



*Sheriff Christopher D. Connelly*  
Chairman

# State of New Hampshire

## POLICE STANDARDS & TRAINING COUNCIL

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*John V. Scippa*  
Director

### Public Minutes December 19, 2023 Police Standards and Training Council

#### In attendance:

Sergeant Jaqueline Pelletier, Goffstown Police Department  
Chief Allen Aldenberg, Manchester Police Department  
Mr. Michael Harrington  
Dr. Maureen Sullivan  
Mr. Edward Lecius  
Chief Emily Cobb, New London Police Department  
Sheriff Charles Massahos, Rockingham County Sheriff's Office  
Colonel Mark Hall, New Hampshire State Police  
Judge Sawako Gardner, Circuit Court Judge  
Judge Melissa Countway, Circuit Court Judge  
Attorney General John Formella  
Mr. Christopher Stawasz  
Chief Joseph Hoebeke, Hollis Police Department  
Assistant Commissioner Paul Raymond, NH Department of Corrections

#### Not in Attendance:

Dr. Robert Eckstein, Justice Studies, University of New Hampshire  
Chairman, Sheriff Christopher Connelly, Hillsborough County Sheriff's Office  
Chief Kevin Rourke, Nashua Police Department  
Vice Chair, Commissioner Helen Hanks, NH Department of Corrections

#### Staff Present:

Director John Scippa, Major David Parenteau (ret.); Attorney Stacie Moeser, and Anne Paquin, Investigative Paralegal.

Guests Present: Deputy Chief Shane Smith, Salem Police Department with a candidate for the agency, Amardeep Singh.

Judge Gardner, as Council member with the most seniority, chaired the meeting. She called the meeting to order at 9:08 a.m.

Approval of meeting minutes from November 14, 2023

Motion by Mr. Lecius, seconded by Dr. Sullivan to approve November 14, 2023 public minutes. The voice vote of the Council was unanimously in favor of the motion, with Attorney General Formella, Assistant Commissioner Raymond, and Chief Hoebeke abstaining from the vote.

Motion by Chief Aldenberg, seconded by Chief Hoebeke to approve the nonpublic minutes regarding David Brackett of the New Hampshire Department of Corrections. The voice vote of the Council was unanimously in favor of the motion, with Attorney General Formella, Assistant Commissioner Raymond, and Chief Hoebeke abstaining from the vote.

Motion by Judge Countway, seconded by Sergeant Pelletier to approve the nonpublic minutes regarding Logan McGee of the New Hampshire Department of Corrections. The voice vote of the Council was unanimously in favor of the motion, with Attorney General Formella, Assistant Commissioner Raymond, and Chief Hoebeke abstaining from the vote.

Director's Report copy attached.

Director Scippa noted that an item that wasn't covered in his report regarding the in-service category is that PSTC is preparing to send a survey and have a statewide meeting with the chiefs via Zoom. The purpose of the meeting is to get opinions on in-service training, and how the academy is working on the classes. It's an opportunity for PSTC to hear any of the chief's concerns and see if PSTC can improve on the manner in which the academy operates currently. The survey will be provided prior to the Zoom meeting, as well as the Zoom link once the data is collected in the survey. The Zoom link will be available to all of the Council members.

Director Scippa answered questions on the timeline for the firing range remediation. The intention is that the range would be under construction during good weather, which will allow any academy in session to use outside ranges that would be available locally, perhaps NH State Police, Concord Police Department or the Department of Corrections. A cost estimate for the range, the tactical center floor and the air conditioning projects, perhaps 1.5 million dollars?

The above mentioned does not include the two capital projects that have been approved, to reclaim academy classrooms three and four, move the Virtra to one of the outbuildings, and convert the break room into another classroom. Director Scippa estimated again, maybe 2 million, declaring that he could provide more accurate numbers to Council members at a later time.

The firing range is the first priority, for health concerns; the ventilation system is designed to move air away from where people are shooting. The duct work is rusted out. Minor repairs have been done over the time the range has been used. The ARPA appropriations have been made but shortfalls exist, the time frame is not known currently.

Nominations for the New Hampshire Department of Corrections Advisory Board

Director Scippa read the following statute into the record.

RSA 106-L:5 Powers. – XXI, The council may appoint, after consultation with the commissioner of corrections, a corrections advisory committee from a list of nominees submitted by the director. The members shall serve without compensation at the pleasure of the council and shall consist of one representative of the management of each adult correctional facility operated by the department of corrections, one representative each from prison industries, the secure psychiatric unit, and probation-parole, one medical professional from within the correctional system, one state corrections officer chosen by the New Hampshire state employees' association, and one representative of a county correctional institution chosen by the New Hampshire Association of Counties. The committee shall meet not less than twice in each fiscal year at the call of the director and shall advise the council as requested on issues coming before it concerning corrections standards and training.

The purpose of the board is to address any issues regarding the training of corrections officers. This was one of the items identified at the LBA Audit in 2019. A committee had been formed but there are changes.

Corrections Advisory Committee

NH State Prison for Men	Warden Michelle Edmark
Northern NH Correctional Facility	Warden Corey Riendeau
NH Correctional Facility for Women	Warden Nicole Plante
One representative each from prison industries	Deborah Shepard, Administrator Industries
The secure psychiatric unit	Captain Scott Marshall
Probation Parole	Director Jeffrey White
One medical professional from within the correctional system	Director of Nursing Ryan Landry
One state corrections officer chosen by the New Hampshire state employees' association	Cpl Sean Thompson, Teamsters Corrections Officer
One member from the NH Association of Counties Correction's Affiliate	Superintendent Jason Henry Rockingham County HOC

New Hampshire Department of Corrections Assistant Commissioner Paul Raymond, attending the meeting on behalf of Commissioner Hanks, noted that the Department of Corrections would like to move forward with the nominations of the committee. He noted that there would be another person in the Director of Nursing category as Ryan Landry left, his replacement should be named for that position.

Motion by Dr. Sullivan, seconded by Attorney General Formella to approve the aforementioned individuals as members of the New Hampshire Department of Corrections Advisory Committee. The motion was approved unanimously by voice vote.

## Pathways for Certification

There was a case before the Council not long ago, a full time officer who had retired and was working part time, then the officer made a request to have his full time certification reinstated. The request initiated a review of the manner in which officers are granted certification. Director Scippa included a draft proposal as an attachment to his December report, for the Council's consideration regarding pathways for certification.

Chief Cobb asked if there was an overlap with the conduct review committee with respect to Council hearings, officers leaving an agency with "less than honorable conditions". Are they "caught by the net" of CRC? Where would the process begin, the CRC or the Council?

Director Scippa noted that they should be identified by CRC, however some agencies are not reporting the way they are supposed to report. If the person leaves quickly there may be no IA done. It may be received on a Form B, but it may not go before the Council. Policy violations, but then the allegation of misconduct is not present.

Attorney Moeser added that even for agencies in compliance with reporting, individuals sometimes try to transfer to a new department before their employer discovers their misconduct and initiates the investigation, so the background is already complete and they would not have to come before the Council. The proposed changes are part of the steps we are taking to help to protect both agencies.

Council members were asked to review the curriculum for the full-time, part-time and the corrections academies, the curriculum had been provided by Director Scippa in an email with his December report.

Judge Gardner suggested that Council members review the documents to be discussed at the next meeting. Chief Hoebeke asked Director Scippa about the hours for the full-time academy; will the number of weeks be increased?

Director Scippa responded that some of the hours that are represented in the full-time police academy had to be put online when changes were made extemporaneously because of the LEACT recommendations. He noted that staff had to increase hours in the topic areas that were dictated to be increased. Staff had to remove other topics; some were put online. We anticipate having a job task analysis done by the end of the fiscal year. The job task analysis may suggest that the academy needs to be lengthened, the number of hours, number of weeks. New Hampshire is below the national average of hours for a full-time police academy.

Council members were also asked to review next year's academy schedules, which will consist of four overlapping full-time academies, the first two will overlap and the second two will overlap. During those four academies we have three corrections academies scheduled, those will overlap the police academies, and one part-time officer academy starting in January, that will overlap the other academies as well. Director Scippa complimented the staff's balancing of PSTC resources needed to deliver the academy. Classroom space, training space such as the range, the tactical center, the driving pad. They balance staffing issues, each one of the academies requires staff. When initiating training involving active participation, there is a large number of outside instructors that the academy relies upon to help with scenario training, and skills based training. PSTC offered rolling academies for the Department of Corrections last

year, in an effort for recruitment and retention for the Department of Corrections, It was not as helpful as what was initially thought. PSTC can't continue to offer rolling academies because of the impact on the building. The capitol project is to reclaim classrooms three and four, and to get the breakroom converted to a classroom. PSTC is balancing many different programs in a facility with limited resources. Any one change can affect all the other programs.

Kim Stewart, PSTC Administrator II, had created a spreadsheet defining the academy schedule for 2024, which she provided to the Council members. Director Scippa summarized the spreadsheet.

Director Scippa noted that the part-time academy is in session on Tuesday and Thursday evenings, and on Saturday, it has limited impact on the building's resources but it has a large impact on the staffing resources. The instructors that teach during the corrections academy and the full-time academy also have to teach at the part-time academy, evenings and on Saturday. The staff has created a schedule for the entirety of 2024.

The in-service classes provided by PSTC are not on the spreadsheet; any section on the spreadsheet that looks as though PSTC isn't busy, that section is where all of the firearms instructor programs, recertifications, all defensive tactics instructors, all the classes by outside vendors will be listed.

Judge Gardner stated that the Council members appreciate all of the time and effort that PSTC staff dedicate in order to produce the schedule.

Financial Report the budget for daily operation of the academy is in fine order, the most expensive items were noted in Director Scippa's report.

#### Salem Police Department, waiver for candidate

Deputy Chief Shane Smith was present with a candidate for Salem Police Department, Amardeep Singh.

Judge Gardner read the following information into the record:

"Hearings before the Council are presumed to be held in public session; however, parties have the right to a brief hearing in non-public session to request closure of a portion of the hearing if it will reveal confidential information that creates a compelling interest outweighing the public's right of access. All parties appearing before the Council have been provided with notice of the applicable procedure".

When asked, Deputy Chief Smith asked for a public session.

Deputy Chief Smith introduced himself and Amardeep Singh. They were present to request a waiver for PSTC administrative rule Pol 301.05 (g).

In 2006 Amardeep Singh had taken anabolic steroids in a pill form, he had a small supply leftover when he discontinued the using them. A friend asked to buy what was left and Mr. Singh sold them to the friend for under 100 dollars. This was a one-time occurrence, Salem Police Department completed a full background investigation, including a polygraph test. He was forthcoming with the drug information. They are asking for a waiver for what Mr. Singh did nearly 20 years ago. Salem Police Department would like to hire Mr. Singh.

Major Parenteau read the following administrative rule into the record:

Pol 301.05 Background Investigation.

(g) The hiring authority shall evaluate the results of its background investigation and the agency shall not appoint a person or invest with authority any person elected as a police, corrections or probation/parole officer, who:

(8) Has ever illegally manufactured, transported for sale, or sold a controlled substance as sale is defined in RSA 318-B:1, unless, upon review of the council at the request of a hiring authority, the council finds that:

a. Either:

1. The conduct occurred at an age when the applicant would have been considered a juvenile under the laws of the state of New Hampshire; or

2. Where a sale as defined in RSA 318-B:1 did occur, however, the intent was not for profit, meaning the actual conduct exhibited was not intended to result in an excess of financial return over the expenditure in a transaction or series of transactions; and

RSA 318-B:1 Definitions.

XXX. "Sale" means barter, exchange or gift, or offer therefor, and each such transaction made by any person whether as principal, proprietor, agent, servant, or employee. Anabolic steroids are a schedule three substance under the Controlled Substances Act, they are prescribed by a licensed physician for various medical conditions.

b. The behavior pattern under the totality of the circumstances did not demonstrate a lack of good moral character as specified in (m) below;

Major Parenteau noted that the orange handouts that each Council member had includes section m that the rule refers to.

(m) For purposes of this section, a determination of a lack of "good moral character" shall not be restricted to acts that reflect only moral turpitude, but shall be based upon the consideration of all aspects of a person's character as exemplified by his or her behavior, including but not limited to the following:

(4) Conduct that would adversely reflect on a person's fitness to perform law enforcement or corrections duties, including but not limited to:

c. Sale or use of illegal controlled substances.

Judge Gardner asked if there were questions for the applicant or for the Deputy Chief.

Judge Countway asked Mr. Singh where the product originated. Mr. Singh stated that it was purchased on-line, he did not recall the website. He was open about using the drug, so his friend

knew that he had it. The transition happened in 2006 or 2007, he was either 21 or 22. He has not taken any since.

Major Parenteau asked the length of time that the substance was used. Mr. Singh replied he took it for two years. Judge Gardner asked why he used the substance, Mr. Singh replied that he was thin at that period in his life; he wanted to be a body builder.

He has wanted to be a police officer his entire life, he did not know the prohibitions to using steroids. His father told him if he wanted to be a police officer, he couldn't take steroids. He stopped immediately.

Attorney General Formella asked Mr. Singh to give a summary of his background. Mr. Singh replied that he worked on federal contracts, on homeland security, department of state contracts federal security at all of the immigration buildings. He has been working for the department of state, at the United States Passport Agency on International Drive, and CSO at Rochester District Court. He's had federal background investigations for those positions. He has a "top secret" or "secret" security clearance.

Motion to grant the request from the Salem Police Department by Mr. Lecius, the motion was seconded by Chief Hoebeke. The voice vote of the Council was unanimous in favor of the motion.

Consent Calendar  
PT&E Requests

Brian Strong, Sullivan County Sheriff's Office

(DOH: 09/06/23) requests consideration for full-time police officer certification (for a part-time position) based on prior training and experience. Council granted approval for certification upon successful completion of the medical exam, (done November 21, 2023) with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Noah Brown, New Hampshire State Police

(DOH: 11/17/23) requests consideration for full-time police officer certification based on prior training and experience. Council granted approval for certification upon successful completion of the medical exam (done October 23, 2023), entrance fitness test, and attending the Law Package classes of the Full-Time Police Officer Academy, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

David Latchaw, New Durham Police Department

(DOH: 11/27/23) requests consideration for part-time police officer certification based on prior training and experience. Council granted approval for certification upon successful completion of the medical exam (done November 20, 2023), entrance fitness test, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Taylor Goodwin, Manchester Police Department

(DOH: 11/27/23) requests consideration for full-time police officer certification based on prior training and experience. Council granted approval for certification upon successful completion of the medical exam, (done November 14, 2023) and entrance fitness test, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Jonathan Behning, Bow Police Department

(DOH: 12/17/23) requests consideration for full-time police officer certification based on prior training and experience. Council granted approval for certification upon successful completion of the medical exam, (done November 21, 2023) entrance fitness test, and the Law Package of the Full-Time Police Officer Academy, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Harold Chastain, Moultonborough Police Department

(DOH: 10/02/23) requests consideration for full-time police officer certification based on prior training and experience. Council granted approval for certification upon successful completion of the medical exam, (done September 27, 2023) entrance fitness test, and the Law Package of the Full-Time Police Officer Academy, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Peter Bowers, Marlborough Police Department

(DOH: 12/07/23) requests consideration for his full-time police officer certification (for a part-time position) based on prior training and experience. Council granted approval for certification upon successful completion of the medical exam (done December 5, 2023), entrance fitness test, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Katlyn Finn, Nashua Police Department

(DOH: 12/14/23) requests consideration for full-time police officer certification based on prior training and experience. Council granted approval for certification upon successful completion of the medical exam (done October 11, 2023), entrance fitness test, and the Law Package of the Full-Time Police Officer Academy, with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.



William Adams, North Hampton Police Department

(DOH: 12/11/23) requests consideration for his full-time police officer certification (for a part-time position) Council granted approval for certification upon successful completion of the medical exam, (done December 7, 2023) with the stipulation that the officer must work in the direct presence of a certified officer unless the officer completes the agency's FTO program and then may work under normal supervision.

Requests for Extensions

Note: Extensions granted until the first council meeting following the fitness testing for the requested Academy, and, if testing is successful, to the first council meeting following the end of the requested Academy.

Tyler Hazel, Pittsfield Police Department

(Granted prior training and experience certification on July 25, 2023). Extension requested for Tyler Hazel for medical reasons, as he is currently recovering from a leg injury. Council granted approval for 6-month extension from January 25, 2024, to July 25, 2024.

Connor Barcus, Mason Police Department

(Granted prior training and experience certification August 22, 2023). Extension requested for Connor Barcus as he was unable to access study material for the full-time law package classes until September 12, 2023. Connor Barcus has not attempted the entrance fitness test, six months from his original date of hire is January 11, 2024. Council granted approval for 6-month extension from September 12, 2023 through March 12, 2024 to allow Connor Barcus to take and pass the entrance fitness test as well as to take and pass the full-time academy law package exams.

**\*Full Time Academy**

Class Number	195
Dates	January 8, 2024-April 26, 2024
	196
	February 12, 2024-May 31, 2024
	197
	June 24, 2024-October 11, 2024
	198
	July 22, 2024-November 8, 2024

\* More detailed information about each academy session can be found in Benchmark. This will include the dates of the session, the fitness testing date and number of available seats.

**\*Part Time Academy**

Class Number	283
Dates	January 27, 2024 – May 23, 2024

\* More detailed information about each academy session can be found in Benchmark. This will include the dates of the session, the fitness testing date and number of available seats.

**\*Corrections Academy**

Class Number	123
Dates	January 3, 2024 – February 23, 2024
	124
	March 25, 2023- May 17, 2024

\* More detailed information about each academy session can be found in Benchmark. This will include the dates of the session, the fitness testing date and number of available seats.

Medical Extensions for Fitness Testing

The following officers were granted six month medical extensions for three year fitness testing which will expire June 30, 2024.

James Collier, Kensington Police Department 2023  
Amanda DeSousa, NH Department of Corrections 2023  
Melissa Houde, Derry Police Department 2022  
Hattie Johnson, Rochester Police Department 2022  
Mark Kinton, Hampton Police Department 2023  
Eric Krans, Portsmouth Police Department 2023  
Carole Lee, Strafford County Sheriff's Office 2023  
Gerald Palmer, Keene Police Department 2023  
Alyssa Raxter, Gilford Police Department 2023  
Shawn Santuccio, Candia Police Department 2023  
David Torrisi, Brookline Police Department 2022  
Justin Agraz, Merrimack Police Department 2022  
Mary Gabrielli, Wolfeboro Police Department 2023  
Ethan Judd, Hillsborough County Sheriff's Office 2023  
Michael Fitzherbert, Bristol and Northfield Police Departments 2023  
Ryan Gallagher, Amherst Police Department 2023  
Peter Connor, Portsmouth Police Department 2023  
Michael Crowell, Loudon Police Department 2022  
Kristina Chase, Exeter Police Department, and Rockingham County SO 2023

Motion by Chief Hoebeke, seconded by Mr. Stawasz to approve the consent calendar. The voice vote was unanimous in favor of the motion, with the following abstentions: Mr. Lecius on the Nashua Police Department item, Chief Aldenberg on the Manchester Police Department item, Assistant Commissioner Raymond on the New Hampshire Department of Corrections item, and Colonel Hall on the New Hampshire State Police item.

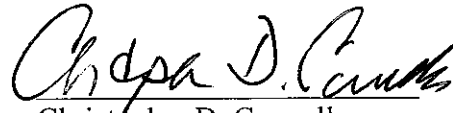
Judge Gardner and the entire Council wished Judge Countway good luck as Wednesday December 20<sup>th</sup> the results of her nomination for New Hampshire Supreme Court Justice would be announced.

Motion to adjourn at 10:11 a.m. by Chief Hoebeke, seconded by Attorney General Formella, the voice vote of the Council was unanimous in favor of the motion.

The next meeting will be on January 23, 2024.

January 23, 2024

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Christopher D. Connelly". The signature is written in a cursive style with a horizontal line underneath the name.

Christopher D. Connelly  
Chairman

To: All NHPSTC Council Members  
FROM: Director John Scippa  
DATE: December 19, 2023  
RE: Director's Monthly PSTC Council Report

**Bureau of Recruit Training:**

1. 194<sup>th</sup> Full Time Police Academy graduated on November 17, 2023, at 2 pm.
2. 195<sup>th</sup> Full Time Police Academy is set to begin January 8, 2024. We have a full class of 55 who have passed their fitness tests, and we have a waiting list for the 196<sup>th</sup>.
3. 196<sup>th</sup> Full Time Police Academy is set to begin February 12, 2024. Still accepting applications.
4. Fitness entrance test for the January PT academy is being scheduled. Presently have 12 confirmed applications.
5. 123<sup>rd</sup> Corrections Academy scheduled January 2, 2024. Entry fitness test has been completed.

**Bureau of Professional Development:**

1. Court Security Officer Training and Certification program meeting was held with Chief Justice, some of his staff along with certain NHPST staff members earlier this month. Planning meeting have been established with development team with target completion date of March 2024.
2. Working on Annual Report
3. Website Redesign – Target Date 01/01/2024
4. Scheduling of 2024 In-Service
5. Training Survey – Only 55 responses from entire State currently.
6. Scheduled all 2024 Police and Corrections Academies, please see handout for annual schedule.
7. Contracted Courses
  - a. Internal Investigations – Daigle Law Group – All scheduled
  - b. Interview and Interrogation – Specialized Solutions – All scheduled
  - c. Field Training Officer – GSPCC – All scheduled
  - d. Leadership Development – GSPCC– All scheduled
  - e. CIT – NAMI NH - Partially scheduled.
8. 3-Year PFTs

### **NH Law Enforcement Accreditation Commission:**

1. Presentation table was run at the NH Chiefs Winter Conference.
2. Extended contract for Program Manager, Mike French is still being worked on. Chief French has not been available over the last month due to personal reasons.

### **Bureau of Standards and the Conduct Review Committee:**

1. Last CRC meeting was November 17.
2. As of December 18, we have received 162 complaints.
3. 84 cases have been closed by the CRC.
4. Three (3) cases have been sustained as misconduct and are being prepared for a hearing at the Council.
5. Investigators are concluding two (2) investigations, with one (1) ongoing.
6. The attorney and one of the investigators attended the Internal Affairs Investigations training conducted by the Daigle Law Group last week, and the second investigator will be attending the next session April.
7. The attorney will be sending a year-end message to department CEOs with procedural guidance/FAQs for working with 106-L.
8. Next (7th) meeting of the CRC is Wednesday, December 20.

### **PST Budget:**

1. The Tactical Center floor is in significant need of repair/replacement. We have received estimates to accomplish this in two different ways with the price being between 150,000 to 250,000 dollars. This was not anticipated in our present budget. We continue to seek funding to get this done.
2. Two capital projects that were approved in last year's biennium (Firing range remediation and AC repair and upgrade), were moved out of general funds, and moved through GOFER to be funded by ARPA funding. Now that the projects have been identified as "next in line", it has been determined that the ARPA funding appropriations will cover less than half of the cost of each project. We are working with a state representative who is considering legislative efforts to close gaps between ARPA funding appropriations and the actual costs of outstanding capital projects.
3. Boiler resolution is still being worked on. Full resolution may have a significant cost. We do have money available through the boiler project that can be used to address this.

### **Outreach, Education and Legislation:**

1. As a member of the First Responder Recruitment and Retention Committee, I can report that the committee has worked with Sen Watters and other stakeholders to

roll out a Tuition Reimbursement program for all First Responders in NH. This program is tied directly to the Community College System of NH and is live.

2. NH PST has hosted two different college tours of our facility. Special Thanks to Lts Catelfamo and Terry for facilitating those tours.

### **Staff and Operations:**

1. The staff of PST enjoyed a wonderful holiday season potluck luncheon yesterday organized by Lt Erin Minihan.
2. I had the privilege to deliver a block of instruction at the First Line Supervision School held at Roger Williams University, Justice System Training & Research Institute in Bristol RI on December 6<sup>th</sup>.
3. Our phone system has been switched over to a Webex system. We are one of the first state agencies to move to this new state system.
4. All sworn members of PST completed their annual UOF training on December 5<sup>th</sup>.

### **Open Action Items:**

1. **Administrative Rules Committee:** Chapters 100 to 400 have been amended and are being prepared for final council review and approval.

### **Discussion Items:**

1. Review and accept the "Pathways to Certification" guidance sheet.
2. Review and accept the curriculum for the Full-time Police, Part-time Police and Correction Academies for 2024.
3. Review and accept the annual Academies Schedule for 2024.
4. Review and vote on nominations for the Corrections Advisory Committee

Area	Name	E-mail	Contact Number
<b>One representative of the management of each adult correctional facility operated by the department of corrections</b>			
<b>NH State Prison for Men</b>	Warden Michelle Edmark	<a href="mailto:Michelle.Edmark@doc.nh.gov">Michelle.Edmark@doc.nh.gov</a>	603-271-1811
<b>Northern NH Correctional Facility</b>	Warden Corey Riendeau	<a href="mailto:Corey.Riendeau@doc.nh.gov">Corey.Riendeau@doc.nh.gov</a>	603-752-2906
<b>NH Correctional Facility for Women</b>	Warden Nicole Plante	<a href="mailto:Nicole.Plante@doc.nh.gov">Nicole.Plante@doc.nh.gov</a>	603-271-0205
<b>One representative each from prison industries</b>			
	Deborah Shepard, Administrator Industries	<a href="mailto:Debra.J.Shepard@doc.nh.gov">Debra.J.Shepard@doc.nh.gov</a>	603-271-3904
<b>The secure psychiatric unit</b>			
	Captain Scott Marshall	<a href="mailto:scott.marshall@doc.nh.gov">scott.marshall@doc.nh.gov</a>	603-271-1831
<b>Probation Parole</b>			
	Director Jeffrey White	<a href="mailto:Jeffrey.f.white@doc.nh.gov">Jeffrey.f.white@doc.nh.gov</a>	603-271-5647
<b>One medical professional from within the correctional system</b>			
	Director of Nursing Ryan Landry	<a href="mailto:Ryan.Landry@doc.nh.gov">Ryan.Landry@doc.nh.gov</a>	603-271-5631
<b>One state corrections officer chosen by the New Hampshire state employees' association</b>	Cpl Sean Thompson, Teamsters Corrections Officer		
<b>One member from the NH Association of Counties Correction's Affiliate.</b>	Superintendent Jason Henry Rockingham County HOC		



## Pathways for NH Law Enforcement Certification

This document serves to provide general guidance on the different pathways an individual may use to obtain certification as a law enforcement officer from the NH Police Standards and Training Council.

### General Considerations:

The certification of anyone who separates from New Hampshire Law Enforcement under conditions other than a normal retirement or normal resignation will lapse on the date of separation indicated on the Form B and the certification will not be eligible for re-instatement until such time that a Council hearing is conducted on merits of the request for re-instatement.

Any person who separates from any Law Enforcement position in any other state or jurisdiction under conditions other than honorable, or who has been decertified by the Police Officer Standards and Training, (POST) of that state or jurisdiction, will not be eligible for NH Law Enforcement certification until such time that a Council hearing is conducted on merits of the request for certification.

### Job Classification Defined:

NH PSTC certifies all NH Police Officers, Corrections Officers and Probation/Parole Officers. Each of these jobs require specific and unique training to ensure that the individual is provided with the requisite skills, knowledge and abilities for them to be competent and successful for the particular position that they have been hired for. Therefore, every candidate for certification consideration must successfully complete, or show completion of, the requisite basic academy requirements for the specific job classification, (police, corrections or PPO) that they are being hired for as set forth in this guidance document.

#### **1. Initial NH Certification of a New Candidate,**

Definition: A new candidate is someone who has been hired by a New Hampshire Law Enforcement agency and who has not successfully completed a basic academy for the job classification that they have been hired for.

#### Pathway:

- Candidate must be hired by a NH Law Enforcement Agency after meeting all hiring criteria as set forth under POL Chapter 300.
- Candidate must successfully complete the appropriate Council -approved basic academy for the job classification they have been hired for within six (6) months of their date of hire by that agency. An extension may be sought as set forth in Council rules.
- Once this requirement is met, the certification will be issued.

#### **2. NH Certification Based on Reciprocity of Prior Training and Experience, (PT&E)**

Definition: A PT&E candidate is someone who has been hired by a New Hampshire Law Enforcement agency and who has completed a POST approved academy in another state for the job classification that they have been hired for in NH.

Pathway:

- The candidate must be hired by a NH law enforcement agency after meeting all hiring criteria as set forth under POL Chapter 300.
- The hiring authority must make the request to PSTC for reciprocity consideration based on the candidate's "prior training and experience" and must supply all relevant documentation.
- Once approved by the council, the candidate must successfully test out of the "law package" classes as determined by the Council. The hiring authority may require that the candidate attend these classes in person, but this is not mandated by the Council if the candidate has been separated from law enforcement for less than 5 years.
  - 5 Year Mandate: In the case where a PT&E candidate has been separated from law enforcement for more than 5 years then the candidate must attend in person and successfully test out of all "law package" classes as determined by the Council. Further, the candidate must successfully complete the home agency's Field Training program, (40 hour minimum) and upon successful completion, the Chief of the hiring authority must indicate in an affidavit to Police Standards and Training that the candidate has successfully completed same. The FTO training records must be kept on file at the home agency as part of the hiring package and subject to PSTC audit.
- These requirements must be completed within six (6) months of their date of hire by that agency. An extension may be sought as set forth in Council rules: the timeframe set forth in Council rules.
- Once these requirements are met, the appropriate NH certification will be issued based on reciprocity.

**3. Re-Instatement of a New Hampshire Police, Corrections, PPO or CSO Certification:**

Definition: A candidate for re-instatement of an original NH PSTC certification is someone who has completed a NH PSTC basic academy for a specific job classification, honorably separated from NH law enforcement employment and who is seeking re-instatement of their original certification because they have been hired by a New Hampshire Law Enforcement agency for the job classification that correlates with their original certification.

Within the First Year of Separation: (This will necessitate an Administrative Rule Change to Pol 401.01)

- The NH law enforcement certification of anyone who separates from New Hampshire law enforcement by way of normal retirement or normal resignation will lapse one calendar year from the date of separation as indicated on the Form B.
- If at any time during that one-year period, the individual who held the certification is hired by a NH Law Enforcement agency for that position, and successfully passes all hiring requirements under POL chapter 300, the certification will be automatically re-instated by NH PSTC upon written request of the hiring agency.

After the First Year and Before the End of Fifth Year of Separation:

The candidate who formally held a NH police, corrections, PPO or CSO certification and separated under favorable conditions and who seeks re-instatement of that NH certification after the first year and before the end of fifth year of separation as indicated on the most recent Form B on file must,

- Candidate must be hired by a NH Law Enforcement Agency for that position after meeting all hiring criteria as set forth under POL Chapter 300.
- The hiring authority must make the request to PSTC for re-instatement based on the candidate's "prior training and experience" and supply all documentation that demonstrates that the candidate has completed such a course of instruction and held a NH Law Enforcement Certification for the position that they have been hired for.
- Once approved by the council, the candidate must meet all council-imposed stipulations which may include a test out of the "law package" classes as determined by the Council. The hiring authority may require that the candidate attend these classes in person, but this is not mandated by the Council. The candidate must complete all these requirements within six (6) months of their date of hire. An extension may be sought as set forth in Council rules.
- Once these requirements are met, the certification will be re-instated.

After 5 Years of Separation:

The candidate who formally held a NH police, corrections, PPO or CSO certification and who seeks reinstatement of that NH certification after five years of separation must:

- Candidate must be hired by a NH Law Enforcement Agency for that position after meeting all hiring criteria as set forth under POL Chapter 300.
- The hiring authority must make the request to PSTC for re-instatement based on the candidate's "prior training and experience" and supply all documentation that demonstrates that the candidate has completed such a course of instruction and held a NH Law Enforcement Certification for the position that they have been hired for.
- Once approved by the council, the candidate must attend in person and successfully test out of all "law package" classes as determined by the Council.
- The candidate must successfully complete the home agency's Field Training program, (40 hour minimum) and upon successful completion, the Chief of the hiring authority must indicate same through an affidavit to Police Standards and Training. The FTO training records must be kept on file at the home agency as part of the hiring package and subject to PSTC audit.
- The candidate must complete all these requirements within six (6) months of their date of hire. An extension may be sought as set forth in Council rules.
- Once these requirements are met, the certification will be re-instated.

In any case where a candidate that once held a full time NH police certification and who is currently working in a part time capacity as a NH police officer and is then hired back into a full time NH police position, the Council may waive the successful completion of the "law package" classes and/or the successful completion of the field training program and re-instate the full-time certification after a Council hearing where the hiring authority requests such relief.

#### 4. Candidate with a Federal Law Enforcement Academy/Certification:

Definition: Any candidate who has been hired by a New Hampshire law enforcement agency and who has completed any bona fide fulltime federal law enforcement academy that correlates to the job classification that they have been hired for in NH and who has honorably separated from such Federal Law Enforcement position within the past 5 years. Examples would include but not be limited to:

For NH Police Certification: Any fulltime federal police academy like ATF, DEA, FBI, Postal, USMS, FLETC, Border Patrol, etc.

For NH Corrections Certification: Any fulltime federal Corrections Academy.

For NH CSO Certification: Any USMS Academy or any Federal CSO Academy

Pathway:

- Candidate must be hired by a NH Law Enforcement Agency for that position after meeting all hiring criteria as set forth under POL Chapter 300.
- The hiring authority must make the request to PSTC for certification based on the candidate's "prior training and experience" and supply all documentation that demonstrates that the candidate has completed such a course of instruction.
- Once approved by the council, the candidate must attend in person and successfully test out of all "law package" classes as determined by the Council.
- The candidate must successfully complete the hiring agency's Field Training program, (40 hour minimum) and upon successful completion, the chief of the hiring authority must indicate same through an affidavit to Police Standards and Training. The FTO training record must be kept on file at the home agency as part of the hiring package and subject to PSTC audit.
- The candidate must complete all these requirements within six (6) months of their date of hire. An extension may be sought as set forth in Council rules.
- Once these requirements are met, a certification will be issued by NH PSTC.
- In the case where the candidate has been separated from law enforcement for more than 5 years, the candidate and hiring authority must appear before the Council to request consideration.



New Hampshire Police Standards and Training  
Course Descriptions and Hours  
Part-time Police Academy

2023

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**PART-TIME POLICE ACADEMY**  
**Academy Hours**

**NEW HAMPSHIRE POLICE STANDARDS AND TRAINING**  
**PART-TIME POLICE ACADEMY 2023**  
**ACADEMIC, SKILLS AND SCENARIO HOURS**

		Total	Academic s	Skills	Scenario
<b>Police Culture Education</b>					
	Active Bystandership for Law Enforcement	8	8	0	0
	Community Diversity, Police Legitimacy and Procedural Justice	16	15	0	1
	Ethics	8	4	0	4
	ICAT	4	4	0	0
	Interview & Interrogation	4	4	0	0
	Officer Survival	3	3	0	0
	Orientation	1.5	1.5	0	0
	Report Writing	4	4	0	0
	<b>Total</b>	<b>48.5</b>	<b>43.5</b>	<b>0</b>	<b>5</b>

		Total	Academic s	Skills	Scenario
<b>Constitutional Law</b>					
	Arrest Laws	8	8	0	0
	Constitutional Law	4	4	0	0
	Search and Seizure	8	8	0	0
	<b>Total</b>	<b>20</b>	<b>20</b>	<b>0</b>	<b>0</b>

		Total	Academic s	Skills	Scenario
<b>Criminal Offenses</b>					
	Child Abuse	2	2	0	0
	Complaints and Warrants	4	4	0	0
	Criminal Code	8	8	0	0
	Domestic Violence	8	8	0	0
	Elder Abuse	2	2	0	0
	Juvenile Law	4	4	0	0
	Stalking	2	2	0	0
	Victim Witness	2	2	0	0
	<b>Total</b>	<b>32</b>	<b>32</b>	<b>0</b>	<b>0</b>



		Total	Academics	Skills	Scenario
<b>Motor Vehicle</b>					
	Collision Investigation	7	4	0	3
	Motor Vehicle Laws	8	8	0	0
	<b>Total</b>	<b>15</b>	<b>12</b>	<b>0</b>	<b>3</b>

		Total	Academics	Skills	Scenario
<b>Police Tactics</b>					
	Active Shooter Level 1	4	4	0	0
	Defensive Driving	33	4	29	0
	Defensive Tactics	8	0	8	0
	Firearms (Use of Force Classroom)	40	4	36	
	<b>Total</b>	<b>85</b>	<b>12</b>	<b>73</b>	<b>0</b>

		Total	Academics	Skills	Scenario
<b>Criminal Investigations</b>					
	Criminal Investigations	2	2	0	0
	<b>Total</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>

		Total	Academics	Skills	Scenario
<b>DWI Investigations</b>					
	DWI/ALS	4	4	0	0
	<b>Total</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>0</b>

		Total	Academics	Skills	Scenario
<b>Mental Health</b>					
	Mental Health Dynamics	8	8	0	0
	<b>Total</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0</b>

		Total	Academics	Skills	Scenario
<b>Specialty</b>					
	Courtroom Demeanor	2	2	0	0
	Drugs Laws	4	4	0	0
	<b>Total</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>0</b>

		Total	Academics	Skills	Scenario
<b>Scenario Training</b>					
	Scenarios	13	0	0	13
	Simulations	8	0	8	0
	<b>Total</b>	<b>21</b>	<b>0</b>	<b>8</b>	<b>13</b>

		Total	Academics	Skills	Scenario
<b>Examinations</b>					
	Block Testing	14	14	0	0
	<b>Total</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>0</b>

		Total	Lecture	Skills	Scenario
	<b>Total</b>	<b>255.5</b>	<b>153.5</b>	<b>81</b>	<b>21</b>

## Police Culture and Education

### Active Bystandership for Law Enforcement (ABLE)

#### Number of Hours

8 hours: 6.5 hours of classroom and 1.5 hours of scenarios

#### Course Description

This class provides an overview of ABLE. It includes a discussion regarding the science behind ABLE and the tactics that can be used to intervene effectively when necessary.

### Community Diversity, Police Legitimacy, and Procedural Justice

#### Number of Hours

16 hours

#### Course Description

This class provides the recruits with information regarding the relationships between implicit biases, procedural justice tactics, and achieving police legitimacy in culturally diverse communities.

### Ethics

#### Number of Hours

8 hours

#### Course Description

Law Enforcement Ethics is designed to instruct law enforcement personnel on the values and ethics required to be a part of the profession. Students will be instructed on the standards, laws, and strategies necessary to practice ethical law enforcement for the state of New Hampshire.

### Interviewing for Patrol

#### Number of Hours

4 hours classroom

#### Course Description

The Interviewing for Patrol class will cover the topics of the desired qualities of an interviewer; the need to establish rapport; the requirement for clear meaningful questioning; effective interview techniques; types and purposes of interviews; the interview environment; advise of rights issues; the importance of obtaining the who, what, where, when, how, and why elements of the investigations; and documenting of interviews.

### Officer Survival

#### Number of Hours

3 hours

#### Course Description

This course is offered to provide recruits with information regarding the potential problems that they may encounter while answering calls for service while on patrol.

### Report Writing

#### **Number of Hours**

4 hours

#### **Course Description**

This lecture-based class will introduce the Police Academy recruit to the principles and techniques of police report writing. Topics include planning the report, gathering information, preserving information, and using information to create a report. Basic communication theory is used to formulate a report writing framework that encompasses organization, structure, audience, scope, and stylistic guidelines. Also covered is presenting the report in court as a basis for court testimony.

### Constitutional Law

#### Arrest Laws

#### **Number of Hours**

8 hours

#### **Course Description**

Arrest laws will familiarize students with New Hampshire statutes regarding arrests and types of arrest warrants. The students will become familiar with case law regarding arrests and detentions, and other custodial situations.

#### Constitutional Law

#### **Number of Hours**

4 hours

#### **Course Description**

Constitutional Law for Law Enforcement is an introductory course for the U.S. Constitution and New Hampshire Constitution. The course includes critical thinking tasks, as well as scenario training to foster the participants understanding of both the federal and state constitution and how courts balance police authority versus individual rights.

#### Search and Seizure

#### **Number of Hours**

8 hours

#### **Course Description**

This course will focus on the legal principles and guidelines surrounding search and seizure. Participants will learn about the Fourth Amendment of the United States Constitution and Part I Article 19 of the New Hampshire Constitution, which outline the protections against unreasonable search and seizure. The course will cover the legal framework, as well as practical considerations for law enforcement officers in conducting searches and seizures.

## Criminal Offenses

### Child Abuse

#### **Number of Hours**

2 hours

#### **Course Description**

This class is designed to introduce recruits to the child abuse problem and the factors that increase the risk of abuse. Recruits will be provided with information to help ensure consistency in handling child abuse cases. Recruits will also be introduced to the resources that are available and provided with tools to assist them when responding to calls involving child abuse.

### Complaints and Warrants

#### **Number of Hours**

4 hours

#### **Course Description**

Complaints and warrants is an introductory course that provides information regarding when a warrant or complaint is needed, what they are, who can issue a warrant, and what needs to be included in a warrant application. It will also cover the laws that apply to issuing these documents and to the requirements and procedures that are involved in processing and serving warrants.

### Criminal Code

#### **Number of Hours**

8 hours

#### **Course Description**

This course acquaints recruits with the most significant provisions from a law enforcement standpoint regarding crimes against persons, crimes against property, crimes against public order, and defenses and justifications. Crimes against persons acquaints recruits with the most significant provisions from a law enforcement standpoint of Title LXII, R. S. A. Chapters 630, 631, 632, 633, 642, and 651.

### Domestic Violence

#### **Number of Hours**

8 hours

#### **Course Description**

The domestic violence class provides information about the Attorney General's Domestic Violence Protocols for Law Enforcement, judicial branch forms, NH RSAs, and officer safety when dealing with domestic violence situations. The instruction also includes a discussion regarding the definitions and the dynamics of domestic violence, the impact domestic violence has upon children, and the resources that are available for victims of domestic violence.

### Elder Abuse

#### **Number of Hours**

2 hours

#### **Course Description**

Elder Abuse and Neglect is a brief summary regarding what the first responding officer needs to know about abuse, neglect, and financial exploitation, and how to recognize and deal with a potential crime scenes involving elder abuse.

### Juvenile Law

#### **Number of Hours**

4 hours

#### **Course Description**

This course provides an overview of the New Hampshire Revised Statutes pertaining to delinquency, Child Protection Act, and Children in Need of Services.

### Stalking

#### **Number of Hours**

2 hours

#### **Course Description**

Through this course, recruits will become familiar with RSA 633:3-a Stalking; the behaviors and typology of victims and offenders; cyber stalking; resources available to victims and their families; stalking orders and the protections they provide; and various methods for conducting investigations surrounding this crime. Students will also be familiarized with the AG's Stalking Protocol.

### Victim Witness

#### **Number of Hours**

2 hours

#### **Course Description**

This course covers the theories of victimization, the process of healing, the role of the police officer in dealing with victims and witnesses, and the legal rights of crime victims.

### *Motor Vehicle*

#### Collision Investigations

#### **Number of Hours**

7 hours

#### **Course Description**

Collision Investigations is a brief summary regarding what a new law enforcement officer needs to know in the field. The course will cover basic definitions, the anatomy of a crash, evidence gathering and how to take measurements.

### Motor Vehicle Laws

#### **Number of Hours**

8 hours

#### **Course Description**

The student will gain a working knowledge of the N.H. Motor Vehicle Laws, as contained in Title XXI, R.S.A. Chapters 259-266 and related statutes.

### *Police Tactics*

#### Active Shooter Level 1

#### **Number of Hours**

8 hours classroom; 8 hours scenarios

#### **Course Description**

This course provides training relative to the rapid deployment of law enforcement in situations where there is an armed suspect currently engaged in the use of deadly force. The main goal is to stop the continuing threat of the attack and to rescue any injured individuals.

#### Defensive Driving

#### **Number of Hours**

4 hours classroom; 29 hours skills

#### **Course Description**

The course consists of a classroom presentation and practical driving exercises.

#### Defensive Tactics

#### **Number of Hours**

8 hours skills

#### **Course Description**

This course provides recruits with information to familiarize them with factors that limit force response as well as being able to protect themselves and others while performing their duties.

#### Firearms

#### **Number of Hours**

4 hours classroom; 36 hours skills (includes Use of Force classroom)

#### **Course Description**

During the firearms class, recruits will learn about RSA 627:5 (Use of Force) statute. The class is designed to provide recruits with information regarding range safety rules and firearms safety in their homes. The recruits will be instructed in the standing and kneeling firing stances, immediate action, drawing and holstering their weapons, and loading and unloading procedures. The recruits will be familiarized with the different types of firearms and ammunition that they are likely to encounter during their duties as police officers.

## **Criminal Investigations**

### Criminal Investigations

#### **Number of Hours**

2 hours

#### **Course Description**

This course provides the recruits with an overview of the methods that are involved with a Criminal Investigation.

## **DWI Investigations**

### DWI/ALS

#### **Number of Hours**

4 hours classroom

#### **Course Description**

DWI/ALS covers information that a new law enforcement officer needs to know about the detection, apprehension and prosecution of an impaired driver. The class also provides a general overview of a ALS hearing requirements by administrative rule, guided by case law and set forth by RSA.

## **Mental Health**

### Mental Health Dynamics

#### **Number of Hours**

8 hours

#### **Course Description**

This class will introduce recruits to concepts and New Hampshire laws and procedures used in working with the mentally ill. Recruits will be presented with types of mental illnesses and learn techniques in communicating with each illness. Recruits will also have the opportunity to listen to and ask questions of a consumer of mental health services and receive information on handling calls for service involving people with mental illness.

## **Specialty Courses**

### Courtroom Demeanor

#### **Number of Hours**

2 hours

#### **Course Description**

The course offers a brief introduction into Courtroom demeanor and testimony. It focuses on the essentials such as preparing for trial, professionalism of the officer and the importance of testify truthfully and accurately.



### Drug Laws

#### **Number of Hours**

4 hours

#### **Course Description**

Drug laws provides information about New Hampshire Controlled Drug Act RSA: 318-b, Acts Prohibited, classes of crime. The class also discusses the identification of illegal controlled drugs, related paraphernalia, current prices, slang labels, classes of controlled drugs, means of manufacture and use, means of concealment, and interdiction of drug trafficking and dangers involved.

### Scenario Training

#### Scenarios/Simulations

#### **Number of Hours**

21 hours

#### **Course Description**

This block of instruction consists of practical scenarios, which incorporates and integrates information learned in previous classroom lectures. The goal of this block of instruction is to reinforce, with hands-on application, information in a demonstrative learning environment.



New Hampshire Police Standards and Training  
Course Descriptions and Hours  
Full-time Police Academy

2024

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**FULL-TIME POLICE ACADEMY**

***Academy Hours***

New Hampshire Police Standards and Training  
 Full Time Police Academy 2024  
 Academic, Skills and Scenario Hours

	Total	Academics	Skills	Scenario
<b>Asynchronous Online Learning</b>				
ICS 100	4	4	0	0
ICS 200	4	4	0	0
Workzone Flagger	4	4	0	0
Hazardous Materials	3	3	0	0
Communicable Diseases	2	2	0	0
Fire Arson	2	2	0	0
Marine Patrol	2	2	0	0
Animal Cruelty	2	2	0	0
<b>Total</b>	<b>23</b>	<b>23</b>	<b>0</b>	<b>0</b>

	Total	Academics	Skills	Scenario
<b>Police Culture Education</b>				
Active Bystandership for Law Enforcement	8	6.5	0	1.5
Community Diversity, Police Legitimacy and Procedural Justice	16	15	0	1
Drill and Ceremony	2	0	2	0
Effective Police Interactions with Youth	8	8	0	0
Ethics	8	4	0	4
First Day Activities	6	0	6	0
ICAT	8	6	0	2
Interviewing for Patrol (Interview & Interrogation)	12	8	0	4
Introduction to Physical Fitness	4	4	0	0
Report Writing	4	4	0	0
Stress Management	4	4	0	0
<b>Total</b>	<b>80</b>	<b>59.5</b>	<b>8</b>	<b>12.5</b>

	Total	Academics	Skills	Scenario
<b>Constitutional Law</b>				
Arrest Laws	8	8	0	0
Constitutional Law	12	8	0	4
Rules of Evidence	4	4	0	0
Search and Seizure	8	8	0	0
<b>Total</b>	<b>32</b>	<b>28</b>	<b>0</b>	<b>4</b>

	Total	Academics	Skills	Scenario
<b>Criminal Offenses</b>				
Child Abuse	4	4	0	0
Complaints and Warrants	4	4	0	0
Crimes against Persons	2	2	0	0
Crimes against Property	3	3	0	0
Crimes against Public Order	2	2	0	0
Criminal Offenses / RSAs	4	4	0	0
Criminal Statutes	2	2	0	0
Defenses and Justifications	2	2	0	0
Domestic Violence	8	8	0	0
Elder Abuse	2	2	0	0
Hate Crimes	2	2	0	0
Juvenile Law	4	4	0	0
Sexual Assault Investigations Protocol	8	8	0	0
Stalking	2	2	0	0
Victim Witness	4	4	0	0
<b>Total</b>	<b>53</b>	<b>53</b>	<b>0</b>	<b>0</b>

	Total	Academics	Skills	Scenario
<b>Motor Vehicle</b>				
Auto Theft	4	4	0	0
Collision Investigation	11	8	3	0
Motor Vehicle Laws	16	16	0	0
Radar	8	7	1	0
Traffic Incident Management	4	4	0	0
<b>Total</b>	<b>43</b>	<b>39</b>	<b>4</b>	<b>0</b>

	Total	Academics	Skills	Scenario
<b>Police Tactics</b>				
Active Shooter Level 1	16	8	0	8
Defensive Driving	39	4	35	0
Defensive Tactics	40	0	40	0
Firearms	38	2	36	0
CPR/AED/Narcan	4	0	4	0
Oleoresin Capsicum	8	4	4	0
Patrol Procedures	8	4	0	4
Solo Officer Rapid Deployment (SORD)	16	8	4	4
Tactical Combat Casualty Care (TCCC)	8	4	4	0
Use of Force	4	4	0	0
<i>Baton (OPTIONAL)</i>	4	2	2	0
<b>Total (without optional Baton Hours)</b>	<b>181</b>	<b>38</b>	<b>127</b>	<b>16</b>

	Total	Academics	Skills	Scenario
<b>Criminal Investigations</b>				
Blood and DNA Evidence	2	2	0	0
Burglary Investigations	4	4	0	0
Crime Scene	16	8	0	8
Death Investigations	4	4	0	0
Forensics and Physical Evidence	2	2	0	0
Latent Processing & Footwear	8	4	0	4
Proper Taking of Fingerprints	4	2	2	0
<b>Total</b>	<b>40</b>	<b>26</b>	<b>2</b>	<b>12</b>

	Total	Academics	Skills	Scenario
<b>DWI Investigations</b>				
DWI/ALS (Ms Blanchard)	12	8	0	4
Felony Blood Draw	4	4	0	0
HGN/SFSTs (including Drugs that Impair Driving)	24	20	4	0
Intoxilyzer Operations	16	8	8	0
<b>Total</b>	<b>56</b>	<b>40</b>	<b>12</b>	<b>4</b>

	Total	Academics	Skills	Scenario
<b>Mental Health</b>				
Crisis Intervention Training	40	32	0	8
IEA	1	1	0	0
<b>Total</b>	<b>41</b>	<b>33</b>	<b>0</b>	<b>8</b>

	Total	Academics	Skills	Scenario
<b>Specialty</b>				
Alcohol and Tobacco	2	2	0	0
Autism Awareness	2	2	0	0
Bombing Preparation Awareness	4	4	0	0
Dementia/Alzheimer's	2	2	0	0
Drugs Laws	4	4	0	0
Fish and Game	4	4	0	0
Human Trafficking	2	2	0	0
Interacting with Deaf/Hard of Hearing	2	2	0	0
Interoperability	4	4	0	0
K9	1	1	0	0
Meth Labs	4	4	0	0
Mock Trials	8	0	0	8
NCIC	4	4	0	0
<b>Total</b>	<b>43</b>	<b>35</b>	<b>0</b>	<b>8</b>



		Total	Academics	Skills	Scenario
<b>Scenario Training</b>					
	Scenarios	55			55
	<b>Total</b>	<b>55</b>			

		Total	Academics	Skills	Scenario
<b>Physical Fitness</b>					
	CrossFit	46	0	0	0
	Mid-term and Final PT	2			
	Pride Run	1			
	<b>Total</b>	<b>49</b>			

		Total	Academics	Skills	Scenario
<b>Examinations</b>					
	Knowledge Checks	10	0	0	0
	<b>Total</b>	<b>10</b>			

		Total	Lecture	Skills	Scenario
	<b>Total</b>	<b>706</b>	<b>374.5</b>	<b>173</b>	<b>119.5</b>

## Asynchronous On-line

### Animal Cruelty

#### Number of Hours

2 hours

#### Course Description

This course is designed to provide a brief introduction and history of animal cruelty, by discussing major manifestations of cruelty and associations with other crimes, explaining NH cruelty laws (RSA 644:8 and RSA 435:12) with examples, and describing the resources available for investigations.

### Bloodborne Pathogen Training

#### Number of Hours

2 hours

#### Course Description

This course will discuss blood borne pathogens. It will cover diseases of concern and how responders can protect themselves from the diseases.

### Fire Arson

#### Number of Hours

2 hours

#### Course Description

This class will cover topics such as fire cause and origin determination to help ensure that any physical evidence needed for an investigation is protected.

### Hazardous Materials

#### Number of Hours

3 hours

#### Course Description

This course is intended to provide a general introduction to hazardous materials. The topics covered in this course include health and environmental regulations; hazardous materials identification systems; identifying hazardous materials; hazardous materials and human health; and preparing for hazardous materials incidents.

### ICS 100

#### **Number of Hours**

2 hours

#### **Course Description**

ICS 100, Introduction to the Incident Command System, introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS). The Emergency Management Institute developed its ICS courses collaboratively with:

- National Wildfire Coordinating Group (NWCG)
- U.S. Department of Agriculture
- United States Fire Administration's National Fire Programs Branch

### ICS 200.C

#### **Number of Hours**

4 hours

#### **Course Description**

IS200, Basic Incident Command System for Initial Response, reviews the Incident Command System (ICS), provides the context for ICS within initial response, and supports higher level ICS training. This course provides training on, and resources for, personnel who are likely to assume a supervisory position within ICS.

The Emergency Management Institute developed its ICS courses collaboratively with:

- National Wildfire Coordinating Group (NWCG)
- U.S. Department of Agriculture
- United State Fire Administration's National Fire Programs Branch

### Marine Patrol

#### **Number of Hours**

2 hours

#### **Course Description**

This course provides an overview of the NH Marine Patrol; who they are; what they do; the laws they enforce; and how and when it impacts other law enforcement agencies when they come across a nautical related call for service.

### Workzone Flagger

#### **Number of Hours**

4 hours

#### **Course Description**

This course covers NH DOT workzone safety procedures for law enforcement.

## Police Culture and Education

### Active Bystandership for Law Enforcement (ABLE)

#### Number of Hours

8 hours: 6.5 hours of classroom and 1.5 hours of scenarios

#### Course Description

This class provides an overview of ABLE. It includes a discussion regarding the science behind ABLE and the tactics that can be used to intervene effectively when necessary.

### Community Diversity, Police Legitimacy, and Procedural Justice

#### Number of Hours

16 hours

#### Course Description

This class provides the recruits with information regarding the relationships between implicit biases, procedural justice tactics, and achieving police legitimacy in culturally diverse communities.

### Drill and Ceremony

#### Number of Hours

2 hours

#### Course Description

This class introduces and familiarizes recruits with drill and ceremony protocols to include marching, facing movements, etc.

### Effective Police Interactions with Youth

#### Number of Hours

8 hours

#### Course Description

This course is designed to reduce the likelihood that interactions between police officers and young people will have negative outcomes and/or results in police action, particularly for minority youth.

### Ethics

#### Number of Hours

8 hours

#### Course Description

Law Enforcement Ethics is designed to instruct law enforcement personnel on the values and ethics required to be a part of the profession. Students will be instructed on the standards, laws, and strategies necessary to practice ethical law enforcement for the state of New Hampshire.

### First Day Activities

#### **Number of Hours**

6 hours

#### **Course Description**

This block includes orientation to the Academy as well as the learning management system.

### Integrating Communications, Assessment and Tactics (ICAT)

#### **Number of Hours**

8 hours

#### **Course Description**

ICAT is a training program that provides first-responding police officers with tools, skills, and options for successfully and safely defusing a wide range of critical incidents. ICAT takes the essential building blocks of critical thinking, crisis intervention, communications, and tactics, and puts them together in an integrated approach to training.

### Interviewing for Patrol

#### **Number of Hours**

8 hours classroom; 4 hours practical

#### **Course Description**

The Interviewing for Patrol class will cover the topics of the desired qualities of an interviewer; the need to establish rapport; the requirement for clear meaningful questioning; effective interview techniques; types and purposes of interviews; the interview environment; advise of rights issues; the importance of obtaining the who, what, where, when, how, and why elements of the investigations; and documenting of interviews.

### Introduction to Physical Fitness

#### **Number of Hours**

4 hours

#### **Course Description**

Introduction to physical fitness provides recruits with information pertaining to functional movement, nutrition, fitness, health and wellness, as well as providing an introduction to the physical fitness program conducted at PSTC.

### Report Writing

#### **Number of Hours**

4 hours

#### **Course Description**

This lecture-based class will introduce the Police Academy recruit to the principles and techniques of police report writing. Topics include planning the report, gathering information, preserving information, and using information to create a report. Basic communication theory is used to formulate a report writing framework that encompasses organization, structure, audience, scope, and stylistic guidelines. Also covered is presenting the report in court as a basis for court testimony.

### Stress Management

#### Number of Hours

4 hours

#### Course Description

This class introduces law enforcement officers to the physical and biological effects of stress, the recognition of symptoms of stress, stress prevention and coping techniques, and some agency tools that can assist officer after critical incidents.

### *Constitutional Law*

#### Arrest Laws

#### Number of Hours

8 hours

#### Course Description

Arrest laws will familiarize students with New Hampshire statutes regarding arrests and types of arrest warrants. The students will become familiar with case law regarding arrests and detentions, and other custodial situations.

#### Constitutional Law

#### Number of Hours

12 hours

#### Course Description

Constitutional Law for Law Enforcement is an introductory course for the U.S. Constitution and New Hampshire Constitution. The course includes critical thinking tasks, as well as scenario training to foster the participants understanding of both the federal and state constitution and how courts balance police authority versus individual rights.

#### Rules of Evidence

#### Number of Hours

4 hours

#### Course Description

The rules of evidence class is an overview of NH evidentiary rules, practices, and procedures that affect the responsibilities of NH law enforcement officers in their roles in the field and in the courtroom.

## Search and Seizure

### **Number of Hours**

8 hours

### **Course Description**

This course will focus on the legal principles and guidelines surrounding search and seizure. Participants will learn about the Fourth Amendment of the United States Constitution and Part I Article 19 of the New Hampshire Constitution, which outline the protections against unreasonable search and seizure. The course will cover the legal framework, as well as practical considerations for law enforcement officers in conducting searches and seizures.

## *Criminal Offenses*

### Child Abuse

### **Number of Hours**

4 hours

### **Course Description**

This class is designed to introduce recruits to the child abuse problem and the factors that increase the risk of abuse. Recruits will be provided with information to help ensure consistency in handling child abuse cases. Recruits will also be introduced to the resources that are available and provided with tools to assist them when responding to calls involving child abuse.

### Complaints and Warrants

### **Number of Hours**

4 hours

### **Course Description**

Complaints and warrants is an introductory course that provides information regarding when a warrant or complaint is needed, what they are, who can issue a warrant, and what needs to be included in a warrant application. It will also cover the laws that apply to issuing these documents and to the requirements and procedures that are involved in processing and serving warrants.

### Crimes Against Persons

### **Number of Hours**

2 hours

### **Course Description**

Crimes against persons acquaints recruits with the most significant provisions from a law enforcement standpoint of Title LXII, R. S. A. Chapters 630, 631, 632, 633, 642, and 651.

Crimes Against Property

**Number of Hours**

3 hours

**Course Description**

Crimes against property acquaints recruits with the most significant provisions from a law enforcement standpoint of Title LXII, R. S. A. Chapters 634, 635, 636, 637, and 638.

Crimes Against Public Order

**Number of Hours**

2 hours

**Course Description**

Crimes against public order acquaints recruits with the most significant provisions from a law enforcement standpoint of Title LXII, R. S. A. Chapters 161, 570, 644, 647, and 649.

Criminal Offenses / RSAs

**Number of Hours**

4 hours

**Course Description**

Criminal offenses provides recruits with information regarding how to read a statute. The course also covers both the legislative and judicial process as it pertains to criminal law. Lastly, the recruits are provided with information about the NH AG's Law Enforcement Manual.

Criminal Statutes

**Number of Hours**

2 hours

**Course Description**

Criminal statutes allows recruits to become acquainted with additional criminal statutes that are not covered in other criminal code courses.

Defenses and Justifications

**Number of Hours**

2 hours

**Course Description**

Defenses and justifications discusses defenses that negate an element of a crime, affirmative defenses, and justifications for actions and highlights which party to the action bears the burden of proof for the defense or justification.



## Domestic Violence

### **Number of Hours**

8 hours

### **Course Description**

The domestic violence class provides information about the Attorney General's Domestic Violence Protocols for Law Enforcement, judicial branch forms, NH RSAs, and officer safety when dealing with domestic violence situations. The instruction also includes a discussion regarding the definitions and the dynamics of domestic violence, the impact domestic violence has upon children, and the resources that are available for victims of domestic violence.

## Elder Abuse

### **Number of Hours**

2 hours

### **Course Description**

Elder Abuse and Neglect is a brief summary regarding what the first responding officer needs to know about abuse, neglect, and financial exploitation, and how to recognize and deal with a potential crime scenes involving elder abuse.

## Hate Crimes

### **Number of Hours**

2 hours

### **Course Description**

This course provides definitions of hate crimes, civil rights violations, and hate incidents. During the class, recruits will learn what makes hate crimes and civil rights violations distinct from other crimes or offenses as well as how to identify, investigate, and report hate crimes and civil rights violations.

## Juvenile Law

### **Number of Hours**

4 hours

### **Course Description**

This course provides an overview of the New Hampshire Revised Statutes pertaining to delinquency, Child Protection Act, and Children in Need of Services.

## Lethality Assessment Program

### **Number of Hours**

1 hour

### **Course Description**

Recruits are introduced to the 12-question screening tool and response and referral protocol. The tool is used to identify high risk domestic violence victims. The goal of the LAP is to connect victims with crisis center support services in order to prevent domestic violence homicides.

### Sexual Assault

#### **Number of Hours**

8 hours

#### **Course Description**

This course provides a basic overview regarding conducting investigations of adult sexual assault. Recruits will also be familiarized with the NH AG's Model Protocol for Response to Adult Sexual Assault cases.

### Stalking

#### **Number of Hours**

2 hours

#### **Course Description**

Through this course, recruits will become familiar with RSA 633:3-a Stalking; the behaviors and typology of victims and offenders; cyber stalking; resources available to victims and their families; stalking orders and the protections they provide; and various methods for conducting investigations surrounding this crime. Students will also be familiarized with the AG's Stalking Protocol.

### Victim Witness

#### **Number of Hours**

4 hours

#### **Course Description**

This course covers the theories of victimization, the process of healing, the role of the police officer in dealing with victims and witnesses, and the legal rights of crime victims.

### *Motor Vehicle*

#### Collision Investigations

#### **Number of Hours**

8 hours of classroom; 3 hours of skills

#### **Course Description**

Collision Investigations is a brief summary regarding what a new full-time law enforcement officer needs to know in the field. The course will cover basic definitions, the anatomy of a crash, evidence gathering and how to take measurements.

#### Motor Vehicle Laws

#### **Number of Hours**

16 hours

#### **Course Description**

The student will gain a working knowledge of the N.H. Motor Vehicle Laws, as contained in Title XXI, R.S.A. Chapters 259-266 and related statutes.

## Radar

### Number of Hours

6 hours classroom; 2 hours skills

### Course Description

Radar introduces the recruit officer to the history, theory, and practice of traffic radar units. Additional areas covered include legal and health issues. Following the lecture are two hours of practical field exercises in the operation of radar units. Areas covered in this section are speed estimation, radar unit setup and testing, and both stationary and moving radar exercises.

## Traffic Incident Management

### Number of Hours

4 hours

### Course Description

Traffic incident management provides recruits with information needed regarding how to manage traffic incidents.

## *Police Tactics*

## Active Shooter Level 1 and SORD

### Number of Hours

8 hours classroom; 8 hours scenarios

### Course Description

This course provides training relative to the rapid deployment of law enforcement in situations where there is an armed suspect currently engaged in the use of deadly force. The main goal is to stop the continuing threat of the attack and to rescue any injured individuals.

## Baton

### Number of Hours

8 hours

### Course Description

This course is designed to teach qualified law enforcement and corrections recruits techniques that will enable them to defend themselves and others from harm.

## Defensive Driving

### Number of Hours

4 hours classroom; 35 hours skills

### Course Description

This course provides recruits with the knowledge and skill needed to operate their assigned vehicle in as many conditions and situations as might be encountered in the field. The recruit will become familiar with the vehicle's performance as well as develop an understanding of the mechanics of vehicle operation and foundation in maneuvering the vehicle.

## Defensive Tactics

### **Number of Hours**

40 hours skills

### **Course Description**

This course will lay the foundation for police combatives for recruit-level training. The course will cover the rules and principles of Police combatives; patterns of movement; proper application and removal of handcuffs; proper searching; proper execution of striking techniques, ground defense, and ground fighting; pain compliance techniques and joint manipulation; and firearms retention.

## Firearms

### **Number of Hours**

2 hours classroom; 28 hours skills

### **Course Description**

During the firearms class, recruits will learn about RSA 627:5 (Use of Force) statute. The class is designed to provide recruits with information regarding range safety rules and firearms safety in their homes. The recruits will be instructed in the standing and kneeling firing stances, immediate action, drawing and holstering their weapons, and loading and unloading procedures. The recruits will be familiarized with the different types of firearms and ammunition that they are likely to encounter during their duties as police officers.

## Firearms Lowlight

### **Number of Hours**

8 hours skills

### **Course Description**

This class will outline the time frames for conducting lowlight training and qualification for recruits. The second part of the training will be devoted to movement drills and being able to identify correct threats in lowlight.

## Firearms Remedial

### **Number of Hours**

2 hours

### **Course Description**

This class is designed for recruits that failed firearms qualifications after completion of the basic recruit firearms lesson.

### Oleoresin Capsicum

#### **Number of Hours**

8 hours

#### **Course Description**

This course will provide recruits with the information needed to understand the uses for an OC weapon system in law enforcement. The recruit will be proficient in the uses of an OC weapon and will have personally experienced the effects of OC on the human body's functions. This recruits will be certified in the use of OC weapons upon successful completion of the course.

### Patrol Procedures

#### **Number of Hours**

4 hours classroom 4 hours scenarios.

#### **Course Description**

Patrol Procedures introduces students to the basic day to day activities in law enforcement. These include law enforcement mindset, radio use, situational awareness, officer safety guidelines, fatal errors, the will to survive, cover vs concealment, conducting motor vehicle stops- low risk vs high risk motor vehicle stops, responding to calls for service, perimeter set ups, and basic room clearing- systematic vs dynamic room clearing.

### Solo Officer Rapid Deployment (SORD)

#### **Number of Hours**

8 hours classroom; 4 hours skills; 4 hours scenarios

#### **Course Description**

SORD introduces officers to the challenges of solo officer response both in plain clothes (on and off duty) as well as responding in uniform.

### Tactical Combat Casualty Care (TCCC)

#### **Number of Hours**

4 hours classroom; 4 hours skills

#### **Course Description**

This course provides both classroom and skills training pertaining to hemorrhage control tactics, including tourniquet application and pressure dressings and wound packing; rescue tactics, including lifts, drags, and carries as well as cover and concealment, and airway/breathing, including recovery positions and chest seals

### Use of Force

#### **Number of Hours**

4 hours classroom

#### **Course Description**

During this course, recruits are provided instruction on defensive tactics training / use of force. This class is geared toward the understanding of the legal aspects of using force as a law enforcement officer.

## *Criminal Investigations*

### Burglary Investigations

#### **Number of Hours**

4 hours

#### **Course Description**

This course is designed for the Full-time Academy. Students will learn about basic aspects of responding to and investigating the crimes of burglary and robbery. Topics include: patrol response strategies, criminal statutes, modus operandi, proactive patrol techniques, searching for suspects, interacting with victims and witnesses, physical evidence, crime analysis, and suspect interviews.

### Crime Scene Investigations

#### **Number of Hours**

28 hours classroom to include first responder and crime scene investigations, blood and DNA, footwear and tire impressions, and latent processing; 8 hours scenarios.

#### **Course Description**

This course is designed for the Full-time Academy and introduces students to core topics of processing evidence and crime scene investigation. Topics include: first responder actions; crime scene security; how to properly document, search for and collect evidence; how to process various types of evidence (such as latent prints, footwear and tire track impressions, blood and DNA). Crime scene mapping methods are also taught in this course.

### Death Investigations

#### **Number of Hours**

4 hours

#### **Course Description**

This course is designed for the Full-time Academy. Students will learn the basic concepts of death investigations, including first responder responsibilities, and preliminary investigative procedures. The role of the Office of the Chief Medical Examiner will be explained along with manners and causes of death. Determining time since death will also be explored.

### Forensics and Physical Evidence

#### **Number of Hours**

2 hours

#### **Course Description**

This course is designed for the Full-time Academy. Students will learn about services offered by the NHSP Forensic Laboratory and will learn how to properly package and submit various types of evidence to the Lab for analysis.

### Proper Taking of Fingerprints

#### **Number of Hours**

4 hours

#### **Course Description**

This course is designed for the Full-time Academy. Students will learn about the NHSP Identification Section, Livescan, and fingerprint databases. Students will also learn how to properly take fingerprints and palmprints.

### ***DWI Investigations***

#### DWI/ALS

#### **Number of Hours**

8 hours classroom; 4 hours scenarios

#### **Course Description**

DWI/ALS covers information that a new law enforcement officer needs to know about the detection, apprehension and prosecution of an impaired driver. The class also provides a general overview of a ALS hearing requirements by administrative rule, guided by case law and set forth by RSA.

#### Felony Blood Draw

#### **Number of Hours**

4 hours

#### **Course Description**

This course focuses on how to obtain blood so that it is admissible in a criminal trial, specifically focusing on felony ALS; RSA 265-A:16 draw; search warrant draws; hospital blood draws; and force blood draws.

#### HGN/SFSTs (including Drugs that Impair Driving)

#### **Number of Hours**

24 hours classroom; 4 hours skills

#### **Course Description**

This course focuses on a set of examination procedures that provide officers knowledge and tools for DWI detection. The SFST training provides detailed explanations of the evaluation procedures, careful demonstrations of these procedures, and opportunities for the recruits to practice administering the evaluations.

## Intoxilyzer Operations

### Number of Hours

8 hours classroom; 8 hours skills

### Course Description

Intoxilyzer operations introduces recruits Intoxilyzer Original Operator School and provides background information about Breath Alcohol Testing in New Hampshire and the theory of breath testing. The class introduces the student to Alcohol toxicology. Additionally, the course touches on: general toxicology concepts, drugs of abuse and their role in impairment, laboratory instrumentation used in toxicology testing, and toxicology in the courtroom. The class teaches proper handling, packaging, labeling, and transmitting of blood evidence for testing at the Forensic Laboratory Toxicology Unit, as well as providing an overview of the testing processes of blood specimen at the laboratory. The Intoxilyzer class also prepares recruits for successful litigation of DWI breath alcohol concentration cases in criminal courts and civil hearings. Lastly, the class introduces recruits to the Intoxilyzer 9000 and walks the recruits through their first test.

## *Mental Health*

### Involuntary Emergency Admission

#### Number of Hours

1 hour

### Course Description

The course provides recruits with information pertaining to the process and key legal points a law enforcement officer should recall when handling calls involving individuals with mental illness.

### CIT

#### Number of Hours

32 hours classroom; 8 hours scenarios

### Course Description

This course provides the recruits with the skills to understand common signs and symptoms of mental illness and co-occurring disorders, how to recognize those signs and symptoms when they are present in a crisis situation; how to safely de-escalate individuals who are experiencing a behavioral health crisis; and how to locate and access community resources.

## *Specialty Courses*

### Alcohol and Tobacco

#### Number of Hours

2 hours

### Course Description

This course is intended to provide Law Enforcement Officers who work patrol as their primary function an overview and understanding of Alcohol and Tobacco Laws as they may encounter them during the course of their patrol duties.



### Autism Awareness

#### **Number of Hours**

2 hours

#### **Course Description**

This is a training for law enforcement officers to assist them in identifying, understanding, and responding appropriately to individuals with Autism Spectrum Disorders (ASD)

### Auto Theft

#### **Number of Hours**

2 hours

#### **Course Description**

Auto theft will provide the recruits with information pertaining to the methods used by car thieves to steal automobiles; the RSA's that are associated with auto theft; and how to properly identify insurance fraud. The recruits will also be introduced to the NICB and the resources available to them to properly conclude investigations as it relates to auto/equipment theft and insurance fraud.

### Bombing Prevention Awareness

#### **Number of Hours**

4 hours

#### **Course Description**

Bombing prevention awareness is designed to provide recruits with information pertaining to improvised explosive device (IED) construction and classification; response to suspicious behavior and items for bombing prevention; and homemade explosives and precursor awareness. The course is based upon the training offered by the U.S. Department of Homeland Office for Bombing Prevention.

### Dementia/Alzheimer's

#### **Number of Hours**

2 hours

#### **Course Description**

This course will provide recruits with information regarding Alzheimer's and dementia and how it impacts individuals with the condition.

### Drug Laws

#### **Number of Hours**

4 hours

#### **Course Description**

Drug laws provides information about New Hampshire Controlled Drug Act RSA: 318-b, Acts Prohibited, classes of crime. The class also discusses the identification of illegal controlled drugs, related paraphernalia, current prices, slang labels, classes of controlled drugs, means of manufacture and use, means of concealment, and interdiction of drug trafficking and dangers involved.

Fish and Game

**Number of Hours**

4 hours

**Course Description**

This class presents recruits with information pertaining to the role of the Fish & Game Department, OHRV/Fish & Game laws, and search and rescue operations.

Human Trafficking

**Number of Hours**

2 hours

**Course Description**

The human trafficking class will familiarize a new law enforcement officer with the crime of Human Trafficking, as well as indicators of the crime.

Interacting with the Deaf/Hard of Hearing

**Number of Hours**

2 hours

**Course Description**

The interacting with deaf/hard of hearing class provides a discussion regarding the law, definitions, background information, and best practices for law enforcement officers interacting with deaf or hard of hearing people. Officers will be exposed to DWI, *Miranda* warnings, interviews, and using an interpreter in the context of a hearing-impaired person.

Interoperability

**Number of Hours**

4 hours

**Course Description**

This class covers the topic of interoperability and emergency communications as it pertains to law enforcement and multi-agency scalable incidents with ICS.

K-9

**Number of Hours**

2 hours

**Course Description**

This course provides recruits with information pertaining to requesting K-9 assistance, their role when a K-9 is called to the scene and the role of the K-9 handler.

### Meth Labs

#### **Number of Hours**

4 hours

#### **Course Description**

Meth labs will provide recruits with information needed to identify components and chemicals utilized in the "one-pot" manufacturing process of the illegal drug known as methamphetamine and have awareness of the hazards inherent to their nature.

### Mock Trials

#### **Number of Hours**

8 hours

#### **Course Description**

This course provides recruits with an opportunity to experience courtroom procedures they will encounter when called to testify on a case.

### NCIC

#### **Number of Hours**

4 hours

#### **Course Description**

NCIC is a certification class for mobile data terminal (MDT) access to the NH SPOTS System. The class provides an explanation of the CJIS Security & Awareness Training, Liability and System Misuse. Recruits are provided with an overview of the NCIC database and how to read the more common hits encountered by law enforcement.

### *Scenario Training*

#### Scenarios

#### **Number of Hours**

55 hours

#### **Course Description**

This block of instruction consists of practical scenarios, which incorporates and integrates information learned in previous classroom lectures. The goal of this block of instruction is to reinforce, with hands-on application, information in a demonstrative learning environment.



New Hampshire Police Standards and Training  
Course Descriptions and Hours  
Corrections Academy

2024

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## CORRECTIONS ACADEMY

The current approved 8-week corrections academy curriculum consists of combining group II correctional line staff with correctional officers for 138 hours of the session. While the correctional line staff do not march nor attend daily fitness training, they attend a majority of classes during this period with the recruit corrections officers. The correctional line staff then return on graduation day on week 8 and graduate with the recruit officers. This immersion was approved by Police Standards and Training Council in the Fall of 2021.

After graduation and the correctional officers obtain their basic certification, the recruit correctional officers attend an approximate 2-week in-service course to become firearms certified. Should they successfully complete the 2-week course, they are allowed to work in an armed post. (Pol 404.03 – Firearms Training Requirement). Should they fail the initial firearms qualifications, they cannot. A training plan will be established and reviewed with training staff and the correctional officer's Warden/Director with the focus on completion of the firearms training requirement.

The courses attended by the correctional line staff include: academy orientation; anatomy of a setup; basic tourniquet application; behavioral health in corrections; CPR/First Aid; contraband; constitutional law; cultural diversity; defensive tactics – practical; DOC rules and guidance; drill and ceremony; emergency management; ethics; integrating communications, assessment and tactics (ICAT); legal issues and policy in corrections; medication principles; mental illness dynamics; "One Team" presentation; physical fitness – classroom; report writing; resident discipline; resident movement and counts; scenarios; searches; security threat groups; stress management; trauma in corrections; use of force classroom; and victim services.

### Academy Orientation

Number of Hours

5 hours

#### Course Description

This block provides an orientation to academy, including reviewing rules and regulations from the academy manual; discussion on the class schedule, expectations, and testing standards; and the LMS Orientation, which introduces the learning management system used during the academy. (*ref. NH Police Standards and Training Requirement*)

### Alco Sensor

Number of Hours

1 hour

#### Course Description

This is a brief hands-on course to teach Department of Corrections personnel how to operate a handheld preliminary breath testing (PBT) device, the Alco-Sensor III. It includes background on the toxicology of breath alcohol, as well as individual hands-on practice with the Alco-Sensor III. (*ref. NH DOC policy 373*)

### **Anatomy of a Setup**

Number of Hours

4 hours

#### **Course Description**

This course covers why offenders in the prison environment often use manipulation in their interactions with prison staff. This course helps students recognize the warning signs of offender manipulation and steps they can take to prevent being set up by offenders. This course also covers the offenders' personality and some traits and disorders to be aware of. (ref. NH DOC policies 662, 1276, ACA 5<sup>th</sup> edition standard 5-ACI-ID-12)

### **Basic Tourniquet Application**

Number of Hours

4 hours

#### **Course Description**

This class will teach students how to stop the bleeding from an extremity using a properly applied tourniquet. Students will be required to demonstrate proficiency in tourniquet application through a series of performance-based drills designed to induce stress and promote a critical decision-making thought process.

### **Baton**

Number of Hours

8 hours

#### **Course Description**

This block follows the Monadanock baton lesson plan and trains law enforcement recruits on various baton techniques. (ref. NH DOC policy 5.58, ACA 5<sup>th</sup> edition standard 5-ACI-3A-28)

### **Behavioral Health in Corrections**

Number of Hours

2 hours

#### **Course Description**

This course is designed to provide awareness surrounding behavioral health services provided in the prison system. The students will learn the different services mental health provides, its functionalities, and how mental health is integrated in the life of the residents, to provide mental stability, prevent recidivism with the engagement of programming from the moment they enter to their release date.



### Cell Extraction and Restraints

Number of Hours

11 hours

#### Course Description

This class is designed to demonstrate to the Correctional Officer how to properly conduct a cell extraction in a controlled, training environment, as well as how to place a disorderly inmate/resident in the RC1310 restraint chair. In addition, the instructors will train the student in proper safety measures, proper policy, and applicable laws regarding cell extractions and the chair restraint. (ref. NH DOC policies 382, 368, ACA 5<sup>th</sup> edition standards 5-ACI-3A-15, 5-ACI-3A-17, 5-ACI-3A-18, 5-ACA-3A-38-40)

### CPR/First Aid

Number of Hours

2.5 hours

#### Course Description

The block of instruction includes basic first aid and current CPR/AED techniques as approved by the certified instructors of the NH Department of Corrections Staff. (ref. NH DOC policies 573 and 574, ACA 5<sup>th</sup> edition standard 5-ACI-6B-08)

### Contraband

Number of Hours

3 hours

#### Course Description

This course of instructions is presented to new employees in the Corrections Academy. The student will learn what contraband is, why contraband is dangerous, and measures we take to prevent the introduction of contraband into the facilities. (ref. COR 306, COR 314.04, RSA 622:24, NH DOC policies 357, ACA 5<sup>th</sup> edition standards 5-ACI-7D-06-09, 6-ACI-3A-19)

### Constitutional Law

Number of Hours

12 hours

#### Course Description

Participants will be instructed on the historical context of the constitution, natural rights, the role of New Hampshire Constitution in law enforcement, and the role of the constitution and the Supreme Court in guiding constitutional criminal procedure. (ref. ACA 5<sup>th</sup> edition performance standard 3D)

### *Crime Scenes and the First Responder*

Number of Hours

8 hours

#### Course Description

This course was designed to give the correctional academy recruit an overview of the various types of crime scenes the officer may encounter in the work environment and the types of challenges that come with each scene. Additionally, this course provides the recruits with crime scene management fundamentals, as well as the role of the first responder in a critical incident. (ref. NH DOC policy 358, ACA 5<sup>th</sup> edition standard 5-ACI-3A-12)

### *Cultural Diversity*

Number of Hours

8 hours

#### Course Description

This presentation highlights demographic changes to our population. It specifies the challenges organizations face, including corrections departments, in managing a diverse workforce and the benefits of doing so. Included are practical exercises and information focusing on appropriate communication and the vital role it plays in creating diversity strategies and training. (ref. ACA 5<sup>th</sup> edition standard 5-ACI-ID-12)

### *Defensive Tactics Practical*

Number of Hours

38.5 hours (18 hours for line staff)

#### Course Description

These blocks of instruction introduce the new officer to basic use of force techniques as taught and approved by NH Police Standards and Training, and following the provisions of RSA 627:5, other NH state law, and NH Department of Corrections policy. (ref. RSA 627:5, NH DOC policy 382, POL 302.2, ACA 5<sup>th</sup> edition standard 5-ACI-ID-12, 5-ACI-ID-19, 5-ACA-3A-35, 8<sup>th</sup> Amendment & 14<sup>th</sup> Amendment)

### *DOC Rules and Guidance*

Number of Hours

2.5 hours

#### Course Description

Recruits will be introduced to the policies and rules for the guidance of departmental employees. Recruits will learn where to find the policies and how to apply them to scenarios they are likely to encounter on the job.

### *Drill and Ceremony*

#### Number of Hours

2 hours

#### Course Description

Students will be introduced to and will become familiar with Drill and Ceremony protocols including marching, facing movements, etc. (*ref. NH Police / Corrections Academy manual*)

### *Emergency Management*

#### Number of Hours

6 hours

#### Course Description

This course provides an introduction into the NH Department of Corrections emergency management program and the integration of the Incident Command System into the program. (*ref. ACA 5<sup>th</sup> edition standards 5-ACI-3B-14 and 5-ACI-6B-07, NH DOC policies 377 and 752*)

### *Ethics*

#### Number of Hours

8 hours

#### Course Description

Law Enforcement Ethics is designed to instruct law enforcement personnel on the values and ethics required to be a part of the profession. Students will be instructed on the standards, laws, and strategies necessary to practice ethical law enforcement for the state of New Hampshire.

### *Integrating Communications, Assessment, and Tactics (ICAT)*

#### Number of Hours

4 hours

#### Course Description

ICAT is a training program that provides first-responding law enforcement officers with tools, skills, and options for successfully and safely defusing a wide range of critical incidents. ICAT takes the essential building blocks of critical thinking, crisis intervention, communications, and tactics, and puts them together in an integrated approach to training.

### *K-9 Demo*

#### Number of Hours

1 hour

#### Course Description

This brief talk/demonstration by departmental K-9 officers includes discussion regarding the role of the K-9 officer within the NH Department of Corrections, how correctional officers can assist in K-9 officers becoming successful, as well as expectations of the inmate population around the K-9. (*ref. NH DOC Policy 395, ACA 5<sup>th</sup> edition standards 5-ACI-3A-43/45*)

### Legal Issues and Policy in Corrections

Number of Hours

8 hours

#### Course Description

This course is designed to provide students with the tools needed to locate and understand the laws, rules, and policies that effect the corrections profession in N.H. Students will learn how the Constitutional amendments, State RSA's, N.H. Dept. of Corrections administrative rules, and the Dept. policies and procedures govern activities in the prison setting.

### Medication Principles

Number of Hours

2.5 hours

#### Course Description

This course covers how medications are to be administered to the prison population in a safe and timely manner. This course helps students identify the differences in the three categories that medications are divided into and how those medications are packaged, administered, and transferred between housing units. (ref. NH DOC policy 581, 8<sup>th</sup> Amendment)

### Mental Illness Dynamics

Number of Hours

16 hours

#### Course Description

This training will explain the various behavioral health related challenges that a correctional officer is likely to face in their career. This block will also assist in providing new officers various communication techniques that could assist in deescalating an encounter, as well as practical exercises and scenario-based training. (ref. ACA 5<sup>th</sup> edition standard 5-ACI-1D-10, NH Hampshire Commission on Law Enforcement Accountability, Community, Transparency recommendations July 2020)

### Oleoresin Capsicum

Number of Hours

8 hours

#### Course Description

The students will learn the use of OC in Law Enforcement. The student will personally experience the effects of OC on the human body. This course is a certification in the use of OC. (ref. NH DOC policy 5.58, ACA 5<sup>th</sup> edition standard 5-ACI-1D-21)

### "One Team"

Number of Hours

1 hour

#### Course Description

This brief video and class discussion presents various members of the Department, their average day, and how they play a role in accomplishing the mission of the agency. *(ref. NH DOC administration requirement)*

### Physical Fitness Classroom

Number of Hours

4 hours

#### Course Description

This class provides information pertaining to basic physical fitness principles. The information learned in the classroom is then applied during a cutting edge 9-week fitness program designed to help them pass and exit fitness test at Cooper's 35% norms. *(ref. NH RSA 106-L:6, POL 404.07)*

### Physical Fitness Practical

Number of Hours

37 hours

#### Course Description

These blocks provide the recruits with formal, structured fitness time in order to prepare themselves for a safe career in law enforcement. *(ref. NH RSA 106-L:6, POL 404.07)*

### Planning for the Future

Number of Hours

2.5 hours

#### Course Description

This block provides the new officer with the intricate workings of the retirement system, the deferred compensation plan, and various other state benefits so that the new recruit is aware of the benefits available to them as a NH Department of Corrections employee.

### Report Writing

Number of Hours

4 hours classroom 1 hour practical

#### Course Description

This lecture-based class will introduce the Corrections Academy recruit to the principles and techniques of police report writing. Topics include planning the report, gathering information, preserving information, and using information to create a report. Basic communication theory is used to formulate a report writing framework that encompasses organization, structure, audience, scope, and stylistic guidelines. Also covered is presenting the report in court as a basis for court testimony. *(ref. ACA 5th edition standard 5-ACI-1D-12, NH DOC policies 378 and 390)*

### *Resident Discipline*

Number of Hours

2.5 hours

#### Course Description

This course provides recruits with an introduction to the inmate disciplinary process of the NH Department of Corrections. Recruits will learn how to locate DOC policies, interpret the policies, and prepare disciplinary reports.

### *Resident Movement and Counts*

Number of Hours

2 hours

#### Course Description

This course covers what security rounds are in the correctional environment, how and why corrections officers count residents, and resident movement procedures within the state prison system of New Hampshire.

### *Scenarios*

Number of Hours

15 minutes classroom 16 hours practical (11 hours practical for line staff)

#### Course Description

NH Corrections Academy scenarios are designed to simulate incidents that are likely to occur during a correctional officer's tour of duty. These scenarios are done in a controlled, training environment that the recruit must confront in order to resolve the incident. Each scenario is unique and designed with specific objectives, with proctors looking for specific points for performance according to what the recruit has learned within the Academy environment.

### *Searches*

Number of Hours

3.5 hours

#### Course Description

This course is presented to new employees in the Corrections Academy. The recruit will learn the five types of searches, PREA standards in relation to searches, how the searches are conducted, when searches are conducted, and why searches are conducted.

### *Security Threat Groups*

Number of Hours

3 hours

#### Course Description

This course is designed to provide students with the tools needed to become effective in identifying Security Threat Group (STG) members. Students will learn about different types of STGs, identifiers, origins, and mitigating security risks.

### *Stress Management*

Number of Hours

4 hours

#### Course Description

This class is designed as a tool for the state of NH Correctional officer to help recognize and cope with stressful situations and the various stressors they may encounter throughout their career. The material explains the importance of dealing with stress the correct way and the long-term impacts stress can have upon the human body. This module also includes discussions around the importance of sleep. (ref. ACA 5<sup>th</sup> edition standard 5-ACI-1C-25)

### *Trauma Informed Corrections*

Number of Hours

1.5 hours

#### Course Description

This course is designed to provide students with an understanding of trauma and the effects that it has on residents. Students will learn about childhood trauma and how it affects a person's development. Students will leave this class with the knowledge of how they can safely respond to a resident who is triggered, as well as how to collaboratively work with other staff for the resident to be able to move forward with adaptive coping skills.

### *Urine Drug Testing*

Number of Hours

2.5 hours

#### Course Description

This is a comprehensive course to teach Department of Corrections personnel how to collect and test urine for drugs. It includes background on dilution, adulteration, and types of drugs tested for, in addition to covering use of the Premier Biotech multi-drug test cup with SVT. (ref. ACA 5<sup>th</sup> edition standard 5-ACI-5E-11, NH DOC policy 353)

### Use of Force Classroom

Number of Hours

4 hours

#### Course Description

This course will discuss RSAs 627:5 and 627:6, relevant case law, department policies, use of force tactics, tactical considerations, and the importance of de-escalation techniques to make better and more informed decisions during a use of force situation. Students will discuss the Critical Decision-Making Model and how it applies to everyday responsibilities. At the end of the class, students will be able to articulate situations when force is appropriate, the amount of force to use, and what responsibilities they have post-incident.

### Victim Services

Number of Hours

2.5 hours

#### Course Description

This class provides a basic understanding about crime and its many impacts on crime victim/survivors, their families and the communities in New Hampshire. The class provides students with information on the services available to victims of crime while their offender is under the supervision of the NH Department of Corrections. *(ACA 5<sup>th</sup> edition standards 5-ACI-5F-07/08, NH DOC policy 376)*



Week of Year	1/1	1/8	1/15	1/22	1/29	2/5	2/12	2/19	2/26	3/4	3/11	3/18	3/25	4/1	4/8	4/15	4/22	4/29	5/6	5/13	5/20	5/27	6/3	6/10	6/17	6/24	7/1	7/8	7/15	7/22	7/29	8/5	8/12	8/19	8/26	9/2	9/9	9/16	9/23	9/30	10/7	10/14	10/21	10/28	11/4	11/11	11/18	11/25	12/2	12/9	12/16	12/23
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COA 123  
1/2/24 - 3/8/24

DOC 1 DOC 2 DOC 3 DOC 4 DOC 5 DOC 6 DOC 7 DOC 8 DOC 9 DOC 10

FTA 195  
1/8/24 - 4/26/24

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

PTA 283  
1/27/24 - 5/23/24

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

COA 124  
3/25/24 - 5/31/24

DOC 1 DOC 2 DOC 3 DOC 4 DOC 5 DOC 6 DOC 7 DOC 8 DOC 9 DOC 10

FTA 196  
2/12/24 - 5/31/24

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

FTA 197  
6/17/24 - 10/14/24

COA 125  
10/7/24 - 12/13/24

DOC 1 DOC 2 DOC 3 DOC 4 DOC 5 DOC 6 DOC 7 DOC 8 DOC 9 DOC 10

FTA 198  
7/29/24-11/15/24

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16