown, the section resumed in-service classes and started a new PSDA class. PSDA Class 132 was converted to a virtual-learning format and graduated in January 2021.

The 911 Advisory Board was restructured to seek input from directors and supervisors across the state. The Emergency Medical Dispatcher (EMD) program was reinstated within the Public Safety Dispatch Academy, teaching dispatchers the necessary skills to provide expected service levels.

### 2020 PUBLIC SAFETY DISPATCH ACADEMY CLASSES

CLASS NO.	# OF RECRUITS	START DATE	GRAD. DATE
130	19	02/02/2020	02/28/2020
131	22	03/08/2020	04/03/2020

**“I loved the class wish it had been offered earlier in my career!”**

— Public Safety Dispatch Academy, student course critique comment

## TRAFFIC OPERATIONS SECTION

The Traffic Operations Section began to prepare for 2020 as any other year, but little did they know what they would face. At the end of March, staff and students were sent home for what they assumed would be a few days or maybe even weeks, but not the entire year.

As time went on and limited law enforcement basic training classes were brought back, the Traffic Operations Section modified how training would be conducted to stay within the CDC guidelines. For DUI and Breath Test Operator training, students moved to larger classrooms for social distancing. Using hand sanitizer, face masks, and maintaining distance were required. Standardized Field Sobriety Testing was not affected as much. When recruits began operating the Intoxilyzers, students accommodated training by running the instrument on themselves instead of other recruits. Extra hand sanitizer inhibited the air and then placed the Intoxilyzer into a 'frenzy' since it does, after all, detect alcohol. Added PPE, such as gloves, were used since hand sanitizer could not be utilized.

The Traffic Operations Section teaches the Breath Test Operator course. This course is offered for outside agencies such as Lexington Police Department. The agency revised facilities for Kentucky State Police using the BTO Lab, and new this year is the Bowling Green Law Enforcement Academy.

These changes were implemented for most classes taught from this section, since many utilize practical components. For instance, Crime Scene Management, Evidence Collection, Fingerprint, and Collisions all have hands-on practical exercises. Additional time, personnel, equipment and locations were needed to follow safety procedures and keep everyone healthy. Preparing areas for crime scene practical exercises required the janitorial staff to clean used rooms to ensure extra disinfecting. Additional scenario scenes were created to lessen contact between students. This allowed for smaller groups to ensure that students were adequately distanced. Instructors and staff worked hard to coordinate these tasks and ensure that classes were entirely covered in the time allotted.

Online training remained the same for the Driving for a Safer Tomorrow course and the BTO recertification course. However, retesting was completed electronically instead of in person. This ensured a safer environment to administer the test and time away from the officer's agency. Section staff successfully found ways to connect and work together on various projects through 2020 while telecommuting.

**“Excellent firearms and defensive training instructors, all very knowledgeable. Also very helpful and instructive legal instructor.”**

— Court Security Officer Basic Training Academy, student course critique comment

## LAW ENFORCEMENT PROFESSIONAL DEVELOPMENT & WELLNESS BRANCH

### POST-CRITICAL INCIDENT SECTION

The mission of the Post-Critical Incident Section is to provide support to Kentucky Law Enforcement officers and telecommunicators who have experienced critical incidents. The section coordinates all Post-Critical Incident Seminar and Stress and Wellness courses for students across Kentucky. The section also offers basic recruits with training related to financial management, PTSD, critical incident aftercare, and crisis management.

Even amid the pandemic, the section implemented a plan to keep the Kentucky Post-Critical Incident Seminars available. Not only did the staff devise a plan to conduct the seminars, but they also created and implemented follow-up surveys for peers and mental health professionals to help the program grow and develop. LEPDW updated all lesson plans and training materials and created a new “Resiliency” course to be taught during the 2021 training year. This will better serve law enforcement and dispatcher needs.

The section staff worked on personal growth and attended the Comprehensive Officer Resilience Train-the-Trainer program provided by the Federal Bureau of Investigation National Academy Associates. They also represented the section by attending all KENA/APCO meetings in 2020. These meetings were crucial in the promotion of the KYPCIS program to dispatchers throughout the commonwealth.

In 2020, this section taught a total of 47 blocks of instruction during basic training academy classes. The staff taught three Stress and Wellness classes, one Chaplaincy class, and one Stress and Wellness block in the Law Enforcement Training Officer class for in-service. In addition to training students, staff from the section trained 41 DOCJT employees in CPR and First Aid.

Section staff and past PCIS participants presented to Professor Dr. Botts' Psychology Department Doctoral Students at ECU on the KYPCIS program and experiences.

In September, members of this section spoke to the National Sheriff's Association Panel regarding Kentucky's experience with Kentucky's Post-Critical Incident Seminar. The panel consisted of representatives from several other states who also host Post-Critical Incident Seminars.

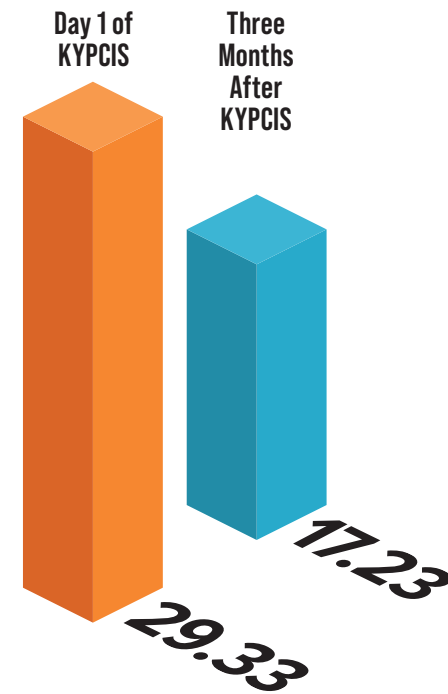
Section staff wrote three of a four-part series of articles on law enforcement families' stress and coping that were published in the Kentucky Law Enforcement Magazine. The articles were titled: *Relatable Relationships* (April 14, 2020), *The Trinity* (April 28, 2020), *Getting Out of the Box* (May 12, 2020), and the article *The Trickle-Down Effect* (May 28, 2020), written by one staff member's son.

### 2020 POST-CRITICAL INCIDENT SEMINARS

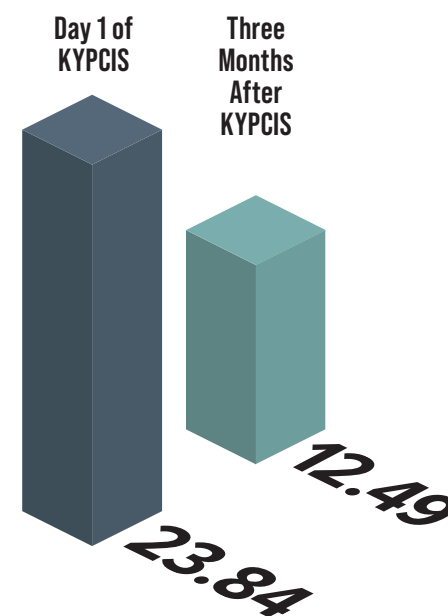
# OF CLASSES	# OF OFFICERS	# OF TELECOMMUNICATORS	# OF SPOUSE/ SIGNIFICANT OTHER	# OF TOTAL SERVED 2020
4	34	27	23	84

Research is being conducted on the past PCISs to measure the effectiveness of the program. The IES-R and PCL-5 measure the severity of PTSD symptoms (IES-R is incident-specific and measures the frequency of symptoms of the past week and the PCL-5 is general and measures PTSD symptoms over the past month). Scores on both measures go down after officers and dispatchers participate in the KYPCIS. These scores are from 61 officers/dispatchers who had survey data for both time points.

### CHANGES IN IES-R SCORES



### CHANGES IN PCL-5 SCORES



### VETERANS AFFAIRS

The Veterans Affairs program for Law Enforcement Basic Training Academy recruits and the Public Safety Dispatch Academy students assists recruit veterans while attending DOCJT in understanding GI benefits. Veterans Affairs provides services as it relates to each recruit specifically.

Even with the COVID-19 pandemic this year, the VA office still celebrated veteran basic training recruits. A generous donor supplied gift cards for all 33 veterans at the academy during Veteran’s Day to honor their sacrifices to our country. The office also mailed 120 Valentine cards to each veteran at the Carl M. Brashear Radcliff Veterans Center and 120 Christmas cards to the Eastern Kentucky Veterans Center.

### EDUCATING HEROES

The Educating Heroes program offered law enforcement officers the ability to receive an associate’s degree from Bluegrass Community and Technical College at no cost to the student. Recruits who completed basic training received 45-credit hours and had the option to enroll in additional online courses to complete their degree. The Educating Heroes Program was suspended in May 2020 due to budgetary constraints.

### LEADERSHIP SECTION

In 2020, the Leadership Section facilitated training to 157 students before in-service training was suspended. The Criminal Justice Executive Development (CJED) class was halted before graduation. However, staff quickly adapted to the changes and were able to keep the class going through video conferencing technology. Once in-person courses resumed, the CJED class met for in-person instruction, completing the course later in the year.

The section played a large part in creating the eight-hour Ethical Policing in Contemporary Times online course. Staff also participated in the early adoption and implementation of the new Blackboard Learning Management System. The section assisted with the Law Enforcement Basic Training Academy and taught the Ethics and Nutrition blocks once classes resumed. Staff created a new Law Enforcement Training Officer course that replaced the former FTO and PTO courses. This section completed 906 hours of training, authored two leadership articles for the agency magazine and participated in several internal and external committees.

#### 2020 CRIMINAL JUSTICE EXECUTIVE DEVELOPMENT CLASSES

CJED CLASS NO.	# OF RECRUITS	START DATE	GRAD. DATE
XXVI	21	1/12/2020	8/13/2020

# 2020 KENTUCKY GENERAL ASSEMBLY REPORT



THIS ARTICLE IS FROM KLEMAGAZINE.COM, POSTED JULY 28, 2020

BY MIKE SCHWENDEMAN AND DOUG BARNETT

THE COVID-19 PANDEMIC THAT SWEEPED THE COUNTRY OVERSHADOWED THE 2020 REGULAR SESSION OF THE KENTUCKY GENERAL ASSEMBLY IN THE PUBLIC EYE. DESPITE PROBLEMS CREATED BY THE NEED TO DEAL WITH THE CRISIS, THE GENERAL ASSEMBLY MANAGED TO COMPLETE ITS SESSION. MOST OF THE NEW LEGISLATION BECAME EFFECTIVE ON JULY 15, 2020. LEGISLATION THAT WAS DESIGNATED AS EMERGENCY LEGISLATION BECAME EFFECTIVE UPON GOV. ANDY BESHEAR'S SIGNATURE. SOME LEGISLATION HAS SPECIFIC LATER EFFECTIVE DATES. THE FOLLOWING SUMMARIES ARE OF BILLS THAT ARE OF INTEREST TO LAW ENFORCEMENT.

## SENATE BILL 8 – SCHOOL SAFETY

This legislation, a follow up to the School Safety and Resiliency Act enacted in 2019, clarifies the definition of a school resource officer (SRO). It states that an SRO is a sworn law enforcement officer or special local enforcement officer who has received specialized training and whose primary job function is to work with youth at a school site. Designated entities shall cooperate to assign one or more SROs to serve each campus where there are one or more buildings to deliver instruction to students. SROs shall be armed with a firearm, notwithstanding any local policy or memorandum of agreement. The definition of “police officer” at KRS 61.315 was amended to include any SRO. In addition, any special law enforcement officer employed as an SRO shall be commissioned for four years. The bill also made an amendment to KRS 508.075, terroristic threatening in the second degree. It will now include making a false statement by any means, including electronic communication, indicating that an act likely to result in death or serious physical injury is occurring or will occur. This will now include doing the forbidden acts to create fear of death or serious physical injury among students, parents or school personnel.



SB 8

## SENATE BILL 15 – CONSTITUTIONAL AMENDMENT/CRIME VICTIM BILL OF RIGHTS

This bill will submit a proposed amendment to the Kentucky Constitution to provide for a crime victim bill of rights.

## SENATE BILL 56 – SALE OF TOBACCO, ALTERNATIVE NICOTINE AND VAPOR PRODUCTS- EMERGENCY LEGISLATION

Amended KRS 438.305 to provide new definitions for “tobacco product” and “vapor product.” KRS 438.310 and 438.315 was amended to forbid the sale of

any tobacco product, alternative nicotine product or vapor product to any person under age 21. KRS 438.311 now makes it unlawful for any person under the age of 21 to purchase or possess such products. Officers may confiscate these products from any person younger than 21. KRS 610.010(2) was amended to provide that tobacco offenses as provided in KRS 438.305 to 438.340 shall no longer be classified as status offenses for minors.

### SENATE BILL 72 – FEMALE GENITAL MUTILATION – EMERGENCY LEGISLATION

Created a new offense of female genital mutilation in KRS Chapter 508. It is a class B felony to mutilate the genitals of a female under the age of 18 unless it is necessary to the health of the person, upon whom it is performed, or the person is in labor or has just given birth and the procedure is performed for medical purposes. The basic training academies in the state will be required to include appropriate training on the risk factors associated with female genital mutilation, the criminal penalties for committing the act, and the psychological and health effects on victims. KRS 600.020 is amended to include committing or allowing female genital mutilation of a minor in the definition of an abused or neglected child. KRS 620.030 is amended to require any person who knows or has reasonable cause to believe that a child is a victim of female genital mutilation to immediately make an oral or written report to a local law enforcement agency or Kentucky State Police, the Cabinet for Health and Family Services, the commonwealth’s attorney or county attorney.



### SENATE BILL 80 - CRIME VICTIM BILL OF RIGHTS

Repeals, re-enacts and amends the Crime Victims Bill of Rights. It is conditional upon the voters ratifying a proposed constitutional amendment. If the amendment is ratified, the bill will take effect on Nov. 3, 2020.

### SENATE BILL 111 – PUBLIC SAFETY PERSONNEL AND TRAINING

Creates a new section of KRS chapter 72 to provide for the proper and respectful handling of the remains of a police officer, firefighter or emergency medical services personnel killed in the line of duty. The bill also amended KRS 15.440 to provide that the Kentucky Law Enforcement Council may, via promulgation of administrative regulations, approve basic training credit for completion if certain criteria is met.

### SENATE BILL 122 – OUTPATIENT MENTAL HEALTH TREATMENT

Amended KRS 202A.0815 (1) to change involuntarily hospitalized pursuant to KRS 202A.051 to at least two times in the past 24 months, rather than 12 months.

### HOUSE BILL 2 – HUMAN TRAFFICKING

Amended KRS 17.500(8) (a) to include as a sex crime, a felony offense of KRS 529.100 or 529.110 involving commercial sexual activity. KRS 49.370 was amended to provide that victims of human trafficking may be eligible for crime victim compensation funds. The bill created a new section in KRS Chapters 183, 277 and 281 to provide that signage will be posted in publicly accessible restrooms in airports, train stations and bus stations in English and Spanish displaying the current telephone number of the National Human Trafficking Resource Center hotline or any federally funded successor entity. KRS 529.100 was amended to add a definition for “abuse or threatened abuse of law or legal process.” The description of “commercial sexual activity” was amended to state “any sex act for which anything of value is given to, promised to or received by any person. The bill added a definition for “debt bondage,” and amended the definition of “force, fraud, or coercion” to state “includes but is not limited to:

1. The use or threat of force against, abduction of, restraint or serious harm of an individual;
2. The abuse or threatened abuse of law or legal process;
3. Facilitating, controlling or threatening to control an individual’s access to a controlled substance;
4. Knowingly destroying, concealing, removing, confiscating, possessing, or attempting to destroy, conceal, remove, confiscate or possess any actual or purported passport or other immigration documents or any other actual or purported government identification documents of the person or family member;
5. Use of debt bondage;
6. The use of an individual’s physical or mental impairment when the impairment has a substantial adverse effect on the individual’s cognitive or volitional function.

The bill also created a definition for “serious harm” as any harm, whether physical or nonphysical, including psychological, financial or reputational harm that is sufficiently serious to compel a reasonable person to perform or continue performing the commercial sexual activity to avoid incurring that harm. KRS 529.100 was amended to include as human trafficking subjecting one or more persons to engage in (a) forced labor or services; or (b) commercial sexual activity through the use of force, fraud or coercion, except if the person is under the age of 18. The commercial sexual activity need not involve force, fraud or coercion. Amendments were made to KRS 529.130 and 529.140 relating to the operation of the human trafficking victims fund, and KRS 529.180 was amended to increase limitations on what a person could raise in defense to prosecution under KRS 529.100 or 529.110.



### HOUSE BILL 44 – KEY INFRASTRUCTURE ASSETS

Amended KRS 511.100 to include above ground natural gas or petroleum pipelines and a cable television headend. The bill also amended KRS 512.020 to include tampering with the operations of a key infrastructure asset in a manner that renders the operations harmful or dangerous as criminal mischief in the first degree.



## HOUSE BILL 204 – SEX OFFENDER REGISTRANTS

Amended KRS 17.545 to include a publicly leased playground in places a registrant shall not reside within 1,000 feet of and clarifies the measurement shall be from the property line of the protected area to the property line of the registrant's residence. The prohibition against a registrant residing within 1,000 feet of the restricted area shall not operate retroactively.

## HOUSE BILL 298 – POLICE PURSUIT POLICIES



HB 298

Created a new section in chapter 61 requiring law enforcement agencies to have a written pursuit policy taking into account a number of circumstances. The bill amended KRS 15.440 to require all police officers to successfully complete by Dec. 31, 2022, and every two years thereafter, a certified training course of not less than four hours in emergency vehicle operation. It also amended KRS 186.560 (effective July 1, 2020) to require the revocation of an operator's license from any person convicted of fleeing or evading police in the second degree when the offense involved the operation of a motor vehicle.

## HOUSE BILL 382 – GOLF CARTS

Amended KRS 189.286 to delete the restriction in subsection (4) providing that golf carts may only be operated on a public roadway between sunrise and sunset.

## HOUSE BILL 570 – INTERLOCAL COOPERATION AGREEMENTS

Amended KRS 65.220 to change language to public agencies instead of local government units and the sheriff. The bill amended KRS 65.230 to define "interlocal agency" and "local government" and modify the definition of "public agency." It also created a new section of KRS 65.210 to 65.300 to notify governing bodies of a public agency's intent to enter into an interlocal agreement and other amendments relating to interlocal agreements.



# DOCJT ON THE INSIDE

## ABOVE AND BEYOND AWARDS

DOCJT continued to recognize employees who went above and beyond their regular job duties with the Above and Beyond Awards. Employees may nominate any employee or supervisor who has performed exemplary service. This award recipient is randomly selected by an executive staff member each quarter.

**Cody Shepherd, Law Enforcement Training Instructor I** - School Resource Officer Section, was named the agency's first quarter of 2020 Above and Beyond award winner. Mr. Shepherd was among five employees nominated for this achievement. Mr. Shepherd volunteered and assisted the Firearms Section in designing and installing a new sound system for the McKinney Firing Range. Due to his knowledge, teamwork, and dedication, Mr. Shepherd saved the agency thousands of dollars and time by installing the system.



**Brooke Norton, Administrative Specialist III** - Administrative Support Section, was named the agency's second quarter of 2020 Above and Beyond award winner. Mrs. Norton was among 23 employees nominated for this achievement. Mrs. Norton completed a research assignment requested by the Advanced Training Branch manager to provide input about the in-service student's recommendations on future training. She completed this project two weeks before the deadline.

**Evan Bolster, Administrative Specialist III** - Facilities Section, was named the agency's third quarter of 2020 Above and Beyond award winner. Mr. Bolster was among five employees nominated for this achievement. He works second shift at the Thompson Residence Hall and has received continual positive feedback from staff and recruits alike. His acute attention to detail and desire to help DOCJT thrive reflects positively on the agency.

**Kelley Calk, Staff Attorney III** - Legal Training Section, was named the agency's fourth quarter of 2020 Above and Beyond award winner. Mrs. Calk was among 21 employees nominated for this achievement. In addition to her regular duties, Mrs. Calk assisted with integrating processes and procedures that will be used to implement DOCJT's new online learning management system in future course offerings.

## SAVING LIVES

DOCJT hosted the Kentucky Blood Center Bloodmobile three times throughout the year. A total of 51 donations were collected, saving 153 lives.

## ANGEL TREE PROJECT

DOCJT did not allow the COVID-19 Grinch to steal their joy this holiday season. Employees, as well as recruits, were very generous with their donations. The agency was able to help 12 children from five different families. A total of 62 gifts were delivered to the White Hall Elementary Family Resource Center. In addition to the gifts, many kind employees donated cash that provided each family with gift boxes, tissue paper, a roll of wrapping paper, a gift card for each child, and a gift card for each family.



Donations from the Angel Tree Project

**“Overall I believe the academy has given me a basic understanding of how to police in the state of Kentucky. They covered many different sections - all of which I will use in my career.”**

— Law Enforcement Basic Training Academy, student course critique comment

## DOCJT ANNUAL AWARDS

This year's commendation letters were sent to several employees in recognition of their diligence, thoughtful assistance and a clear commitment to the success of the Department of Criminal Justice Training reorganization. Executive staff requested an employee committee with vast knowledge of the agency and training to collaborate on an organizational structure that would fit best for the staff, students and clients. Several meetings were conducted, resulting in a final report that was submitted to the executive staff. The following employees received the letter of commendation for their work on this assignment: Kelley Calk, John Carey, Larry Conley, Jennifer Duerson, Eric Garner, Kristi Hicks, Jamie Hiles, Anna Hudgins, Joe Jumper, Mike Keyser, Ed Lingenfelter, Patrick Miller, Charles Nichols, Amanda Nolan, Chad Powell, Meredith Reed, James Root, Larry Sennett, Brian Warren and Chip White.

### INSTRUCTOR OF THE YEAR - JAMES BLOOMFIELD



James (Jim) Bloomfield received one of two Instructor of the Year Awards. He is a career employee with 17 years as an instructor at DOCJT. Mr. Bloomfield worked diligently to update and improve the Vehicle Operations Program. He took the initiative to revise and enhance every lesson plan of the vehicle operations courses assigned. Bloomfield has exclusively trained every instructor in the Critical Skills Section as a Vehicle Operations (VO) instructor. He taught instructors from PT/DT, Investigations, and Firearms sections, certifying them as VO instructors. He is an exceptional instructor and a total team player. He is consistent in his positive interactions with instructors, supervisors, recruits and officers. Mr. Bloomfield maintained an excellent relationship with the personnel at EKV responsible for the Leach Track schedule. This relationship has allowed DOCJT to utilize the facility regularly. He also assisted DOCJT in completing three curriculums in response to training mandates outlined in House Bill 298. He was instrumental in reviewing those specific mandates and completing the curriculums much earlier than requested or expected. He consistently assists other instructors and demonstrates the confidence, skills, and capacity to teach. He stands out in his attitude, teamwork, and accomplishments. These accomplishments have had a direct impact on the successful operations and mission of this agency.

### INSTRUCTOR OF THE YEAR - JAMES ROOT



James (Jim) Root received one of two Instructor of the Year Awards. During the agency shut down due to COVID-19, he encouraged other staff members to stay positive and keep working on lesson plans, PowerPoints, and other course materials in preparation for the day that training would resume. He worked closely with University of Louisville Dr. Brad Campbell on the Victim Centered Interviewing grant received in 2018 for law enforcement training and was invited by Dr. Campbell to present at the next International Association of Chiefs of Police Conference. In addition, Mr. Root taught and oversaw training to meet the SB 63

mandates, addressing changes in sexual assault evidence processing and training requirements. Mr. Root volunteered the Child Abuse Investigations course to be available online, allowing officers to receive the 40-hours of training needed during the pandemic. He showed strong leadership and management skills in organizing class moderators, guest presenters, and students. His efforts and experience enabled DOCJT to train officers efficiently and effectively.

#### ADMINISTRATIVE STAFF PERSON OF THE YEAR- ELLAN GREEN



Ellan Green, Records Section, received the Administrative Staff Person of the Year Award. She demonstrated an exemplary job of assisting the Office of Legal Services with open records requests. She has taken on a substantially increased workload due to the number of requests received and the complexity of those requests. Green also assisted with projects, such as the Blackboard Learning Management System, implementation of the new phone system, facilities scheduling, and

Information Systems Branch purchase requests, as the agency moves forward with digitizing operations and records. She accepted all tasks with courtesy and professionalism and is flawlessly dependable and punctual. She is accountable for all duties and completes them promptly. Mrs. Green is a valuable employee and rose to the challenge of operating under extraordinary circumstances.

#### COMMISSIONER'S AWARD - PATRICK MILLER



Patrick Miller, Policy, Accreditation and Development Section, received the Commissioner's Award. Mr. Miller assisted with Commissioner Jilek's adjustment to DOCJT and shared institutional knowledge with the new leadership. He is experienced, highly detailed, and very well respected inside and outside of the agency. Mr. Miller provided information and produced fantastic work for the commissioner promptly. He worked on numerous projects and

made contributions to multiple departments, including KLEC and the Justice and Public Safety Cabinet. Mr. Miller made himself available at all times and has been pivotal to the commissioner during his first year at DOCJT.

#### PROFESSIONAL ACHIEVEMENT AWARD - MOLLY PINGLETON



Molly Pingleton, Technical Services Section, received a Professional Achievement Award. During this challenging year, she always made herself available to perform complicated tasks, many times on tight deadlines. She went above and beyond her regular duties and assisted with concepts and designs. Mrs. Pingleton developed a PDF that provided virtual students of the Public Safety Dispatch Academy with fully functional Dispatcher Reference Guides. This guide

allowed the students to continue their learning. She has an unwavering willingness to help, a pursuit of professional growth, professionalism, and dedication to the Department of Criminal Justice Training mission.

#### PROFESSIONAL ACHIEVEMENT AWARD - MIKE KEYSER



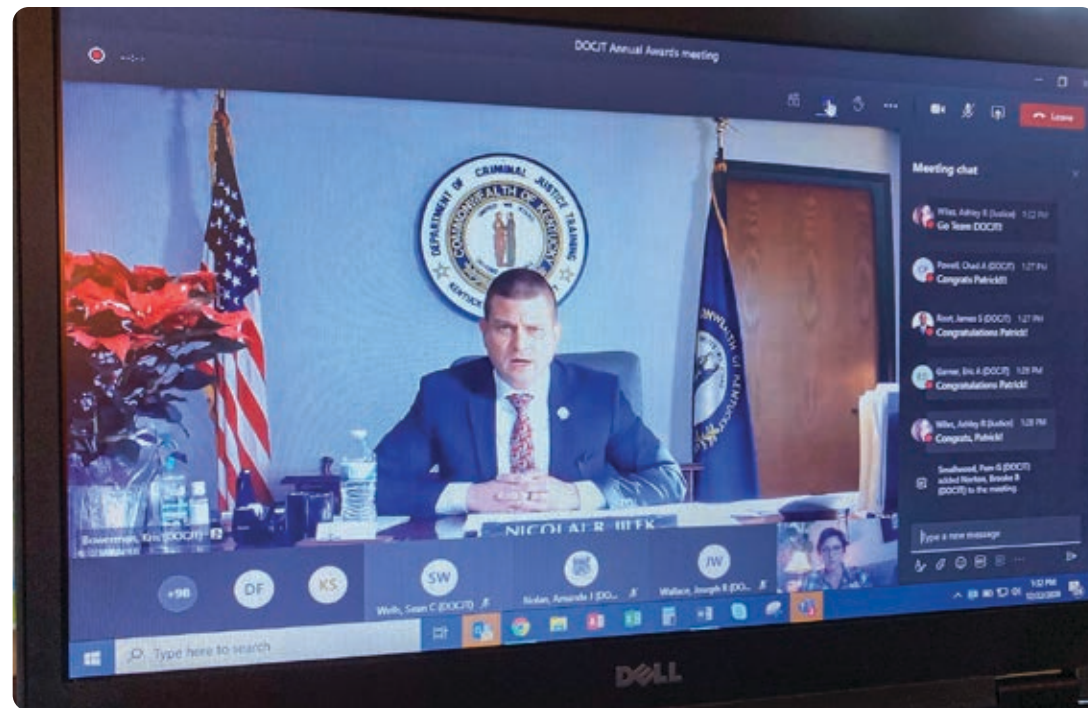
Mike Keyser, Policy, Accreditation and Development Section, received a Professional Achievement Award. He is the agency's distance learning coordinator and continually monitors and oversees the agency's distance learning program, providing online training to more than 10,000 students. He assisted in the establishment of a new instructor career path proposal, met with several agency personnel, reviewed current and previous job classifications, and developed a well-thought-out plan, which was documented and submitted for approval. Mr. Keyser was also the primary facilitator in developing the agency's reorganization report, facilitating a group of agency personnel and providing input on ways to streamline the agency's current organizational structure. He assisted DOCJT and officers across the state by adding an eight-hour online course approved by the governor's office to meet the in-service requirements for Kentucky law enforcement officers when COVID-19 shut down the agency's training facilities. Mr. Keyser also became one of the project managers to implement the agency's new Blackboard Learning Management System. He worked with all divisions within the agency and members of the Blackboard consulting team to develop and implement a newly acquired learning management system. Mr. Keyser was able to accomplish all of the additional tasks on top of his regular duties while meeting a high level of expectations for professional service to law enforcement in Kentucky.

#### TEAMWORK AWARD - DOCJT STAFF PANDEMIC RESPONSE

Commissioner Jilek recognized over a dozen DOCJT employees that were special detailed to assist with unemployment insurance claims during 2020. He also recognized each of the agency sections and branches nominated for this year's Teamwork Award. This included the IT Branch, the Human Resources Branch, the Records Section, the Telecommunications Section, the Critical Skills Section, and the Coordination Section. Ultimately, Commissioner Jilek awarded the Teamwork Award to the entirety of the DOCJT staff because of how significant 2020 has been and just how successful the agency has been in accomplishing our mission. The commissioner thanked everyone for what was accomplished despite the challenges and shifting schedules that resulted.



For the first time, DOCJT Annual Awards Recognition was hosted virtually via Microsoft Teams.



NEW HIRES IN 2020			
NAME	START DATE	DIVISION NAME	SECTION
Nicolai Jilek	02/10/2020	Commissioner's Office	Commissioner
Anne Hogan	07/01/2020	Commissioner's Office	Special Assistant
John Moberly	07/12/2020	KLEC	KLEC Director
Franklin Patrick	10/01/2020	Training Operations	Critical Skills Instructor
Christopher Russell	12/01/2020	Training Operations	Patrol Techniques Instructor
Charles Mann	12/16/2020	Training Operations	Louisville Field Office Instructor
Graham Trimble	12/16/2020	Training Operations	Legal Instructor

RETIREMENTS IN 2020				
NAME	HIRE DATE	RETIREMENT DATE	DIVISION NAME	SECTION
Rita Medlock	10/02/2004	08/02/2020	Administrative	Travel Coordination
Don Nicholson	02/01/2007	06/01/2020	KLEC	Testing Services

**“The most important thing that I learned during my time at DOCJT, is how to apply the correct mindset to be a good Police Officer. With all of the training they have given us, along with the reassurance that we will only get better with experience is very impactful. I believe that with the understanding of concept’s, we can take what we Learned with a teachable mind, and grow as leaders In our community.”**

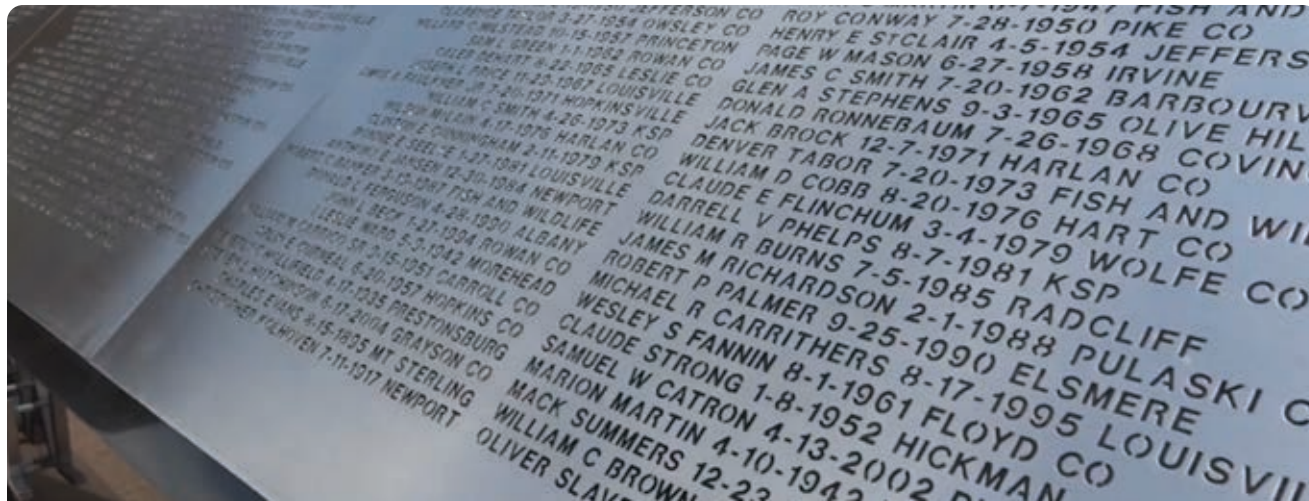
— Law Enforcement Basic Training Academy, student course critique comment

# KENTUCKY LAW ENFORCEMENT MEMORIAL FOUNDATION

Due to the COVID-19 pandemic, the Kentucky Law Enforcement Memorial Foundation (KLEMF) could not host the annual memorial service in May 2020. Chairman Brian Bowling and Commissioner Jilek presented a video on both the KLEMF and DOCJT Facebook pages to commemorate National Police Week. Commissioner Jilek placed a beautiful wreath made of red roses beside the Kentucky Law Enforcement Memorial to honor the 553 names etched in the monument steel. These names represent more than just sacrifice. They represent honor, commitment, courage, and service.

The foundation presented the annual educational scholarships in April 2020. The 25 scholarship recipients, including survivors, were from several agencies across the state and provided financial assistance for secondary education for the 2020 fall semester. KLEMF board members voted to follow national guidelines to provide benefits to law enforcement personnel for illness and death due to COVID-19 while serving their communities.

Chairman Bowling and Commissioner Jilek lay a wreath at the memorial to honor officers killed in the line of duty.



# 2020 BY THE NUMBERS

**10,494**

Individuals trained

**7**

Law Enforcement Basic Training academies completed

**360,000**

Total hours of training

**230**

Law Enforcement Basic Training graduates

**96**

Classes taught\*

(\*Not including online courses)

**2**

Public Safety Dispatch academies completed

**16**

Locations used

**41**

Public Safety Dispatch Academy graduates

**2**

Court Security Officer Basic Training completed

**43**

Court Security Officer Basic Training graduates

**“Practical exercises are one of the best things that happened to me during my training at DOCJT because it took what was explained in the classroom and forced me to apply it in a real world scenario which is the best way for me to learn.”**

*— Law Enforcement Basic Training Academy, student course critique comment*

**“All the instructors and IT staff worked well in putting together a professional and informative online training class. The online platform is a good way to save money both for the department and DOCJT. I look forward to have more on-line classes.”**

*— Child Abuse Investigations, student course critique comment*

**KYPCIS**

KENTUCKY POST-CRITICAL INCIDENT SEMINAR

# WE HAVE YOUR BACK



**P**ost-traumatic stress is a body's normal reaction to an abnormal event. Law enforcement officers and dispatchers experience "abnormal" events every day responding to tragedy and violence.

If you have experienced a critical incident and you don't feel like yourself, you are not alone. KYPCIS is a three-day seminar comprised of public safety peers who have seen what you've seen and felt what you feel. The seminar

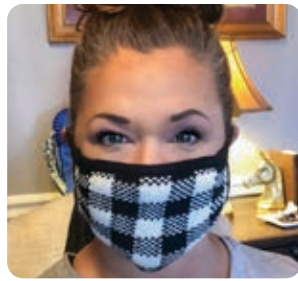
is guided by law enforcement-trained mental health professionals who are ready to help.

Officers and dispatchers who participate in KYPCIS with spouses or long-term partners report improved communication, recovery and relationships. We encourage their participation and mutual support during the seminar.

**SIGN UP TODAY.**

**WWW.KYPCIS.COM • 1-844-559-7247**





**DOCJT**   
 KENTUCKY DEPARTMENT OF  
 CRIMINAL JUSTICE TRAINING

Funderburk Building  
 4449 Kit Carson Drive  
 Richmond, Kentucky 40475-3102

859-622-1328  
 docjt.ky.gov



 LIKE US AT  
 facebook.com/kydocjt

 FOLLOW US AT  
 twitter.com/kydocjt