

# NEW HAMPSHIRE POLICE STANDARDS & TRAINING COUNCIL



## TRAINING CALENDAR 2018 - 2019

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*March 1, 2019*

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# COURSE OFFERINGS

## 2018-2019

**Unless otherwise noted, all classes begin at 9:00 AM.**

### **Animal Cruelty: The Law, Investigation, and Case Resolution (V)**

COORDINATOR: CAPTAIN THOMAS J. MCCABE, JR.

CLASS SIZE: 30

This course explains and discusses all aspects of animal cruelty and NH cruelty laws. It presents the importance and implications of recognizing animal cruelty and the link to human violence. Investigative procedures and techniques unique to animal cruelty cases (animals are both victims and evidence) will be discussed. Companion animal, livestock, animal fighting, multi-animal investigations, and bestiality will be addressed. Officer options ranging from perpetrator education to prosecution with appropriate charges will be presented and discussed.

#### **NOTE:**

- Depending on enrollment, this class may be presented in Concord and simulcast to Hampton and Littleton, with students interacting with the instructor in Concord.
- Please indicate on your registration form where you would like to attend.

January 14-15, 2019

### **Background Investigations**

COORDINATOR: CAPTAIN THOMAS J. MCCABE, JR.

CLASS SIZE: 28

How to comply with the Police Standards & Training Council's rules regarding the background investigation of new police and corrections applicants, full and part-time. How to conduct a legally defensible, job-related background investigation, developing testing procedures for new employees based on bona-fide occupational qualifications, ramifications of the Americans with Disabilities Act, the HIPPA Act, and of the law requiring three-year physical retesting of applicants hired after January 1, 2001.

#### **NOTE:**

- This class is approximately 4 hours.

November 14, 2018

May 15, 2019

## **Below 100—Core Presentation**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 50

The purpose and goal of the Below 100 program is to reduce the line-of-duty officer deaths to less than 100 per year. In order to help achieve this, the program targets areas that are most easily changed and have the most impact. These are not only within the officer's control, but have been disproportionately responsible for a high number of line-of-duty deaths. The result is a particular focus on driving, safety equipment, and officer awareness.

This class will be held from 0900 to 1230.

September 26, 2018

## **Below 100—Train the Trainer**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 50

### **NOTE:**

- *Attendees must have successfully completed the Below 100—Core Presentation in order to enroll in this class.*

This class is a follow-up to the Below 100—Core Presentation class, and will enable attendees to conduct training classes for the program. Attendees will not be certified to train other trainers.

This class will be held from 1300 to 1630.

September 26, 2018

## **Breath Test Operator**

COORDINATOR: LT. MARK J. O'BRIEN

CLASS SIZE: 22

This course leads to certification as an operator of the Intoxilyzer 9000 breath test instrument approved by the NH Department of Safety to detect alcohol-impaired drivers. Topics include the Pharmacology of Alcohol, Infrared Breath Testing Theory, and a Practicum.

### **NOTE:**

- All students must pass written and practical examinations.

June 4-6, 2019



## Breath Test Operator Intoxilyzer 9000 Training – PSTC

COORDINATOR: NHSP TOXICOLOGY LAB

CLASS SIZE: 22

This three-hour session is a mandatory requirement for Intox 5000 Breath Test Operator's to attain certification to be Intoxilyzer 9000 Operators. The student will register for one session, beginning at 0830 or 1230.

Register for this class at <https://intoxilyzerrecertificationscheduler.as.me> or call [223-3855](tel:223-3855) to sign up.

August 27, 2018	January 14, 2019
September 17, 2018	January 28, 2019
September 24, 2018	February 11, 2019
October 8, 2018	February 25, 2019
October 22, 2018	March 11, 2019
November 5, 2018	March 25, 2019
November 19, 2018	April 8, 2019
December 3, 2018	April 22, 2019
December 17, 2018	May 6, 2019
June 3, 2019	June 17, 2019

## Breath Test Operator Intoxilyzer 9000 Training – Regional

COORDINATOR: NHSP TOXICOLOGY LAB

This three-hour session is an update of the Breath Test Operator School and is a mandatory annual requirement for maintaining Breath Test Operator certification. The student will register for one session, beginning at 0900 or 1300.

Register for this class at <https://intoxilyzerrecertificationscheduler.as.me> or call [223-3855](tel:223-3855) to sign up.

October 9, 2018	Conway PD
November 6, 2018	Dover PD
March 19, 2019	Keene PD
May 7, 2019	Dover PD
May 14, 2019	Conway PD

## **Communicating to Avoid Conflict**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 20

This a one-day class emphasizing communications skills as a tool in conflict resolution. Topics include: issues and myths of conflict; a self-assessment of participants; conflict management styles; discussion of how those styles impact on communication and conflict. Advanced instruction also includes: interaction and listening techniques; giving feedback; and building trust in a group.

November 1, 2018

## **Complaints and Warrants**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 28

This class covers how to prepare arrest warrants, search warrants, affidavits, and complaints – why and when they are needed, where to obtain them, what information they must contain, and how to execute them. Special emphasis is placed on relevant statutes, court decisions, and rules of the court.

September 24, 2018

March 5, 2019

## **Conflict Management for Front-line Supervisors**

COORDINATOR: LIEUTENANT ADAM C. HAWKINS

CLASS SIZE: 15

This class will help supervisors gain insights into applying effective communication skills and anger management techniques in dealing with conflict in their supervision of officers.

### **NOTE:**

- This is a 3-hour class.

December 12, 2018

## **Crime Scene for the First Responder**

COORDINATOR: LIEUTENANT ADAM C. HAWKINS

CLASS SIZE: 20

This class explores the interface between first responders (officers, detectives, EMTs, and firefighters) and the crime scene. Students will learn best practices for crowd management, preservation of the crime scene, and evidence collection and preservation. Firearms and ballistic evidence, blood and other DNA evidence, trace evidence, and fingerprint evidence will be covered. Special emphasis will be placed on being productive without being destructive in crime scene response.

### **NOTE:**

- Students should bring a department camera.

January 30, 2019 rescheduled

May 1, 2019

## **Crisis and Trauma in Police Work**

COORDINATOR: LIEUTENANT ADAM C. HAWKINS

CLASS SIZE: 20

This one-day class will discuss the day-to-day role of the contemporary police officer who is faced with the possibility and reality of a myriad of crises and trauma. This course will include an in-depth review of the definitions of crisis and trauma, as well as potential reactions and methods for dealing with these occurrences.

These discussions will include psychological and physiological considerations, including citizen and police suicide, police domestic violence, recognized types of trauma, critical incidents, and coping mechanisms.

The student will be asked to participate actively in discussions concerning crisis and trauma.

December 5, 2018

## **Critical Incidents and De-Escalation in the Correctional Setting**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 20

Corrections Officers deal with critical incidents and the need to de-escalate these situations daily. In this training, participants will learn the importance of crisis intervention and de-escalation and will explore about the phases of a crisis and how to interact with an offender who is going through these phases.

February 5, 2019

## **Defensive Tactics Instructor**

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

This course will cover the PSTC use of force progression, principles of suspect control, levels of positioning, joint manipulation, pressure points, defensive strikes, searching, ground fighting, weapon retention, and the use of impact weapons and OC spray.

### **NOTE:**

- Physical demands associated with this course require participants to be in good physical condition to participate.
- Students must bring PT Gear or BDU's, fully-equipped duty belt, handcuffs, baton, OC spray, and note-taking materials.
- NO FIREARMS or AMMUNITION are allowed inside the training facility during this class.

December 17-21, 2018

April 8-12, 2019

## **Drug Investigations**

COORDINATOR: LIEUTENANT MARK J. OBRIEN

CLASS SIZE: 24

Taught by members of the NH State Police Narcotics Unit, this class teaches the basics of investigating suspected illicit drug trafficking. It deals with how uniformed police officers can develop information leading to drug arrests, how to introduce undercover officers into a drug investigation, "buy/bust" operations, drug identification, financial investigation of drug dealers, forfeiture laws, clandestine laboratories, and the use and control of informers and informants. Officers will participate in practical surveillance exercise and mock "buys."

October 1-5, 2018

April 1-5, 2019

## **Dust and Bust**

COORDINATOR: LIEUTENANT ADAM C. HAWKINS

CLASS SIZE: 15

This course is designed as a hands-on three-day course for law enforcement patrol officers and newly assigned detectives. The course covers the fundamental techniques necessary to recover latent finger and palm impressions at a crime scene. Additionally, officers will be introduced to proper methods in Crime Scene Administration and Management and Collection and Preservation of Physical Evidence.

### **NOTE:**

- Students should bring a department camera.

March 12-14, 2019

## **Emotionally Disturbed Person Dynamics (V)**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 20

This is a one-day class on dealing with an emotionally disturbed person (EDP). As a result of the de-institutionalization efforts of the courts and social service agencies, police officers is tasked with interacting with the EDP more than ever.

This course will cover a variety of subjects associated with the EDP, including a review of abnormal behaviors, suicide, communication, and the recognition of psychological disorders.

Short exercises and role play are included in the course.

### **NOTE:**

- Depending on enrollment, this class may be presented in Concord and simulcast to Hampton and Littleton, with students interacting with the instructor in Concord.
- Please indicate on your registration form where you would like to attend.

December 12, 2018

## **Expandable Baton Instructor**

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

This class certifies the student as a PSTC Expandable Baton Instructor and is generic enough to apply to any expandable baton. Students are required to pass written and proficiency tests and to demonstrate oral teaching skills prior to certification.

Topics include the proper application of the baton in the force progression, instructional methods, use of training aids, and safety considerations.

### **NOTE:**

- Physical demands associated with this course require participants to be in good physical condition to participate.
- Students must bring PT Gear or BDU's, fully-equipped duty belt, handcuffs, expandable baton, and note-taking materials.
- NO FIREARMS or AMMUNITION are allowed during this class.

September 11-12, 2018

May 28-29, 2019

## **Field Training Officer (V)**

COORDINATOR: LIEUTENANT JUSTIN I. PAQUETTE

CLASS SIZE: 30

Based on the San Jose Model, this course features the "best practice" legally defensible evaluation process used in public safety agencies across the country. This FTO program model has been successfully defended in Federal Court. We will explain the benefits of using the Field Training and Evaluation Program during employee selection. Your specific roles as a field training officer will be discussed.

Trainee documentation and legally - defensible standardized evaluation procedures will be discussed, along with practical exercises. You will learn, the FTO program's structure and how to modify it for your agency. Remedial training action plans will be developed to address your trainee's performance weaknesses.

We will also provide you with the information you need to make valuable improvements to your agency's existing program.

### **NOTE:**

- Depending on enrollment, this class may be presented in Concord and simulcast to Hampton and Littleton, with students interacting with the instructor in Concord.
- Please indicate on your registration form where you would like to attend.

December 3-5, 2018

April 9-11, 2019

## **Firearms—Advanced Skill Builder**

COORDINATOR: CAPTAIN JAMES F. MULLA

CLASS SIZE: 12

This one-day course builds upon the skills learned in the Basic Skill Builder course.

### **NOTE:**

- Students must bring 500 rounds of frangible ammunition, duty gear, and extra magazines.
- Physical demands associated with this course require participants to be in good physical condition in order to participate.
- Ballistic vests are required for all range activities.

June 14, 2019

## **Firearms—Basic Skill Builder**

COORDINATOR: CAPTAIN JAMES F. MULLA

CLASS SIZE: 12

This one-day course is intended for the less confident shooter and reviews basic marksmanship fundamentals in a number of skill building courses of fire with an emphasis on sight alignment and trigger control. Dot drills, ball & dummy drills, drawing drills, reloading drills, and others will diagnose and address problem areas.

### **NOTE:**

- Students will need to bring 500 rounds of frangible ammunition, duty gear, and extra magazines.
- Physical demands associated with this course require participants to be in good physical condition to participate.
- Ballistic vests are required for all range activities.

May 29, 2019

## **Firearms Instructor**

COORDINATOR: CAPTAIN JAMES F. MULLA

CLASS SIZE: 16

This class leads to certification by the Police Standards & Training Council as a pistol instructor. Students attending this course are required to qualify with their handgun on PSTC Course #5 during the first day of the program. Students failing to qualify will not be admitted to the remainder of the class.

### **NOTE:**

- Officers should attend dressed in fatigue-type uniforms, bring their service weapon, holster, leather gear, and 1,000 rounds of frangible ammunition, but should NOT bring sidearm or ammunition inside the classroom facility.
- There are physical demands associated with this course that require participants to be in good physical condition in order to participate.
- Ballistic vests are required for all range activities.

September 17-21, 2018

February 11-15, 2019

## **Firearms Instructor Recertification**

COORDINATOR: LIEUTENANT CHRISTOPHER S. PAQUETTE

CLASS SIZE: 16

This one-day course is required every second calendar year to maintain firearms instructor certification.

### **NOTE:**

- Officers should attend dressed in fatigue-type uniforms, bring their service weapon, holster, leather gear, and 250 rounds of frangible ammunition, but should NOT bring sidearm or ammunition inside the classroom facility.
- There are physical demands associated with this course that require participants to be in good physical condition in order to participate.
- Ballistic vests are required for all range activities.

August 9, 2018

January 10, 2019

November 8, 2018

February 14, 2019

September 13, 2018

March 14, 2019

October 11, 2018

April 11, 2019

October 25, 2018

May 9, 2019

November 20, 2018

June 13, 2019

December 6, 2018

December 20, 2018



## **Firearms—Revolver Instructor**

COORDINATOR: CAPTAIN JAMES F. MULLA

CLASS SIZE: 20

This course is designed to develop police revolver instructors.

### **NOTE:**

- Officers need to bring 250 rounds of frangible ammunition.
- Must currently be a NH PSTC certified firearms instructor.
- Ballistic vests are required for all range activities.

November 19, 2018

## **Firearms—Rifle Instructor**

COORDINATOR: CAPTAIN JAMES F. MULLA

CLASS SIZE: 20

This four-day course is designed to develop police rifle instructors.

### **NOTE:**

- Officers need to bring 1,000 rounds of rifle ammunition and 50 rounds of duty pistol ammunition.
- Must currently be a NH PSTC-certified firearms instructor.
- There are physical demands associated with this course that require participants to be in good physical condition in order to participate.
- Ballistic vests are required for all range activities.

May 21-24, 2019

## **Firearms—Shotgun Instructor**

COORDINATOR: CAPTAIN JAMES F. MULLA

CLASS SIZE: 20

The purpose of this course is to provide successful attendees with Police Standards & Training Council Shotgun Instructor Certification. The class deals with the 12-gauge shotguns that are commonly used in many NH police departments, their characteristics, safety features, hazards, and proper deployment; also the use of the riot shotgun to deploy tear gas and less-lethal rounds.

### **NOTE:**

- Officers need to bring 600 (200 each of Buckshot, Birdshot and Slug) rounds of ammunition.
- Must currently be a NHPSTC-certified firearms instructor.
- Physical demands associated with this course require participants to be in good physical condition to participate.
- Ballistic vests are required for all range activities.

June 4-7, 2019

## **Firearms—Shotgun Operator for the Street Officer**

COORDINATOR: LIEUTENANT JUSTIN I. PAQUETTE

CLASS SIZE: 12

This course is designed to provide the student with a solid foundation and hone their skills with the shotgun through a series of classroom, dry-fire, and live-fire exercises. This course is geared toward the patrol officer and/or investigator who may be first on scene and have to deploy the patrol shotgun. This is an operator-level course.

### **NOTE:**

- Officers need to bring their duty shotgun and handgun with duty gear.
- Officers need to bring 100 rounds of “00” Buckshot, Birdshot, and Slugs, along with 100 rounds of handgun ammunition.
- Hearing and eye protection, body armor.
- There are physical demands associated with this course that require participants to be in good physical condition in order to participate.

June 27-28, 2019

## **Force on Force**

COORDINATOR: CAPTAIN JAMES F. MULLA

CLASS SIZE: 20

This one-day course is intended for firearms instructors who are tasked or involved with Simunitions scenario training. The course focuses on the specifications of Simunitions FX Ammunition and training pistols, the care and maintenance of training rounds/weapons and protective equipment, and scenario planning and implementation.

- Students may want to bring personal protective gear such as athletic supporters.
- Physical demands associated with this course require participants to be in good physical condition to participate.

August 21, 2018

## **Forensic Evidence from Crash Fatalities**

COORDINATOR: LIEUTENANT ADAM C. HAWKINS

CLASS SIZE: 24

Traffic crash investigators, crime scene technicians, and other personnel involved in evidence recovery at traffic crashes will learn best practices and procedures to guide them in their work. Lectures, discussions, demonstrations, and practical field exercises will highlight forensic light sources, trace, hair, and fiber collection, camera techniques, DNA packaging, bloodstain pattern documentation, and pedestrian and occupant kinematics. Hands-on use of the appropriate materials and equipment is an important part of the class.

### **NOTE:**

- Students should bring a light source.

May 21-23, 2019

## **Forensic Psychology (V)**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 24

This one-day class will discuss the theory and practice of Forensic Psychology which encompass a variety of topics. It is the goal of this course to introduce the student to the various facets of behavior that comprise this subject. Within the context of Forensic Psychology, one expects to discuss homicide in all its forms and functions. Other behaviors will also be considered, including terrorism and suicide. Included will be crime scene analyses, human development, a review of abnormal behaviors, and case studies.

### **NOTE:**

- Depending on enrollment, this class may be presented in Concord and simulcast to Hampton and Littleton, with students interacting with the instructor in Concord.
- Please indicate on your registration form where you would like to attend.

September 20, 2018

## **Fraud Investigations**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 28

This class includes a review of NH's fraud statutes, bank fraud, computer fraud, intellectual property fraud, financial fraud, identity fraud, fraud against the elderly, and search warrants.

May 7-9, 2019

## **Fraudulent Investment Investigations**

COORDINATOR: CAPTAIN THOMAS J. MCCABE, JR.

CLASS SIZE 25

This four-hour class is designed to provide law enforcement officers with the tools and knowledge to handle allegations of investment fraud and scams, when either reported by citizens or discovered in the course of an investigation. The class will cover the types of scams and frauds being perpetrated in NH and what to do when you encounter them. Case studies of actual situations will be reviewed to assist you in recognizing the signs of fraud. You will receive handouts that you may give to citizens for appropriate referral to regulators. Significant Q & A time will ensure the class is covering the information you need in order to respond to reports of investment fraud.

### **NOTE:**

- This is a 4-hour class.

December 10, 2018

May 13, 2019

## **Gangs and Drug Investigations—Advanced**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 20

Prerequisite for this class: Gangs and Drug Investigations—Basic

This course consists of two and one half days of investigative methods designed to successfully prosecute Street Gangs and Outlaw Motorcycle Clubs, who as criminal and transnational organizations commit crimes varying from murder, drug distribution, robbery/home invasions, and criminal damage to property. The focus is on proactive investigative methods, preparing case files, testifying as an expert court witness, intelligence, working a drive-by or walk up shooting, working a gang homicide, and de-briefing, interviewing, and interrogation techniques. Through an overview of gangs, students will become familiar with this subculture and other foreign gang cultures, and its relationship to the vast narcotics network as well as methods of gang enforcement.

There will also be role playing during investigation and interviewing portions.

Officer safety and ambush scenarios in working around street gangs will be stressed in class and during role play.

### **NOTE:**

This class will be held from 1300 on Wednesday until 1600 on Friday.

October 24-26, 201018

May 15-17, 2019

## **Gangs and Drug Investigations—Basic**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 20

This course consists of two and one half days of streets gangs and Outlaw Motorcycle Clubs and their effect on the illegal drug trade. The focus is on the methods employed by street gangs to distribute narcotics, and weapons trafficking. Through an overview of gangs, students will become familiar with this subculture and its relationship to the vast narcotics network as well as methods of gang enforcement. Transnational gangs include, but are not limited to, Mexican, Central American, South American, Caribbean, African, and Asian origin.

The street gang portion will include: gang definition, gang mentality, gang indicators (graffiti, tattoo's, symbols,, and hand signs), extremist gangs, gangs in prison and jail, female gangs, Chicago, Los Angeles, and New York street gang influence, Latino gangs and the influence of drug trafficking organizations.

Officer safety in working around street gangs is stressed throughout the course.

### **NOTE:**

- This class will be held from 0900 on Monday until 1200 on Wednesday.

October 22-24, 2018

## **Ground Fighting Techniques**

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

This three-day class 12 for experienced officers who wish to build on the skills and techniques they learned in the police academy and, in particular, to learn more about ground fighting, e.g., what to do if you are knocked off your feet in a confrontation, and when it may be tactically advantageous to take to the ground in a confrontation. We will also discuss weapons of opportunity and their utility and potential liabilities, and practice felony prone handcuffing techniques and advanced takedowns.

### **NOTE:**

- This course is extremely physically demanding and requires participants to be in excellent physical condition to participate.
- Students must bring PT Gear or BDUs, fully-equipped duty belt, handcuffs, and note-taking materials.
- NO FIREARMS or AMMUNITION are allowed inside the training facility during this class.

September 19-21, 2018

January 28-30, 2019

## **Handcuffing Refresher**

COORDINATOR: LIEUTENANT PAUL J. MOLLER

CLASS SIZE: 20

A half-day class review of the levels of positioning, Lee speed-cuffing technique, Lee modified technique, proper searching, proper removal of handcuffs, concerns of positional asphyxia, and handcuffing from the felony prone position.

### **NOTE:**

- Students should arrive in PT gear or BDU's, with duty belt and handcuffs.
- Please indicate on the registration whether you will be attending the morning or afternoon session.

This class will be scheduled as needed or requested.

## **HGN/SFST**

COORDINATOR: LT. MARK J. OBRIEN

CLASS SIZE: 24

This class teaches the curriculum approved by the National Highway Traffic Safety Administration and the International Association of Chiefs of Police for administering the roadside field sobriety test battery, including horizontal gaze nystagmus, the walk and turn, and the one-leg stand.

This is an essential class for officers who have never been exposed to this test battery, which has been sanctioned by the New Hampshire Supreme Court in the case of State v. Dahood.

November 19-21, 2018

May 21-23, 2019

## **HGN/SFST Refresher**

COORDINATOR: LT. MARK J. OBRIEN

CLASS SIZE: 24

This class teaches the curriculum approved by NHTSA. The course is designed to advance overall consistency of how the SFST test battery is administered, while improving skills at recognizing and interpreting DWI evidence, administering and interpreting the scientifically validated sobriety tests, and describing DWI evidence clearly and convincingly.

### **NOTE:**

- This is a 4-hour class
- Students must have previously completed the NHTSA 3-day HGN/SFST class.

September 6, 2018

April 4, 2019

## **Instructor Development**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 24

This five-day course is designed to develop police and corrections officers as instructors. Both lecture and practical exercises deal with developing learning goals and performance objectives, writing lesson plans, developing instructional media, increasing oral communications skills, and becoming familiar with theories of adult learning and testing. This course is ideal for supervisors and training officers.

### **NOTE:**

- This course requires considerable work outside of class.

August 27-31, 2018

March 18-22, 2019

## **Internal Affairs Investigations**

COORDINATOR: LIEUTENANT JILL M. HAMEL

CLASS SIZE: 30

Through interactive group exercises and lecture, students will learn how to overcome challenges facing I.A. investigators—issues regarding compliance review hearings, integrity testing, body cameras, and freedom of speech. Students will learn how to address disciplinary trends involving social media, on-duty personal cell phone usage, and the Driver's Privacy Protection Act. Current trends, problematic areas, and legislative and case law changes will serve as a backdrop for the course.

February 27-28, 2019



## **Interviews and Interrogations**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 30

This 5-day course will provide students with the skills to gain high quality information from individuals no matter what their status is in an investigation. Through an examination of the interview process, students will expand their ability to obtain accurate information and detect deception. Through criminal personality profiling, the student will be able to more accurately determine the personality type confronted and some of the interviewing techniques best suited to elicit information from that person.

October 29-November 2, 2018

## **Landlords, Tenants, and Police Response**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 28

Police are often called by tenants, tenant neighbors, and landlords to respond to situations at apartments and other rental facilities. Having a better understanding of the legal rights of the people involved may help police in handling these situations. The course will cover the eviction process, the various types of “tenancies” that require an eviction process versus those that don’t, and the law and process of tenants getting belongings back after a tenant vacates or is evicted. Other issues covered include: (1) whether a tenant property is abandoned; (2) so-called “no trespass orders” on tenant guests; and (3) issues related to domestic violence and tenants.

### **NOTE:**

- This is a 3-hour class.

October 24, 2018

March 11, 2019

## **LIDAR Operator**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 28

LIDAR training is an eight-hour class designed to familiarize the officer with the various characteristics of LIDAR. The class covers the proper set-up, testing, and use of the LIDAR unit.

This class fulfills the eight-hour classroom prerequisite to becoming a LIDAR operator. Hands-on training is to be done individually at the student's agency.

October 30, 2018

June 4, 2019

## **Mental Illness and the Legal Process (V)**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 28

This 4-hour course is designed to provide the officer with a comprehensive understanding of specific mental illnesses, medications associated with mental illness, legal issues surrounding mental illness including the IEA process, probate and associated paperwork, admissions processes, de-escalation, and other interactive techniques that would be helpful to the officer in dealing with mentally ill persons. This class will be taught by professional staff from NH Hospital and will address officer interactions and processing in such an environment.

### **NOTE:**

- This is a 4-hour class.
- Depending on enrollment, this class may be presented in Concord and simulcast to Hampton and Littleton, with students interacting with the instructor in Concord.
- Please indicate on your registration form where you would like to attend.

November 15, 2018

## **Mental Illness Response Involving Juveniles**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 25

This four-hour class emphasizes the special considerations of intervention with a juvenile in crisis. Topics covered include: stigma; legal options; involving parents and family members; and the resources available to law enforcement.

September 27, 2018

## **O. C. Instructor**

COORDINATOR: LIEUTENANT JILL M. HAMEL

CLASS SIZE: 20

This course will qualify the successful applicant as an Instructor in the use of the OC weapons system. Certification is valid for three years.

### **NOTE:**

- Physical demands associated with this course require participants to be in good physical condition to participate.

September 26-27, 2018

May 20-21, 2019

## **Older Adults with Behavioral Concerns**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 25

This class provides comprehensive and interactive training for law enforcement officers in understanding and intervening with elder citizens who have symptoms of mental illness and/or cognitive impairment. The training will help law enforcement better understand mental health disorders in older adults. Best intervention approaches and strategies will be discussed, along with the law as it relates to this population.

March 6, 2019

## **Officer Down Rescue - Tactical Approach**

COORDINATOR: LIEUTENANT JUSTIN I. PAQUETTE

CLASS SIZE: 20

This course is designed to give the students the skill and knowledge to use life-saving techniques to apply "self-aid" and "buddy-aid" using tourniquets; hemostatics, etc.; as well as using drags, carries to rescue/recover those in peril; and/or to treat injuries during training, etc.

### **NOTE:**

- Officers need to bring 1,000 rounds frangible pistol ammunition.
- There are physical demands associated with this course that require participants to be in good physical condition in order to participate.
- Ballistic vests are required for all range activities.

September 4-6, 2018

October 3-5, 2018

## **PBT Instructor**

COORDINATOR: LIEUTENANT MARK J. OBRIEN

CLASS SIZE: 28

This course is intended for officers who will be assigned to maintain and instruct their officers in the use of Preliminary Breath Testing Devices. After successful completion, students will be certified as a PBT Instructor who can then train and certify officers as PBT Operators, satisfying the requirements of NH RSA 265–A:15.

### **NOTE:**

- This is a 3-hour class

December 5, 2018

March 28, 2019

## **Photography for Law Enforcement**

COORDINATOR: LIEUTENANT ADAM C. HAWKINS

CLASS SIZE: 24

This five-day course covers basic photographic principles and equipment, exposure settings, use of the flash, and law enforcement applications, including documenting evidence at crime scenes and accident scenes, surveillance, arson, etc.

### **NOTE:**

- This class requires four practical exercises including one night of evening photography.
- Student must bring their own digital camera, connection cables, and a laptop with “Adobe Photoshop” (Elements) software to class.

May 13-17, 2019

## Physical Fitness Testing—Administering

COORDINATOR: LIEUTENANT JILL M. HAMEL

CLASS SIZE: 20

This course is designed to train officers from NH Law Enforcement agencies who will be given the responsibility to carry out the ongoing three-year testing regimen to maintain police or corrections certification, required for officers hired after January 1, 2001. Topics include rules and requirements necessary for the testing program, pre-testing medical clearances, liability issues, and proper administration of the test batteries.

### NOTE:

- This is a 3-hour class.

August 2, 2018

February 20, 2019

October 10, 2018

April 25, 2019

December 11, 2018

June 4, 2019

## Physical Fitness Testing Sessions—Three-Year

COORDINATOR: LIEUTENANT JILL M. HAMEL

CLASS SIZE: 20

These are testing sessions for officers who need to complete their three-year fitness requirements under RSA 106-L: 6IX.

July 24, 2018

January 16, 2019

August 16, 2018

February 25, 2019

September 4, 2018

March 21, 2019

October 22, 2018

April 23, 2019

November 20, 2018

May 20, 2019

November 27, 2018

June 24, 2019

December 10, 2018

December 17, 2018

December 27, 2018

## **Police Driving Instructor**

COORDINATOR: LIEUTENANT EARL D. NELSON

CLASS SIZE: 12

This class will train officers to present police defensive and emergency driving programs in their own law enforcement agencies. It includes how to establish a legally-defensible driving program, safety measures, selection of vehicles and course locations, course layout, teaching techniques, policy and legal considerations involving pursuits and emergency responses, and evaluations and grading of students' capabilities.

### **NOTE:**

- There are physical demands associated with this course that require participants to be in good physical condition in order to participate
- After completion of the course, students will be required to instruct or assist at a PSTC recruit academy driving program prior to receiving certification as a driving instructor.

September 10-14, 2018

## **Police Driving Instructor—Recertification**

COORDINATOR: LIEUTENANT EARL D. NELSON

CLASS SIZE: 12

This one-day class for PSTC-certified driving instructors will update you on current techniques in driver training and provide you with an update on applicable legal issues related to police driver training.

August 29, 2018

May 9, 2019

## **Police Driving Refresher**

COORDINATOR: LIEUTENANT EARL D. NELSON

CLASS SIZE: 12

This class will re-acquaint veteran officers with police defensive and emergency driving techniques. The course includes dynamic driving exercises on the skid pad.

October 17-18, 2018

May 7-8, 2019

## **Police Prosecutor—Advanced**

COORDINATOR: LIEUTENANT CHRISTOPHER S. PAQUETTE

CLASS SIZE: 24

This course provides police officers working knowledge and practical experience as a Police Prosecutor. Topics include substantive and procedural law, US. and NH Supreme Court decisions, and juvenile law. Practical exercises in pre-trial motions, responding to motions, probable cause and suppression hearings, the introduction of evidence, and trial preparation and tactics comprise a significant part of the course.

- Please bring to class the latest editions of (1) New Hampshire Criminal Code, (2) New Hampshire Selected Motor Vehicle, Boating and Related Laws Annotated, (3) New Hampshire Juvenile Laws, and (4) New Hampshire Rules of Evidence.
- Recommended reference materials are: (1) New Hampshire Court Rules Annotated and (2) New Hampshire Office of the Attorney General Law Enforcement Manual.

### **NOTE:**

The applicant:

- Must have completed the Police Prosecutor -- Basic class prior to enrolling in this class.
- Must be either a certified Police Officer or an Attorney admitted to the NH Bar working as a Police Prosecutor.
- Must pass three mock trials and a written final examination.

June 10-21, 2019

## **Police Prosecutor—Basic**

COORDINATOR: LIEUTENANT CHRISTOPHER S. PAQUETTE

CLASS SIZE: 28

This class is designed to assist the patrol officer in the basics of prosecuting district court cases. The class will cover some of the essential District Court Rules and Rules of Evidence. On completion, the officer should be able to prepare and prosecute violation level offenses, as well as Administrative License Suspension Hearings.

### **NOTE:**

- This course is a pre-requisite for the Police Prosecutor--Advanced course.

November 5-6, 2018

May 1-2, 2019

## **RADAR Operator**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 28

This course will cover the principles and characteristics of types of stationary and moving traffic RADAR. Topics include various aspects of RADAR use, such as the Doppler Principle, legal requirements, and the relationship of traffic radar to the overall speed enforcement program.

This class fulfills the eight-hour classroom prerequisite to becoming a RADAR operator. Hands-on training is to be done individually at the student's agency.

September 19, 2018

April 17, 2019

## **Report Writing**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 28

This course will improve your writing skills in preparing police reports, administrative reports, memoranda, and other writing assignments.

### **NOTE:**

- Please bring to class two recent reports that you have written.
- This course requires some work outside of class.

September 24-25, 2018

April 22-23, 2019

## **Skid Control**

COORDINATOR: LIEUTENANT EARL D. NELSON

CLASS SIZE: 3

This half-day course will to provide students with a refresher on the necessary hands-on skills to recognize, prevent, or recover from vehicle skids resulting from environmental conditions.

### **NOTE:**

- Please indicate on the registration whether you will be attending the morning or afternoon session.

Upon request and availability



## **Stress Management for Police Officers (V)**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 24

New police officers tend not to employ stress management techniques during the early phases of their careers. As a result, the negative aspects of job-related stress catch many officers by surprise. This course will reinforce the need to recognize and manage stress as it applies to the more experienced officer.

This course will review the basic principles of stress management and then move on to more specific issues associated with stress and contemporary policing. Additional time will be spent on methods of managing stress.

The student will be asked to participate in brief exercises and role play.

### **NOTE:**

- Depending on enrollment, this class may be presented in Concord and simulcast to Hampton and Littleton, with students interacting with the instructor in Concord.
- Please indicate on your registration form where you would like to attend.

November 7, 2018

## **Stress Management for Supervisors (V)**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 24

In addition to the stresses associated with line officers, the assumption of a supervisory position brings with it unique stressors. Not only will a supervisor experience stress associated with his/her position, but the supervisor must assume a "watchdog" role for those officers supervised. This one-day course will review the basic principles of stress management and then move on to more specific issues associated with stress and contemporary policing.

Additional time will be spent on methods of managing stress. The student will be asked to participate in brief exercises and role play.

### **NOTE:**

- Depending on enrollment, this class may be presented in Concord and simulcast to Hampton and Littleton, with students interacting with the instructor in Concord.
- Please indicate on your registration form where you would like to attend.

November 14, 2018

## **Suicide: Understanding, Encountering, and its Impact**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 25

This class provides a comprehensive learning experience related to suicidal persons and the aftermath of suicide. How to effectively resolve situations involving suicide risk and other emotional crises will be discussed, along with approaches and resources to reduce risk and improve outcomes for immediate loss survivors and others. An important part of this workshop provides information and resources about the impact of trauma on law enforcement, how to identify and reduce risk, and how to manage stress related to work and personal life.

January 8, 2019

## **Supervisor's Course in Law Enforcement**

COORDINATOR: LIEUTENANT ADAM C. HAWKINS

CLASS SIZE: 28

This 80-hour course is designed for the new Law Enforcement Supervisor. Areas that will be covered include: Leadership Tools, Social Media and the Police, Scene Management, Managing Stress, Crime Analysis, Media Relations, Blood Draw, Ethics for Supervisors, Juvenile Law, Legal Liability and Responsibilities, Affidavits and Warrants, and Discipline and Performance Reviews. This class is taught by New Hampshire instructors.

October 8-19, 2018

April 15-26, 2019

## **Telephone Records in Criminal Investigations**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 28

This class will provide patrol officers and detectives with the knowledge, skills, strategies, and techniques to obtain and effectively utilize telephone call records and subscriber information in criminal investigations.

February 6, 2019

## **Transgender/Transsexual Education: Am I Aware?**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 25

Who are Transsexuals? What is Transgender? Why do I need to know? Do I have anything to be concerned about? And what is behind transition? This class will answer these questions.

A new law in NH gives transgender people protection under the law. In order to apply the law, we need to understand who these people are and what the protections are. This class will take an in-depth look into this community from both sides with an opportunity for questions and answers.

September 17, 2018

## **WorkZone Operations**

COORDINATOR: LIEUTENANT GERALD E. TAYLOR

CLASS SIZE: 28

This is a four-hour Train-the-Trainer class that covers the NH Department of Transportation's (DOT) authorized curriculum on use of uniformed officers in WorkZone operations. The course is in compliance with the April 2013 mandate for all DOT- funded WorkZones.

### **NOTE:**

- This is a 4-hour class.

August 20, 2018

December 10, 2018

February 20, 2019

May 20, 2019

# Application Procedures

1. Application for enrollment must be made using the following application form. All information must be completed in order to be accepted.
2. Applications for enrollment will not be accepted earlier than 90 days prior to the scheduled date of class.
3. Deadline for submission of an application is 30 days prior to the scheduled date of class.
4. Notification of acceptance or rejection will be sent to the department head or training officer prior to the beginning date of a class.
5. In case of over-enrollment, the course coordinator will approve the final selection, which will be based on:
  - a. The date the application was received in our office,
  - b. The number of student slots requested per department,
  - c. Previous enrollment of students accepted from that department,
  - d. Extenuating circumstances or special needs as determined by the Director.
6. Rooms are available to students attending Council programs. Subject to availability, it may be necessary to restrict rooms to those commuting 45 miles and more. Bedding is available; however, students must provide their own towels.
7. Notification of any changes or additions to the training schedule will be sent to departments. We reserve the right to cancel any school due to lack of enrollment, unavailability of an instructor, or other unforeseen circumstances.
8. Applicants who have a disability and require special accommodations must notify us at the time they sign up for a class. No accommodations can be made on the day a class begins.
9. Out of State students will be charged \$15.00 per content hour of class.
10. For any tuition class hosted at PSTC, any payments for attendance must be negotiated between the vendor and the applying agency.

# COURSE REGISTRATION APPLICATION

COURSE TITLE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_ DATE(S): \_\_\_\_\_

## Please Note

The application period begins 90 days before the course.

If you wish to cancel your application, please tell us as soon as possible, so we may accept another student. PSTC may charge a department a \$50 fee for a student who registers but does not attend the class.

Please request special needs arrangements ahead of time.

APPLICANTS ARE CONSIDERED IN THE ORDER THEY ARE LISTED BELOW

### TELECONFERENCE COURSES – **INDICATE PREFERENCE** –

RANK	FULL LEGAL NAME	PSTC ID	Concord	Hampton	Littleton

SIGNATURE OF DEPT. HEAD OR TRAINING OFFICER: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

# In-Service Training via the Web

In-service training is available on the web through PSTC's web-based portal. Access the site by following the LOGIN link at [www.pstc.nh.gov](http://www.pstc.nh.gov), or directly at [www.inservice.pstc.nh.gov/Training](http://www.inservice.pstc.nh.gov/Training).

Only New Hampshire Law Enforcement Officers may use the site, unless special written permission has been authorized by the Director.

Officers who don't already have an account must create one by following the instructions on the CREATE A NEW ACCOUNT link on the main page.

Officers with accounts can view PSTC newsletters, class updates, forms, manuals, and take online classes.

All classes require an enrollment key which the officer can get from his/her department's training officer. (Training officers can receive a current list of keys by contacting Chief Tim Merrill, at 271-1790, or at [timothy.j.merrill@pst.nh.gov](mailto:timothy.j.merrill@pst.nh.gov)).

These courses count toward the 8-hour annual in-service training requirement. After successful completion of the course, a course certificate can be printed. Students should keep a copy of that certificate and provide a copy to his/her department's training officer. Course certificates should be kept in the department training file to document annual training requirements.

PSTC will NOT generate or mail certificates for online courses.

# Facility Rules

Only designated personnel are allowed into the training facility.

No harassment or intolerance based on sex, age, religion, or lifestyle preference shall be tolerated in the facility.

The Council's primary statutory mandate is recruit training. The recruit academy must take precedence over all other activity at the facility. Recruits undergo strict paramilitary training and are forbidden to engage in conversation. In-service students shall not speak with recruits.

Our facility is next to the campus of NHTI—Concord's Community College, and contact is inevitable with civilian students and instructors. Student conduct while on the college campus shall be in accordance with the highest professional standards.

While attending classes at the facility, on campus, or at remote locations, improper conduct will be dealt with accordingly. Students shall remain attentive during class periods, and shall display proper respect and courtesy toward instructors, Council personnel, visitors, and fellow students. Profanity or offensive terminology or gestures will not be tolerated.

All persons attending programs at the facility shall be dressed in their department's uniform or business casual attire.

Blue jeans or casual shorts are not acceptable for training sessions unless authorized by the class supervisor. Appropriate casual attire is allowed after hours.

Firearms shall not be worn visibly in the facility or on campus unless the student is wearing a police uniform or civilian clothing with a badge or other official credentials prominently displayed on the outer garment. Firearms shall not be stored in dormitory rooms, but instead in the firearms storage room or locked in the trunk of the student's vehicle. See a staff member for assistance in securing a weapon.

Inappropriate behavior involving weapons is prohibited.

While taking PSTC classes, regardless of the location, cell phones **MUST** be turned OFF. Violations of this rule will cause the student to be dismissed from the class and he/she will not receive credit for the class.

Students and guests shall not smoke or use tobacco in any form in the building or on the premises of PSTC.

Food and drink shall be consumed only in designated break areas—not consumed or stored in dormitory rooms. Students shall keep rooms and break areas clean and free from excessive noise.

No person shall be allowed on the premises with the odor of an alcoholic beverage on his/her breath, and possession or consumption of alcoholic beverages or illegal drugs at the facility is prohibited. Violation of this rule will result in immediate dismissal and possible decertification.

All officers are expected to abide by the Honor Code. Lying or cheating is forbidden. To be aware of violations and not report them is an infraction. Violators of the Honor Code or the Law Enforcement Officers' Code of Ethics face expulsion from class and possible decertification.

Only recruits or overnight students are permitted in the living quarters. Students are not permitted in rooms of students of the opposite sex, and no romantic activity between students is permitted. Visitors to the facility shall be admitted only with staff permission.

The intrusion alarm system is activated from 4:30 p.m. to 7:30 a.m. Overnight students without pass cards must be back in the building by 9:00 p.m., or they will not be readmitted. In order to leave for an emergency, students must contact an Academy staff member to disable the alarm system.

Infractions of any of the foregoing rules may result in dismissal from the training program and/or subsequent Council programs, and an incident report maybe sent to the student's agency. Any unwarranted damage to the facility or equipment, or failure to return Council property shall result in direct billing to the student, with a copy to the student's agency. Any criminal offenses committed on campus shall be referred to the appropriate law enforcement agency for prosecution, and to the Council for a decertification hearing.



## **Full-Time Police Academy Training**

The Basic Recruit Academy requires overnight stay at the academy for all 16 weeks. In order to apply and attend, applicants must have been hired and sworn in by a New Hampshire law enforcement agency and pass a medical examination, background investigation, criminal/motor vehicle record check, fingerprinting, and physical fitness test.

Pre-entrance and exit Physical Fitness Tests are administered in accordance with the Cooper Aerobics Institute standards at the 35th percentile based on age and gender.

Class size is limited a maximum of 67 recruits per session. Attendees will be determined after successful completion of the entrance fitness test, based on the order of completed applications received.

All full-time officer applicants for certification based on prior training and experience will be required to submit proof of medical clearance on the appropriate Council-approved form and must pass the Academy entrance physical fitness test, the same as recruits.

Information about upcoming academies such as the dates of sessions, entrance physical fitness tests, and paperwork deadlines can be found at [www.pstc.nh.gov/schedule.htm](http://www.pstc.nh.gov/schedule.htm).

## **Part-Time Police Academy Training**

Part-Time applicants must have been hired and sworn in by a New Hampshire law enforcement agency and pass a medical examination, background investigation, criminal/motor vehicle record check, fingerprinting, and physical fitness test.

The applicant's agency must have hired and sworn in the applicant for the purpose of actually working for the department. No agency may simply sponsor an applicant solely for the purpose of attendance at the Academy.

The Part-Time Officer Academy is held in Concord on Tuesday and Thursday nights and all day Saturdays. Attendance at a satellite location is available in Hampton and Littleton (depending on attendance numbers) for Tuesday/Thursday lecture classes, but recruits must attend the practical sessions in Concord on Saturdays and certain dedicated evenings.

Pre-entrance Physical Fitness Tests are administered in accordance with the Cooper Aerobics Institute standards at the 35th percentile, based on age and gender.

Information about upcoming academies such as the dates of the sessions, entrance physical fitness test dates, and paperwork deadlines can be found at [www.pstc.nh.gov/schedule.htm](http://www.pstc.nh.gov/schedule.htm).

## **Corrections Academy Training**

The New Hampshire Police Standards & Training Council requires an applicant to successfully complete a 9-week, on-site, non-residential course in order to become certified as a State Correctional Officer.

The applicant must have been hired by the New Hampshire Department of Corrections and pass a medical examination, background investigation, criminal record check, fingerprinting, and physical fitness test.

Pre-entrance and exit Physical Fitness Tests are administered in accordance with the Cooper Aerobics Institute standards at the 20<sup>th</sup> percentile for entry and the 35<sup>th</sup> percentile for exit, based on age and gender.

Information about upcoming academies such as the dates of the sessions, entrance physical fitness test dates, and paperwork deadlines can be found at [www.pstc.nh.gov/schedule.htm](http://www.pstc.nh.gov/schedule.htm).