

KENTUCKY DEPARTMENT OF  
CRIMINAL JUSTICE TRAINING

# 2022 YEAR IN REVIEW



TEAM  KENTUCKY  
JUSTICE AND  
PUBLIC SAFETY CABINET

# CONTENTS

From the Commissioner . . . . .	3
DOCJT Organizational Chart . . . . .	4
DOCJT Mission Statement . . . . .	5
DOCJT Annual Priorities and Goals. . . . .	6
Agency Highlights. . . . .	7
Administrative Division Highlights. . . . .	8
Training Operations Division Highlights . . . . .	9
DOCJT Annual Awards . . . . .	10
New Faces and Retirements. . . . .	10
Highlights from 2022 . . . . .	11
Looking Forward. . . . .	12
Kentucky Law Enforcement Memorial Foundation. . . . .	13



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# FROM THE COMMISSIONER



The Beshear-Coleman administration along with the Department of Criminal Justice Training worked tirelessly in 2022 to enhance officer and public safety. On behalf of Governor Beshear and myself, thank you for your service to creating a better, safer Kentucky for all.

DOCJT achieved numerous goals set for 2022, but chiefly among them was developing a new agency mission statement that captured the values and passion of agency staff. This lengthy process included staff-wide input that reflected the spirit of professionalism our staff strives for each day in service to the commonwealth.

DOCJT's redefined mission is to lead with integrity by illuminating a path of skills and knowledge that enhances law enforcement agencies and communities within the commonwealth. This is supported by our shared vision that DOCJT will meet its mission through its commitment to an uncompromised quality of training upheld by the following values:

**HONOR.** We honor the professions we serve, those who came before us, and the path that lies ahead.

**COMMITMENT.** We are committed to upholding a standard of excellence in ourselves and those we train.

**TRANSPARENCY.** We seek transparency because clarity, honesty and communication are the foundations upon which all of us thrive.

**PURPOSE.** We are all here for a reason that is bigger than any of us individually.

**INCLUSIVITY.** All of us are valuable, and everyone plays a critical role in achieving our mission.

**INNOVATION.** Nothing is more certain than change, and innovation allows us to grow and evolve with the needs of our clients and this organization.

DOCJT also worked to enhance agency communication at all levels, upgraded systems to maximize efficiency and maintain the security and integrity of training materials and records, and facilitated the expansion of technology to enhance the quality of training programs. We celebrated the 50th anniversary of the Kentucky Law Enforcement Foundation Program Fund. The work in 2022 led to Governor Beshear announcing the new Jody Cash Multipurpose Training Center in July of 2023. It was named after Chief Deputy Jody Cash of Calloway County Sheriffs Office, who lost his life in the line of duty in May 2022.

In 2023, DOCJT along with Gov. Beshear and the Justice and Public Safety will be pursuing several goals, including implementing the Law Enforcement Training and Reporting System for clients and staff, and expanding online training. In closing, I want to thank Gov. Beshear for continuing to advocate for local law enforcement in his 2023 budget plan through increased training stipends, improved pension system and funding for body armor.

A handwritten signature in black ink, appearing to read 'N. Jilek', with a long horizontal line extending to the right.

*Nicolai Jilek, Commissioner  
Department of Criminal Justice Training*

# 2022 DOCJT ORGANIZATIONAL STRUCTURE



## MISSION STATEMENT

DOCJT's mission is to lead with integrity by illuminating a path of skills and knowledge that enhances law enforcement agencies and communities within the commonwealth.

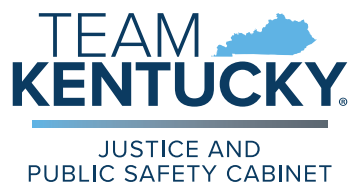
## VALUES STATEMENT

DOCJT will meet its mission through its dedication to an uncompromised quality of training upheld by the following values:

Honor  
Commitment  
Transparency  
Inclusivity  
Purpose  
Innovation

## VISION STATEMENT

Inwardly connected, outwardly focused.  
Committed to doing it right.





## 2022 Annual Priorities

- Maintain fiscal integrity of KLEFPF
- Maintain compliance with all CALEA and IACET accreditation standards
- Work in unity with law enforcement clientele, associations and DOCJT staff to strengthen and uphold the agency's values
- Seek funding to obtain and enhance facilities to meet the agency's master plan and current training needs
- Showcase, advertise and create culture that supports the agency's mission statement
- Update and improve agency information technology and processes to enhance the delivery of training.

## 2022 Agency Goals

- Enhance agency communication at all levels
- Upgrade systems to maximize efficiency and maintain security and integrity of training materials and records
- Provide all personnel training opportunities to build expertise, self-development and confidence
- Develop a new agency mission statement that captures employees' values and vision
- Enhance onboarding and mentoring processes for new employees and newly promoted employees
- Facilitate the expansion of technology to enhance the quality of training programs
- Evaluate and address agency facilities and equipment to ensure safety and continuity of training
- Conduct comprehensive Job Task and Needs Analysis to guide the development of training programs
- Develop and implement a DOCJT mobile app
- Create and enact agency Standard Operating Procedures

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# AGENCY HIGHLIGHTS

The **Staff Services and Planning Section** is responsible for maintaining all agency accreditation through the Commission on Accreditation for Law Enforcement Agencies. The section helped ensure that DOCJT earned its seventh re-accreditation in April 2022.

DOCJT earned its seventh reaccreditation in April 2022.

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.

The **Public Information Section** devoted its efforts to reaching DOCJT clients, staff, legislators, and the public in 2022 through numerous communication platforms.

The Kentucky Law Enforcement magazine published nearly 60 online articles, which included press releases about all DOCJT graduations, legislative updates, client agency features, training tips and other news items. Analytics for the magazine website saw an increase in readership in 2022, with the most popular story of the year identified as “KLEFPF Increase Coincides with Fund Anniversary.”

This year also brought about DOCJT Connect, the new staff news video update. DOCJT Connect was created to provide information to employees as it becomes available and to help our staff feel more connected. While these videos are created for internal updates, the PIO Section also has distributed more than 40 Roll Call training videos with tips

and information our clients need to do their jobs each day. This has become one of the most popular tools to disseminate information from the department.

The Citizens’ Police Academy was led by the PIO Section again in 2022 and was a significant success with graduates spending 10 weeks learning about local law enforcement.

The **Office of the State School Security Marshal (OSSM)** continued to grow and prosper in 2022. In September 2022, the Office of the State School Security Marshal published its second report. The report was presented to the Kentucky Center for School Safety by the State School Security Marshal and then forwarded to the Kentucky Department of Education and the Legislative Research Committee. The report saw positive increases in the amount of Kentucky schools following mandated security and school resource officer requirements.

In April of 2022, Governor Beshear signed House Bill 63 into law, mandating that each campus must have an SRO by August 1, 2022. There are 776 SRO’s protecting Kentucky’s schools as of November 1, 2023. OSSSM compliance officers completed risk assessments for 1,275 local schools in 2022. All risk assessments were completed on schedule and prepared our office to complete the required annual report. The OSSSM provided a presenter to every SRO I and SRO II class taught at DOCJT in 2022. They also worked directly with the leadership section at DOCJT to present at several of their in-service classes.



*The Kentucky State Police (KSP) discussed electronic crime dogs during one week of the Citizens’ Police Academy. DOCJT works together with KSP, Richmond Police, Berea Police, Eastern Kentucky University Police and the Madison County Sheriff’s Office to present CPA each fall.*

# ADMINISTRATIVE DIVISION HIGHLIGHTS

The **Kentucky Law Enforcement Foundation Program Fund (KLEFPF) Section** disbursed \$46,863,932.37 in KLEFPF proficiency grants, retirement, FICA and administrative expense reimbursements to approximately 7,653 law enforcement officers serving approximately 378 agencies across the commonwealth in 2022. Additionally, in 2022, Gov. Andy Beshear successfully advocated for the annual training stipend to be raised from \$4,000 to \$4,300

The **Records Section** published a new edition of Concealed Carry Deadly Weapon (CCDW) Instructor/Trainer and Applicant Manuals and training modules. The section also processed 4,505 CCDW application forms and 5,200 requests for assistance from program participants about the CCDW program. The section is also responsible for all open records inquiries and the maintenance of training records.

The **Information Technology Branch** had several changes in 2022. The branch worked to fully integrate the Blackboard Learning Management platform and the new Law Enforcement Training & Reporting System (LETRS). Major technology purchases included a new computer lab for in-service training, CIS Computer-Aided Dispatch software for the Public Safety Dispatch Academy, and TeleForm Software for in-person course surveys.

The **Facilities Section** maintained DOCJT's infrastructure of over 300,000 square feet and expedited 250 facility use requests from multiple outside agencies. The section also



*Instructor Ed Lingenfelter speaks about leadership during a 2022 Supervisors Workshop.*

started HVAC renovations for the Schwendeman building and re-structured Thompson Hall lobby for vetting personnel entering the building.

The **Supply Section** processed and received 1,487 purchase and supply requests while maintaining the necessary inventory controls in compliance with state and/or agency regulations and policies. The section completed all monthly lethal and non-lethal ammo and weapons inventories on time and with 100% accuracy. The section completed monthly Cycle Counts of Expendable Supplies at 98.7% accuracy, well above the industry standard of 95%. The section also maintained all agency travel and fleet vehicles.



*Commissioner Nicolai Jilek, center, tests out a virtual reality training system demonstration.*



# TRAINING OPERATIONS DIVISION HIGHLIGHTS

The **Instructional Design Section** worked with the Coordination Section to implement Blackboard to support the Law Enforcement Basic Training Academies classes, including pre-class material. This project required a complete overhaul of all Basic Training tests and resulted in a more effective consolidation of systems. By incorporating Blackboard into in-service classes, the need for printed materials has been reduced, as well as agency expenditures for travel, resulting in cost savings for DOCJT.

The **Coordination Section** created a Zoom call with agency heads prior to the start of each new class to cover basic training material, rules and regulations, etc.

The agency completed six **Certified Court Security Officer Basic Training** 80-hour courses, 10 in-service training courses and two law enforcement response to Special Needs Persons classes.

The **Legal Training Section** conducted extensive agency training and updated both the Kentucky Criminal Law Manual and the Legal Patrol Handbook to incorporate the changes made by the Kentucky General Assembly legislative session.

The **Public Safety Dispatch Academy** had 125 Telecommunicators graduate from the seven 4-week basic

training classes it conducted in 2022. The section also took delivery of the equipment that will make up the new state-of-the-art computer aided dispatch system.

The **DUI Enforcement Section** worked with DOCJT's legal staff and Justice and Public Safety Cabinet updating the Implied Consent statute (189a.103) in regard to the *Commonwealth v. McCarthy (2021)*.

## 2022 DOCJT NEW COURSES

- Crisis Intervention Team Training 2 – Update
- Current Leadership Issues for Mid-Level Executives – 2022
- FLETC Use of Force Instructor Training Program
- Law Enforcement Instructor Development Course
- Kentucky Drug Investigations – 2022
- Kentucky Investigations – 2022
- KLEC Hiring Process
- Police Executive Command Course – 2022
- Sheriff's Executive Command Course – 2022
- TELE - Cultural Awareness – ONLINE
- TELE – Communications for Fire/Hazmat



Commissioner Nicolai Jilek and a 2022 basic training class recognized Instructor Josh McFarland's birthday during the agency's monthly birthday celebration.

# DOCJT ANNUAL AWARDS

## INSTRUCTOR OF THE YEAR

**Walt Ridener**, Investigations Section

## PROFESSIONAL ACHIEVEMENT AWARDS

**Kim Frazier**, Coordination Section  
**Jason Mike**, Tactics Section

## SUPERVISOR OF THE YEAR

**Kristi Hicks**, Supply Section

## TEAMWORK AWARD

**Instructional Design Section**

## ADMINISTRATIVE STAFF PERSON OF THE YEAR

**Amanda Nolan**, Supply Section

## COMMISSIONER'S AWARD

**Legal Training Section**

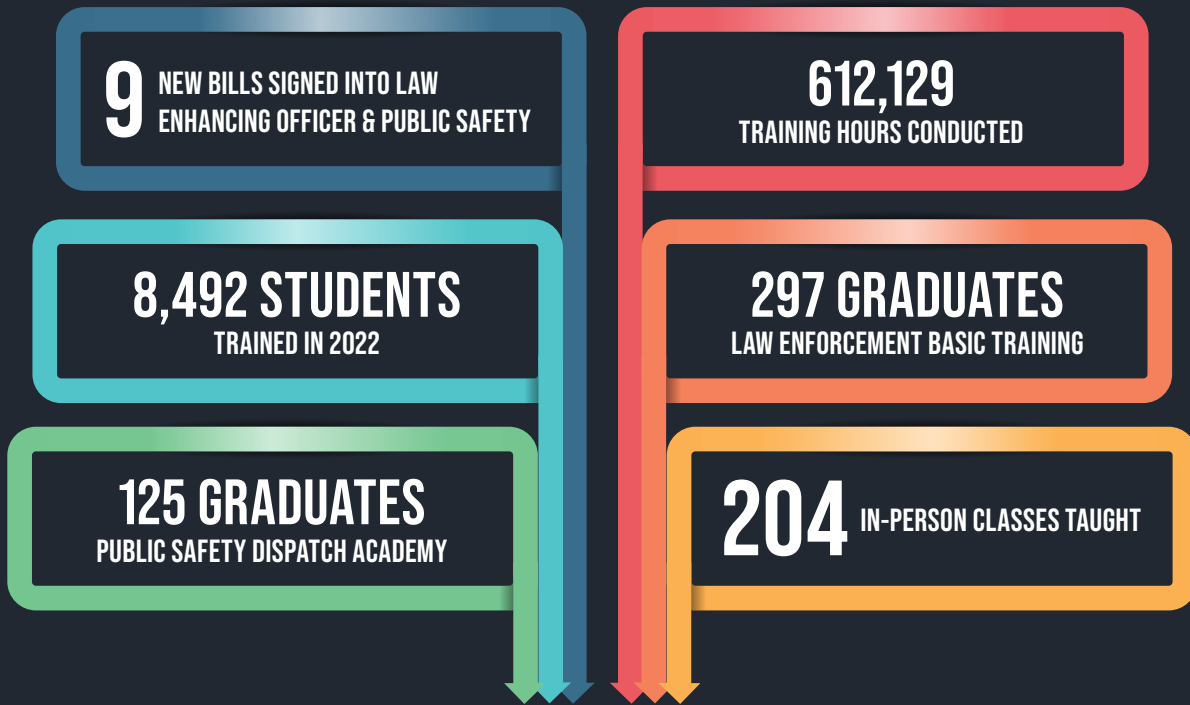
# NEW HIRES IN 2022

NAME	START DATE	SECTION
Dorain "Buck" Adkins	01-16-2022	PT/DT Section
Ricky Lynn	01-16-2022	Investigations Section
Brett Kirkland	02-01-2022	Investigations Section
Shadia Johnson	02-01-2022	Telecommunications Section
Aaron Kidd	03-01-2022	Resiliency Section
Deborah Marasa	04-01-2022	Louisville Field Section
James Vanhook	04-01-2022	Compliance and CCDW Section
James Nolte	04-01-2022	Investigations Section
Marshall Stiltner	04-16-2022	Tactics Section
Andrea Burkhart	06-16-2022	Telecommunications Section
Tosha Sparks	06-16-2022	Business Operations Branch
Heather Hadley	08-16-2022	Administrative Support Section
Melissa Hubbard	08-16-2022	Procurement Section

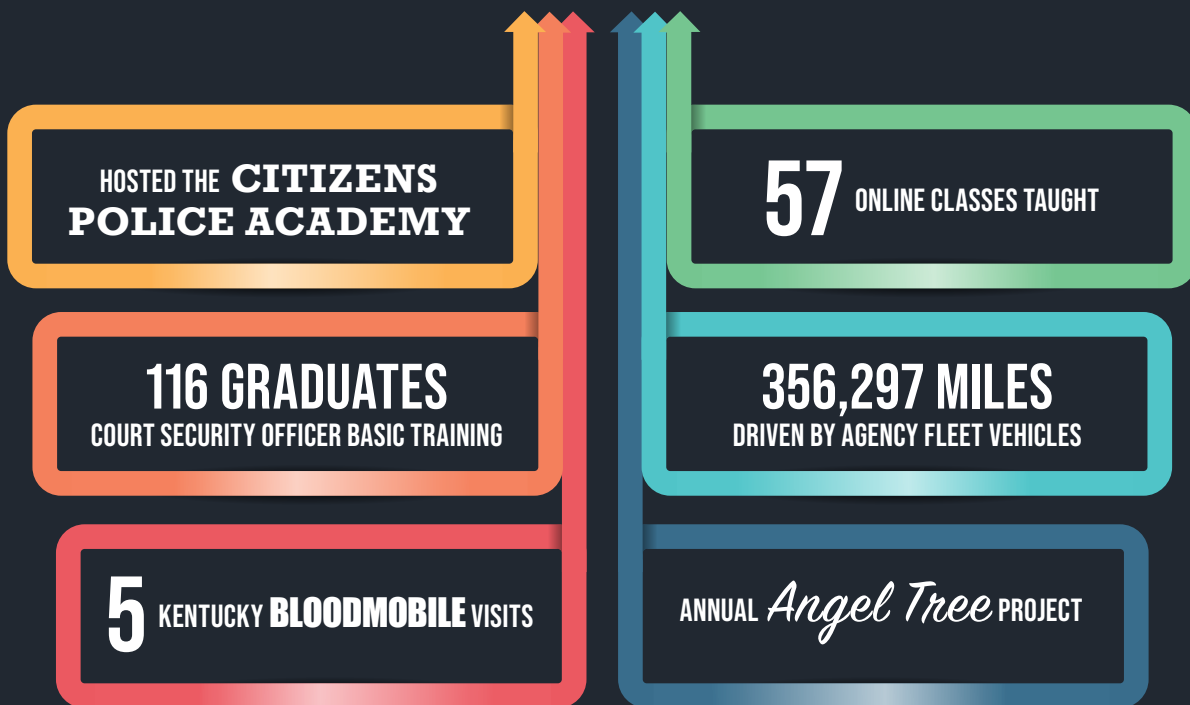
# RETIREMENTS IN 2022

NAME	RETIREMENT DATE	SECTION
David Marcum	02-11-2022	Compliance and CCDW Section
Ken Smith	03-01-2022	Business Operations Branch
James Lombardi	06-01-2022	Coordination Section
Steve Howard	07-16-2022	In-Service Training Branch
Josh Tincher	08-01-2022	Information Systems Branch
Duane Bowling	09-01-2022	DUI Enforcement Section
Judy Reeves	12-31-2022	Records Section

DEPARTMENT OF CRIMINAL JUSTICE TRAINING



# HIGHLIGHTS FROM 2022



# LOOKING FORWARD

## BLACKBOARD

DOCJT started implementing the Blackboard Learning Management System in 2020. In 2022, the transition of all online classes to Blackboard was completed. The learning management system is also used to support law enforcement basic training classes, replacing Google Classroom and reducing the number of printed resources. Blackboard is also used in many in-service classes giving instructors the ability to assign pre-class work, conduct virtual presentations, provide additional learning resources to students, and assess student performance through class assignments and exams.



## LETRS

In 2022, DOCJT continued working on the development of its Law Enforcement Training and Reporting System (LETRS). The system will be used for both internal agency and external client needs. During this year, the systems hiring and registration portal for clients completed its initial development phase. LETRS also continued to operate registering all students assigned to classes in the Blackboard learning management system and connecting them to their Blackboard content. Internally, LETRS continued to be used by the Office of the State School Security Marshal for their school assessments and legislative report, as well as being used to calculate and help distribute Kentucky Law Enforcement Foundation Program Fund stipend checks to Kentucky law enforcement officers. Agency personnel also used the system for processing their travel vouchers and print requests. This system is slated to go live for client hiring and registration in 2023.

# LETRS

## 10% ACADEMY ONLINE

KRS 15A.070 was revised in July 2022, requiring that: “By no later than January 1, 2024, at least 10% of the total hours of course instruction required to be completed for basic training under KRS 15.440(1)(d) be made available electronically and online for candidates to complete through remote learning.”

Work began in 2022 to prepare this new curriculum, which officially begins December 27, 2023.

The online portion of training will occur at the beginning of the academy. Recruits will complete all of the online training prior to reporting for in-person training. Recruits will be guided through the curriculum and time on screen will be monitored.



# KENTUCKY LAW ENFORCEMENT MEMORIAL FOUNDATION

On May 26, 2022, Gov. Andy Beshear, along with the Kentucky Law Enforcement Memorial Foundation and DOCJT, honored the Kentucky law enforcement officers who lost their lives in 2021 in service to the commonwealth.

## THE 2022 CEREMONY HONORED:

Louisville Metro Police Officer

**Hassan F. Hassan**

*end of watch April 2, 2021*

Breckinridge County Sheriff's Deputy

**Wagner L. Baskett, Jr.**

*end of watch May 24, 2021*

Georgetown Police Lt.

**Gary W. Crump, II**

*end of watch June 30, 2021*

Jefferson County Deputy Sheriff

**Brandon A. Shirley**

*end of watch Aug. 5, 2021*

Floyd County Sheriff's Deputy

**Oliver Little**

*end of watch Oct. 31, 2021*

Graves County Deputy Jailer

**Robert T. Daniel**

*end of watch Dec. 10, 2021*

Louisville Metro Police Officer

**Zachary D. Cottongim**

*end of watch Dec. 18, 2021*

## THE FIVE HISTORICAL HONOREES ADDED TO THE MONUMENT THIS YEAR ARE:



Metcalf County Deputy Sheriff

**Albert J. Franklin**

*end of watch Nov. 11, 1913*

Pikeville Police Officer

**Alonzo Robinson**

*end of watch May 16, 1929*

Harlan County Sheriff's Deputy

**Isaac Pennington**

*end of watch April 16, 1933*

Floyd County Sheriff's Deputy

**Marion Layne**

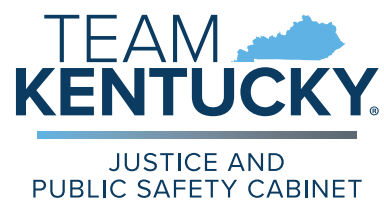
*end of watch Jan. 5, 1939*

Campbell County Police Chief

**George T. Benz**

*end of watch Sept. 20, 1948*

The Kentucky Law Enforcement Memorial Foundation seeks to recognize all Kentucky peace officers who gave their lives in service to the commonwealth. The monument, located on DOCJT's campus, now holds 570 names of Kentucky officers who have died in the line of duty since 1845.



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