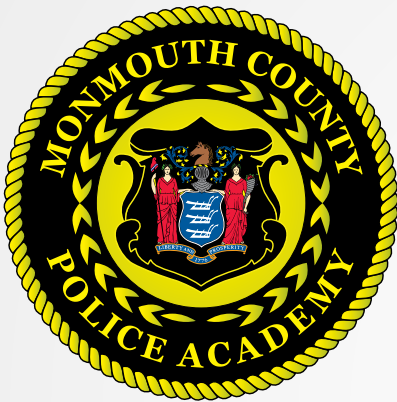


# MONMOUTH COUNTY POLICE ACADEMY



# 2021

## POLICE TRAINING COURSE CATALOG



A REGIONAL TRAINING FACILITY



## **2021 MONMOUTH COUNTY COMMISSIONERS**

Thomas A. Arnone, Lillian G. Burry, Dominick DiRocco,  
Susan M. Kiley, and Ross Licitra

## **2021 MONMOUTH COUNTY POLICE ACADEMY BOARD OF DIRECTORS**

Chief Terence P. Mahon (Ret.)  
Director, Monmouth County Police Academy  
Thomas A. Arnone  
Monmouth County Commissioner  
Lillian G. Burry  
Monmouth County Commissioner  
Christopher J. Gramiccioni, Prosecutor  
Monmouth County  
Shaun E. Golden, Sheriff  
Monmouth County  
Andrew Kudrick, Chief  
President, Monmouth County Police Chiefs Association  
Craig Weber, Chief  
Middletown Police Department

## **POLICE ACADEMY STAFF**

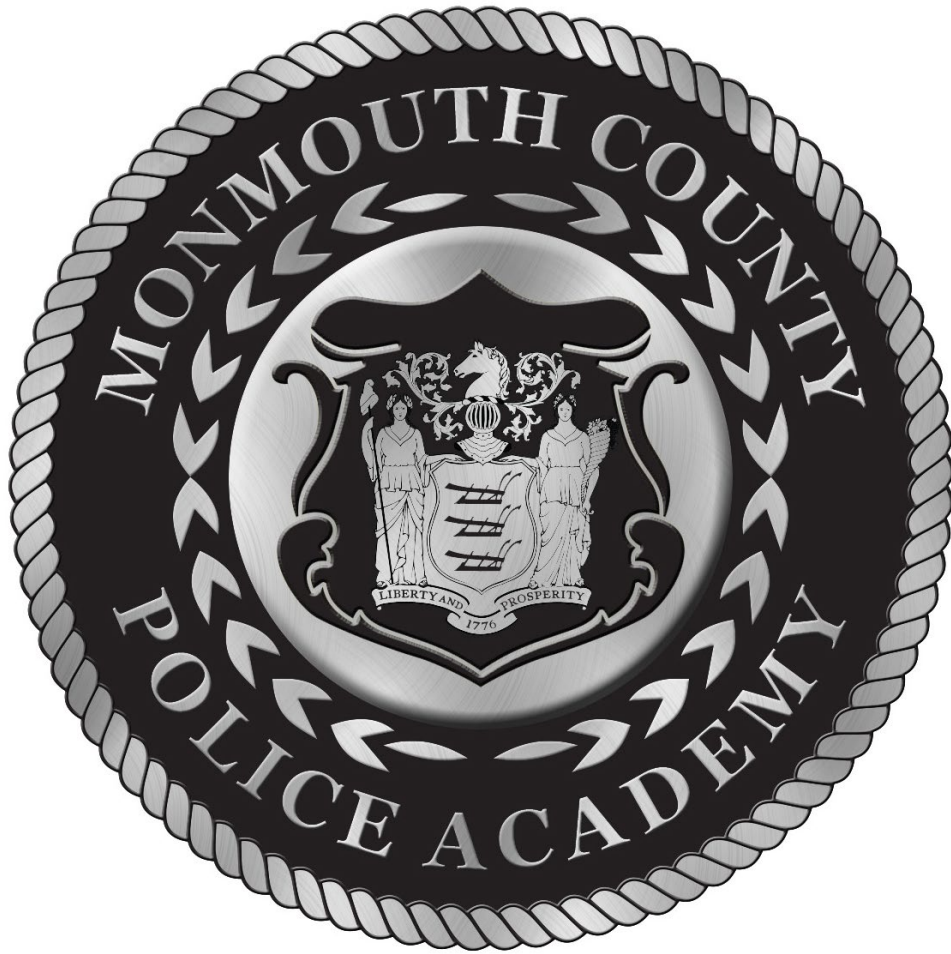
Chief Terence P. Mahon (Ret.), Director  
Patrolman John T. Fay (Ret.), Administrative Training Officer  
Officer Tracey Tift, Academy Range Master  
Lieutenant Joseph F. Aflitto (Ret.), Range Master  
Chief Philip Meehan (Ret.), Training Officer  
Lieutenant Wesley Mayo Jr. (Ret. MCPO), Training Officer  
Correction Officer Kimberly Martin (Ret.), Training Officer  
Vicki DiLorenzo, Administrative Clerk

## **MONMOUTH COUNTY ADMINISTRATION**

Teri O'Connor, County Administrator

# MONMOUTH COUNTY POLICE ACADEMY

A Division of the Monmouth County Sheriff's Office



**PROUDLY SERVING LAW ENFORCEMENT AS THE ONLY  
CALEA ACCREDITED PUBLIC SAFETY TRAINING ACADEMY  
IN THE STATE OF NEW JERSEY**



The Monmouth County Sheriff's Office Situational Training and Response Simulator, also known as the STARS Facility, located in Freehold, is a premiere training facility used by our public safety partners in Monmouth County and throughout the State of New Jersey. The facility provides de-escalation training for Basic Police Recruits to Veteran Police Officers.



The STARS building includes a state of the art decision making and tactical firearms simulator, equipped with various types of scenarios. Additionally, the facility contains a multi-screen Driving Simulator for Police Officers, EMS and Hazmat personnel.

Our Situational Training and Response Simulator (STARS) facility was established to assist All Law Enforcement and First Responders with Virtual and hands-on training. Recruits and veteran officers go through hours of Use of Force, Defense Tactics, De-Escalation and Active Shooter training, prior to any of the Virtual Simulation training.

There is a Domestic Violence Response Training area, Correctional housing unit, K9 agility course, School Bus and a school classroom area for Active Shooter incident scenario training.

On behalf of all our public safety partners, we thank the Monmouth County Board of Chosen Freeholders for this continued initiative. It would not be possible without their commitment and support of this project.

We are confident that this exciting effort will help us address public safety challenges with which our first responders encounter, as they maintain the safety and security of our residents in the County of Monmouth and throughout the State of New Jersey.





## 2021 POLICE TRAINING COURSE CATALOG

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## 2021 POLICE TRAINING COURSE CATALOG

# INTRODUCTION

Whether you are looking to begin your law enforcement career or take it to the next level, the Monmouth County Police Academy provides modern education and quality training to assist you. Today's law enforcement officers are highly trained and well equipped to meet the needs of the communities they serve. The Director, academy staff and instructors work tirelessly to ensure programs, education and training are current and of the highest quality.

The Basic Course for Police Officer, Special Law Enforcement Officer, County Correctional Police Officer and County Park Ranger training programs are the first step to becoming a law enforcement officer. The Monmouth County Police Academy provides a solid foundation of knowledge, skills and abilities to make an immediate positive impact within the profession. Successful completion of the basic course requires trainees to put forth maximum effort and tests whether they have what it takes to become professional and effective law enforcement officers. Basic training is not easy- it is not intended to be easy.

In addition to basic training, the Academy provides in-service education and training to veteran police officers. The many courses offered annually help advance skills and provide specialized training. In-service courses also develop leadership skills and produce instructors needed to effectively manage personnel and organizations.

The Monmouth County Police Academy takes pride in that it has certified and trained thousands of professional police officers, leaders and managers.





All instructors should have appropriate teaching materials and be well versed in their field of instruction. All instructors will conduct themselves in a professional, courteous manner and maintain a safe and controlled classroom environment.

MCPA holds all instructors to the highest ethical standards and reserves the right to remove an instructor for violation of any code of conduct while here at the academy. The academy follows the New Jersey Police Training Commission's Standards of Conduct for Instructors, which can be viewed on their website, ([www.njptc.org](http://www.njptc.org))

As part of this agreement, the Monmouth Police Academy will provide a safe, clean, fully functional training facility for both classroom and practical scenario training. Any inquiries or special requests regarding classroom or equipment matters should be forwarded to academy staff for consideration and handling.

Any adjustments or revisions to this agreement will be at the discretion of the Academy Director Terrance Mahon.

Chief Darryl G. Breckenridge Sr. (Ret.)  
Undersheriff





## **History and Tradition of the Monmouth County Police Academy**

Recognizing the need for professional, well-trained police officers, the Monmouth County Board of Chosen Freeholders, in cooperation with the Monmouth County Police Chiefs Association and the Monmouth County Prosecutor, established the Monmouth County Police Academy in 1963. The Police Academy opened at its current location in 1985 and became a division of the Monmouth County Sheriff's Office in 2011.

The Academy conducts basic training courses for regular police officers, Class II Special Police Officers, Class I Special Police Officers, County Corrections Officers and County Park Rangers. The Academy also conducts and/or hosts in-service training courses for veteran law enforcement officers. Additionally, the Academy hosts outside instructors and companies to provide the best national and international programs for the local law enforcement community.

The Monmouth County Police Academy prides itself in being recognized as one of the premier regional law enforcement training facilities anywhere. Thousands of police officers from New Jersey and other states have undergone basic training, and in-service training, at the Academy and have continued on to distinguish themselves with pride, professionalism and integrity during their respective careers.

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## **Mission Statement**

The Monmouth County Police Academy is a Regional Law Enforcement Training Academy operating under the direction of the Monmouth County Sheriff, and the Academy Board of Directors.

The Monmouth County Police Academy is the only Police Academy in the State of New Jersey to receive the Gold Standard in Public Safety from the Commission on Accreditation for Law Enforcement Agencies (CALEA).

The Monmouth County Police Academy offers basic recruit classes for many branches of law enforcement; we offer a wide variety of in-service training to meet the needs of the law enforcement community and prepare both recruits and seasoned officers to meet the challenges of today and tomorrow.

Our mission is to provide the most knowledgeable, experienced staff to deliver the latest in training and technology to our recruits and in-service clients in a professional manner.

Professionalism, Character, Pride and Leadership are key words in our daily activities as we strive to develop and strengthen the mind and body of both the recruit and the veteran officer.



### **Emergency Contact Information:**

- The Monmouth County Police Academy is located at 2000 Kozloski Road in Freehold Township. The main phone number is 732-577-8710 and the fax number 732-577-8722.
- Incoming calls to Academy trainees should be restricted to emergencies (illness, accident, death, etc.). Emergency messages will be delivered to a trainee immediately. For basic courses, the Platoon Leader will check the bulletin board during the breaks and deliver the messages to the trainees.
- Important note: If a trainee needs to telephone the Academy to report any lateness, absence, emergency or other problem, and is not able to speak to someone in person, the trainee shall leave a message on the Training Officer's telephone answering system. The trainee shall then contact his/her Squad Leader or Platoon Leader who will ensure a personal notification to the Academy at the earliest opportunity. In addition, the trainee shall contact his/her respective agency.

### **Emergency Closings**

There may be times when an emergency, such as severe weather, fire or a power failure, disrupts normal business operations of Monmouth County government. While the County of Monmouth has essential facilities and operations that operate around the clock, it may on occasion be necessary to close or delay the opening of other non-essential offices and operations.

A closure, early closure or delayed opening may be implemented to provide additional time to facilitate the clearing of roads, parking lots and sidewalks for employee and public access to County facilities.

If County Administration makes a decision to close or to delay opening of County operations, applicable information will be posted on the County website, intranet and social media accounts. Also, County Administration will ask local radio stations to announce the closing.

### **COVID - 19 Police Academy Protocol**

The Monmouth County Police Academy follows the direction of the New Jersey Health Department, Monmouth County Health Department and the CDC Guidelines, which establishes our daily Covid - 19 Protocol. We require mask wear, temperature checks (upon enter the building), handwashing and social distancing.



## 2021 POLICE TRAINING COURSE CATALOG

# GENERAL INFORMATION

### **Course Information**

In-Service training courses held at the academy will have specified classroom hours contained within the course postings. Hours for the Basic Course for Police Officers will accompany the application when issued.

### **Online Registration and Fees**

Registration for all courses is on a first-come, first-serve basis, so it is advantageous to register for a course early. You must visit the website at:

[www.MonmouthCountyPoliceAcademy.com](http://www.MonmouthCountyPoliceAcademy.com) and click on the text titled

"Online In-Service Course Registration" to enroll in classes. Registrations by phone or fax are no longer accepted.

Registration fees for all in-service training courses are listed in this catalog and on the website.

### **CLASS FULL STATUS:**

If a class you are interested in is in full status, you may continue to register to be placed on a waitlist for that class. You will receive an email advising if your status has changed from waitlist to enrolled. Only Officers who are successfully enrolled may attend a class being offered.

### **Cancellation Policy**

Due to the high demand of the majority of the scheduled in-service training classes, it is the policy of the Monmouth County Police Academy that any course cancellation must be at least 48 hours in advance of the course start date. This will allow us the opportunity to backfill any open seats. If a cancellation is requested with less than 48 hours or the registered officer and/or agency is a no show, the sending agency may be invoiced for the full training fee.

### **Supervisor Approval**

You must have your supervisor's approval to attend any course offering at MCPA. Once obtained, only a designated Supervisor or Training Officer with registration privileges can enroll an officer for a course. All officers MUST have an active portal account to be enrolled in a MCPA course.

### **FBI courses**

Prior to registering for an FBI course, please check the location where it will be conducted. Many FBI courses designate seats for Monmouth County, but the courses actually take place at another Academy. Please take the additional travel time into consideration prior to registering for these courses.



### **Date changes**

Before enrolling in a course, ensure that you are able to attend on the date listed on the Academy's website. In the event an issue arises that causes a change to the date of a course after this catalog is published, the course date will be updated online only. The course dates listed on the Academy's online in-service course registration section are the most up-to-date and accurate.

### **Academy Entrance Requirements for Basic Courses**

- Background check - As required for Police Recruits by the New Jersey Police Training Commission, each trainee will have had a complete background check, including a fingerprint check by the New Jersey State Police Bureau of Identification and the Federal Bureau of Investigation, for clearance to become a law enforcement officer. Along with the background check, the following documents shall be submitted by the trainee's law enforcement agency to the Academy Director prior to the commencement of the trainee's training at the Academy.
- Application for Admission to Basic Course;
- Photograph;
- Statement of Affirmation; (Background / Fingerprinting completed)
- Statement of Affirmation for Psychological Evaluation;
- Trainee Agreement Statement;
- PTC Health History and Medical Certification Forms; and
- PTC Notice of New Appointment (Copy of Agency Submittal to PTC);
- NJ State Toxicology Laboratory Submission Form (Copy of Agency Submittal)

### **Medical Clearance**

The Academy will no longer require that participants receive medical clearance prior to attending certain physically demanding in-service courses. It is strongly suggested that prior to attending any course that requires physical exertion, that the attendee consult his or her physician to ensure that they are healthy enough to participate in such activities. A waiver form will be required in order to participate in these courses.

### **Law Enforcement Officer Certification**

Certification Requirements (N.J.A.C. 13:1-5.1) - A trainee shall be considered eligible for certification when, among other requirements, the Academy Director affirms that:

- The trainee has achieved the minimum requirements for examination grades as set forth in the Commission's Written Examination Manual, the minimum qualifying score as set forth in the Commission's Firearms Manual, and demonstrated an acceptable degree of proficiency in the subjects of defensive tactics and first aid/first responder.
- The trainee has participated in no less than 90 percent of the total subject hours in the curriculum that the Commission has approved for the course the trainee is attending.





## **Certificates**

Certificates of completion will be awarded on the last day of instruction to individuals who successfully completed the course. Certificates are printed using the information that was submitted during online course registration. Please ensure that your information was entered correctly, and includes proper capitalization. The way it is entered online is the way your certificate will be printed.

## **Accidents while on County Property**

In any incident in which a person is injured or may have been injured while attending an in-service course, a Monmouth County Incident Report must be completed with all necessary information. A copy must be placed in the Academy's Incident File and the original sent to the Insurance Department, Hall of Records.

## **ACADEMY GUIDELINES**

### **Telephone Messages and Cell Phone Etiquette**

Messages will be posted on the classroom door, to be picked up during breaks. Cell phones should be set to the silent mode or turned off during classes.

### **Smoking**

Smoking is not permitted in the building. Designated smoking areas are identified. Cigarette butts shall be disposed of in the receptacles provided 25 feet from the building.

### **Breaks**

Breaks are given approximately every hour at the instructor's discretion. Lunch breaks are also given at the discretion of the instructor.

### **Eating/Drinking/Newspapers**

Eating and drinking are permitted only in the lounge area. Students are required to clean up after themselves. All garbage should be deposited in the receptacles provided. Newspapers and periodicals not related to the training program are not to be read during class.



## **Class Attendance**

Class attendance is required. Any absences will be reported to your department. If your absence is due to court, illness, etc., the Academy shall be notified. No certificate will be issued if more than 10 percent of a class has been missed.

## **Dress Code Policy**

The policy of the Monmouth County Police Academy is that all employees, instructors, and trainees shall present a professional image in attire and appearance and shall wear authorized clothing that is neat, clean, pressed and properly fitted. Therefore, the following guidelines are adopted with regard to the In-Service Course Program:

**A. In-Service Training Course Attendees.** Standard dress attire for all persons attending courses at the police academy or at a satellite location of the academy, to include In-Service Students and all persons attending college or University Courses, shall be as follows:

### **1. Male Attendees**

- a. Class A department uniform (uniform of the day)
- b. Business attire consisting of dress slacks, trousers, button down shirt, optional tie, belt, and dress type shoes
- c. Professional collared polo style shirt with dress slacks or trousers, belt, and dress type shoes. Shirts must be tucked in.
- d. Sport jacket and trousers, and button down shirt
- e. Business Suit
- f. Shoes, boots, closed-toed shoes in a leather or dress material are appropriate and should be clean and polished. Socks must be worn.

### **2. Female Attendees**

- a. Class A department uniform (uniform of the day)
- b. Business attire consisting of dress slacks, button down shirt, belt, and dress type shoes
- c. Professional collared polo style shirt with dress slacks or trousers, belt, and dress type shoes. Shirts must be tucked in.
- d. Pants, slacks, blouse and/or sweater
- e. Business length skirt, blouse and/or sweater
- f. Business suit
- g. Shoes, boots, flats, closed-toed shoes in a leather or dress material are appropriate and should be clean and polished. Socks must be worn.

**B. Instructors.** Standard dress attire for all persons instructing Training Courses at the police academy or at a satellite location of the academy, to include In-Service Training Courses and College or University Courses shall be as follows.



## 1. Male Instructors

- a. Class A department uniform (uniform of the day)
- b. Shoes, boots, closed-toed shoes in a leather or dress material are appropriate and should be clean and polished. Socks must be worn.
- c. Business attire consisting of dress slacks, trousers, button down shirt, tie, belt, and dress type shoes.
- d. Sport jacket and trousers
- e. Business Suit
- f. Authorized Monmouth County Police Academy Instructor Collared Polo Shirt with Khaki pants when approved for specific courses by the Director of the Police Academy or designee. Shirts must be tucked in.

## 2. Female Instructors

- a. Class A department uniform (uniform of the day)
- b. Shoes, boots, flats, closed-toed shoes in a leather or dress material are appropriate and should be clean and polished. Socks must be worn.
- c. Business attire consisting of dress slacks, button down shirt, belt, and dress type shoes
- d. Business suit
- e. Pants, slacks, blouse and/or sweater
- f. Business length skirt, blouse and/or sweater
- g. Authorized Monmouth County Police Academy Instructor Collared Polo Shirt with Khaki pants may be worn when approved for specific courses by the Director of the Police Academy or designee. Shirts must be tucked in.

## C. Exceptions to the Dress Code Requirements for In-service Training Instructors and Attendees. The following are authorized exceptions to the standard dress code for Academy course Instructors and Attendees:

1. Persons Instructing or attending any course which involves physical activity, such as, but not limited to, firearms, baton, unarmed defense and physical fitness ***shall be authorized*** to wear authorized Department Polo shirt with Agency insignia or Monmouth County Police Academy Instructor Collared Polo Shirt with Khaki pants, or Department Class B uniform when approved by the Director of the Academy or designee. Shirts must be tucked in.
2. Persons Instructing or attending authorized programs at the academy, including, but not limited to Monmouth County Sheriff's Office Sheriff's Youth Week and Citizen's Police Academy programs.
3. Other courses at the request of the lead Instructor and approved by the Police Academy Director or designee.



# COURSE DESCRIPTIONS

## BASIC COURSES

**Basic Course for Police Officers - 100th Class**

**Basic Course for Class II Special Law Enforcement Officers - 51st Class  
Co-Mingled Class**

**Date(s):** January 11 - May 24, 2021

**In County:** \$750

**Out of County:** \$1200(10 or more recruits \$1000)

**Waivers:** \$500

**Class Limit:** TBD (BCPO has precedence over SLEO II)

The Basic Course for Police Officers training consists of 790 hours of training mandated by the Police Training Commission.

The Basic Course for Class II Special Law Enforcement Officers Training will receive identical training as the BCPO course, however, upon graduation, the SLEO II trainee will only receive a SLEO II certification.

**Prerequisite:** BCPO applicants must be appointed as full-time employees of municipal, county, or state law enforcement agencies. SLEO II applicants must be appointed as a SLEO II officer and a copy of the Resolution must be submitted as proof prior to Academy start date. Both BCPO and SLEO II trainee candidates must conform to all the standards prescribed by the New Jersey Police Training Commission.

Agencies are to refer to the Academy Entrance Requirements for Basic Courses in the General Information Section of this catalog for further information.

**AGENCIES ARE REQUIRED TO ENROLL TRAINEES ONLINE. THE ACADEMY WILL NO LONGER ACCEPT TELEPHONE OR EMAIL REQUESTS TO RESERVES SPOTS.**

**APPLICATION DEADLINE IS \_\_\_\_\_**





**Basic Course for Police Officers – Accelerated Waiver Class / AW-10**

**Date(s):** February 2 – 17, 2021

**Academy starts February 2, 2021 (8:00 am)**

**In / Out of County:** \$500

**Class Limit:** 40

***APPLICATION DEADLINE IS January 18, 2021***

**Basic Course for Police Officers – Accelerated Waiver Class / AW-11**

**Date(s):** June 7 – 23, 2021

**Academy starts:** June 8, 2021

**In / Out of County:** \$500

**Class Limit:** 40

***APPLICATION DEADLINE IS May 24, 2021***

**Basic Course for Police Officers – Accelerated Waiver Class / AW-12**

**Date(s):** October 18 – November 2, 2021

**Academy starts:** October 19, 2021

**In / Out of County:** \$500

**Class Limit:** 40

***APPLICATION DEADLINE IS September 27, 2021***

The Accelerated Waiver Basic Course for Police Officers training consists of mandated training set forth by the Police Training Commission.

**Prerequisite:** Applicants must be appointed as full-time employees of municipal, county or state law enforcement agencies, be a current certified Class II Special Law Enforcement Officer and conform to all the standards prescribed by the New Jersey Police Training Commission, including being granted a standardized waiver. Refer to the Academy Entrance Requirements for Police Recruits in the General Information section of this catalog.

**DEPARTMENTS ARE REQUESTED TO ENROLL TRAINEES ONLINE. TELEPHONE CALL REQUESTS WILL NOT BE ACCEPTED.**



**Basic Course for Class I Special Law Enforcement Officers - 41st Class**

**Date(s):** April 19 - 29, 2021

**In County:** \$100

**Out of County:** \$100

**Class Limit:** TBD

The Basic Course for Class I Special Law Enforcement Officers Course consists of 80 hours of training mandated by the New Jersey Police Training Commission.

**Prerequisite:** Applicant must be appointed as a Class I Special Law Enforcement Officer. A copy of the Resolution must be submitted. Must possess a High School/GED Diploma to apply.

Refer to the Academy Entrance Requirements for Police Recruits in the General Information section of this catalog.

***APPLICATION DEADLINE IS APRIL 1, 2021***

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**34th Basic Course For County Park Rangers**

**Date(s):** To Be Announced

**In-County:** \$150

**Out of County:** \$250

**Class Limit:** 20

The Basic Course for County Park Rangers is a four week program certified by the Police Training Commission(PTC) sponsored by the Monmouth County Parks Division and the Monmouth County Police Academy(MCPA). The curriculum and recruit required qualifications follow the PTC guidelines for County Park Rangers. The program is split into two weeks of agency PTC required training at the Monmouth County Park Training Center and two weeks of additional classroom PTC required and elective training at the Monmouth County Police Academy. Detailed recruit and curriculum information can be found on the PTC's website.

***APPLICATION DEADLINE IS JANUARY 29, 2021.***



## 2021 POLICE TRAINING COURSE CATALOG

# COMMUNITY OUTREACH PROGRAMS



## SHERIFF'S YOUTH WEEK

July 12 – 16, 2021

The Monmouth County Sheriff's Office supports and provides more than a dozen programs to promote resident awareness to health, safety and crime issues in the community. Several of the programs are held at the Police Academy. If you would like more information about programs of this type, please contact Undersheriff Ted Freeman at 732-431-6400 ext. 1110. The complete list of programs can be found at

[www.mcsonj.org](http://www.mcsonj.org)

**Open to: Monmouth County residents of high school age**

**Cost: No Charge**

A unique opportunity for young people to explore interests in law enforcement through police academy-style training, drill and exercise programs and instructional sessions at the Monmouth County Police Academy and Neptune High School.

Each day's session begins and ends with one hour of rigorous exercise and drill. Sessions are taught by representatives of municipal, county, state and federal

law enforcement agencies. Each recruit will receive a certificate from the Monmouth County Sheriff's Office upon completion of the academy.

To be eligible, a recruit must be of high school age - just graduated 8th grade and going into high school in September, already in high school or just graduated from high school.





## **IN-SERVICE COURSE OFFERINGS**

### **Arrest, Search & Seizure Update & Miranda Warning Update**

**Date:** October 22, 2021 / One-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25    **Out of County:** \$50

**Class Limit:** 30

This one-day seminar will update the police supervisor, patrol officer and investigator on the recent developments in the laws of arrest, investigative detentions with a special focus on “stop and frisk” and motor vehicle stops, search warrants and the exceptions to the written warrant requirement. The seminar will also focus on the court decisions that have been recently handed down by the U.S. Supreme Court, New Jersey Supreme Court and the various panels of the Appellate Division of Superior Court.

**Conducted By:** Monmouth County Prosecutor’s Office

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### **Basic Crime Scene Investigations**

**Date(s):** September 20 – 24, 2021 / Five-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$55    **Out of County:** \$100

**Class Limit:** 30

This course is designed to teach students the proper way to enter a crime scene, to preserve the crime scene, to search the crime scene and to collect evidence at the crime scene. This will include, but will not be limited to, crime scene management, crime scene search equipment, crime scene sketching, crime scene photography, crime scene record keeping, crime scene blood stain analysis and crime scene handling and packaging of evidence. The second day of the class will include a mock crime scene whereas the student will be responsible for the aforementioned disciplines.

**CONDUCTED BY:** MONMOUTH COUNTY PROSECUTOR’S OFFICE

**LOCATED AT:** MONMOUTH COUNTY PROSECUTOR’S BUILDING





### **Baton Defensive Tactic Instructors Course**

**Date(s):** February 8 – 12, 2021 / Five-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$50      **Out of County:** \$100

**Class Limit:** 15

Defensive Tactics: The student will be able to instruct in service classes for their Agency or work as an Academy Instructor. This course will cover safety, Use of Force and Defensive Tactics techniques. Baton: The Student will be able to instruct in service classes for their Agencies or work as an Academy instructor. This course will cover safety, Use of Force, and basic baton tactics and techniques. This is a physical course, the student should be ready and able to perform all tasks associated with use of the baton. The student should be proficient with the use of the baton this is not an entry level course.

**Conducted By:** Monmouth County Sheriff's Office

---

### **Bias Incident Investigations**

**Date:** January 5, 2021 / One-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 30

The course will provide the instruction standards of the bias incident investigation, the definition of a bias incident, and its related criminal violations. The course will present guidelines for confirming a bias incident and discuss the duties and responsibilities of the Chief Law Enforcement Officer in Monmouth County. The course will communicate the role and responsibilities of the Municipal Law Enforcement Chief Executive and the relationship with the officers' initial response, the follow-up investigation, and the duties and responsibilities of the County Bias Incident Officers.

**Conducted By:** Monmouth County Prosecutor's Office

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### **Cell Block Management/Extraction**

**Date:** April 30, 2021 / Half Day Course

**Time:** 8:00 a.m. – 12:00 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 30

This four-hour course will be devoted to the requirements for operating and maintaining a safe and secure detention facility, as set forth in Chapter 34 of the New Jersey Administrative Code. The "Cell Block Management" segment will review sound security practices and the minimum requirements for supervising detainees will be stressed. The "Suicide Awareness" segment will focus on such topics as the profiling of suicidal detainees, the screening and supervision of such detainees, the various ways in which detainees may attempt suicide, the liability factor and appropriate policy and procedures for handling suicide attempts.

**Conducted By:** Monmouth County Sheriff's Office - Corrections Division

**LOCATED AT:** MONMOUTH COUNTY S.T.A.R.S. FACILITY



## **Computer Crimes**

**Date(s):** October 7 – 8, 2021 / Two-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25

**Out of County:** \$50

**Class Limit:** 30

This two-day course will provide officers with a basic understanding of computer facilitated crimes and digital evidence. The program of instruction includes topics such as Internet infrastructure, Internet Protocol Address tracing, social networking, computer and cell phone seizure, digital evidence recovery, legal concerns and the Internet Crimes Against Children Task Force (ICAC).

**Conducted By:** Monmouth County Prosecutor's Office

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## **Detective Skills Enhancement Training Course**

**Date(s):** To Be Announced for 2021

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25

**Out of County:** \$100

**Class Limit:** 30

The Investigations: Principles and Applications course is designed to instill practical problem-solving skills and techniques for investigations ranging from basic indictable offenses to major crimes. Topics to be covered include search warrants, miranda and interrogation, preparation for testimonial hearings, cell phone and computer crime investigations, inmate telephone services and investigations, forensics, financial crimes and state police lab capabilities. The course, through presentations from experienced detectives, trial attorneys and experts in specialized fields, combines legal fundamentals with practical application to enhance the skills of all detectives, from novice to veteran.

**CONDUCTED BY:** MONMOUTH COUNTY PROSECUTOR'S OFFICE

**LOCATED AT:** MONMOUTH COUNTY PROSECUTOR'S BUILDING



### **Domestic Violence Update**

**Date(s):** May 27, 2021 / One-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 30

The domestic violence statute will be reviewed. The emphasis of the training will be on evidence-based prosecution (proving a case with an uncooperative victim) as well as criminal and civil procedures, which police officers are required to know. This course is intended for law enforcement officers who have not attended this course in the last two years. First responder officers, patrol officers especially, will benefit from this course. The preferred experience level is for five years or less as a police officer.



**Conducted By:** Monmouth County Prosecutor's Office

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### **Drill and Ceremony Familiarization Course**

**Date(s):** June 3 – 4, 2021 / Two-Day Class

**Time:** 8:00 a.m. – 4:00 p.m.

**In County:** \$50      **Out of County:** \$50

**Class Limit:** 20

This two day course will cover the basic drill, ceremony, and Honor Guard movements, voice commands, uniform appearance, facing movements, recruit calling, and inspection protocols. The Honor Guard, exhibiting excellence and precision, has been a long standing tradition in Law Enforcement, utilized in parades, funerals, marching and formations. This is a basic refresher course in Drill and Ceremony. The student will be given classroom lecture and practical application in Drill and Ceremony.

**Conducted By:** Monmouth County Police Academy Drill Instructor

**Dress Code:** Class A uniform, long sleeve and tie.



### **Emergency Vehicle Operations Instructor Course (EVOC)**

**Date(s):** March 8 – 12, 2021/ Five-Day Course

**Time:** 8:30 a.m. – 5:00 p.m.

**In County:** \$50

**Out of County:** \$150

**Class Limit:** 20

This course will cover the basic requirements for the officer to be certified as an Instructor of Vehicle Operations as outlined by the New Jersey Police Training Commission. Additional advanced topics that are utilized in the Monmouth County Police Academy's Police Vehicle Operations Course (PVOC) and the National Police Driver Training Reference Guide will also be covered during the instruction. This course involves both classroom and hands-on training and will require setting up practical coned courses by the officer. Officers will be responsible for bringing a fully equipped police package patrol car for operation in the course. Classroom portion will be held at the Monmouth County Police Academy. The practical instruction will take place at Raceway Park, Englishtown.

**Additional Certificate Requirement:** Attendees must assist/observe Basic Class PVOC, current MOI certification.

**Conducted By:** Monmouth County Police Academy PTC Certified Instructors

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### **Field Training Officer Course (FTO)**

**Date(s):** June 10 – 11, 2021 / Two-Day Class

**Time:** 8:00 a.m. – 4:00 p.m.

**In County:** \$25

**Out of County:** \$50

**Class Limit:** 20

This course is designed to teach FTO's effective techniques on how to properly train and evaluate police officer trainees during field training. This period of mentorship puts the FTO in a unique position to enhance the knowledge, skills and abilities of the trainee. Over this two day course students will learn how to become an efficient FTO through topics including but not limited to: FTO requirements and selection, roles of an FTO, development and implementation of standard evaluation guidelines, daily observation reporting, remedial training, factors affecting learning, FTO policy and liability. Upon completion of this course the FTO will have a confident foundation on how to properly and successfully transition recruit police officers from probationary status to a fully functioning solo officer on regular duty.

**Conducted By:** Sergeant James Cadigan, Wall Twp. PD





## **Financial Crimes Investigations**

**Date(s):** February 18 – 19, 2021 / Two-Day Course

**Time:** 9:00 a.m.- 4:30pm

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 30

The program of instruction includes such topics as financial instruments, bank fraud and failures, check processing, fraud schemes, accounting records and money laundering overview.

**Conducted By:** Monmouth County Prosecutor's Office

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## **Firearms Instructors Course**

**Date(s):** January 22 – 29, 2021

**Time:** 9:00 a.m. - 4:30 p.m.

**In County:** \$250      **Out of County:** \$250

**Class Limit:** 20

This course is designed to impart to the officer the necessary knowledge of firearms, to be capable of conducting firearms training and to operate a firearms range. This course includes instruction in basic shooting principles, various pistol courses, including night firing, shotgun training and range operations. The officer must fire an average of 95 percent on three consecutive HQC-1 courses to successfully complete this course.

The officer must have attended a Basic Firearms Course and be proficient with firearms. Officers who are going to attend this course must report to the Indoor Range on a date scheduled by the Range Master with their service weapon, duty holster, belt and 300 rounds of lead-free frangible ammunition.

**Prerequisite:** Officers will be required to shoot the HQC three times and finish with an average score of 95 percent or above on June 15, 2018.

**Interested candidates must obtain written approval from their agency's supervising firearms instructor.**



Ammunition is not provided by the Academy. Officers attaining a score of 95 percent or above will report to the Police Academy on the scheduled course date in Class B or C uniform with the following equipment:

1. Eye protection
2. Hearing protection
3. Baseball-type cap
4. Flashlight with "momentary" button
5. Service weapon, holster and belt
6. Agency shotgun
7. Gun-cleaning kit with one-step spray
8. 20 rounds of 12-gauge 00 buck and 500 rounds of lead-free frangible handgun ammunition.

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### **Fire Investigation / Arson Awareness**

**Date(s):** March 3 – 5, 2021 / Three-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$55

**Out of County:** \$100

**Class Limit:** 30

This course will prepare police investigators and detectives to conduct a basic follow-up investigation of arson with the cooperation of a fire origin and cause expert. Topics will include fire chemistry and behavior, indicators of arson, first responding officer duties, fatal fires, arson laws, fire setter motives, vehicle fire investigations, and explosive/bomb investigations.

**CONDUCTED BY:** MONMOUTH COUNTY PROSECUTOR'S OFFICE

**LOCATION:** MONMOUTH COUNTY FIRE ACADEMY

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### **Gang Awareness**

**Date(s):** September 7, 2021 / Half-Day Course

**Time:** 8:30 a.m. – 1:00 p.m.

**In County:** \$15

**Out of County:** \$30

**Class Limit:** 30

This course of instruction is designed to update law enforcement personnel on gang activities in the State of New Jersey, in particular, the Monmouth County region.  
THIS IS A HALF-DAY COURSE.

**Conducted By:** Monmouth County Prosecutor's Office



## **Introduction to Fingerprinting & Processing Techniques**

**Date(s):** May 6 – 7, 2021 / Two-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 25

This course is designed for those officers who are called upon in their department to perform basic fingerprint processing and those on a training track to become departmental forensic or fingerprint investigators. This basic material will better prepare those who seek to attend the more advanced 240-hour Identification Course offered by the State Police or FBI. Subjects covered will include fingerprint history, friction skin, AFIS, basic powder processing and lifting, comparison of latent and known fingerprints. Students should be prepared to wear appropriate clothing as prescribed by the Instructor for day two of this class.

**CONDUCTED BY:** MONMOUTH COUNTY PROSECUTOR'S OFFICE

**LOCATED AT:** MONMOUTH COUNTY PROSECUTOR'S BUILDING

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## **Matron Training Course**

**Date(s):** February 26, 2021/ Half-Day Course

**Time:** 8:30 a.m. – 12:30 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 25

This course presents the part-time Police Matron with the security concepts needed to effectively and safely transport female prisoners to Monmouth County Correctional Institute. Lectures, demonstrations and practical exercises will update the student's skills and knowledge in searches (clothed and unclothed), handcuff and restraining equipment, transportation of prisoners and responsibilities of the officer after arrival at the jail. Students should wear department uniform or casual civilian clothing.

**Conducted By:** Monmouth County Sheriff's Office - Corrections Division



## Methods of Instruction

**Date(s):** To Be Announced / Six-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$75      **Out of County:** \$150

**Class Limit:** 12

This is a New Jersey Police Training Commission-approved course designed for officers who plan to teach at police academies and/or their respective agencies. Topics include: Eight principles of learning, classroom management, goals and performance objectives, selecting appropriate methods of instruction, lesson plan construction, training aids, testing and evaluation and personal presentations of a minimum of 10 and 20 minutes each. In addition, instructors have included other topics and exercises to enhance the course and the instruction.

**Prerequisite:** Each attendee should be familiar with operation of a video camera (supplied by the Academy) and a computer. Dress code is business attire.

**Conducted By:** PTC MOI Certified Instructors

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## Motor Vehicle Traffic Stop Course

**Date:** April 8 – 9, 2021 / Two-Day Class

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 20

This course is intended for law enforcement officers who may need a refresher course in conducting safe and effective motor vehicle stops. The preferred experience level is five years or less as a police officer or those veteran officers returning to Patrol, who may benefit from a refresher course. Students will receive instruction in vehicle positioning, vehicle approaches and body positioning during road- side interviews. Students will participate in mock traffic stops and roadside interviews in an effort to provide hands on interaction with drivers and passengers in a controlled setting.

**Prerequisite:** Must provide a police vehicle with lights and siren.

**Conducted By:** Lt. Scott Hall, Freehold Township PD



### **NJSP Incident Command ICS-300**

**Date(s):** January 19 – 21, 2021 / Three-Day Course

**Time:** 9:00 a.m. – 4:00 p.m.

**In County:** \$25      **Out of County:** \$75

**Class Limit:** 30

This course is a continuation of ICS-200. You must have completed an ICS-200 course in order to attend ICS-300.

**Conducted By:** Sgt. Christopher Tuberion, Union Beach PD

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### **NJSP Incident Command ICS-400**

**Date(s):** February 11 – 12, 2021 / Two-Day Course

**Time:** 9:00 a.m. – 4:00 p.m.

**In County:** \$25      **Out of County:** \$75

**Class Limit:** 30

This course is a continuation of ICS-300. You must have completed an ICS-300 course in order to attend ICS-400.

**Conducted By:** Sgt. Christopher Tuberion, Union Beach PD

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### **Oleoresin Capsicum Instructors Course**

**Date(s):** December 10, 2021 / One-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 30

This one-day course is designed to train officers to be instructors in the proper use of Oleoresin Capsicum. The course will include fundamental training requirements and legal obligations associated with the use of OC. Topics will include chemical composition and physiological effects of OC, the discussion of sudden in-custody death syndrome and the development of the Use of Force/OC Policy along with practical exercises that are beneficial in OC training. Each attendee should bring one live canister and one inert canister of their agency approved OC. Clothing attire will be casual but neat.

**Conducted By:** Monmouth County Police Academy Instructor





## Patrol Rifle Instructors Course

**Date(s):** June 14 – 18, 2021 / Six-Day Course

**Time:** 9:00 a.m. – 4:00 p.m.

**In County:** \$400

**Out of County:** \$400

**Class Limit:** 20

This six-day course prepares the law enforcement firearms instructor to teach the fundamentals of operating the law enforcement assault rifle. Successful completing of this course certifies the instructor to qualify police service rifle operators under the Attorney General's Requalification Guidelines. Instruction includes nomenclature, malfunction clearance, semi-automatic and full automatic manipulation drills, shooting on the move, and other street relevant courses of fire.

**Who should attend:** Law enforcement firearms instructors who wish to instruct and qualify law enforcement officers in the use of a police service rifle in accordance with the New Jersey Attorney General's Requalification Guidelines. 20 Maximum

**Requirements:** Candidates must provide a copy of a certificate confirming successful completion of a Firearms Instructor Course upon registration.

**Candidates must achieve a score of 90% on the Automatic /Semi-Automatic Patrol Service Rifle Qualification Course (ARQC), pass a low light qualification course, pass all standards drills, demonstrate safe handling skills and pass a written examination to successfully complete the course.**

Necessary equipment includes a police service/assault rifle (rifle which fires ammunition greater than 2000 fps [AR-15, M-16, G36], .223 cal. Preferred) with sling; four magazines for the rifle; 2000 rounds of ammunition for the rifle; a flashlight or rifle attached lighting device; service handgun and holster; 500 rounds of ammunition for the handgun; body armor; wrap-around eye protection; hearing protection; baseball style or other hat with a wide front brim; long sleeve shirts; rain gear (no ponchos); spotting scope or binoculars; and a cleaning kit.

**Note: Candidates will be required to achieve an ARQC score of 80% or higher on the morning of the first day to continue in the course. Iron sights Only no optics permitted**

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## Police Bicycle Patrol Training Course/ Instructor Course

**Date(s):** May 17 – 21, 2021 / Five-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$50

**Out of County:** \$100

**Class Limit:** 30

This course is designed for law enforcement officers who are assigned to bicycle patrol. Officers will be instructed in safe operations, proper techniques, basic bicycle maintenance and care, nutrition and the establishment of a fitness-training program for in-season and off-season training. Course content also includes equipment selections, riding protocol, suspect interview and defensive tactics with the bicycle.

**Prerequisite:** Officers should be in good physical condition and should report to class with the uniform they intend on wearing while on duty.

**Prerequisite for Instructor Certification:** Bike certification of at least 3 years, prior training approved by class coordinator and MOI.

**Also needed:** Bicycle, helmet, duty weapon, eye protection, hearing protection, bike gloves, waist length style rain gear and 100 rounds of lead-free ammunition.

**Conducted By:** Monmouth County Police Academy Instructor



### **Police Professionalism and Cultural Diversity Course**

**Date(s):** February 25, 2021 / One-Day Course

**Time:** 9:00 a.m. – 4:00 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 30

During this course, professionalism will be defined, and its elements will be examined. Differences in professionalism will be listed and their relationships between the law enforcement application and other professions discussed. Ways to promote a positive police image resulting in the achievement of police professionalism will be considered. The course will focus on prejudice and discrimination and its cross over with cultural characteristics which lead to conflict between law enforcement and the public it services.

**Conducted By:** Monmouth County Prosecutor's Office

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### **Police Vehicle Operations Course**

**Date(s):** To Be Announced/ Two-day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 40

This course is designed to refresh the certified police officer in emergency police vehicle operations as well as basic police vehicle handling. This course is further designed to target officers that may need specific refresher in defensive driving techniques. This course will cover the basic requirements that are administered to the Academy recruits to become certified as outlined by the New Jersey Training Commission as well as the Division of Criminal Justice. Additional advanced topics that are utilized in the Monmouth County Police Academy's Police Vehicle Operations Course (PVOC) and the National Police Driver Training Reference Guide will also be covered during the instruction.

The classroom portion of this course will be held at the Monmouth County Police Academy, the practical sessions will be held at Englishtown Raceway, Englishtown, NJ.

**Officers will be responsible for bringing a fully equipped police package patrol car for operational use in the course. No more than 4 students to a car, each student must operate a vehicle from his/her agency. NO EXCEPTIONS.**

**Conducted by:** Sergeant Peter Kuppler, Howell Township PD



## **Radar Instructor Course**

**Date(s):** January 11-13, 2021 / Three-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$50

**Out of County:** \$150

**Class Limit:** 25

This course is designed to certify police officers as instructors. The attendee will be able to teach and certify police officers in the techniques and use of radar in traffic enforcement. PTC Certified Course.

**Conducted By:** Freehold Township PD

**Note:** Radar Operator card must be presented on first day of class.

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## **Radar Refresher Courses**

**Date(s):** February 23, 2021 and February 24, 2021

**Recertification Hosted by DCJ:** Register on DCJ Website: ([njdcj.org](http://njdcj.org))

This refresher course is required for radar instructors once every three years. A radar instructor/operator certificate is issued for three years. In the third year, prior to expiration, each instructor must attend the refresher course.

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## **Rapid Response To Active Threat Course**

**Date(s):** March 24 – 25, 2021 / Two-Day Course

October 25 – 26, 2021/ Two-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25

**Out of County:** \$75

**Class Limit:** 25

This two-day course is designed to give sworn law enforcement personnel a clear understanding of how to respond to and intervene in an active shooter situation. Some of the topics to be covered include: history of active shooters, what to expect in an active shooter situation, contact and rescue teams, building clearing, characteristics of active shooters and combat mindset. This course is hands-on.

Attire is Class B uniform or similar.

**CONDUCTED BY:** LT. BERNIE FOWLER, HOWELL TOWNSHIP PD

**LOCATED AT:** MONMOUTH COUNTY S.T.A.R.S. FACILITY



## **Rapid Response to Active Threat - Instructor Course**

**Date(s):** February 8 – 11, 2021 / Four-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$50

**Out of County:** \$100

**Class Limit:** 25

This four day course is designed to provide law enforcement trainers with the skills and knowledge to instruct officers on how to respond and intervene in an active shooter situation. Topics covered include: Classroom Presentations Skills, Active Shooter Tactics, Scenario Design/ Safety, and developing the combat mindset. This course consists of both classroom lectures and hands on training.

**Prerequisite:** Trainers must have attended the two day Rapid Response to Active Shooter Class offered at the academy and must have attended Methods of Instruction. Certificates of completion for these will be collected on the first day of class.

**CONDUCTED BY:** LT. BERNIE FOWLER, HOWELL TOWNSHIP PD

**LOCATED AT:** MONMOUTH COUNTY S.T.A.R.S. FACILITY

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## **Report Writing**

**Date(s):** May 12, 2021 / One-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25

**Out of County:** \$50

**Class Limit:** 30

This course is designed for police officers who wish to enhance their report writing abilities. Attendees must bring with them a copy of a report they have recently written. The officer will use their report as a reference during the course.



**Conducted By:** Monmouth County Prosecutor's Office/ Chief Michael Woodrow,  
Union Beach PD



### **Review of Monmouth County Prosecutor's Policies for Law Enforcement Officers**

**Date(s):** To Be Announced

**Time:** 8:30 a.m. – 4:30 p.m.

**Fee:** No Charge

**Class Limit:** 30

During this eight-hour seminar, the following policies will be reviewed and discussed: death investigation, standard operating procedures for Domestic Violence Act, evidence investigation of fatal motor vehicle accident, use of deadly force, high-speed chase, use of informants, review of search warrant application, solicitation of funds by law enforcement organizations and associations, and law enforcement forfeiture.

**CONDUCTED BY:** MONMOUTH COUNTY PROSECUTOR'S OFFICE

**LOCATED AT:** MONMOUTH COUNTY PROSECUTOR'S BUILDING

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### **Scenario Based Active Threat Training -**

**Date(s):** April 29, 2021

**Time:** 8:30 a.m. – 4:30 p.m.

**Fee:** No Charge

**Class Limit:** 30

This one day course is designed to give sworn law enforcement personnel the opportunity to sharpen their crisis response skills by taking part in a full day of scenario based training. Each participant will take part in force on force exercises that are designed to build confidence in their ability to respond to the active threat. Students should have formal active threat response training prior to attending this course.

Monmouth County Agencies Only.

**CONDUCTED BY:** Lt. Bernie Fowler, Howell Township Police Department / Monmouth County Emergency Response Team





### **Search Warrant - Execution/Entry Techniques**

**Date(s):** November 18 – 19, 2021 / Two-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 30

The Monmouth County Narcotic Strike Force developed this course for patrol officers and detectives. Instruction will cover legal and tactical aspects regarding safe raid preparation and entry. Included will be discussion and practical exercises on several entry techniques. Attire will be casual and officers will bring with them equipment normally worn or carried during warrant executions.

**Conducted By:** Monmouth County Prosecutor's Office

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### **Solo Officer Intervention to an Active Threat Training:**

**Date:** May 6, 2021 / One-Day Course

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$25      **Out of County:** \$50

**Class Limit:** 12

This one day course is designed to give sworn law enforcement personnel a clear understanding of how to intervene in an active threat (shooter) situation, when they are the only officer available. Some of the topics to be covered include: What to expect as a solo officer in an active threat situation, threat assessments and decision making as the solo responder, solo entry tactics, hallway and large area movements, combat mindset and much more. Force on Force scenarios are conducted during this training to test all of the skills learned. This course is hands-on. Attire is Class B uniform or similar.

**Conducted By:** Lt. Bernie Fowler, Howell Township Police Department / Monmouth County Emergency Response Team



### **Special Victims Investigation Course**

**Date:** June 21 – 25, 2021 / Five-Day Class

**Time:** 8:30 a.m. – 4:30 p.m.

**In County:** \$50

**Out of County:** \$100

**Class Limit:** 30

This three-day course is designed to assist both uniform and investigative personnel responsible for the investigations of missing children, physical abuse cases and sexual abuse cases. Officers will be instructed on various elements of these incidents and offenses including initial response, DCP&P involvement, crime scenes, evidence collection, proper statement taking techniques, forensic interviews, interviewing special needs victims as well as reunification of missing children. This course will include both classroom instruction, practical participation of all students as well as case presentations. A tour of the Child Advocacy Center will also be conducted.

**Conducted by:** Monmouth County Prosecutors Office

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### **Surviving Your Law Enforcement Career**

**Date(s):** May 20, 2021 / One-Day Course

**Time:** 8:30 a.m. – 4:00 p.m.

**In County:** \$25

**Out of County:** \$50

**Class Limit:** 30

This one-day course is designed to provide techniques that can emotionally and physically prepare law enforcement officers to manage events that will affect them throughout their career. The participants will gain insight into their agency's inner workings and recognize how certain events can lead to career burnout. Topics covered will include dealing with the stresses of shift work, the law enforcement subculture, managing politics and personalities within your agency, and law enforcement perception vs. public perception. The course will also consist of a block of instructions on being successfully prepared both emotionally and financially for retirement.

**Conducted By:** Lt. Christopher York, Rumson PD



### **Water Rescue for the Law Enforcement Officer**

**Date(s):** July 23, 2021 / One-Day Course  
August 20, 2021 / One-Day Course

**Time:** 8:30 a.m. – 4:00 p.m.

**In County:** \$50.00

**Out of County:** \$75.00

**Class Limit:** 30

Bodies of water exist within all municipal jurisdictions. Whether it's a pool, lake, reservoir, river, or the Atlantic Ocean, these environments all too often generate hazardous calls for service where the first line of defense is often a police officer. This course was designed to educate and provide practical hands on experience(s) to the law enforcement officer on how to assess, react and respond to various water emergencies so that the objective is successfully completed, and equally important, the officer's exposure to risk is minimized.

A portal account is required to register for classes. To establish an account, return to the login page and follow the instructions for "How to Register for In-Service Classes". You must have your supervisor's approval prior to registering for any in-service courses. Registration by phone or fax is not accepted.

**TRAINING OFFICERS:** Authorized officials may register multiple officers from their agency in a class. If you are authorized to register personnel on behalf of your law enforcement agency, return to the Portal homepage and follow the instructions for "Training Coordinator Authorization".

**Conducted by:** Ret. MCPO Detective Eric Kerecman



## 2021 POLICE TRAINING COURSE CATALOG

# OUTSIDE VENDOR COURSE OFFERINGS

The Monmouth County Police Academy prides itself in both the quality and level of instruction it provides to the law enforcement community. To offer the best and most current training programs, the Academy also sponsors outside instructors and companies to bring the best national and international training programs to Monmouth County.

The courses in this section of the catalog are provided by professional instructors who are uniquely qualified to conduct topical law enforcement training sessions. All programs are coordinated by Monmouth County Police Academy staff.

The course listing provided here was the most current list as of the time this annual catalog was printed. As additional courses are added, they will be posted on the Police Academy section of the Monmouth County website at [www.MonmouthCountyPoliceAcademy.com](http://www.MonmouthCountyPoliceAcademy.com) and notifications will be made via email and through Critical Reach (TRAKS) messaging. You can register for most of these classes through the Academy's online registration system.

We strongly encourage students to frequently view the Academy's website for the most up to date course offerings. The following is a sampling of the courses to be provided by outside vendors over the next year. This is not an all inclusive listing:

**Connell Consulting, Retired Chief Connell**  
**Federal Bureau of Investigations (FBI)**  
**Federal Emergency Management Agency (FEMA)**  
**Monmouth County Prosecutor's Office**  
**NJ Department of Criminal Justice**  
**NJ State Association of Chiefs of Police**  
**Penn State's Justice and Safety Institute (JASI)**  
**Preferred Behavioral Health Group**  
**Rodgers Group**  
**Tactical Officer Survival School**  
**Texas A&M Engineering Extension Service**



### **Advanced Identifying Fraudulent Identity Documents**

This comprehensive, one day "hands on" advanced course is designed to assist law enforcement officers with the growing trend in the use of fraudulent identity documents. These authentic-looking "modern day" credentials that are available online have compromised nearly every security feature on their ID's making them virtually "undetectable" and more sophisticated than "ID Chief" counterfeits of a few years ago. This course will instruct law enforcement officers the proper protocol to detect these fraudulent ID's. Instruction will include methods to detect counterfeit driver licenses from all 50 states along with social security cards, green cards, Passports (US & Foreign) as well as International Driving permits, Canadian and Mexican documents. Special instruction includes how to detect altered documents (titles). Instruction will include appropriate 2C statute.

**Conducted by:** Joseph Vasil, retired Coordinator from NJ MVC Fraudulent Document Training Unit and former head the NJ Attorney General/MVC Document Fraud Taskforce in 2002.

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### **Basic Narcotics School**

This two-week Basic Narcotics School is designed for state and local law enforcement officers who are looking to enhance their investigative skills in regard to drug law enforcement. The first week of this two-week course concentrates heavily on classroom instruction and includes drug identification, current narcotics trafficking trends, informant development/handling, undercover risk management, drug pharmacology and addiction, raid planning and execution, concealed compartments, interviewing and interrogation, surveillance techniques, street survival, financial investigations and money laundering, clandestine lab safety, diversion investigations, technical operations, and a legal update. The second week of the course combines this classroom knowledge with numerous practical exercises, which are designed to place the student in realistic situations often encountered during narcotics investigations. All students are required to take a final exam on the last day of class to test their knowledge on all materials previously covered during the course. A minimum grade of 70 percent is required to successfully pass the course and receive a certificate of completion.

The course is offered to sworn full-time law enforcement officers who are currently involved or expect to be involved in active narcotics investigations.





**Conducted by:** U.S. Drug Enforcement Administration (DEA)

### **Basic Spanish for Law Enforcement**

The Basic Spanish for Law Enforcement Course is designed to help law enforcement officers recognize basic terms needed when dealing with the Spanish-speaking community. The course will teach short phrases and short terms that will assist in obtaining pertinent information. This includes learning the alphabet, numbers, months, grammar basics, and information needed during an arrest, traffic stop, ems and fire incidents. The course is a week long, and involves hands on training exercises and scenarios. This course was created by law enforcement officers and is taught by law enforcement officers.

**Conducted By:** G3 Learning Systems, LLC

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### **Blue Courage: The Heart and Mind of the Guardian**

Blue Courage: The Heart and Mind of the Guardian is an education process designed to ensure the development of a highly evolved police officer who is prepared at any moment to reflect the best of what policing demands. It is designed to forge a culture of leadership, character and service in the spirit of what democratic policing promises its citizenry. It is a process aimed at developing the right: Heartset, Skillset, and Toolset, enabling officers to meet the demands of modern policing.

Blue courage will be a transcendent process for individuals and organizations- its focus will be on developing the heart, minds, body and spirit of police officers that will endure for a lifetime and not just a career.

**Conducted by:** Peel Institute of Applied Policing



## **CODIS Overview and the New Jersey DNA Collection Program**

An overview of the New Jersey DNA collection program with updates on the new law requiring DNA collection for certain disorderly persons offenses. In our two-hour presentation, we will cover the following:

1. Overview of the New Jersey and National CODIS Program and How it Can Help Your Agency
2. The Four Times DNA Collection is Required in New Jersey
3. Why CODIS and DNA Collection Should be a Consideration During Every Arrest
4. Demonstration on How to Collect a DNA Sample
5. Four Ways to Research if an Offender's DNA is Already in the Database
6. The Process When You Receive a DNA Hit Letter
7. Breakdown of the New Disorderly Persons Collection Law and the Process for Collection

**Registration is via email to [codisunit@njdcj.org](mailto:codisunit@njdcj.org) with "CODIS TRAINING" in the subject box.** Information needed includes session attending, agency, name and rank of officers, officer emails, and officer phone numbers.

You will receive a confirmation email. There is no charge for this Class

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## **Communications Intelligence**

Prosecutors and law enforcement expert witnesses frequently use cell phone records and data in building their cases. This session will help you learn about the importance of phone calls, geographic data, text messages, multimedia messages, voicemails, and Internet data such as emails, web traffic, and Internet Protocol (IP) data and how they can be legally obtained. Other topics can include how to interpret, analyze, map, archive, and present this data. You can also learn how to develop jury-ready presentations that take volumes of records and consolidate the data into a visual presentation that is easy for the jury to interpret. The course also shows presentation of this valuable data in an understandable form by an experienced testifier and expert witness utilizing instructions provided by the prosecution.

**Conducted by:** GEOCELL, LLC



### **Controlling Police Absenteeism**

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

**Conducted by:** Retired Chief Robert Verry, C.P.M, M.A, M.B.A

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### **Crisis Negotiation**

This five-day course is designed to familiarize police officers with the current doctrine and theory of successful negotiation with individuals who are suicidal or in crisis, as well as criminal, mentally deranged and fanatic hostage takers. Instruction stresses the goal of approach in dealing with the hostage taker. Through the use of practical problems, all officers are exposed to negotiation situations during the course. Attendees should be patrol officers or detectives who will act as negotiators during actual crisis situations.

Selection should be based on the department's ability to identify personnel who are enthusiastic and highly motivated to become crisis negotiators.

**Conducted by:** Federal Bureau of Investigation, Newark Office

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### **Crossing Guard Training/ TRAIN the TRAINER**

The training will include crossing guard positioning and procedures, state and federal law and regulations, and hands-on practice to set up similar training for crossing guards in your community. This training is sponsored by NJ department of Transportation and NJ Division of Highway Traffic Safety with funding from the Federal Highway Administration, and by the New Jersey Municipal Excess Liability Joint Insurance Fund.

**Conducted by:** NJDOT/ NJ Division of Highway Traffic Safety



## **Current Trends in Document Fraud**

This course will assist law enforcement (Patrol Officers as well as Detectives) with training that will enhance their ability to recognize and identify the universe of identity-related documents issued by and relied upon by the NJ MVC. With emerging technology it has become increasingly difficult to identify fraudulent documents. Students will learn what tools are available to assist them in identifying counterfeit documents by providing “hands on” training and experience in the recognition of fraud as it pertains to documents such as: driver licenses, redesigned 2017 permanent resident cards, redesigned 2017 employment authorization cards, “Next Generation” passports and Social Security cards. Participants will learn the newest trends in counterfeiting of identity documents by “on-line” manufacturers, which has become increasingly common due to the ease in obtaining access to previously unpublished document security technology. This course will also identify the differences between counterfeit and genuine NJ inspection stickers, temporary registrations and certificates of title.

In addition, this class will review facial recognition technology as it is used by the Motor Vehicle Commission on all images captured as well as the process that is used with the submission of a photo for a “manual upload”. Along with the instruction, the students will receive a booklet with the totality of the identity document safety features, a “cheat sheet” with the 50 states driver’s license ID features and an asset sheet listing all of the investigative support services available through the MVC to law enforcement for future reference.

**Instructor:** Mark Cushing (NJSP Ret.) is an investigator with the New Jersey Motor Vehicle Commission’s Fraudulent Documents Training.

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## **Elements of Financial Crimes Investigations**

This one-day course will provide an officer with the essential investigative foundation to conduct a financial crimes investigation in today’s technology driven society. The course will highlight core financial crimes including, but not limited to, embezzlement, mortgage fraud, counterfeit checks, credit card fraud, identity theft, power of attorney fraud, and document fraud. Attendees participate in the analysis of multiple present day financial crimes investigations case studies exposing them to the methods and trends utilized by modern day white-collar criminals.

**Conducted by:** The Rodgers Group



### **Follow the Money, Seize the Money, Secure the Money**

#### **DAY ONE: FINANCIAL CRIMES LAW AND CONDUCTING FINANCIAL CRIMES INVESTIGATIONS**

Officers will gain an in-depth understanding of New Jersey's theft and forgery statutes while acquiring the tools needed to address today's white-collar criminals in a technology driven society. The officer will be introduced to a foundation of financial crimes investigative methods and trends utilized to engage in the crimes of embezzlement, counterfeit checks, credit card fraud, identity theft, power of attorney fraud, document fraud, insurance fraud and money laundering. Officers will be presented with multiple financial crimes case studies that will allow them to analyze the cases and determine the charges to file along with the investigative methods to obtain probable cause.

#### **DAY TWO: METHODS OF LOCATING AND SEIZING HIDDEN ASSETS**

Detailed preliminary discussion will center on the types of fraud, methods utilized to move currency and basic investigative measures to assist in identifying the flow of money and assets. Specific focus will be on the investigative measures for both narcotics and financial crimes cases detailing how to build a financial profile of your target(s) along with identifying assets of the individuals and organization. We will focus on forfeiture of assets/seizures of properties and bank accounts; various investigative databases designed to identify fraudulent activity, proactive and reactive investigative measures and the steps used to strengthen court testimony.

**Sponsored by: The RODGERS GROUP, Detective Sergeant Mark W. Malinowski, MS, CFE, CAMS    [www.stockton.edu/cpss](http://www.stockton.edu/cpss).**





### **Fundamentals of Criminal Intelligence (AWR-315)**

This awareness-level course presents participants with the core capabilities required for participants from an all-crimes, all-hazards perspective. It encompasses traditional crimes and domestic and international acts of terrorism. This course introduces participants to intelligence and distinguishes between intelligence and information. Among the topics covered are the Intelligence Community, responsibilities of participants, and goals and uses of criminal intelligence products. The potential range of customers and their needs addressed. This course incorporates the five-step intelligence process and the importance of critical and creative thinking as it pertains to analysis of information and the intelligence process. Participants will become familiar with the Information Sharing Environment, suspicious activity reporting, and legal authorities and guidance associated with criminal intelligence collection and use, including privacy, civil rights, and civil liberties laws. Finally, this course addresses the benefits of forming strategic partnerships and collaborative networks. The goal of this course is to ensure participants leave equipped with the knowledge and skills to effectively participate in and contribute to the criminal intelligence enterprises within their agencies.

**Conducted by:** FEMA

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### **GRANT WRITING COURSE - Penn State University**

It is undeniable that we are being asked to accomplish more with less direct funding. Successfully obtaining grants and foundation awards is a way to get funding needed for equipment, services, and staffing.

Our Grant Writing class is a hands-on program that will help participants gain the information and skill sets necessary to find, apply for, win, and manage grants and foundation awards. You will have an opportunity to develop and present a grant application with instructor feedback.

**Registration directly with Penn State JASI Institute at [JASI.PSU.EDU](http://JASI.PSU.EDU)**



### **Hidden Compartment Training**

Trap Find, LLC has recognized an upward trend in the use of sophisticated, electronically operated, hidden compartments in motor vehicles to transport illegal contraband on our roadways. Trap Find LLC has also noted the lack of hidden compartment training currently provided to our LEO's. To better prepare our LEO's with identifying and interdicting these compartments during their searches, Trap Find has engineered a one-day class titled introduction to Hidden Compartment in Motor Vehicles. During this one day class, an officer will be provided with the insight he/she needs to successfully locate and access these hidden compartments. With this newly acquired knowledge, officers will see their searches become more thorough and their arrests become more significant. It is no secret that with these hidden compartments comes big dope and big money. So let Trap find, LLC show you the way to your first hidden compartment and first significant seizure!

**Conducted by:** Trapfind LLC.

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### **High Impact Supervision**

This is an intensive training program for law enforcement supervisors. The responsibilities and demands facing police supervisors are often daunting: new employees have different value systems, workplaces and communities are increasingly diversified and the expectation for problem solving has been pushed downward while the risk of liability has increased. In the middle of this mix stands the frontline leader. On his or her shoulders rests the responsibility for the success of modern policing strategies. As police environments, managerial practices, and effective policing approaches change, so does supervision. The High-Impact Supervision program offers intensive training in the skills that supervisors need most to manage capably in contemporary policing environments.

**Conducted by:** Penn State Justice and Safety Institute of  
Pennsylvania State University



## **Incident Response to Terrorist Bombings/ Prevention and Response to Suicide Bombing Incidents**

Incident Response to Terrorist Bombings (IRTB) AWR 130-2 is a 4-hour awareness-level course designed for responders who require the skills necessary to recognize and report a potential incident involving explosives, or who are likely to witness or investigate an event involving the use of explosives or explosive devices. At the conclusion of this course, participants will be able to identify and take appropriate action in the event of a potential or realized weapons of mass destruction (WMDs) incident involving explosives and incendiaries.

The course is sponsored by FEMA/DHS through New Mexico Institute of Technology's Energetic Materials Research and Testing Center (EMRTC). Participants earn 0.4 continuing education units and a certificate of completion.

PRSB (AWR 131-2) is a 4-hour awareness-level course designed to provide participants with sufficient knowledge of suicide bombings so they can become a part of their agency's overall prevention, deterrence, mitigation, and response effort to this threat.

Upon completion of this course, participants will be able to:

- Differentiate between types of suicide bombing attacks; identify potential targets of suicide bombings; and recognize the phases of a suicide bombing attack
- Recognize common pre-attack indicators
- Recognize minimum evacuation distances and identify pre- and post- blast personal protection issues
- Define circumstances under which an officer is justified in the use of deadly force; define probable cause in connection with the use of deadly force against a suicide bomber; and discuss civil liability pertaining to the use of deadly force

The course is sponsored by FEMA/DHS through New Mexico Institute of Technology's Energetic Materials Research and Testing Center (EMRTC). Participants earn 0.4 continuing education units and a certificate of completion.

**COST:** FREE. Training and course materials provided.

**Conducted By:** Sgt. Douglas McEntegart, Tinton Falls PD



### **Introduction to Human Trafficking**

This 4 - hour course will explore the complexity of human trafficking, one of the fastest growing criminal enterprises. This course is aimed to provide law enforcement officers with basic information on the issue of human trafficking, identifying potential trafficking situations, and best practices in responding within their communities. This course will outline the forms of human trafficking to include the commercial sexual exploitation of children (CSEC), it's prevalence and the industries in which it occurs. It will examine whom it affects, grooming techniques and methods used to coerce individuals into service and explore red flag indicators of potential trafficking situations. The course will also examine federal and state legislation, the intersection of different crimes, case examples as well as organizational and grassroots efforts in New Jersey to prevent and respond to trafficking. The aim of this course is to provide students with a holistic understanding of trafficking drawing from interdisciplinary sources and presenting a variety of perspectives involving trafficking situations in the state of New Jersey and the resources available.

**Conducted By:** Federal Bureau of Investigation - Newark Division

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### **Mental Health Awareness Training (MHAT)**

Mental Health First Aid for Public Safety teaches you how to identify, understand and respond to signs of mental illnesses and substance use disorders. This 8-hour training gives you the skills you need to reach out and provide initial support to someone who may be developing a mental health or substance use problem and help connect them to the appropriate care. It focuses on the unique experiences and needs of public safety personnel and is a valuable resource that can make a difference in their lives, their coworkers' and families' lives, and the communities they serve. By way of a grant, this course is free. Mental Health First Aid Training provided by PREFERRED Behavioral Health Group in collaboration with Mental Health Association of Monmouth County. To Register: [www.cognitofrms.com/PBHG1/MentalHealthFirstAid](http://www.cognitofrms.com/PBHG1/MentalHealthFirstAid)

**Conducted By:** Preferred Behavioral Health Group



### **Missing Children Dynamics & Response (MCDR)**

MCDR is one day seminar, providing critical information to call-takers, officers and investigators who will respond to a missing or sexually exploited child report and whose knowledge, skill and ability may make a difference between recovery and a protracted investigation. This MCDR training is a key component of the Missing Kids Readiness Project that promotes best practices for responding to these types of calls.

The training includes an introduction and overview of missing children incidents with a discussion of society's expectations, the scope and scale of incidents and media responsibilities. It also reviews sex offenders characteristics (male/female/juvenile), types of missing children incidents, intra- and inter agency law enforcement response, resources and support, Model policy and procedures and Pre-Incident planning and training.

**Conducted By:** National Center for Missing & Exploited Children

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### **New Jersey Internal Affairs Investigation Program**

The curriculum is specifically crafted to ensure attendees learn both the why and how of conducting comprehensive internal investigations.

The course includes:

- Detailed instruction on the liability associated with the failure to properly investigate and document employee misconduct
- A comprehensive overview of the law and Attorney General guidelines related to internal investigations
- Detailed instructions on the use of early warning and policy accountability systems
- Practical case studies of contemporary internal affairs issues and investigations
- The step-by-step process of conducting a comprehensive internal investigation
- Participants will receive a copy of The Rodgers Group's "New Jersey Internal Affairs Investigation Manual" in both paper and electronic format and a USB data drive that includes all pertinent course materials for future use.

**Conducted by:** The Rodgers Group, LLC More detailed information is available at 732-279-6657, or by email at [info@Rodgersgroupllc.com](mailto:info@Rodgersgroupllc.com)



### NJTR-1 Crash Form Refresher Course

Hosted by the New Jersey Local Technical assistance program (NJ LTAP) at Rutgers's CAIT, this free half-day course provides refresher training for law enforcement officers familiar with the NJTR-1 crash form. The course reviews common NJTR-1 errors for both passenger and commercial motor vehicle crashes and offers methods to improve the quality of data that safety colleagues rely on. Plan4safety software functions and the process of moving data from crash report to computer also will be discussed.

**Conducted By:** NJ LTAP at Rutgers CAIT

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### Photography for Law Enforcement

**Basic Photography:** Photography is the single most important element of any law enforcement investigation. In this course, students will be introduced to the components of a digital, single lens reflex camera and camera operations (shutter speed, Aperture, ISO). Students will learn to format an image, terminology, preservation of captured images, proper written documentation of photos, and tips for testifying about images. (Lecture only)

**Basic Crime Scene Photography:** Showing a fair and accurate depiction of the scene is paramount to photographic documentation. Students taking this full day course will learn the basic procedures of crime scene documentation via photography. Students will be shown how to use the on-camera flash, photograph evidence in situations with and without number placards, macro-photography of trace evidence in mock crime scene scenarios located indoors, and how to photographically place evidence into a crime scene for courtroom presentation.

**Prerequisite:** Basic Photography lecture course required.

**Advanced Night Photography:** In this advanced course, students will be introduced to complex photography skills including nighttime photography, documentation in daylight and darkness, oblique lighting skills, painting with light, multiple off-camera flash lighting techniques, how to use the flash, low light conditions, and timed exposures.

4 hours will be spent on nighttime photography, requiring students to adjust their hours accordingly. Photographic techniques will be practiced outdoors with and in vehicles at night. Prerequisite: Basic Photography lecture course required.

**Conducted By:** Pangaro Training and Management

**Instructor:** David Gamble (retired MCPO)





## **PREP: Police Response Enhancement Program**

A Partnership for Change (APFC) is a NJ-based non-profit organization dedicated to ending intimate partner abuse through the provision of education and prevention programs. PREP is one such program that is offered to law enforcement professionals throughout the state, and new funding has allowed us to bring PREP to Monmouth County.

The goals of PREP are to:

- Help police officers to identify and respond to the needs of victims
- Improve law enforcement officer's communication with victims
- Reduce the repeat domestic abuse incidents within the same household
- Connect victims to critical support services

**IMPORTANT:** PREP is NOT a technical legal training. PREP is a program that addresses the issue from a victim's perspective; provides participants with practical tools and information for effective intervention; and offers resources for support.

Note: Each four (4) hour class fulfills the mandatory AG requirement for domestic violence training. **FREE of charge.** Materials, certificate and light refreshments provided.

**Conducted By:** A Partnership for Change (APFC)

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## **Pro Active Police Supervision**

This is a three (3) day seminar designed for Sergeants and Lieutenants assigned as patrol supervisors. This course focuses on the operational aspects of first line supervision with special emphasis on those likely supervisory challenges one may expect to encounter. It fuses the actual practice of law enforcement with its theoretical foundation by integrating relevant New Jersey case law, court rules, statutory law and Attorney General Guidelines. Included are reviews of Supervisory Responsibilities, Investigative Stops/Detentions, Identification Issues, Municipal ordinance Enforcement, Summons/warrant Criteria, Civil Liability, AG Guidelines, Ministerial/Discretionary Acts, Emergency Response Driving, Fire Scene Authority, Bounty Hunters, Election Law, Civil Repossession, Sovereign Citizens, Workplace Harassment and Risk Management. The course is recommended for recently promoted first line supervisors; for veteran supervisors is search of substantive procedural review; and for those police officers anticipating promotion from existing promotional lists.

**Conducted By:** Connell Consulting, Chief Denis E. Connell, Ed.D., (Retired)



### **Safe Schools Resource Officer Training**

NJASRO is a non-profit organization which was created to provide a network of communications and to update training for our state School Resource Officers, Probation Officers, School Administrators, and Educators. This organization strives to distribute, share advice, and coordinate information on the value of teaching elementary, middle, junior high, and high school students on the principles of good citizenship and community responsibility. The organization also works to reduce school violence and drug abuse and increase School safety by enforcing any violations of the law occurring on school property, and by introducing programs which promote and enhance acceptable social behavior. NJASRO is rapidly expanding its outreach to the public and private sector, and the Center for School safety will revolutionize the way we share information with those who care about the safety and security of our educational institutions.

**Conducted By:** NJ Association of School Resource Officers (NJASRO)

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### **Traffic Incident Management**

All first responders should attend this training, which is presented in conjunction with the Federal Strategic Highway Authority, to increase the understanding of roles and responsibilities for all first responders. The training will provide students with substantial, multi-disciplined and consistent traffic incident management program which promotes first responder safety, safe and quick clearance practices and prompt, reliable incident communication. The four-hour block of instruction will cover all levels of response to incidents including guidelines, fundamentals and terminology, notification and scene size-up, scene safety, risk management, traffic management, special circumstances, clearance and termination.

**Conducted By:** NJSP/NJDOT



*Water Safety Course, Deal Beach*



*Virtua Simulator, S.T.A.R.S. Facility*



*Driving Simulator, S.T.A.R.S. Facility*



## 2021 POLICE TRAINING COURSE CATALOG

# CHRONOLOGICAL COURSE LISTING

January 5	Bias Incident Investigations
<b>January 11 - May 24 - 100th Basic Course for Police Officers</b>	
<b>January 11 - May 24 - 51st Basic Course for Class II Special Law Enforcement Officer Course</b>	
January 11 - 13	Radar Instructor Course
January 13 - 14	Field Training Officer Course (FTO)
January 19 - 21	NJSP Incident Command ICS-300
January 22 - 29	Firearms Instructor Course
February 2 - 17	Accelerated Waiver Class / AW-10
February 8 - 11	Rapid Response to Active Threat Instructor Course
February 8 - 12	Baton Defensive Tactic Instructor Course
February 11 - 12	NJSP Incident Command ICS-400
<b>February ?? - March 12 - 34th Basic Course for County Park Rangers</b>	
February 18 - 19	Financial Crimes Investigations
February 23 & 24	Radar Refresher Courses
February 25	Police Professionalism & Cultural Diversity
February 26	Matron Training Course
March 3 - 5	Fire Investigation/Arson Awareness
March 8 - 12	Emergency Vehicle Operations Course (EVOC)
March 24 - 25	Rapid Response to Active Threat Course
April 8 - 9	Motor Vehicle Traffic Stop Course
<b>April 19 - 29 41st Basic Course for Class I Special Law Enforcement Officer</b>	
April 29	Scenario Based Active Threat Training
April 30	Cell Block Management & Extraction
May 6	Solo Officer Intervention to Active Threat Training
May 6 - 7	Introduction to Fingerprinting & Processing Techniques
May 12	Report Writing
May 17 - 21	Police Bicycle Patrol Training Course/ Instructor Course
May 20	Surviving Your Law Enforcement Career
May 27	Domestic Violence Update
June 3 - 4	Drill and Ceremony Familiarization Course
June 7 - 23	Accelerated Waiver Class / AW-11
June 10 - 11	Field Training Officer Course (FTO)
June 14 - 18	Patrol Rifle Instructors Course
June 21 - 25	Special Victims Investigation Course
July 12 - 16	Sheriff Youth Week
July 23	Water Rescue for the Law Enforcement Officer
August 20	Water Rescue for the Law Enforcement Officer
September 7	Gang Awareness
September 20 - 24	Basic Crime Scene Investigations



October 7 – 8                      Computer Crimes

**October 18 - November 2 - Accelerated Waiver Class / AW-12**

October 22                      Arrest, Search & Seizure Update & Miranda Warning Update

October 25 – 26                  Rapid Response to Active Threat Course

November 18 – 19              Search Warrant – Execution/Entry Techniques

December 10                    Oleoresin Capsicum Instructor Course

**TO BE ANNOUNCED:**

- Advanced Identifying Fraudulent Identity Documents
  - Basic Narcotics School
  - Basic Spanish for Law Enforcement
  - Blue Courage: The Heart and the Mind of the Guardian
  - CODIS Overview and Update on DNA Law (NJDCJ)
  - Communication Intelligence
  - Controlling Police Absenteeism
  - Crisis Negotiations Course
  - Crossing Guard Training
  - Current Trends in Document Fraud
  - Elements of Financial Crime Investigations
  - Follow the Money, Seize the Money, Secure the Money
  - Fundamentals of Criminal Intelligence (AWR-315)
  - Grant Writing Course - PSU
  - Hidden Compartment Training
  - High Impact Supervision - PSU
  - Incident Response to Terroristic Bombing / Prevention and Response to Suicide Bombing Incidents
  - Introduction to Human Trafficking
  - Mental Health Awareness Training (MHAT)
  - Missing Children Dynamics & Response
  - NJ Internal Affairs Investigation Program
  - NJTR-1 Crash Form Refresher Course
  - Photography for Law Enforcement
  - Police Response Enhancement Program (PREP)
  - Pro Active Police Supervision
  - Safe Schools Resource Officer Training
  - Traffic Incident Management
- 
- Detective Skills Enhancement Training Course
  - Methods of Instruction

**ALL COURSE REGISTRATION IS ONLINE**

**[www.MonmouthCountyPoliceAcademy.com](http://www.MonmouthCountyPoliceAcademy.com)**

**Registration can no longer be made by telephone or fax.  
Adjustments to the training schedule will be posted online.**





## 2021 POLICE TRAINING COURSE CATALOG

# DIRECTIONS

### **MONMOUTH COUNTY POLICE ACADEMY**

2000 Kozloski Road Freehold, NJ 07728

**732-577-8710**

#### **New Jersey Turnpike (from South Jersey)**

NJ Turnpike North to exit 7A (I-195 "Shorepoints"). Take Route I-195 East to exit #16. Take Route 537 East to Freehold. Travel through and out of the Freehold business district to traffic light - Kozloski Road. Turn right onto Kozloski Road, go ¼ mile to light and Academy is on the right.

#### **New Jersey Turnpike (from North Jersey)**

NJ Turnpike South to exit #11. As you leave the tollgates stay to the left and get on the Garden State Pkwy South to exit 123. Take Route 9 South for 7.3 miles; stay left to Route 18. Take Route 18 South to Exit 22B. Take Route 537 West just before the second traffic light - Kozloski Road South.

#### **Garden State Parkway (from South Jersey)**

GSP North to exit 100B to Route 33 west. Go west on Route 33 to Collingwood Circle. Take Route 34 North for 1 mile (stay left) to Route 33 West. Follow Route 33 West past Monmouth County Fire Academy and stay to the right (Business District). Continue on Route 33 (business) west. Continue past WaWa convenience store. Approaching next traffic light at an overpass (gasoline station on right) stay in left lane and watch for sign for Kozloski Road north. At the traffic light next to gasoline station turn left and follow sign to Kozloski Road north. Travel ¾ mile on Kozloski Road to 2nd light (intersection with Burlington Road) and the Academy will be on the left.

#### **Garden State Parkway (from North Jersey)**

GSP South to exit 123. Take Route 9 South for 7.3 miles; stay left to Route 18. Take Route 18 South to Exit 22B. Take Route 537 West just before the second traffic light - follow the sign for Kozloski Road South. Continue south on Kozloski Road. At second light the Academy is on the right.

#### **GPS Coordinates**

If you are using a GPS navigation system to locate the Academy, our coordinates are: Latitude = 40.262998 Longitude = 74.248384





**MONMOUTH COUNTY POLICE ACADEMY  
IN-SERVICE STUDENT RELEASE AGREEMENT**

In consideration of the facilities and services provided by the Monmouth County Police Academy, the student/trainee agrees as follows:

1. The student/trainee forever releases and discharges Monmouth County Police Academy and all of its subsidiaries, affiliates, officers, employees, servants and agents of and from any and all actions, causes of actions, claims or demands of every kind and nature whatsoever, including actions, claims or demands based upon personal or bodily injuries or property damage to the applicant, applicant death arising out of the physical ability testing and services provided by the Monmouth County Police Academy and whether or not caused by any negligence (active or passive) shall not hold any of its subsidiaries, affiliates, officers, employees and agents which the student/trainee or his or her heirs, executors or administrators have now or may hereafter at any time have.
2. The student/trainee for himself or herself and heirs, executors, and administrators, agrees to indemnify and save harmless Monmouth County Police Academy and all of its subsidiaries, affiliates, officers, employees and agents against all actions, causes of actions, claims, demands, judgments, executions, debts, cost of litigation and attorney fees of every kind and nature whatsoever which may in any way arise from or result from participating in training conducted by the Monmouth County Police Academy.

Student/Name \_\_\_\_\_

Department: \_\_\_\_\_

I have read and understand each of the above paragraphs and I have signed it with the intention of being legally bound by the terms and the conditions.

Student/Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Training conducted at the Monmouth County Police Academy, 2000 Kozloski Rd., Freehold, NJ 07728 or at a satellite location.



## Creating a Portal Account

An acadis portal account is needed for officers to register for In-Service classes and for new officers taking basic courses (SLEO I, SLEO II, BCPO, BCCCO)

1. Open an internet browser and go to <https://mcpa.acadisonline.com> (Can also be found through <https://www.monmouthcountypoliceacademy.com> and selecting In-Service Training.)
2. Under Officer Registration select Create a Portal Account.



Once selected the create an account page will come up and fill out the required information.

- a. An officer **MUST** use an agencies email address to signup for an account. If the email is an agency email address the account will not be accepted or created.

For help with the Acadis software, email [helpdesk@mcsonj.org](mailto:helpdesk@mcsonj.org), or contact 732-431-6400 ext. 1600

For questions about classes and training offered by the Monmouth County Police Academy, contact 732-577-8710

**ALL COURSE REGISTRATION IS ONLINE**

**[www.MonmouthCountyPoliceAcademy.com](http://www.MonmouthCountyPoliceAcademy.com)**

Registration can no longer be made by telephone or fax.

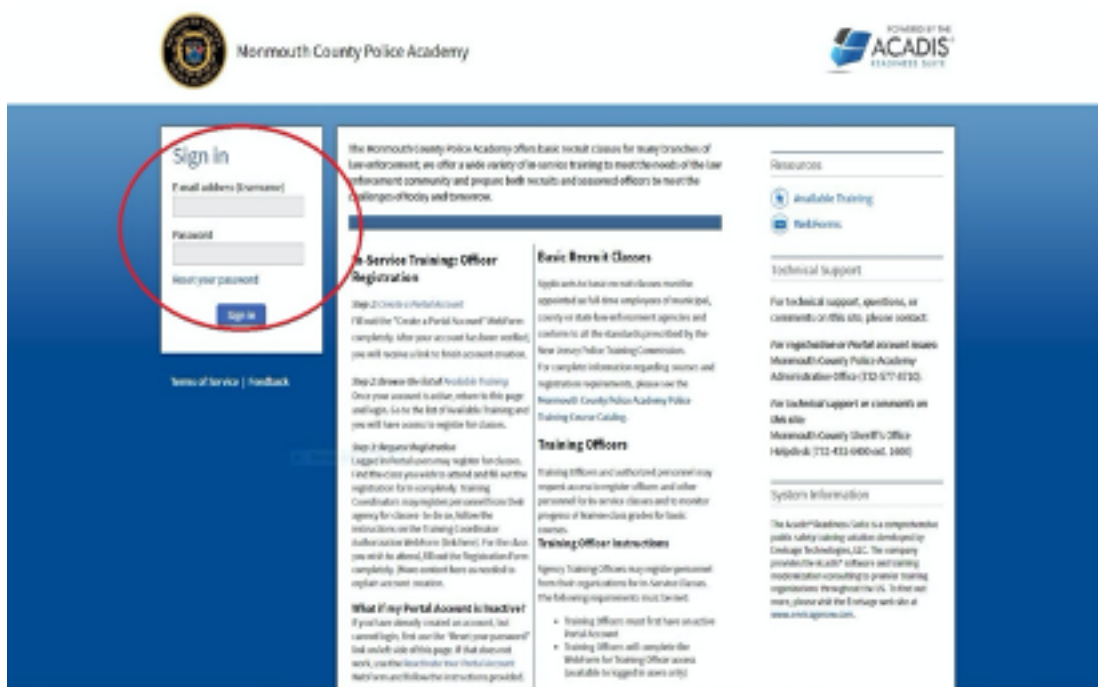
Adjustments to the training schedule will be posted online.




## MCPA Acadis Online Portal

The following instructions will provide a guide on how access, log in, browse, and maneuver through the Acadis Online Portal.

1. Open an internet browser and go to <https://mcpa.acadisonline.com> (Can also be found through <https://www.monmouthcountypoliceacademy.com> and selecting In-Service Training.)
2. This will bring you to Acadis online Portal home page. One the left-hand side you can enter your email and password to log into the portal.



3. Upon log in it will bring you to your Dashboard. This will display all the personal information and trainings for the current user. In the top right corner, you can click Manage Profile where all information that is incorrect or changed can be modified.
4. When selecting the Organization tab and select View or Update Organizational profile and you can update the organization's information. Select Manage Profile and choose the information that needs to be changed.
5. Under the Personnel Tab you can see a list of the Personnel in your organization. You can change an employees Title/Rank by selecting the three dots, , and choosing Update Employment.

# T.E.A.M.

**TOGETHER EVERYONE'S ATTITUDE MATTERS**



**MONMOUTH COUNTY POLICE ACADEMY**  
**A Division of the Monmouth County Sheriff's Office**

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