

# TRAINING NOTES



State of Maryland

Parris N. Glendening, Governor, Kathleen Kennedy Townsend, Lt. Governor  
Department of Public Safety and Correctional Services  
Stuart O. Simms, Secretary

## Police and Correctional Training Commissions

□ Donald G. Hopkins, Executive Director □

3085 Hernwood Road Woodstock, Maryland 21163 410 203-1000 TTY FOR THE DEAF 800 735-2258

September-October 1999 Volume 26, Number 5

### From the office of the Executive Director

The Maryland Police and Correctional Training Commissions are pleased to announce availability of a new \$100,000 Professional Development Fund, an initiative of Governor Parris N. Glendening. The Commissions applaud this action of the Governor and we believe it is an important part of meeting the Mission of our Agency. The Fund will assist us in our shared effort to improve the selection, training, and education of our public safety officials to enhance their professionalism; thereby better ensuring the health, welfare, and safety of Maryland's public.

Potential applicants include Maryland law enforcement and correctional agencies and institutions subject to Commission regulation; Maryland colleges and universities; other Maryland criminal justice or public safety agencies; individual members of eligible agencies; and other federal, state, or local agencies.

The Commissions have established guidelines to administer these funds. In the very near future, each agency will receive a description of the program, the guidelines for eligibility, and application procedures. The information packet will also identify a contact person and phone number in the event you may need assistance with the process.

## NOTES FROM THE CERTIFICATION UNIT

by Christine Melville, Certification Officer

### Application for Certification

The Police and Correctional Training Commissions require law enforcement and correctional agencies to submit an Application For Certification (AFC) for their mandated personnel only after **all** of the selection standards for certification are met. The application forms were initiated at the time of the revisions to both Commissions' General Regulations along with guidelines to complete the AFC.

The information contained on the AFC is based on the background investigation relative to the mandated selection standards, which must be met before certification may be granted. During the past months, the Certification Unit has noticed an increase in the number of applications being submitted that are incomplete, and therefore must be returned for corrected or additional information. This results in a delay in certifying your officers to legally exercise their law enforcement/correctional duties.

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# MARYLAND POLICE AND CORRECTIONAL TRAINING COMMISSIONS

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Represented by:  
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Dept. of Public Safety & Correctional Services

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President, Md. Correctional Administrators Assn.

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Department of Corrections

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Frederick Co. Detention Center

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President, Eastern Shore Police Association

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Chief Wallace Mitchell  
Sykesville Police Department

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Stuart M. Nathan, Esq., Principal Counsel  
Dept. of Public Safety & Correctional Services

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Chief Joseph S. Johnson  
Annapolis Police Department

Sheriff R. Hunter Nelms  
Wicomico Co. Sheriff's Office

## AGENCY STAFF

410 - 750-6500 Fax 410 -203-1010

**Office of the Executive Director**  
410 - 750-6525  
Executive Director - Donald G. Hopkins  
Management Associate - Maria Koenig

**Executive Development Institute**  
Administrator - Theresa M. Satterfield  
Admin. Asst. - Janet Hollenbeck

**Community Crime Prevention Institute**  
410 - 203-1006 800 - 303 - 8802  
Administrator - Patricia Sill  
Admin. Asst. - Joyce Gary

**Drug Abuse Resistance Education (D.A.R.E.)**  
State D.A.R.E. Coordinator - Sgt. Gary Chatfield

**Education & Training Section**  
Deputy Director - Patrick L. Bradley, Esq.  
Admin. Asst. - Janet Finch  
Admin. Police Trng - Carl L. Bart, Jr.  
Admin. Asst. - Rhonda Hill  
Police Program Coord - Patrick O. Smith  
Admin., Correctional Trng - Gloria A. Herndon  
Admin, Police Recruit Training - Lee Goldman  
Curriculum Development Specialist - Darla Neusbaum  
Admin. Asst. - Terry Weil

**Correctional Entrance Level Program**  
410 - 461 -7261  
Supervisor - E. Ray Henderson  
Registrar - Rhuney Williams

**Data Services**  
Data Services Manager - Carl L. Bart, Jr  
Data Services Coordinator - Richard Browne

**Administrative Services Section**  
Assistant Director - Francis L. Manear  
Fiscal Officer - Michael G. Pense, C.P.A.  
Certification Officer - Chris Melville  
Certification Specialist - Ann Kochanski

**Support Services Section**  
Assistant Director - Raymond A. Franklin  
Admin. Asst. - Vacant  
Audiovisual Specialist - Lewis Pindell  
Librarian - Joan Bourne  
Film Reservations (410-750-6531)  
Electronic Technician - Chris Esser

**Community Oriented Policing Program**  
410 - 750-6573 Fax 410-230-0982

**Driver Training Facility**  
Administrator - Lt. Al Liebno  
Admin. Asst. - Linda Ellison  
410-549-5732 Fax 410-549-5710  
7310 Slacks Road  
Sykesville, MD 21784

**Firearms Training Facility**  
Rangemaster - Shannon Bohrer  
Admin. Asst. - Deborah Kowalski  
410-549-5732  
7320 Slacks Road  
Sykesville, MD 21784

## TRAINING NOTES

TRAINING NOTES is published bimonthly by the Maryland Police and Correctional Training Commissions and is distributed to all law enforcement and correctional units in the state. Single copies are available by special request. Please include first class postage.



ASST DIRECTOR SUPPORT SERVICES.....RAY FRANKLIN  
EDITOR.....JOAN BOURNE  
ART DIRECTOR.....LEWIS PINDELL

Training Notes is available online at  
<http://www.dpscs.state.md.us/pct/train/>

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## NOTES FROM THE CERTIFICATION UNIT

by Christine Melville, Certification Officer

It is recommended that the appropriate personnel in your agency refer to the guidelines for completing the AFC form and carefully review the AFC before submitting it to the Certification Unit. This will assist us in being able to process your applicant's certification quickly and efficiently.

You may contact the Certification Unit if you have questions concerning the AFC or to request additional Application for Certification forms and copies of the completion guidelines.

### Annual Training (ref: PTC and CTC Regs. 12)

This is the time of the year when law enforcement and correctional agencies begin to submit their annual training reports and the MPCTC staff 'gears-up' to review and process all of the training data.

We would like to encourage all agencies to take some time now to review their records to ensure that: (1) all mandated employees who are required to complete in-service and/or firearms training have done so or are scheduled to complete their training requirements; (2) all programs utilized for annual training have a current approval; (3) all instructors are certified; and (4) any make-up training is scheduled. As required by each Commission's regulations, annual training is to be submitted on disk or scan form by January 31<sup>st</sup>.

You will want to contact the MPCTC Training Unit if you have questions regarding program approvals or instruction certification.

Don't wait until January 31<sup>st</sup> to submit your agency's annual training - submit it as soon as you have it ready.

### Entrance Level Training Waivers (ref: PTC and CTC Regs. 16)

Last year, we published an article in the May/June 1998 issue of Training Notes concerning the Commissions' regulations for waivers of entrance level training. Regulation 16

of both Commissions' General Regulations address the waiver process (previously Reg. 10).

Again, we recommend that agencies submit their applicant's out-of-state training program syllabus early in the employment process **and in advance of scheduling the applicant for comparative compliance training**. We review each applicant's out-of-state training program compared to the requirements of the Commissions to determine eligibility for comparative compliance training. In the event the prior basic/entry level training is not comparable to the Commissions requirements, the applicant is required to complete a full entrance level training program.

### Reappointments (ref: PTC and CTC Regs. 07 and 08)

As a reminder, when previously Maryland certified law enforcement officers or mandated correctional personnel are reappointed to another agency, they are required to meet selection standards **and** training standards applicable for recertification with the new agency.

It is suggested that your agency personnel responsible for submitting the AFC form coordinate with your agency's training staff to ensure that the required training information is submitted along with the AFC to avoid delays in the recertification of the officer. Even though the AFC form is complete with regard to selection standards, it will be returned if the applicable training information is not included, resulting in a delay in the officer's recertification.

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## COMPARATIVE COMPLIANCE FOR LAW ENFORCEMENT OFFICERS

October 18<sup>th</sup> through December 17<sup>th</sup> at the PCTC Firearms Training Facility (adjacent to the Driver Training Facility) in Sykesville. The course includes an optional firearms training class. Cost of the training is \$500. Ammunition for the firearms class must be supplied by participating agencies. Nomination forms can be obtained by calling Kathy Coursey or Joshua Foster at the Police Entrance Level Training Section, (410) 750-6500.

# EXECUTIVE DEVELOPMENT INSTITUTE UPDATE

by Theresa Satterfield, Administrator

## LEADERSHIP CHALLENGE IX

The Leadership Challenge IX Retreat was held September 8 & 9, 1999. Twenty seven participants, representing 16 agencies attended. We are looking forward to another year of interesting and informative sessions.

## EXECUTIVE SEMINARS

Plan ahead for the remainder of the scheduled Leadership Schools. The September and October programs will be held in Frederick. November's program will be in Wye Mills and December's program will be in Baltimore. More information will be forthcoming.

The Workload Analysis and Resource Allocation program held in July received outstanding reviews. The program will be offered again in November, 1999.

A four day Homicide Investigator's School will be held in November, 1999.

Plans are in the works for another LEOBR class. Additional information will follow.

## MID MANAGEMENT PROGRAMS

The Correctional Mid Management Programs, funded by the Maryland Correctional Administrators Association and a Byrne Grant, are being scheduled. These programs will be held around the State and there is no cost to the agency. Registration information has been sent out on the August program. Information on four additional programs will be forwarded and these programs will be held regionally.

A similar program for Law Enforcement is planned.

## EXECUTIVE OFFICER PROGRAMS

The sixth annual nine day, Law Enforcement Executive Officer Program will be held in April, 2000. The six day, Correctional Executive Officer Program be held in May, 2000.

Notices will be sent out after the first of the year. Plan ahead, there is a charge for these programs. (Approximate cost between \$200 - \$300.)

## CAREER TRACK PROGRAM

Staff has begun to develop a draft of the guidelines and criteria for the Career Track Program. These criteria will be discussed with the Commissions and the Training Committees of the Chiefs, Sheriffs and Correctional Administrators.

## INTERNATIONAL ASSOCIATION OF CORRECTIONAL TRAINING PERSONNEL(IACTP)

PCTC is a proud co-sponsor of IACTP's 15<sup>th</sup> Annual Trainers Conference to be held November 7 - 10, 1999 in Baltimore, MD. For additional information contact Terry Satterfield at 410-750-6546.

# FIREARMS INSTRUCTOR SCHOOL

The Maryland Police and Correctional Training Commissions is offering a Firearms Instructor School. The school will be conducted at the new Firearms Training Facilities, located in Sykesville. The class will certify law enforcement instructors in semi-automatic pistols, revolvers and pump shotguns. The class is two weeks in duration, eight hours per day, starting December 6, and ending December 17, 1999.

The class size is limited to 20. For admission, written request should be sent to Shannon Bohrer, Firearms Training Facilities, 7320 Slacks Road, Sykesville, Maryland 21784. Individuals attending the class will be contacted with detailed information as to supplies needed. There are no attendance or other fees to attend this class.

1999

## Digest of Criminal Laws

Copies of the 1999 Digest of Criminal Laws are now available. The price is \$2.00 per copy.

For orders over 100 copies, please make arrangements to pick up your order.

Mail payment to:

Maryland Police & Correctional  
Training Commissions  
Attn: Debbie Kelly  
3085 Hernwood Road  
Woodstock, MD 21163-1099

For questions, contact  
Debbie Kelly at (410) 750-6516.

**MARYLAND COMMUNITY CRIME  
PREVENTION INSTITUTE  
MCCPI UPDATE:**

*by Patricia L. Sill, Administrator*

**Crime Prevention Month**

October, 1999 has been established as National Crime Prevention Month by the Crime Prevention Coalition of America, a group of 123 federal and state agencies, state crime prevention organizations, and national associations representing millions of Americans joined together to reduce crime and fear of crime.

In recognition of this event, the Police and Correctional Training Commissions, the Maryland Community Crime Prevention Institute, and the Maryland Crime Prevention Association are encouraging State and local law enforcement to participate with interested citizens in special crime prevention activities throughout October. To aid in this effort, a Crime Prevention Month Kit has been developed by the National Crime Prevention Council and has been mailed by MCCPI to law enforcement agencies statewide. The theme of the kit celebrates the year 2000 as McGruff's 20<sup>th</sup> anniversary of taking a bite out of crime. It includes resource information, examples of successful prevention partnerships, a sample proclamation and press release, tips on working with the media, etc. It also includes camera-ready crime prevention materials and a 15-month calendar.

Single free copies of the kit are currently available from MCCPI. To request one, call the Institute at 800-303-8802 or (410) 203-1006.

**1999 Governor's Crime Prevention Awards**

A total of 197 nominations from 28 agencies throughout the state were received for the 1999 Governor's Crime Prevention Awards. These will be reviewed by an Awards Subcommittee of the Maryland Community Crime Prevention Institute and agencies who have submitted nominations will be notified of the Subcommittee's selections in September. Recipients will be honored at a special awards ceremony, scheduled for the fall. 1999 marks the 20<sup>th</sup> anniversary of the Governor's Crime Prevention Awards Program and MCCPI is gratified by the continued support it receives from agencies throughout Maryland.

**D.A.R.E.  
Training Update**

The office of the State D.A.R.E. Coordinator is responsible for all D.A.R.E. training held within the State. As part of the entrance level training known as D.A.R.E. Officer Training, which was held in June, the Police Training Commission hosted a debriefing for all D.A.R.E. Training Staff members on August 31<sup>st</sup> here

at the complex. This session was designed to review the 1999 training program and begin preparations for the year 2000.

The Senior High D.A.R.E. Curriculum was revised and updated in the spring of this year. This curriculum change requires all D.A.R.E. Officers who are currently certified to instruct at the Senior High level to complete a special in-service training to retain that certification. This one day training event will be hosted by the M.P.T.C. on September 1, 1999 on site. D.A.R.E. Officers and educators from six counties will attend.

In an effort to ensure the retention of quality in all D.A.R.E. Training, there will be a Training of Trainers facilitated by the Southeastern Regional Training Center for D.A.R.E. out of North Carolina. This training will be conducted here at M.P.T.C. on September 23, 1999.

**Attention Instructors**

**HATE CRIME & ANTI-TERRORISM  
TRAINING MATERIALS  
FOR SALE AT COST**

Cost is \$35.00 per manual package which includes:  
Instructor Manual for Hate Crimes,  
Anti-Terrorism Instructor Manual and Anti-Terrorism  
Participant Manual. Also, a computerdisk for  
Powerpoint Presentations is available.

Methods of training may be geared toward Recruit,  
In-Service or Management Levels.

If interested, please fill out the order form requesting  
the materials and send along with a check, money  
order or purchase order in the amount of \$35.00  
payable to M.P.C.T.C.  
Quantity is limited.

**HATE CRIME - ANTI-TERRORISM  
MATERIALS ORDER FORM**

Name: \_\_\_\_\_

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

Ph#: \_\_\_\_\_

Quantity: \_\_\_\_\_ Set(s)

Amount Enclosed: \$ \_\_\_\_\_

Method of Payment: \_\_\_\_\_

- Check  Money Order
- Purchase Order (attached)

Mail form and payment to:  
MD Police & Correctional  
Training Commissions  
Attn: Rhonda Hill  
3085 Hernwood Road  
Woodstock, MD 21163

## Legal Corner

by Holly Funk, Assistant Attorney General

### **Domestic Violence - Custody Orders - Reasonable and Necessary Force**

The Office of the Attorney General has issued an Opinion on law enforcement's use of "reasonable and necessary force" to enforce child custody orders under domestic violence *ex parte* and protective orders. The Opinion makes it clear that judges have the authority to check the box on the *ex parte* and protective order forms to direct officers to use reasonable and necessary force to enforce custody orders. As to what is 'reasonable and necessary force,' the facts of each case will determine the nature and extent of the force reasonably necessary to execute the custody order. Law enforcement officers should act reasonably under the circumstances, properly announce their identity and purpose, and try to defuse volatile situations so that force is not necessary. This is *not* a blanket authorization to forcibly enter a residence where a child is located, *but* officers may do so if circumstances clearly show the child is in serious, immediate danger. For a copy of the Opinion, contact Bob McDonald at [bmcDonald@oag.state.md.us](mailto:bmcDonald@oag.state.md.us) or (410)576-6327.

### **Media Ride-Alongs**

The United States Supreme Court has said that it is a violation of the Fourth Amendment for police to bring members of the media or other third parties into a home during the execution of a warrant, when the presence of the third parties in the home does not aid in the execution of the warrant.

Reporters from the *Washington Post* accompanied U.S. Marshals and sheriff's deputies to execute an arrest warrant. Media ride-alongs were not prohibited by the departmental policies of either the Marshals or the sheriff's office. The team entered the premises in the early morning hours, and found only the subject's parents. A confrontation ensued between the subject's father and officers, and the reporters took photographs. The photos were never published, but the parents sued the officers under *Bivens* and 42 U.S.C. 1983. The Court found a violation of the parents' constitutional privacy rights, stating that the reporters' presence in the home was not related to the authorized objectives of the intrusion, and they did not help the officers do their job. But the parents could not recover damages. Until this case was decided, there was no clearly-established constitutional right against this kind of intrusion, so the officers in this case were entitled to qualified immunity for their actions. *Wilson v. Layne*, 119 S.Ct.1692 (1999). This right is clearly established now, however. In light of this case, departments may consider examining their own policies with respect to civilian ride-alongs.

### **Fingerprint Checks**

On August 10, 1999, the FBI announced that a new computer system that has just become fully operational will drastically reduce the turn-around time for fingerprint checks. The Integrated Automated Fingerprint Identification system (IAFIS) will be able to process criminal histories in 2 hours, and civil fingerprint submissions for job requirements in 24 hours. IAFIS will compare submitted fingerprint images with its huge database of fingerprints, and the response will include a complete criminal history, if one exists, even if the person fingerprinted provides false identification. IAFIS is the culmination of a 10-year joint project between the FBI and law enforcement representatives from across the country, and should help alleviate backlogs.

### **Vehicle Stops**

Maryland's highest court has addressed the question of the extent to which a law enforcement officer who has properly stopped a motor vehicle based on probable cause may detain and question the driver after the officer has concluded the purpose for the initial stop.

Driver was pulled over on I-70 in Western Maryland around 1:00 a.m., and issued a citation for speeding. The officer then asked him to step out of the car - because driver's eyes were bloodshot and because both he and passenger were acting nervously - and walk to its rear, where the officer asked driver if he had smoked any drugs. Driver admitted he and passenger had smoked a joint in Philadelphia about 3 hours earlier, and then acknowledged he possessed a small amount of marijuana. The officer searched the car, and found a duffel bag containing a plastic bag with a substance later determined to be marijuana.

The Court of Appeals found that once driver received the citation he was actually free to go; however, under the circumstances he did not feel free to leave or to decline the officer's request to step out of the car. The encounter became a second seizure that was required to be based on at least a reasonable, articulable suspicion of criminal activity. The Court held that the circumstances following the completion of the traffic stop (bloodshot eyes in combination with no odor of alcohol, nervousness, etc.) did not give rise to reasonable suspicion that driver was involved in criminal activity, and that the seized marijuana should have been suppressed. *Ferris v. State*, 1999 WL 624135 (Md.)

***This advisory is not intended to substitute for the advice of legal counsel. Please use due care and consult your state and local laws, legal advisors, and agency policy and procedure.***



# MARYLAND TRAINING SCHEDULE

Training Notes is available online at <http://www.dpscs.state.md.us/pct/train/>

## IMPLEMENTING POLICY AND PROCEDURES

University of Maryland Police Academy	College Park	Tuesday	October 5 <sup>th</sup> from 0830 to 1200
Western Maryland Police Academy	Hagerstown	Thursday	October 7 <sup>th</sup> from 0830 to 1200
Prince George's County Police Academy	Upper Marlboro	Tuesday	October 12 <sup>th</sup> from 0830 to 1200
Eastern Shore Criminal Justice Academy	Salisbury	Wednesday	October 13 <sup>th</sup> from 1230 to 1600

**To register for one of these classes, contact Terry Weil or Lee Goldman at (410) 750-6510 by telephone or (410) 203-1010 by fax. There is no charge for this training class.**

The dates and locations of training programs listed are subject to change or cancellation without prior notice. Although PCTC will make reasonable effort to schedule displaced applicants in other training classes, final responsibility for personnel receiving mandated training within the prescribed time period remains with the employing agency. Employing agencies are encouraged to register their personnel in mandated programs as early as possible.

## CORRECTIONAL ENTRANCE LEVEL TRAINING Maryland Correctional Training Academy in Woodstock

The below dates are subject to adjustment/cancellation due to the hiring practices and enrollment of those institutions that use this academy. Administrators are advised to schedule their employees for training as early as possible after employment. The classes will have a maximum enrollment of 42.

<u>Beginning Date</u>	<u>Class#</u>	<u>Graduation</u>
October 20, 1999	99-11	November 29, 1999
November 17, 1999	99-12	December 23, 1999

**For registration information concerning these programs, please contact Rhoney Williams at (410) 461-7256. Find us on the World Wide Web: <http://www.dpscs.state.md.us/pct/train/>**

## CORRECTIONAL FIRST LINE ADMINISTRATOR AND SUPERVISOR TRAINING PROGRAMS

### **Correctional First Line Supervisor Training (Limit 28)**

FEE: \$45.00 per person - Agencies will be billed by the Department of Public Safety and Correctional Services.

October 25-29, 1999 MD Corr. Training Academy-Woodstock

### **Correctional First Line Administrator Training (Limit 18)**

FEE: \$65.00 per person - Agencies will be billed by the Department of Public Safety and Correctional Services.

October 4-6 and 18-21, 1999 MPCTC/Driver Training Facility

**INSTRUCTIONS: A Nomination Form MUST be completed for each person, signed by the Agency Head & submitted to Gloria Herndon. For additional information on Correctional Supervisor, Administrator and Specialized programs, contact Gloria Herndon at (410) 750- 6500.**

## POLICE INSTRUCTOR, ADMINISTRATOR AND SUPERVISOR TRAINING PROGRAMS

### **Instructor Training-Police & Correctional (Limit 20)**

FEE: \$90.00 per person - Agencies will be billed by the Department of Public Safety and Correctional Services.

October 11-15, 1999	Baltimore Co Police Academy @ DCC
November 1-5, 1999	Harford Co Sheriff's Office @ HCC
November 29-Dec 3, 1999	Frederick Co Sheriff's Department

### **Police Administrator Training Program (Limit 30)**

FEE: \$90.00 per person - Agencies will be billed by the Department of Public Safety and Correctional Services.

November 8-12, 1999 Community College of Baltimore County, Owings Mills  
The Training Calender for 2000 is in the process of being finalized.

### **Police Supervisor Training Program (Limit 30)**

FEE: \$90.00 per person - Agencies will be billed by the Department of Public Safety and Correctional Services.

October 4-8, 1999 Community College of Baltimore County, Owings Mills  
December 6-10, 1999 Community College of Baltimore County, Owings Mills  
The Training Calender for 2000 is in the process of being finalized

**INSTRUCTIONS: For any programs listed above, a Nomination Form MUST be completed for each person, signed by the Agency Head and submitted to Patrick O. Smith. For additional information on Police & Correctional Instructor Training, Police Administrator or Police Supervisor Training programs, contact Patrick O. Smith at 410 750-6500**



# MARYLAND TRAINING SCHEDULE

Training Notes is available online at <http://www.dpscs.state.md.us/pct/train/>

PCTC is not responsible for the content and delivery of training programs sponsored by other agencies. Programs listed in Training Notes are listed as a service to readers and do not imply endorsement by the Police and Correctional Training Commissions.

## CSXT RAILROAD POLICE TRAINING COURSE CSX Transportation, Inc., Rail Transit Group

Program covers the enforcement aspects of "Operation Lifesaver" which concerns rail/highway accidents and also addresses the problem of railroad theft and vandalism.

For information regarding training dates, location and subject matter, please contact Superintendent S. L. Gregory at (410) 613-5192.



## APPROVED TRAINING

TRAINING PROGRAMS APPROVED BY POLICE TRAINING COMMISSION (Additions since November/December '98 Training Notes)

These are training programs which the Commission has approved for delivery. Provided that proper arrangements with the offering agencies have been made, these programs may be used by other agencies without prior Commission approval. Check with these agencies regarding dates, fees, and the like.

### PROGRAM TYPE KEY

(E=Entry Level) (I=Inservice) (F=Firearms) (M=Miscellaneous) (L=LETN)

AGENCY PROG. APPR#	TYPE	HOURS	APPROVED	EXPIRES
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### TRAINING PROGRAMS APPROVED BY POLICE TRAINING COMMISSION

#### ANNE ARUNDEL CO POLICE

P4884	FIREARMS-ENTRANCE LEVEL AUTO WEAPONS	F	6.0	08/16/1999	08/15/2002
P4885	FIREARMS-ANNUAL AUTO WEAPONS	F	2.0	08/16/1999	08/15/2002
P4824	POLICE DRILL INSTRUCTOR COURSE	I	35.0	07/13/1999	07/12/2002
P4859	SUPERVISOR IN-SERVICE	I	7.0	07/30/1999	07/29/2002
P4860	ANNUAL IN-SERVICE	I	7.0	07/30/1999	07/29/2002

#### ANNE ARUNDEL CO SHERIFF

P4800	ADMINISTRATOR TRAINING PROGRAM	I	35.0	06/25/1999	06/24/2002
P4861	NEW EMPLOYEE SEMINAR	I	40.0	07/30/1999	07/29/2002
P4862	NEW EMPLOYEE ORIENTATION	I	8.0	07/30/1999	07/29/2002

#### BALTIMORE CITY DEPT OF EDUCATION

P4812	FIREARMS-ANNUAL PISTOL	F	0.0	07/09/1999	07/08/2002
P4813	FIREARMS-ANNUAL REVOLVER	F	0.0	07/09/1999	07/08/2002
P4814	FIREARMS-ENTRANCE LEVEL	F	35.0	07/09/1999	07/08/2002
P4815	FIREARMS-ANNUAL (F.A. INSTRUCTORS ONLY)	F	0.0	07/09/1999	07/08/2002
P4816	BASIC FIREARMS INSTRUCTOR COURSE	F	35.0	07/09/1999	07/08/2002
P4786	ASP BATON IN-SERVICE CERTIFICATION	I	3.0	06/23/1999	06/22/2002
P4787	ELT ASP BATON CERTIFICATION	I	8.0	06/23/1999	06/22/2002

#### BALTIMORE CITY POLICE

P4801	ADMINISTRATOR TRAINING PROGRAM	I	40.0	06/25/1999	06/24/2002
P4853	GENERAL PROGRAM	I	16.0	07/23/1999	07/22/2002

#### BALTIMORE CO POLICE TRAINING ACAD

P4822	LEADERSHIP & SUPERVISION	I	28.0	07/13/1999	07/12/2002
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#### BRUNSWICK POLICE

P4893	ASP BATON RECERTIFICATION	I	6.0	08/20/1999	08/19/2002
P4894	COMMUNITY FIRST AID & SAFETY	I	9.0	08/20/1999	08/19/2002
P4895	COMMUNITY FIRST AID & SAFETY RECERT.	I	4.0	08/20/1999	08/19/2002

#### CARROLL CO SHERIFF

P4847	LIDAR SPEED MEASURING DEVICES	I	6.0	07/23/1999	07/22/2002
P4848	WARRANT SERVICE	I	2.0	07/23/1999	07/22/2002
P4849	DIPLOMATIC IMMUNITY	I	2.0	07/23/1999	07/22/2002
P4850	COLLISION INVESTIGATION REVIEW	I	3.0	07/23/1999	07/22/2002
P4851	TEAMWORK	I	7.0	07/23/1999	07/22/2002
P4852	GANGS & SECURITY THREAT GROUPS	I	4.0	07/23/1999	07/22/2002



# APPROVED TRAINING

TRAINING PROGRAMS APPROVED BY POLICE TRAINING COMMISSION (Additions since November/December '98 Training Notes)

AGENCY	(E=Entry Level)	(I=Inservice)	(F=Firearms)	(M=Miscellaneous)	(L=LETN)				
PROG. APPR#						TYPE	HOURS	APPROVED	EXPIRES
DELMAR POLICE									
P4808 BASIC K9 LE TRAINING SCHOOL						I	87.5	07/01/1999	06/30/2002
DEPT OF STATE POLICE									
P4780 SPANISH FOR LE OFFICERS						I	16.0	06/23/1999	06/22/2002
EASTERN SHORE CRIMINAL JUSTICE ACAD									
P4818 COMPARATIVE COMPLIANCE II - EMERGENCY						I	45.0	07/13/1999	07/12/2002
P4820 TELECOMMUNICATIONS						I	40.0	07/13/1999	07/12/2002
P4821 DEFENSIVE TACTICS FOR LE OFFICERS						I	21.0	07/13/1999	07/12/2002
P4823 DRUG ENFORCEMENT TRAINING						I	8.0	07/13/1999	07/12/2002
P4856 COMPARATIVE COMPLIANCE						I	161.0	07/28/1999	07/27/2002
P4878 RURAL CRIME & DRUG ENFORCE TASK FORCE						I	40.0	08/16/1999	08/15/2002
P4892 CRIME SCENE PROCEDURES						I	40.0	08/20/1999	08/19/2002
FREDERICK CITY POLICE									
P4889 GENERAL PROGRAM						I	9.5	08/16/1999	08/15/2002
GARRETT CO SHERIFF									
P4864 ASP BATON RECERTIFICATION						I	2.0	08/06/1999	08/05/2002
GLENARDEN POLICE									
P4802 FIREARMS-ANNUAL						F	0.0	06/28/1999	06/27/2002
HAGERSTOWN POLICE									
P4863 FIREARMS-ENTRANCE LEVEL SHOTGUN						F	2.0	08/02/1999	08/01/2002
P4874 CRIME GUN REDUCTION & INTERVENTION						I	1.0	08/13/1999	08/12/2002
P4875 INTERVIEWING & INTERROGATING TECHNIQUES						I	24.0	08/13/1999	08/12/2002
HARFORD CO SHERIFF									
P4832 BASIC RADAR/LASER						I	24.0	07/20/1999	07/19/2002
P4833 OC SPRAY CERTIFICATION						I	3.5	07/20/1999	07/19/2002
P4834 DOMESTIC VIOLENCE UODATE						I	4.5	07/20/1999	07/19/2002
P4835 FLYING ARMED						I	2.0	07/20/1999	07/19/2002
P4836 BASIC RADAR						I	16.0	07/20/1999	07/19/2002
P4837 PR 24/ASP RECERTIFICATION						I	3.5	07/20/1999	07/19/2002
P4838 1ST RESPONDER RECERT/RE-ENTRY						I	12.0	07/20/1999	07/19/2002
P4839 LEGISLATIVE UPDATE/GENERAL ORDER REVIEW						I	3.5	07/20/1999	07/19/2002
HOWARD CO POLICE									
P4896 FIREARMS-ANNUAL						F	0.0	08/20/1999	08/19/2002
P4897 FIREARMS-ANNUAL AUTO WEAPONS						F	0.0	08/20/1999	08/19/2002
P4898 FIREARMS-SCOPED RIFLE (COUNTER SNIPER)						F	0.0	08/20/1999	08/19/2002
P4899 FIREARMS-ASSAULT RIFLE (M-16)						F	0.0	08/20/1999	08/19/2002
P4817 ENTRANCE LEVEL TRAINING						I	1040.0	07/12/1999	07/11/2002
P4888 GENERAL PROGRAM						I	7.0	08/16/1999	08/15/2002
HOWARD CO SHERIFF									
P4886 FIREARMS-TRANSITIONAL:REVOLVER TO PISTOL						F	6.0	08/16/1999	08/15/2002
P4887 FIREARMS-TRANSITIONAL:PISTOL TO PISTOL						F	3.0	08/16/1999	08/15/2002
IN THE LINE OF DUTY									
P4840 VOL 4-PROG 4:CHILD ABUSE						M	1.0	07/22/1999	07/21/2002
P4841 VOL 4-PROG 5:MASS TRAFFIC ACCIDENTS						M	1.0	07/22/1999	07/21/2002
P4842 VOL 4-PROG 6:IRATE TRUCKER						M	1.0	07/22/1999	07/21/2002
P4843 VOL 4-PROG 7:CRIME SCENE PRESERVATION						M	1.0	07/22/1999	07/21/2002
P4844 VOL 4-PROG 8:KEHOE BROTHER'S SHOOTOUT						M	1.0	07/22/1999	07/21/2002
P4845 VOL 4-PROG 9:MULTI-ETHNIC COMM POLICING						M	1.0	07/22/1999	07/21/2002
P4846 VOL 4-PROG 10:SUICIDE BY COP						M	1.0	07/22/1999	07/21/2002
LAW ENFORCEMENT TELEVISION NETWORK									
P4788 SURVIVING DEADLY ENCOUNTERS III						L	0.5	07/01/1999	06/30/2002
P4789 INFECTIOUS DISEASES						L	0.5	07/01/1999	06/30/2002
P4790 TEACHING CRIME PREVENTION I-SEVEN STEPS						L	0.5	07/01/1999	06/30/2002
P4791 TEACHING CRIME PREVENTION II						L	0.5	07/01/1999	06/30/2002
P4792 LEGAL UPDATE XII:DEADLY FORCE ON UNARMED						L	0.5	07/01/1999	06/30/2002
P4793 CORRECTIONS DIGEST X:THREAT ASSESSMENT						L	0.5	07/01/1999	06/30/2002
P4826 WATCH YOUR BACK I:P'NCIPLES GOOD HEALTH						L	0.5	08/01/1999	07/31/2002
P4827 LEGAL UPDATE XIII:PROFILE STOPS						L	0.5	08/01/1999	07/31/2002
P4828 TEACH CRIME PREVENTIONIII:VIOL WORKPLACE						L	0.5	07/19/1999	07/18/2002



# APPROVED TRAINING

TRAINING PROGRAMS APPROVED BY POLICE TRAINING COMMISSION (Additions since November/December '98 Training Notes)

(E=Entry Level) (I=Inservice) (F=Firearms) (M=Miscellaneous) (L=LETN)

AGENCY PROG. APPR#	TYPE	HOURS	APPROVED	EXPIRES
<b>CHEVY CHASE POLICE</b>				
P4870 LASER SPEED DETECTION	I	8.0	08/10/1999	08/09/2002
CSX TRANSPORT POLICE				
P4811 OPERATION LIFESAVER	I	2.0	07/07/1999	07/06/2002
P4829 TEACH CRIME PREV IV:TRAVEL SAFETY & DATA	L	0.5	08/01/1999	07/18/2002
P4830 C'RECTIONS DIGEST XI:CROSS GENDER SUP'VN	L	0.5	08/01/1999	07/31/2002
P4865 FIRST RESPONDER I	L	0.5	09/01/1999	08/31/2002
P4866 WATCH YOUR BACK II:PRIN OF GOOD HEALTH	L	0.5	09/01/1999	08/31/2002
P4867 RISK REDUCT REVIEW I:LIABILITY MGT	L	0.5	09/01/1999	08/31/2002
P4868 CORRECTIONS DIGEST 12:JAIL SUICIDES	L	0.5	09/01/1999	08/31/2002
P4869 FIRST RESPONDER II	L	0.5	09/01/1999	08/31/2002
<b>MD NATURAL RESOURCES POLICE</b>				
P4810 FIREARMS INSTRUCTOR TRAINING PROGRAM	F	35.0	07/07/1999	07/06/2002
P4876 REPTILE ENFORCEMENT & IDENTIFICATION	I	8.0	08/13/1999	08/12/2002
<b>MD STATE FOREST &amp; PARK SERVICE</b>				
P4783 FIREARMS-ANNUAL PISTOL	F	0.0	06/23/1999	06/22/2002
P4784 FIREARMS-ANNUAL REVOLVER	F	0.0	06/23/1999	06/22/2002
P4785 FIREARMS-ANNUAL SHOTGUN	F	0.0	06/23/1999	06/22/2002
P4781 MANAGING SEARCH OPERATIONS	I	60.0	06/23/1999	06/22/2002
<b>MD STATE POLICE ACADEMY</b>				
P4891 ENTRANCE LEVEL TRAINING MSP 113TH CLASS	E	1013.0	08/17/1999	08/16/2000
MISCELLANEOUS/ONE TIME TRAINING				
P4877 BASIC POLYGRAPH EXAMINER COURSE	M	320.0	08/13/1999	08/12/2002
MT RAINIER POLICE				
P4890 FIREARMS-TRANSITIONAL:REVOLVER TO PISTOL	F	6.0	08/20/1999	08/19/2002
NORTH EAST POLICE				
P4809 FIREARMS-TRANSITIONAL	F	3.0	07/05/1999	07/04/2002
PG MUNICIPAL POLICE ACADEMY				
P4777 CIVIL DISORDER MANAGEMENT	I	24.0	06/23/1999	06/22/2002
<b>PRINCE GEORGES CO POLICE</b>				
P4854 FIREARMS INSTRUCTOR TRAINING PROGRAM	F	72.0	07/23/1999	07/22/2002
TRAINING PROGRAMS APPROVED BY POLICE TRAINING COMMISSION				
PRINCE GEORGES CO PUBLIC SCHOOLS				
P4858 GENERAL PROGRAM	I	7.0	07/30/1999	07/29/2002
<b>RIDGELY POLICE</b>				
P4794 1998 IN-SERVICE-J. JACKSON:GREENSBORO PD	I	24.0	06/24/1999	06/23/2002
P4795 CIVIL, MUNICIPAL & CRIMINAL CITATIONS	I	4.0	06/24/1999	06/23/2002
P4796 DOM VIOLENCE CALLS FOR SERVICE	I	3.0	06/24/1999	06/23/2002
P4797 ARREST & HANDLING OF JUVENILES	I	1.0	06/24/1999	06/23/2002
P4798 DWI DECT & FIELD SOBRIETY TESTING	I	24.0	06/24/1999	06/23/2002
P4799 RAPE INVESTIGATIONS	I	2.0	06/24/1999	06/23/2002
P4803 VICTOMS OF RAPE & SEX OFFENSES	I	1.0	06/30/1999	06/29/2002
P4804 POLICE RESPONSE TO SEXUAL ASSAULT	I	1.0	06/30/1999	06/29/2002
P4805 DWI DTECTION/DRUG RECONITION	I	8.0	06/30/1999	06/29/2002
P4806 RADAR CERTIFICATION & RECERTIFICATION	I	8.0	06/30/1999	06/29/2002
P4807 DOMESTIC VIOLENCE LAWS	I	6.0	06/30/1999	06/29/2002
<b>ROCKVILLE POLICE</b>				
P4831 DIPLOMATIC & CONSULAR IMMUNITY	I	1.5	07/20/1999	07/19/2002
P4857 SPECTRA CAMERAS	I	2.0	07/30/1999	07/29/2002
<b>SNOW HILL POLICE</b>				
P4779 RADAR RECERTIFICATION COURSE	I	5.0	06/23/1999	06/22/2002
P4782 BASIC RADAR OPERATORS COURSE	I	21.0	06/23/1999	06/22/2002
<b>SOUTHERN MD CRIMINAL JUSTICE ACAD</b>				
P4819 PBT OPERATOR CERTIFICATION	I	8.0	07/13/1999	07/12/2002
P4825 DUI DETECTION & FIELD SOBRIETY TESTING	I	24.0	07/13/1999	07/12/2002
P4871 BLOODBORNE PATHOGENS	I	1.0	08/10/1999	08/09/2002
<b>P4872 SEXUAL HARASSMENT</b>				
P4873 INTERVIEWING VICTIMS OF SEXUAL ASSAULT	I	1.0	08/10/1999	08/09/2002
<b>TAKOMA PARK POLICE</b>				
P4879 FIREARMS-ANNUAL PISTOL DAY (COURSE A)	F	0.0	08/16/1999	08/15/2002
P4880 FIREARMS-ANNUAL PISTOL DAY (COURSE B)	F	0.0	08/16/1999	08/15/2002
P4881 FIREARMS-ANNUAL PISTOL REDUCED LIGHT	F	0.0	08/16/1999	08/15/2002
P4882 FIREARMS-ANNUAL SHOTGUN	F	0.0	08/16/1999	08/15/2002
P4883 FIREARMS-TRANSITIONAL-REVOLOR TO PISTOL	F	6.0	08/16/1999	08/15/2002
<b>WASHINGTON METRO TRANSIT POLICE</b>				
P4494 AUTO THEFT	I	40.0	02/11/9999	02/10/2002



# APPROVED TRAINING

TRAINING PROGRAMS APPROVED BY POLICE TRAINING COMMISSION (Additions since November/December '98 Training Notes)

AGENCY (E=Entry Level) (I=Inservice) (F=Firearms) (M=Miscellaneous) (L=LETN)  
 PROG. APPR# TYPE HOURS APPROVED EXPIRES

## TRAINING PROGRAMS APPROVED BY CORRECTIONAL TRAINING COMMISSION

### ANNE ARUNDEL CO DEPT. OF DET. FAC.

C2736 JAIL MANAGEMENT SYSTEM BASICS | 8.0 08/11/1999 08/10/2002

### CAROLINE CO DETENTION CENTER

C2676 HOW A CORRECTIONAL OFFICER INMATE IS | 1.5 06/24/1999 06/23/2002  
 C2677 CONTRABAND CONTROL | 1.5 06/24/1999 06/23/2002  
 C2678 CRIME SCENE INVESTIGATION | 3.0 06/24/1999 06/23/2002  
 C2679 INMATE SECURITY AND CONTROL | 3.0 06/24/1999 06/23/2002  
 C2680 CROSS GENDER SUPERVISION | 1.5 06/24/1999 06/23/2002  
 C2694 AMERICAN RED CROSS FIRST-AID AND CPR | 7.0 07/12/1999 07/11/2002

### CARROLL CO DETENTION CENTER

C2645 FIREARMS-SHOTGUN F 2.0 07/19/1999 07/18/2002  
 C2693 ANNUAL -9MM GLOCK F 2.0 07/19/1999 07/18/2002  
 C2697 TRANSITIONAL TRAINING FOR GLOCK 9MM F 6.0 07/19/1999 07/18/2002  
 C2735 FIREARMS -HANDGUN-ENTRANCE LEVEL F 40.0 08/11/1999 08/10/2002  
 CECIL CO DETENTION CENTER  
 C2696 PEPPER FOAM CERTIFICATION CLASS | 8.0 07/12/1999 07/11/2002

### HARFORD CO DETENTION CENTER

C2744 CORRECTIONAL OFFICER ELT PROGRAM E 304.0 08/19/1999 08/18/2000

### MD DIVISION OF CORRECTIONS

C2654 FIREARMS INSTRUCTOR TRAINING PROGRAM F 42.0 07/19/1999 07/24/1999  
 C2737 CHEMICAL MUNITIONS | 3.0 08/11/1999 08/10/2002  
 C2738 SPECIALTY IMPACT MUNITIONS | 3.0 08/11/1999 08/10/2002  
 C2740 SECURITY & CONTROL | 2.0 08/12/1999 08/11/2002

### MD POLICE & CORR TRNG-CELT ACADEMY

C2685 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2686 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2687 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2688 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2689 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2698 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2699 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2700 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2701 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2702 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2703 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2704 INSTITUTIONAL SUPPORT STAFF | 88.0 07/19/1999 07/18/2002  
 C2705 CORRECTIONAL OFFICER ELTP | 168.0 07/19/1999 07/18/2002  
 C2706 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2707 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2708 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2709 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2710 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2711 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2712 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2713 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2714 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2715 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2716 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2717 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2718 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002  
 C2719 CORRECTIONAL OFFICER ELT PROGRAM | 168.0 07/19/1999 07/18/2002  
 C2720 INSTITUTIONAL SUPPORT STAFF ELTP | 88.0 07/19/1999 07/18/2002

### MISCELLANEOUS AGENCY

C2682 BEHIND THE WALLS | 20.0 07/07/1999 07/06/2002  
 C2691 ETHICS IN CORRECTIONS | 3.0 07/07/1999 07/15/1999  
 C2692 CONQUERING STRESS | 3.0 07/07/1999 07/15/1999

### ROXBURY CORRECTIONAL INSTITUTION

C2695 SAFETY & SECURITY ISSUES FOR NON-CUSTODY | 3.0 07/12/1999 07/11/2002  
 C2734 FIRE SAFETY OFFICER TRAINING | 6.0 08/05/1999 08/04/2002

# WHAT'S NEW

at the Criminal Justice Resource Center

3085 Hernwood Road Woodstock, Maryland 21163 410 203-1007

SEPTEMBER /OCTOBER 1999

No. 114

## TAPES - NEW LISTINGS

Training Notes is available online at <http://www.dpscs.state.md.us/pct/train/>

### Lockup USA Volume 7 Issue 10

#### Techniques for Interview and Interrogation

The purpose of this video and training guide is to provide assistance in basic training for staff who will take part in the interview or interrogation process. It is also useful to line officers to give them an overview and to show them how they can contribute to the process when an inmate is to be questioned about an incident, etc. In Corrections, for the most part, trained investigators usually conduct interviews and interrogations. However, this is not always the case and line officers may be called upon to question inmates as well. But in the long run the most effective interviewers will be those who are seasoned through experience and who are best at dealing with people.

### Lockup USA Volume 7 Issue 12

#### Control & Modification of Inmate Behavior

The purpose of this video and training guide is to stress the importance of behavior modification for those inmates who cannot follow the rules and regulations of the facility. It also addresses ways to control the behavior of general population inmates through the "carrot" approach. This program also serves as a good orientation on the topics of inmate behavior for new staff. In most correctional facilities, the majority of inmates will go along with the rules and regulations without too many problems. But there will always be a small percentage that will constantly be getting into trouble and running afoul of the rules. This trouble often includes violence as these types of inmates usually have some type of violence in their background. Many are unable to accept their incarceration and exhibit a "mad at the world" type of attitude and a disrespect for staff. This type of behavior is unacceptable and must be corrected or modified. Of course, ultimately it will be up to the inmate to decide whether he/she wants to abide by the rules and avoid disciplinary procedures. Some inmates will benefit from behavior modification and some will not.



# **TRAINING NOTES**

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Police & Correctional Training Commissions  
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Woodstock, Maryland 21163 - 1099