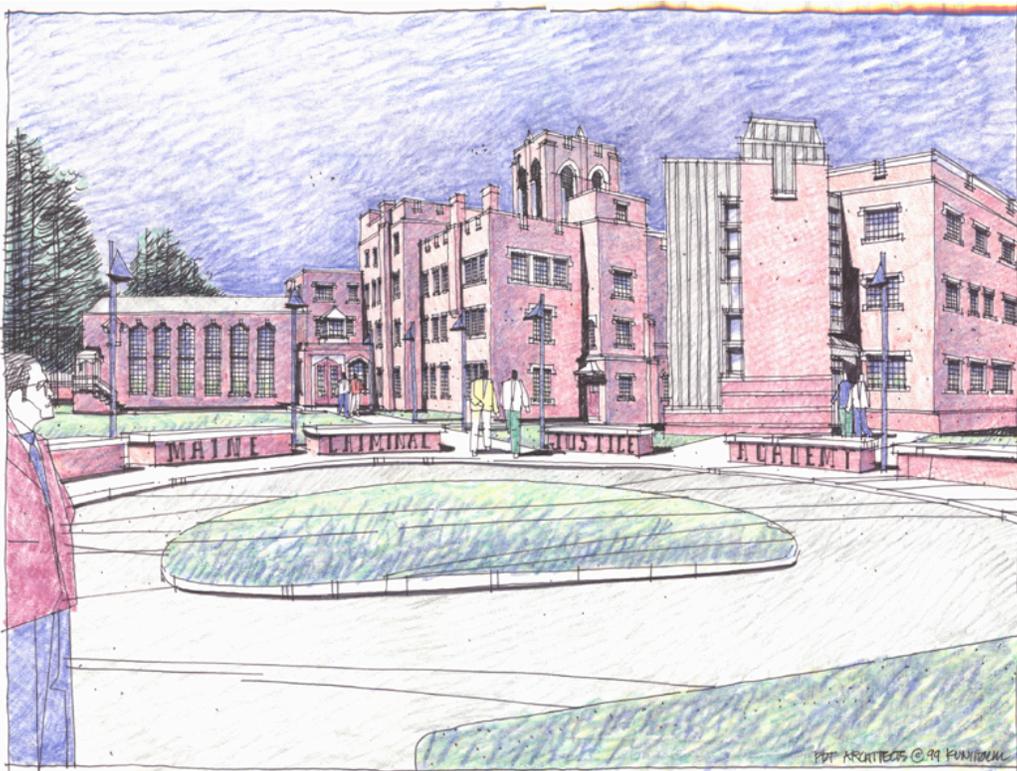


*Maine Department of Public Safety
Maine Criminal Justice Academy*

2006 Annual Report to The Joint Standing Committee on Criminal
Justice and Public Safety



**“Serving the people of Maine by promoting the highest level of
professional standards and performance through training”**

*Maine Criminal Justice Academy
Board of Trustees
Mr. Brian MacMaster, Chair
April 2007*

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MAINE DEPARTMENT OF PUBLIC SAFETY

Commissioner, Anne H. Jordan

MAINE CRIMINAL JUSTICE ACADEMY

Director, John B. Rogers

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Department of Corrections

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Non-Supervisory Corrections Officer
Androscoggin County Sheriffs Office

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Office of Chief Medical Examiner
Augusta, ME

Col. Craig A. Poulin
Maine State Police
Augusta, ME

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Educator
Waterville, ME

Richard Davis
Municipal Official, Farmington ME

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Aroostook County Sheriff's Office
Houlton, ME

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Municipal Police Department
Brunswick, ME

Linda Smithers
Citizen
Starks, ME

Sgt. Travis Roy
Municipal Police Officer
Old Town Police Department

Lois Galgay Reckitt
Citizen
South Portland, ME

Deputy Chief Amy Berry
Municipal Police Officer
South Portland, ME

Richard Harburger
Representative from a Federal Law
Enforcement Agency

Laurel J. Daigle
Citizen
Fort Kent, ME

BOARD OF TRUSTEES

Maine Criminal Justice Academy

April 06, 2007

Senator William G. Diamond, Senate Chair
Representative Stan Gerzofsky, House Chair
Members of the Joint Standing Committee
on Criminal Justice and Public Safety
Room 436 State House
Augusta, Maine 04333-0003

Dear Senator Diamond, Representative Gerzofsky, and Committee Members:

The Board of Trustees of the Maine Criminal Justice Academy is pleased to present its annual report to the Joint Standing Committee on Criminal Justice and Public Safety. This report is required by 25 M.R.S.A. § 2809, which states in part that “the purpose of the report is to provide the Legislature [with] annual information on the law governing law enforcement training in order to ensure that appropriate and timely training is accomplished.” The Board is confident that the Committee will find this report informative and responsive to the requirement for its production.

The Board of Trustees, as well as the director and staff of the academy, stand ready to assist the Committee in its consideration of law enforcement and corrections training issues, and would be happy to appear before the Committee to elaborate on any issue or matter associated with the report or the academy.

Sincerely,

BRIAN MACMASTER
Chair
Board of Trustees



John Elias Baldacci
Governor

STATE OF MAINE
Department of Public Safety
MAINE CRIMINAL JUSTICE ACADEMY
15 Oak Grove Road
Vassalboro, Maine 04989



Anne H. Jordan
Commissioner

John B. Rogers
Director

April 6, 2007

Senator Bill Diamond, Chairman
Representative Stan Gerzofsky, Chairman
Joint Standing Committee on Criminal Justice and Public Safety
Room 436 State House
Augusta, Maine 04333-0003

Senator Diamond and Representative Gerzofsky:

I would like to thank you and the Board of Trustees for all the hard work you do for the Maine Criminal Justice Academy. As I write my 5th annual report reflecting this past year, I look very much to the future of where the Academy is headed. I see many positive changes coming for the Director and the Staff, as well as the involvement of the Board of Trustees.

The Academy is the central training facility for state, county and municipal law enforcement and corrections officers. The campus is located at the former Oak Grove-Coburn School in Vassalboro, Maine. From 1972 until December 28, 2000, the Academy was located at 93 Silver Street in Waterville, at the former Thomas College facility. The Academy has eleven (11) classrooms, four (4) conference rooms, a full cafeteria and can house 130 students. The building has a state of the art special training center, an indoor running track and formal parade grounds.

The mission of the Maine Criminal Justice Academy is to provide the highest level of training within given resources, to law enforcement and correctional officers in the State. By statute, the Academy is required to provide a basic training program for all full-time law enforcement officers, all part-time law enforcement officers, all county and state correctional officers, all court security officers and all capitol security officers. The Academy also coordinates the 8 Regional Training Districts across the state, which provides academy certified training to officers in remote areas.

The Academy has a staff of eleven (11) full-time people and operates with an annual FY07 budget of \$1,554,792 (Special Revenues). In addition to the full-time staff, the Academy relies heavily on volunteer instructors from state, county and municipal law enforcement agencies, county and state corrections agencies and others in the criminal justice fields. During 2006, the Academy had 11,676.5 instructor hours donated for Regional, In-service, Corrections training and the Basic Law Enforcement Training Program (BLETP).

During 2004, Academy completed a Job and Task Analysis (JTA) on what law enforcement officers do in the field. From this information, we have set a new course and curriculum goals and objectives. The staff is continuing to work on the process of writing the new curriculum using adult learning principles and integrating a “community policing philosophy” and “ethics” into as many courses as possible. The Academy provides many instructor development classes, in order to train students to become future volunteer instructors.

In 2006 we completed work with the National Institute of Corrections (NIC) to completely redo the Basic Corrections Program. We completed a JTA and then NIC provided the technical assistance to the Academy on a revision of the Basic Corrections Program. We will be making some recommendations to the Board for some changes in the Basic Corrections program in 2007 and then we begin the process of writing new lesson plans for that program. We also have incorporated a block of training on dealing with the Autism into BLETP, which will also be a mandatory topic for all law enforcement officers in 2008. The Academy also had two (2) tuition students (paying \$6,500 on their own) graduate from the BLETP.

The Academy continues to work with JPMA and the Maine Chiefs to develop training on-line for the mandatory topics. The Academy produced the lesson plans with the help of content experts and JPMA put these lesson plans into electronic format for officers to use. This year, JPMA charged \$50.00 per person to access the mandatory training topics along with the rest of their on-line library. This resulted in cost savings to agencies for not having to pay tuition, salary, overtime replacement and travel costs. The 2006 mandatory training topics that were offered on-line were: Drugs that Impair, Homelessness Awareness, and New Law Updates. Firearms had to given in house because officers need to qualify with their service weapon on the range and the Review of Agency Mandatory Policies was agency specific.

The Board of Trustees of the Academy awards certificates to Law Enforcement and Corrections Officers, Executives, Instructors, Canine Teams, Drug Recognition Experts, Traffic Reconstruction Experts and others. The Board continues to update the mandatory standards for the 12 mandated policies for law enforcement agencies in the State. The Board also certifies all new courses, and grants waivers and extensions to law enforcement and corrections officers in emergency or extenuating circumstances, as well as decertifies law enforcement and corrections officers.

During calendar year 2006, the Academy provided the following training:

- 120 students (93 in 2005) graduated from 2 **Basic Law Enforcement Training Programs (BLETP)**, 18 weeks in length.
- 288 students (229 in 2005) completed the 100-hour **Law Enforcement Pre-Service Training Program**.
- 202 students (204 in 2005) graduated from the 2-week **Basic Corrections Officer Training Program**.
- The Academy conducted 138 **In-Service Training Programs**, (144 in 2005), of which 2,095 officers (2,179 in 2005) attended for a total of 52,758 training hours (56,593 in 2005).
- 125 training programs (282 in 2005) were conducted in the 8 **Regional Training Districts** across the State, of which 3,466 officers (6,356 in 2005) attended for a total of 10,361 training hours (24,052 in 2005).

- **8** Ninety-day Extensions (14 in 2005) to attend the Basic Law Enforcement Training Program were granted for emergency or extenuating circumstances.
- **1** Waivers (1 in 2005) of the 2-week Basic Corrections Training Programs was granted.
- **25** Ninety-day Extensions (12 in 2005) to attend the Basic Corrections Training Program were granted for emergency or extenuating circumstances.
- **6** Executive Certificates (3 in 2005) were granted.
- **22** Instructor Certificates (39 in 2005) were granted.
- **25** Firearms Instructor Certificates (27 in 2005) were granted.
- **27** Canine Team Certificates (29 in 2005) were granted.
- **0** Canine Team Trainer Certificates (2 in 2005) were granted.
- **9** New Courses (17 in 2005) were approved.
- **15** Law Enforcement/Corrections Officers (26 in 2005) voluntarily surrendered their certificates of eligibility or had their certifications revoked for criminal conduct or failure to meet Board required training.
- **5** Waivers (1 in 2005) of convicted persons for person to attend Academy programs was granted.
- **12** Intermediate Certificates (11 in 2005) were granted.
- **10** Advanced Certificate (8 in 2005) was granted.
- **24** Crash Re-constructionist Certificates (3 in 2005) were granted.

Again, I want to thank the members of the Joint Standing Committee on Criminal Justice and Public Safety for all the hard work you do and for your support of the Maine Criminal Justice Academy. I would like to extend to your committee members on behalf of my staff, the Board of Trustees and myself, any assistance, advice or guidance we can give you or to help you in your committee work, as it relates to the Maine Criminal Justice Academy.

Sincerely,

John B. Rogers, Director
Maine Criminal Justice Academy

OFFICE LOCATED AT: 15 OAK GROVE ROAD, VASSALBORO, MAINE 04989

(207) 877-8000 (Voice)

(207) 877-8027 (Fax)

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MAINE CRIMINAL JUSTICE ACADEMY

VISION

The Maine Criminal Justice Academy serves the people of Maine by promoting the highest level of professional standards and performance through the training of criminal justice personnel.

To achieve this we shall strive to:

Merit public confidence in the criminal justice system;

Provide high quality training;

Promote a work environment of mutual respect, support and trust;

Advance policies and procedures developed in the interest of public safety and service;

Encourage cooperation and coordination among criminal justice agencies.

VALUES

We in the Criminal Justice Academy value..

..Integrity

In order to merit public confidence, we need to be diligent, understanding, and maintain high ethical standards.

..Continuous Improvement

We vigorously strive for excellence and continuously seek to improve the quality of our standards.

..Teamwork

We promote teamwork by encouraging each individual member of the staff to foster:

- Open and honest communication;
- Trust and respect;
- Loyalty to the organization.

..Accountability

Working responsibly to understand the needs of criminal justice agencies and the public.

..Awareness

A sensitivity to the competing demands of family, work, friends, and our mental, physical and emotional health.

ABOUT THE ACADEMY

The origin of organized law enforcement training in Maine dates back to the late 1960's when the Federal Law Enforcement Assistance Agency made funds available through the Maine Criminal Justice Planning and Assistance Agency for improving the operation of the criminal justice system. Using this as seed money, the Maine Municipal Association initiated a two-week law enforcement training program offered in the Portland, Augusta, and Bangor regions. A Board of Directors, consisting of law enforcement officials, was charged with overseeing the program and encouraging law enforcement agencies to support the training.

The early 1970's saw passage of the Mandatory Training Act for law enforcement and in 1972 the former Thomas College in Waterville was purchased to provide permanent facilities for the Maine Criminal Justice Academy. Since that time, the scope of activities at the Academy has steadily increased. In 1990, new legislation required that all law enforcement officers, state, county and municipal, who have the power of arrest and the authority to carry a firearm come under the purview of the Academy's Board of Trustees. This has greatly increased the responsibilities and tasks of the Academy.

The Maine Criminal Justice Academy is responsible for the development and implementation of comprehensive training programs both at the Academy and through outreach programs across the state.



With this responsibility the Academy is providing:

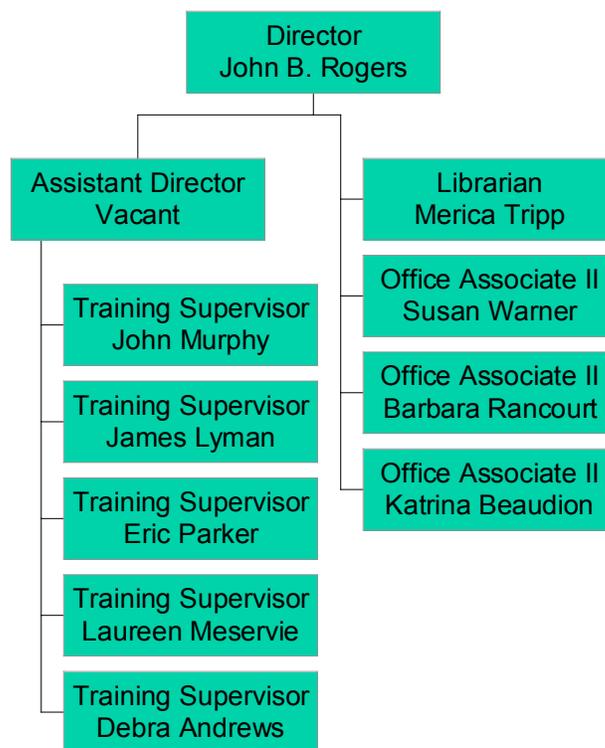
1. A residential training facility to accommodate the needs of Maine's criminal justice professionals;
2. A training delivery system to reach all parts of the State.
3. A centralized administrative structure which promotes coordination and communication; and
4. A repository of support services that promotes research, management, and training activities of all types.

The citizens of Maine have a reasonable expectation that extensive training is provided to criminal justice personnel, particularly those responsible for dealing with emergency situations, which could involve life and death decisions. Court decisions have held that it is the responsibility of criminal justice agencies to ensure that their personnel receive training, which supports the quality performance these citizens expect and deserve. At present, the Maine Criminal Justice Academy is the primary vehicle for Maine criminal justice agencies to meet these obligations.

Maine Department of Public Safety

Maine Criminal Justice Academy

2/5/2007



SUMMARY OF TRAINING ACTIVITIES FOR 2006

LAW ENFORCEMENT TRAINING

Basic Police Training

The basic training for law enforcement officers for the calendar year 2006 consists of the following:

- 2 Basic Law Enforcement Training Programs (720 hours) for 120 students.
- 9 Pre-Service Law Enforcement Courses (100 hours) for 288 students.



In-Service Training

The Academy sponsored 138 specialized schools for 2,095 students totaling 52,758 training hours and 125 regional classes for 3,466 students totaling 10,361 training hours. Many agencies continue to use the on-line training option to complete Board mandated refresher training. The Academy wrote and provided lesson plans for these mandated topics. On-line classes included two units on Homeless Awareness, two units on Drug Impairment, and three units on New Law Updates. Officers completed more than 7,500 classes on line.

Appendix E outlines the Academy's in-service training strategies. The Academy's field office, located in South Portland at the Southern Maine Community College, is funded through special revenues provided by supporting criminal justice agencies.

The 2006 mandatory in-service training requirements for law enforcement officers were:

Two (2) hours of new law updates / recent court decisions; two (2) hours of homeless awareness training; two (2) hours of drugs that impair; two (2) hours of agency policy review; and two (2) hours of firearms.

Corrections Training

The basic training for corrections officers consisted of the following:

- 19 Basic Corrections courses (80 hours) for 202 students.

The 2006 mandatory in-service training requirements for correctional officers were:

One (1) unit on new law up-dates, one (1) unit on hazardous materials, one unit on suicide prevention and two (2) units of electives determined by the needs of the specific institution.

Exempt Law Enforcement Agencies

The Board of Trustees received information from law enforcement agencies who are not certified by the Academy. Letters received from these agencies regarding their training are included in Appendix D.

- (1) Probation and Parole
- (2) Department of Conservation

SIX YEAR BUDGET

	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007
General Fund	\$754,402	\$688,093	\$246,922	\$217,265	\$0	\$0
Federal Fund	\$395,787	\$372,248	\$354,022	\$361,102	\$396,396	\$353,479
Other Special Revenue	\$667,723	\$664,853	\$1,135,333	\$1,244,003	\$1,599,640	\$1,554,792
Totals	\$1,817,912	\$1,725,194	\$1,736,277	\$1,822,370	\$1,996,036	\$1,908,268
Positions	12.0	12.0	11.0	11.0	11.0	11.0
Personal Services	\$632,333	\$606,602	\$595,403	\$705,075	\$697,794	\$711,945
All Other	\$1,173,579	\$1,118,592	\$1,133,874	\$1,117,295	\$1,298,242	\$1,196,323
Capital	\$12,000	\$0	\$7,000	\$0	\$0	\$0
Totals	\$1,817,912	\$1,725,194	\$1,736,277	\$1,822,370	\$1,996,036	\$1,908,268

SIGNIFICANT EVENTS

- >**1976** - Municipal School increases from a ten-week program to twelve weeks. Regional law enforcement in-service training implemented.
- >**1977** - Dispatcher training curriculum developed.
- >**1978** - Basic Corrections Training Course developed. A system of reporting by corrections agencies is added to law enforcement reporting. Instructor Certification Program implemented. The Methods of Instruction Course is developed.
- >**1979** - Regional training certification by the Board of Trustees initiated. Supervision, Mid-Management, and Executive Development courses implemented. Arson investigation, team concept, developed. Reserve Officer Training curriculum and standards developed as directed by the Legislature.
- >**1980**- Mandatory in-service training for corrections officers takes effect. Advanced Arson Investigation curriculum developed. Domestic Violence Course developed. Law Enforcement Task Analysis initiated.
- >**1981** -Radar Operator's Course developed. Highway Safety film collection catalogued, maintained, and circulated. Specialized Instructor Certification program initiated. Intermediate and Advanced Officer Certification implemented. Firearms Instructor Course developed. Intoxilyzer Operator Certification initiated.
- >**1982** - Final report on the Law Enforcement Task Analysis is completed. Municipal/County Basic Police School curriculum revised. Emergency Vehicle Operator's Course developed.
- >**1983** - Training for part-time and reserve police officers is mandated by the Legislature. A statewide survey to identify all part-time police officers is completed. Verification and suspension procedures for certification of police officers is initiated.
- >**1984** - The Honeywell computer system is installed. Basic Warden School is established at the Academy. Court Security Course developed. ALERT Test required as entrance standard for police officers. Canine Handlers Course developed. Certificates of Eligibility required of all police officers. A Task Analysis for Corrections Officers is initiated
- >**1985** - Academy responsible for administration of Justice Assistance Act funds for Maine. Background investigation manual.
- >**1986** - Technical Assistance Program for small law enforcement agencies is initiated. Municipal Ordinance Prosecutor's Course developed.
- >**1987** - Report on the Academy published by the Academy Review Committee. Basic Training for public safety dispatchers initiated. Entry level Corrections Officers Task Analysis published.
- >**1988** - Semi-Automatic Weapons training initiated. Academy auditorium renovated. Recommended Physical Fitness Standards published. Terminal Operators Certification. All Points Bulletin established. Advisory Committee on Correction established. Drug Abuse Resistance Education (D.A.R.E.) instructor program.
- >**1989** - Law Enforcement Officers Manual standardized. New Basic Corrections Training Curriculum established. New Standardized Field Sobriety Test Developed. Oak-Grove Coburn purchased. Statewide State Law Enforcement Task Analyses completed.
- >**1990** - Pre-Service Training Curriculum established. Statewide Regional In-Service Training Plan adopted. State Law Enforcement Training Curriculum adopted. Certification Test instituted.

>**1991** - Drug Recognition Technicians certified. D.A.R.E. officers trained with Maine mentors. Community Police Strategies developed. Provided technical assistance for business crime prevention projects.

>**1992** - New Decertification standards. Civil Rights training for all Law Enforcement agencies. Bloodborne Pathogens training for trainers. A.G. Task Force Report on the use of force.

>**1993** - Law Enforcement Agency Profile Survey Conducted joint effort MCJA/UMO Graduate Program. Total Quality Management Training Initiated.

> **1994** - Added two citizen positions to the Board, bringing the Board membership to 17 members. Extended employment probationary period to one year after graduation from the basic law enforcement course. Increased the minimum age requirement for entry into the Municipal/County Basic Police School to 21 years of age, or 20 years of age if the applicant has an associates degree or 60 hours of post secondary education. Upgraded computer networking capabilities to include regional offices.

>**1995** - The Board established minimum physical fitness and academic standards for all officers entering the Municipal / County Basic Police School. The Board also developed eight minimum policy and procedure standards that were distributed to all law enforcement agencies in order for them to submit to the Board the eight policies required by legislation. Effective January 1, 1996 each law enforcement agency is required to report to the Academy all excessive use of force complaints and the disposition of those complaints. A report from the Board was submitted to the Criminal Justice Committee recommending the implementation of joint training of Municipal, County and State Police.

Program and made recommendations to the Board of Trustees for revision of the curriculum.

>**1996** - Academy received a federal grant to strengthen community policing in Maine by effectively responding to domestic violence cases.

>**1997**- Governor Angus King submitted a ten million dollar bond package to the Appropriations Committee for the renovation or construction of a new Criminal Justice Academy.

>**1998**- The Legislature appropriated \$11,271,203 to renovate the former Oak-Grove Coburn school and construct a specialized training facility.

>**1999**- The Maine Criminal Justice Academy Board of Trustees, following a recommendation from the Law Enforcement Advisory Committee established mandatory annual in-service training requirements for the year 2000. The Board of Trustees is also working to establish entrance standards for the combined Law Enforcement Basic Training Course and the entrance requirements for tuition students.

>**2000**- The Maine Criminal Justice Academy's staff and programs moved to a new facility in Vassalboro, Maine. This was also the first year that all law enforcement officers were required to complete mandatory in-service refresher training.

>**2001**- During this year the 1st Basic Law Enforcement Training Program involving eighteen weeks of training combining State, municipal and county law enforcement officers was conducted at the new Maine Criminal Justice Academy's facility in Vassalboro, Maine.

>**2003**- The Academy accepted the first two tuition students into the Basic Law Enforcement Training Program. The Academy also applied for and received a federal grant to conduct a Job & Task Analysis of the Basic Law Enforcement Training Program to up-date the curriculum.

>**2004**- The Academy completed a job & task analysis of the Basic Law Enforcement Training

>**2005**- The Academy offered nine courses “*on-line*” to assist agencies in complying with Board mandated training for law enforcement officers. More than 7,500 courses were completed on-line saving agencies tens of thousands of dollars in officer overtime, travel and replacement costs.

APPENDIX A

Certified Municipal, County and State Law Enforcement and Corrections Officers

Appendix A
Certified Municipal, County and State Law Enforcement / Corrections Officers

Agency Categories Municipal / County Officers	# of Depts.	# of Authorized Full-Time Police	# of Authorized Part-Time Police
1-8 Officers	70	317	352
9-19 Officers	35	449	176
20-65 Officers	17	567	66
65+ Officers	2	241	0
Sheriff's Dept.	16	312	316
SUBTOTAL	141	1,886	910
Part-Time Municipal Officers	13	0	20
State Law Enforcement Agencies			
Railroad Police	2	4	0
State Corrections	4	5	0
Baxter State Park Authority	1	7	0
State Police	1	310	0
Inland Game Wardens	1	112	4
Coastal Wardens	1	43	0
Court Security	1	41	12
Capitol Security	1	6	0
Fire Marshal	1	14	0
University Police	4	49	30
Attorney General Investigators	1	12	0
Motor Vehicle Investigators	1	11	0
Maine Drug Enforcement Agency	1	1	0
SUBTOTAL	20	615	46
TOTAL	174	2,501	976
Correctional Agencies	# of Depts.	# of Authorized Full-Time Corrections	# of Authorized Part-Time Corrections
Mountain View Youth Development	1	103	0
State Prison	1	286	0
Correctional Center	1	176	0
Central Maine Pre-Release	1	19	0
Long Creek Youth Development	1	102	0
Charleston Correctional Center	1	24	0
Downeast Correctional Center	1	48	0
County Jails	17	697	109
TOTAL	24	1,455	109

APPENDIX B

Municipal Police and Sheriffs Departments Number of Personnel by Category

**Appendix
B
Maine Police and Sheriff's Departments
Number of Personnel by Category**

Group #1 Department Personnel 1-8;
consists of small departments generally rural
in nature and supporting small communities.

**70 Departments
317 Full Time
352 Part Time**

Police Departments

1 Person Department	P/T
Frye Island	1
Hancock County DA	0
Knox County DA	0
Maliseet Tribal Police	0
Phippsburg	1
Swan's Island	3
Winter Harbor	5

2 Person Department	P/T
Ashland	7
Carrabassett Valley	7
Lincolntonville	7
Passamaquoddy Warden (Indian Island)	4
Passamaquoddy Warden (Perry)	0
Washburn	1

3 Person Departments	
Clinton	5
Gouldsboro	0
Greenville	11
Kennebec County DA	0
Machias	6
Monmouth	3
Penobscot Nation Warden Service	0
Rangeley	6
Searsport	9

4 Person Department	P/T
Bethel	7
Dixfield	8
East Millinocket	4
Fort Fairfield	6
Fort Kent	3
Hallowell	9
Holden	6
Mexico	8
Milbridge	5

Milo	4
Oxford	6
Van Buren	4
Wiscasset	8

5 Person Department	P/T
Damariscotta	12
Dover-Foxcroft	9
Eastport	8
Indian Township	4
Mechanic Falls	1
Penobscot Nation	3
Pittsfield	4
Richmond	8
Thomaston	2
Veazie	6
Wilton	10

6 Person Department	P/T
Baileyville	6
Jay	10
Lincoln	4
Madawaska	6
Newport	7
Pleasant Point	8
Rockport	1
Southwest Harbor	5
Waldoboro	4

7 Person Department	P/T
Boothbay Harbor	2
Bridgton	7
Bucksport	8
Calais	0
Dexter	8
Eliot	2
Fryeburg	5
Madison	9
Norway	2
Sabattus	3

8 Person Department	P/T
Livermore Falls	13
Mount Desert	4
Paris	2
South Berwick	9
Winthrop	6

Group #2 Department personnel 9-19; consists of departments who routinely provide 24-hour coverage and who have varied demographic characteristics, ranging from rural to urban.

35 Departments
449 Full Time
176 Part Time

9 Person Department	P/T
Buxton	7
Hampden	5
Millinocket	5
North Berwick	9
Oakland	15
Ogunquit	9
Winslow	8

10 Person Department	P/T
Bar Harbor	11

11 Person Department	P/T
Berwick	7
Camden	4
Cumberland	3
Gardiner	3
Yarmouth	1

12 Person Department	P/T
Fairfield	5
Freeport	2
Houlton	4
Kennebunkport	7
Yarmouth	1

13 Person Department	P/T
Belfast	6
Cape Elizabeth	0
Old Town	1
Orono	1
Skowhegan	4

14 Person Department	P/T
Farmington	1
Rumford	4
Topsham	4

15 Person Department	P/T
Ellsworth	3
Falmouth	5

16 Person Department	P/T
Caribou	4
Lisbon	4

18 Person Department	P/T
Bath	1
Kennebunk	7
Rockland	0

19 Person Department	P/T
Old Orchard Beach	25
Presque Isle	0

Group #3 Department personnel 20-65; consists of cities with population in excess of 16,000.

17 Departments
567 Full Time
66 Part Time

F/T	Police Department	P/T
20	Brewer	0
20	Kittery	1
21	Gorham	0
23	Wells	14
25	Windham	0
27	York	15
28	Waterville	0
32	Westbrook	1
33	Brunswick	4
33	Saco	2
33	Scarborough	24
36	Augusta	3
40	Sanford	0
43	Biddeford	1
48	South Portland	0
49	Auburn	1
56	Bangor	0

Group #4 Department personnel 65+ consists of the three larger metropolitan cities of Maine; Portland, Bangor and Lewiston.

2 Departments
241 Full Time

F/T	Police Department	P/T
78	Lewiston	0
163	Portland	0

Group #5 Sheriffs - Consists of the 16 counties who maintain police patrol units and the 15 counties who maintain county jails with corrections officers.

17 Departments
312 Full Time
316 Part Time
697 Full Time Corrections
109 Part Time Corrections

F/T	Sheriff's Department	P/T	CO
14	Androscoggin	16	51
15	Aroostook	24	29
48	Cumberland	16	164
16	Franklin	35	19
16	Hancock	11	21
26	Kennebec	12	54
18	Knox	9	32
22	Lincoln	13	5
15	Oxford	7	18
28	Penobscot	21	74
8	Piscataquis	25	23
19	Sagadahoc	11	6
14	Somerset	35	28
15	Waldo	28	23
13	Washington	45	18
25	York	8	80
0	Two Bridges Regional Jail		52

Part Time Corrections:

Sheriff's Department	P/T C
Androscoggin	12
Aroostook	12
Cumberland	6
Franklin	12
Hancock	18
Kennebec	4
Lincoln	1
Penobscot	17
Piscataquis	11
Sagadahoc	2
Waldo	13
York	1

Group #6 Department Personnel consist of part time officers serving rural population in small communities.

13 Towns
20 Part Time

Police Department	P/T
Casco	1
China	1
Farmingdale	5
Frenchville	1
Harmony	1
Islesboro	2
Northport Village	2
Piscataquis D.A.'s	1
Randolph	1
Stockton Springs	2
Vassalboro	1
West Bath	1
Woolwich	1

APPENDIX C

In- Service Training



In Service Training Report: 2006

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
INS0514	LEADERSHIP TRAINING FOR EXECUTIVE,	01/19/06	Portland	67	8
INS0588	ATV TRAIN THE TRAINER	08/26/06	MCJA	10	32
INS0590	ATV TRAINING	08/26/06	MCJA	15	8
INS0601	CADRE LEADERSHIP DEVELOPMENT - 10TH BLETP	01/20/06	MCJA	0	80
INS0602	TERMINAL OPERATOR CERTIFICATION	01/13/06	MCJA	7	40
INS0603	NEW CHIEF-SHERIFFS SEMINAR	01/13/06	MCJA	11	40
INS0604	OUI-SFST TRAINING	01/13/06	Presque Isle	9	24
INS0605	INTOXILYZER OPERATION & CERTIFICATION	01/05/06	Alfred	1	16
INS0606	INTOXILYZER OPERATION & CERTIFICATION	01/18/06	Portland	8	16
INS0607	INTOXILYZER OPERATION & CERTIFICATION	01/19/06	Scarborough PD	6	16
INS0608	TERMINAL OPERATOR CERTIFICATION	02/17/06	MCJA	9	40
INS0609	METHODS OF INSTRUCTION	02/17/06	MCJA	22	80
INS0610	INTOXILYZER OPERATION & CERTIFICATION	01/30/06	Buxton PD	1	16
INS06100	INTOXILYZER OPERATION & CERTIFICATION	10/24/06	Ashland PD	1	16
INS06101	INTOXILYZER OPERATION & CERTIFICATION	10/04/06	MCJA	2	16
INS06102	INTOXILYZER OPERATION & CERTIFICATION	10/10/06	MCJA	2	16
INS06103	INTOXILYZER OPERATION & CERTIFICATION	10/15/06	Milo PD	14	16
INS06104	INTOXILYZER OPERATION & CERTIFICATION	10/19/06	Pittsfield PD	10	16
INS06105	INVESTIGATING COMPLAINTS OF OFFICER	10/17/06	MCJA	21	16
INS06106	OUI-SFST REFRESHER TRAINING	08/23/06	Portland	5	4
INS06107	OUI-SFST TRAINING	09/29/06	MCJA	1	24
INS06108	OUI-SFST TRAINING	10/06/06	MCJA	0	24
INS06109	OUI-SFST REFRESHER TRAINING	09/25/06	MCJA	10	8

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
INS06110	NARCOTIC DETECTION K-9 SCHOOL	11/03/06	Vassalboro	7	320
INS06111	TERMINAL OPERATOR CERTIFICATION	11/03/06	MCJA	9	40
INS06112	INTOXILYZER OPERATION & CERTIFICATION	09/26/06	MCJA	19	16
INS06113	INTOXILYZER OPERATION & CERTIFICATION	10/03/06	MCJA	20	16
INS06114	INTOXILYZER OPERATION & CERTIFICATION	10/10/06	MCJA	20	16
INS06115	DATING VIOLENCE	10/26/06	South Portland	2	8
INS06116	TERMINAL OPERATOR CERTIFICATION	11/17/06	MCJA	10	40
INS06117	OUI-SFST TRAINING	09/29/06	MCJA	0	24
INS06118	OUI/SFST TRAINING	10/06/06	MCJA	0	24
INS06119	OUI-SFST TRAINING	10/13/06	MCJA	0	24
INS06120	NEW LAW UP-DATES	12/19/06	B-165	20	2
INS06121	DRUGS THAT IMPAIR	12/19/06	B-165	15	2
INS06122	HOMELESS AWARENESS	12/19/06	B-165	25	2
INS06123	RADAR OPERATION & CERTIFICATION	09/06/06	MCJA	1	16
INS06124	THE INITIAL CALL - ECS DOMESTIC VIOLENCE	09/29/06	Westbrook PD	11	4
INS06125	CIVIL RIGHTS OFFICER TRAINING	12/06/06	MCJA	28	8
INS06126	POLICE TRAINING OFFICER COURSE	12/01/06	Bangor	14	40
INS06127	DRUG RECOGNITION EXPERT INSTRUCTOR	12/08/06	MCJA	0	40
INS06128	RADAR OPERATION & CERTIFICATION	09/06/06	MCJA	1	16
INS06129	RADAR OPERATION & CERTIFICATION	11/22/06	MCJA	58	16
INS06130	RADAR OPERATION & CERTIFICATION	11/22/06	MCJA	0	16
INS06131	INTOXILYZER OPERATION & CERTIFICATION	09/26/06	MCJA	1	16
INS06132	INTOXILYZER OPERATION & CERTIFICATION	10/30/06	MCJA	1	16
INS06133	INTOXILYZER OPERATION & CERTIFICATION	10/28/06	MCJA	3	16
INS06134	INTOXILYZER OPERATION & CERTIFICATION	12/12/06	MCJA	8	16
INS06135	CHILD PASSENGER SAFETY TECHNICIAN	05/13/06	MCJA	1	32
INS06136	THE INITIAL CALL - ECS DOMESTIC VIOLENCE	12/06/06	Cumberland County	16	4

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
INS06137	ME-CHIEFS IN-SERVICE: "THE BOBBY SMITH	09/14/06	SACO Conference Center	86	5
INS06138	OUI/SFST TRAINING & PROFICIENCY	11/15/06	MCJA	20	24
INS06139	OUI/SFST TRAINING & PROFICIENCY	12/13/06	MCJA	18	24
INS0614	RADAR OPERATION & CERTIFICATION	02/02/06	Kittery PD	14	16
INS06140	RADAR OPERATION & CERTIFICATION	04/13/06	MCJA	3	16
INS06141	RADAR OPERATION & CERTIFICATION	04/20/06	MCJA	2	16
INS06142	RADAR OPERATION & CERTIFICATION	11/14/06	MCJA	14	16
INS06144	2006 CRASH RECONSTRUCTION SPECIALIST	12/05/06	MCJA	44	0
INS06145	ATV TRAINING	06/30/06	MCJA	11	8
INS06146	INTOXILYZER OPERATION & CERTIFICATION	12/21/06	MCJA	1	16
INS06147	METHODS OF INSTRUCTION	11/17/06	MCJA	17	40
INS06148	MICROSOFT POWERPOINT BASICS	08/31/06	MCJA	8	3
INS0616	INTOXILYZER OPERATION & CERTIFICATION	02/22/06	South Berwick	15	16
INS0617	OUI/SFST INSTRUCTOR DEVELOPMENT	03/23/06	MCJA	20	16
INS0618	INTOXILYZER OPERATION & CERTIFICATION	01/27/06	Belfast	1	16
INS0619	INTOXILYZER OPERATION & CERTIFICATION	02/10/06	Augusta	2	16
INS0620	INTOXILYZER OPERATION & CERTIFICATION	02/13/06	Alfred	1	16
INS0621	INTOXILYZER OPERATION & CERTIFICATION	02/21/06	Portland	2	16
INS0622	INTOXILYZER OPERATION & CERTIFICATION	01/18/06	Hancock SO	1	16
INS0623	OUI-SFST TRAINING	02/24/06	Bangor	10	24
INS0624	STALKING: LAW ENFORCEMENT LETHALITY	03/22/06	South Portland	67	4
INS0625	TERMINAL OPERATOR CERTIFICATION	04/14/06	MCJA	9	40
INS0626	METHODS OF INSTRUCTION	04/14/06	MCJA	19	40
INS0627	BASIC SUPERVISION FOR LAW ENFORCEMENT	04/14/06	MCJA	33	80
INS0628	INTOXILYZER OPERATION & CERTIFICATION	04/04/06	MCJA	21	16
INS0630	LAW ENFORCEMENT OFFICER RECERTIFICATION	04/20/06	MCJA	26	16
INS0634	INTOXILYZER OPERATION & CERTIFICATION	04/11/06	MCJA	19	16

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
INS0635	INTOXILYZER OPERATION & CERTIFICATION	04/18/06	MCJA	20	16
INS0636	OUI-SFST TRAINING	04/07/06	MCJA	9	24
INS0638	POLICE TRAINING OFFICER COURSE	04/28/06	MCJA	16	40
INS0639	INTOXILYZER OPERATION & CERTIFICATION	03/27/06	Belfast	4	16
INS0640	OUI-SFST TRAINING	04/14/06	MCJA	8	24
INS0641	OUI-SFST TRAINING	04/21/06	MCJA	14	24
INS0642	INTOXILYZER OPERATION & CERTIFICATION	04/18/06	MCJA	5	16
INS0643	BASIC POLICE PHOTOGRAPHY	05/05/06	MCJA	17	40
INS0644	TERMINAL OPERATOR CERTIFICATION	05/12/06	MCJA	10	40
INS0645	INTOXILYZER OPERATION & CERTIFICATION	03/08/06	York SO	10	16
INS0646	RADAR OPERATION & CERTIFICATION	04/08/06	Auburn PD	1	16
INS0647	FIREARMS INSTRUCTOR DEVELOPMENT	05/19/06	MCJA	25	80
INS0648	RADAR OPERATION & CERTIFICATION	03/07/06	MCJA	60	16
INS0649	22ND BASIC PATROL CANINE SCHOOL	06/02/06	Vassalboro	0	480
INS0652	POLICE CYCLIST	05/26/06	Brunswick	16	40
INS0653	INTOXILYZER OPERATION & CERTIFICATION	04/11/06	Waldo SO	1	16
INS0654	INTOXILYZER OPERATION & CERTIFICATION	04/17/06	Auburn PD	1	16
INS0655	INTOXILYZER OPERATION & CERTIFICATION	05/03/06	Cumberland PD	5	16
INS0656	TERMINAL OPERATOR CERTIFICATION	06/09/06	MCJA	8	40
INS0657	MECHANICS OF RESTRAINT & CONTROL	06/09/06	MCJA	12	40
INS0658	CHILD PASSENGER SAFETY TECHNICIAN	06/09/06	MCJA	15	32
INS0659	INTERACTIVE USE OF FORCE INSTRUCTOR	06/16/06	MCJA	18	40
INS0660	INTOXILYZER OPERATION & CERTIFICATION	05/06/06	Kennebunk PD	5	16
INS0661	INTOXILYZER OPERATION & CERTIFICATION	04/29/06	Kittery PD	1	16
INS0662	INTOXILYZER OPERATION & CERTIFICATION	04/20/06	Alfred	1	16
INS0663	INTOXILYZER OPERATION & CERTIFICATION	05/15/06	Auburn PD	1	16
INS0664	INTOXILYZER OPERATION & CERTIFICATION	05/17/06	Waldoboro PD	7	16

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
INS0665	DRUG RECOGNITION TECHNICIAN	06/19/06	MCJA	23	8
INS0666	DRUG RECOGNITION TECHNICIAN	02/17/06	Portland	2	8
INS0667	OUI DETECTION REFRESHER	03/30/06	Auburn PD	8	4
INS0668	OUI-SFST REFRESHER TRAINING	04/24/06	Presque Isle	10	4
INS0669	RADAR OPERATION & CERTIFICATION	03/28/06	Biddeford PD	1	16
INS0670	OUI-SFST TRAINING	04/21/06	MCJA	3	24
INS0671	CHEMICAL FIELD TESTING FOR DRUGS TRAIN THE	07/12/06	MCJA	47	8
INS0672	INTOXILYZER OPERATION & CERTIFICATION	07/06/06	Augusta PD	1	16
INS0673	INTOXILYZER OPERATION & CERTIFICATION	06/30/06	Boothbay Harbor PD	1	16
INS0674	INTOXILYZER OPERATION & CERTIFICATION	06/06/06	Madawaska PD	4	16
INS0676	CADRE LEADERSHIP DEVELOPMENT -11TH BLETP	08/11/06	MCJA	4	80
INS0677	OUI-SFST TRAINING	06/23/06	Acadia National Park	14	24
INS0678	INTOXILYZER OPERATION & CERTIFICATION	07/26/06	Waldo SO	2	16
INS0679	INTOXILYZER OPERATION & CERTIFICATION	07/28/06	Gardiner PD	3	16
INS0680	DRUGS THAT IMPAIR	06/23/06	Acadia National Park	14	8
INS0681	METHODS OF INSTRUCTION	08/25/06	MCJA	17	40
INS0682	WEAPONS OF MASS DESTRUCTION FOR L.E. TRAIN	08/30/06	MCJA	22	24
INS0683	REGIONAL TRAINING COORDINATORS SEMINAR	08/16/06	MCJA	11	4
INS0684	PRE-EMPLOYMENT BACKGROUND	09/07/06	MCJA	29	16
INS0685	INTOXILYZER OPERATION & CERTIFICATION	07/12/06	Lincoln PD	1	16
INS0686	INTOXILYZER OPERATION & CERTIFICATION	08/10/06	Lincoln PD	5	16
INS0687	INTOXILYZER OPERATION & CERTIFICATION	08/15/06	Kittery PD	2	16
INS0688	INTOXILYZER OPERATION & CERTIFICATION	08/19/06	Fort Kent PD	9	16
INS0689	INTOXILYZER OPERATION & CERTIFICATION	08/23/06	Topsham PD	3	16
INS0690	INTOXILYZER OPERATION & CERTIFICATION	08/25/06	Scarborough PD	1	16
INS0691	MICROSOFT ACCESS	11/03/06	Kennebec County Sheriffs Office		4
INS0692	ACCIDENT RECONSTRUCTION IN SERVICE	09/21/06	MCJA	43	16

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
INS0693	INTOXILYZER OPERATION & CERTIFICATION	09/11/06	MCJA	5	16
INS0694	LAW ENFORCEMENT PREVENTION & DETERRENCE	09/29/06	MCJA	21	16
INS0695	FIELD TRAINING OFFICER FOR CORRECTIONS	09/28/06	MCJA	36	24
INS0696	DARE IN-SERVICE TRAINING	08/18/06	MCJA	15	11
INS0697	TERMINAL OPERATOR CERTIFICATION	10/20/06	MCJA	10	40
INS0698	URBAN RIFLE INSTRUCTOR SCHOOL	09/29/06	MCJA	24	40
INS0699	LAW ENFORCEMENT CHAPLAINS PROGRAM	10/27/06	MCJA	16	40

Classes: 138

Students: 2,095 Hours: 52,758

APPENDIX D

Maine Criminal Justice Academy Regional In-Service Training

**MAINE CRIMINAL JUSTICE ACADEMY
2006 IN-SERVICE REGIONAL TRAINING**

LAW ENFORCEMENT TRAINING REGIONS	COURSES	OFFICERS	TOTAL HOURS
York County Training Council (Region 1)	25	550	2,368
Cumberland County Training Council (Region 2)	14	654	1,308
Western Maine Training Council (Region 3)	20	545	1,232
Central Maine Training Council (Region 4)	23	653	1,230
Penobscot / Piscataquis County Regional Training Council (Region 5)	10	357	2,538
Mid Coast Training Council (Region 6)	12	299	625
Hancock County Training Council (Region 7A)	0	0	0
Washington County Training Council (Region 7B)	1	8	32
Aroostook County Training Council (Region 8)	20	400	1,028
TOTALS	125	3466	10,361



REPORT OF REGIONAL TRAINING: REGION 1

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
YCTC0601	BLOODBORNE PATHOGENS	01/17/06	York	8	2
YCTC0602	BLOODBORNE PATHOGENS	01/25/06	York	19	2
YCTC0603	OPERATION LEVEL RE-FRESHER TRAINING	04/24/06	York	24	6
YCTC0604	OPERATIONS LEVEL TRAINING	04/26/06	York	28	16
YCTC0605	SEARCH & SEIZURE	05/25/06	York	20	2
YCTC0606	ARREST LAWS	05/25/06	York	20	2
YCTC0607	USE OF FORCE	05/25/06	York	20	2
YCTC0608	ADA	05/30/06	Ogunquit	10	2
YCTC0609	OSHA TRAINING	05/30/06	Ogunquit	10	2
YCTC0610	OC BASIC INSTRUCTOR CERTIFICATION PROGRAM	06/05/06	York	12	8
YCTC0611	MOUNTAIN BIKE TECHNIQUES	06/19/06	Ogunquit	28	7
YCTC0612	EXPANDABLE BATON	06/20/06	York	17	9
YCTC0613	UNARMED SELF DEFENSE	06/21/06	York	18	4
YCTC0614	OC SPRAY CERTIFICATION	06/21/06	Ogunquit	23	2
YCTC0615	HANDCUFFING	06/21/06	York	18	4
YCTC0616	DOMESTIC VIOLENCE TRAINING	06/22/06	Ogunquit PD	8	4
YCTC0617	PATROL TECHNIQUES	06/22/06	Ogunquit	18	5
YCTC0618	OUI DETECTION	06/22/06	Ogunquit	19	3
YCTC0619	MANDATORY DRUG IDENTIFICATION COURSE	06/23/06	Ogunquit	47	2
YCTC0620	INTERVIEW AND INTERROGATION	10/26/06	WELLS	36	2
YCTC0621	DRUGS THAT IMPAIR	09/27/06	BIDDEFORD	31	2
YCTC0622	DRUGS THAT IMPAIR	11/29/06	SMCC	4	2
YCTC0623	NEW LAW & CASE LAW UPDATES	11/29/06	York	12	2
YCTC0624	NEW LAW & CASE LAW UPDATE	10/31/06	Wells	80	5

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
YCTC0625	NEW LAW & CASE LAW UPDATES	10/31/06	Village Inn, Wells	20	5

Classes: 25

Students: 550 Hours: 2,368



REPORT OF REGIONAL TRAINING: REGION 2

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
CCTC0601	NEW LAW UPDATES	10/10/06	SMCC	51	2
CCTC0602	DRUG IMPAIRMENT	10/10/06	SMCC	50	2
CCTC0603	NEW LAW & CASE LAW UPDATES	12/08/06	Westbrook	62	2
CCTC0604	HOMELESS AWARENESS	12/08/06	Walker Library Westbrook	59	2
CCTC0605	DRUGS THAT IMPAIR	12/08/06	SMCC	55	2
CCTC0606	NEW LAW & CASE LAW UPDATES	11/17/06	Westbrook	46	2
CCTC0607	HOMELESS AWARENESS	11/17/06	Westbrook PD	44	2
CCTC0608	DRUGS THAT IMPAIR	11/17/06	SMCC	45	2
CCTC0609	WORK ZONE SAFETY	11/17/06	Westbrook PD	46	2
CCTC0610	WORK ZONE SAFETY	12/08/06	Walker Library Westbrook	58	2
CCTC0611	NEW LAW & CASE LAW UPDATES	10/13/06	Cape Elizabeth	34	2
CCTC0612	HOMELESS AWARENESS	10/13/06	Cape Elizabeth	32	2
CCTC0613	WORK ZONE SAFETY	10/13/06	Cape Elizabeth	43	2
CCTC0614	DRUGS THAT IMPAIR	10/13/06	Cape Elizabeth	29	2

Classes: 14

Students: 654 Hours: 1,308



REPORT OF REGIONAL TRAINING: REGION 3

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
WMTC0601	DRUG LAW UPDATES	01/11/06	Norway PD	33	2
WMTC0602	DRUG LAW UPDATES	01/10/06	Rumford PD	21	2
WMTC0603	INTERPERSONAL COMMUNICATION SKILLS	02/22/06	Rumford PD	26	2
WMTC0604	INTERPERSONAL COMMUNICATION SKILLS	02/15/06	Paris Fire Dept	36	2
WMTC0605	CHEMICAL FIELD TESTING	02/28/06	Auburn PD	42	3
WMTC0606	COURTROOM TESTIMONY AND REPORT WRITING	03/14/06	Rumford PD	19	2
WMTC0607	DOMESTIC VIOLENCE HOMICIDE AWARENESS	03/08/06	Paris Fire Dept.	17	2
WMTC0608	COURTROOM TESTIMONY AND REPORT WRITING	03/15/06	Paris Fire Dept.	35	3
WMTC0609	CRIMINAL PATROL DRUG INTERDICTION	04/11/06	Rumford P.D.	14	2
WMTC0610	HANDLING OF HAZARDOUS MATERIALS &	03/22/06	Wilton P.D.	13	4
WMTC0611	DEALING WITH AUTISM	05/09/06	Rumford P.D.	13	2
WMTC0612	HIGHWAY DRUG INTERDICTION	04/12/06	South Paris F.D.	29	2
WMTC0613	DEALING WITH AUTISM	05/10/06	Paris Fire Dept.	31	2
WMTC0614	HOMELESS AWARENESS	10/10/06	Rumford PD	30	2
WMTC0615	HOMELESS AWARENESS	10/18/06	Paris Fire Department	42	2
WMTC0616	NEW LAW UPDATES	11/21/06	Rumford PD	27	3
WMTC0617	NEW LAW UPDATES	11/22/06		40	2
WMTC0618	SEX OFFENDER REGISTRATION	12/12/06	Rumford PD	19	3
WMTC0619	SEXUAL ASSAULT KIT & BLOOD EXPOSURE	12/19/06	Rumford Hospital	15	2
WMTC0620	SEXUAL OFFENDER REGISTRATION	12/13/06	Paris Fire Dept	32	2

NUMBER

CLASS NAME

DATE

LOCATION

STUDENTS

HOURS

Classes: 20

Students: 545 Hours: 1,232



REPORT OF REGIONAL TRAINING: REGION 4

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
CMTC0601	DRUG IMPAIRMENT	05/17/06	Waterville	38	2
CMTC0602	HOMELESS AWARENESS	06/06/06	Augusta	20	2
CMTC0603	DRUG IMPAIRMENT	06/12/06	Augusta	12	2
CMTC0604	HOMELESS AWARENESS	05/10/06	Waterville City Hall	39	2
CMTC0605	LIQUOR LAW INVESTIGATIONS	02/22/06	Waterville City Hall	5	2
CMTC0606	CIVIL PROCESS TRAINING	01/19/06	Kennebec County SO	28	3
CMTC0607	DRUG AWARENESS/DRUGS THAT IMPAIR	04/20/06	Skowhegan	17	2
CMTC0608	HOMELESS AWARENESS	04/13/06	Skowhegan	17	2
CMTC0609	REVIEW OF POLICIES/SEX OFFENDER	03/30/06	Somerset Superior Court	48	2
CMTC0610	DRUG IMPAIRMENT	10/10/06	Waterville	16	2
CMTC0611	HOMELESS AWARENESS	10/10/06	Waterville	20	2
CMTC0612	NEW LAW UPDATES	10/10/06	Waterville	30	2
CMTC0613	NEW LAW UPDATES	10/21/06	Waterville	21	2
CMTC0614	DRUG IMPAIRED DRIVING	09/30/06	Skowhegan	15	2
CMTC0615	NEW LAW UPDATES	09/30/06	Skowhegan	23	2
CMTC0616	HOMELESS AWARENESS	09/30/06	Skowhegan	17	2
CMTC0617	HOMELESS AWARENESS	10/21/06	Waterville	5	2
CMTC0618	DRUGS THAT IMPAIR	10/21/06	Waterville	6	2
CMTC0619	NEW LAW UPDATES	09/26/06	MCJA	64	2
CMTC0620	DRUG IMPAIRMENT	09/26/06	MCJA	64	2
CMTC0621	HOMELESS AWARENESS	08/23/06	Somerset County Court	43	2
CMTC0622	DRUG IMPAIRMENT	10/25/06	Skowhegan Superior Court	51	2
CMTC0623	NEW LAW UPDATES	10/25/06	Skowhegan Superior Court	54	2

NUMBER

CLASS NAME

DATE

LOCATION

STUDENTS

HOURS

Classes: 23

Students: 653 Hours: 1,320



REPORT OF REGIONAL TRAINING: REGION 5

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
REG50601	HOMELESSNESS	10/03/06	Dover-Foxcroft	56	2
REG50602	DRUGS THAT IMPAIR	10/03/06	Dover-Foxcroft	31	2
REG50603	SEX OFFENDER EVIDENCE COLLECTION KIT	10/15/06	Orono	15	2
REG50604	DRUG INTERDICTION FOR PATROL OFFICERS	10/20/06	BANGOR	47	40
REG50605	DRUG IMPAIRMENT	10/26/06	Bangor	51	2
REG50606	NEW LAW UPDATE	10/26/06	Bangor	51	2
REG50607	SEXUAL ASSAULT INVESTIGATION REFRESHER	02/15/06	Orono	18	2
REG50608	DRUG IMPAIRMENT	02/23/06	Bangor	11	2
REG50609	RESPONDING TO SEXUAL ASSAULTS	11/30/06	UTC Bangor	60	2
REG50611	SEXUAL ASSAULT SUSPECT EVIDENCE	12/07/06	Dover-Foxcroft	16	2

Classes: 10

Students: 357

Hours: 2,538



REPORT OF REGIONAL TRAINING: REGION 6

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
MCTC0601	HOMELESS AWARENESS	10/26/06	Belfast	12	2
MCTC0602	JUVENILE ISSUES	10/26/06	Belfast	12	2
MCTC0603	HOMELESS AWARENESS	10/19/06	Belfast	23	2
MCTC0604	NEW LAW UPDATES	09/26/06	Belfast	33	2
MCTC0605	NIMS (NATIONAL INCIDENT MANAGEMENT)	07/20/06	BELFAST	33	3
MCTC0606	LAW UPDATES	07/20/06	BELFAST	32	1
MCTC0607	JV CODE TITLE 15 REVIEW & CRIMINAL	06/15/06	BELFAST	15	2
MCTC0608	DRUGS THAT IMPAIR	05/18/06	Belfast	21	2
MCTC0609	DOMESTIC VIOLENCE REVIEW	04/20/06	Belfast	41	2
MCTC0610	DRUG IDENTIFICATION FOR PATROL OFFICERS	03/15/06	Lincoln County SO	26	3
MCTC0611	WEAPONS RETENTION & DISARMING	03/16/06	Belfast	21	2
MCTC0612	INCIDENT BASE COMMAND	08/17/06	Belfast	30	2

Classes: 12

Students: 299 Hours: 625



REPORT OF REGIONAL TRAINING: REGION 7

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
WCTC0601	EVIDENCE COLLECTION	05/23/06	Calais	8	4

Classes: 1	Students: 8	Hours 32
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REPORT OF REGIONAL TRAINING: REGION 8

<u>NUMBER</u>	<u>CLASS NAME</u>	<u>DATE</u>	<u>LOCATION</u>	<u>STUDENTS</u>	<u>HOURS</u>
ACTC0601	DRUGS THAT IMPAIR	04/24/06	Presque Isle	10	2
ACTC0602	DRUGS THAT IMPAIR	04/27/06	Presque Isle	29	2
ACTC0603	DRUGS THAT IMPAIR	04/27/06	Presque Isle	13	2
ACTC0604	HOMELESS AWARENESS	04/24/06	Presque Isle	10	2
ACTC0605	HOMELESS AWARENESS	04/27/06	Presque Isle	41	2
ACTC0606	DOMESTIC VIOLENCE COMMUNITY RESPONSE	06/19/06	Houlton	26	4
ACTC0607	DOMESTIC VIOLENCE COMMUNITY RESPONSE	06/19/06	UMPI	36	4
ACTC0608	DOMESTIC VIOLENCE COMMUNITY RESPONSE	06/20/06	SJVTC - Frenchville	34	4
ACTC0609	CHEMICAL FIELD TESTING PROCEDURES	10/23/06	Houlton PD	10	3
ACTC0610	CHEMICAL FIELD TESTING PROCEDURES	10/25/06	Presque Isle PD	17	3
ACTC0611	CHEMICAL FIELD TESTING PROCEDURES	10/27/06	Madawaska PD	9	3
ACTC0612	DRUGS THAT IMPAIR	12/12/06	Houlton PD	13	2
ACTC0613	NEW CASE LAW/NEW LAW UPDATES	12/12/06	Houlton PD	20	2
ACTC0614	HOMELESS AWARENESS	12/12/06	Houlton PD	22	2
ACTC0615	DRUGS THAT IMPAIR	12/14/06	Madawaska PD	6	2
ACTC0616	HOMELESS AWARENESS	12/14/06	Madawaska PD	13	2
ACTC0617	NEW LAW UPDATES/NEW CASE LAW	12/14/06	Madawaska PD	14	2
ACTC0618	NEW LAW UPDATES/NEW CASE LAW	12/16/06	Presque Isle PD	20	2
ACTC0619	DRUGS THAT IMPAIR	12/16/06	Presque Isle PD	16	2
ACTC0620	HOMELESS AWARENESS	12/16/06	Presque Isle PD	19	2

Classes: 20

Students: 400 Hours: 1,028

APPENDIX E

**Maine Criminal Justice Academy
Media Resource Center**

About the Maine Criminal Justice Academy Media Resource Center

The following is a brief guide to the services and resources of the Media Resource Center at the Maine Criminal Justice Academy.

Collection Management

The Media Resources Center selects, organizes, circulates maintains and continuously evaluates its collections in response to the changing nature and needs of the MCJA staff, law enforcement/corrections personnel and the traffic safety community.

Some details on the Media Resource Center's collections:

- Audio Visual Collection

The MRC has videos, 16 mm films, and slide/audio cassette programs available for loan to MCJA staff, law enforcement/corrections personnel and the highway safety community. Our current listings may be viewed at our web site.

- Main Collection

Even though the emergence of the Internet has brought a wealth of information to your desktop, books are still a prime source of information. Supporting MCJA's diverse interests, the Media Resource Center has over 3000 books on a wide variety of subjects. Criminal justice, supervision and computing are just a few of the areas covered by the main collection.

Books are catalogued and arranged according to the Library of Congress Classification System. You may find specific authors, titles or subject areas using the card catalog available in the Media Resource Center.

Books in the main collection are available for 4-week loan to MCJA staff, law enforcement/corrections personnel, the highway safety community, students and other interested parties.

- Reference Collection

The reference collection includes a number of encyclopedias, statutes, indices, maps, manuals and more. These materials are available for day use on MCJA premises only.

- Magazines and Newsletters

The MRC subscribes to a number of magazines and newsletters. Training, law enforcement and corrections are among the subjects available. Of special note are some popular magazines subscribed to as part of the MCJA Student Benefit Fund. Magazines and newsletters may circulate for 2 weeks.

- Newspapers

The Media Center currently subscribes to 3 of the most popular daily newspapers in Maine including the *Morning Sentinel*, the *Kennebec Journal* and the *Bangor Daily News*.

- Vertical Files

Documents, magazine articles and newspaper clippings are filed in folders arranged by subject. The vertical files are indexed in a card catalog file (located in the MRC). These items may circulate for 2 weeks.

- Training Manuals

The MRC is the repository for handouts and training manuals primarily used in training sessions held at the Academy. These items may circulate for up to 2 weeks to MCJA staff and law enforcement/corrections personnel.

- Fatal Vision Goggles

The MRC has 6 sets of Fatal Vision Goggles available for loan to MCJA staff, law enforcement/corrections personnel and the highway safety community. Enclosed in each set are 3 pairs of goggles (.20, .08, .08 night), a video and a training guide. It is encouraged that users request goggles well in advance of when they are needed to ensure availability of these popular resources.

- Costumes

Daren, the D.A.R.E. lion and McGruff, the Crime Dog suits are available for loan to the law enforcement community for programs and events throughout the state of Maine. Due to their size, the suits must be picked up at the Media Resource Center in Vassalboro. The suits should be returned to the MRC by the agreed upon due date in good condition. If the suit is returned dirty or torn, cleaning/mending fees may be incurred by the borrower.

- Paperback Collection

The paperback collection is a small collection of popular fiction books. Please feel free to browse and borrow anything that might interest you. Please return your selection upon completion. Donations to this collection are gratefully accepted by the MRC staff.

Information Retrieval

- *Ready Reference*

Utilizing sources readily at hand, staff members can supply quick facts such as data items, addresses and telephone numbers, dates, definitions and referrals to other appropriate resources.

- *Research*

A research service is available to help find needed information as quickly and efficiently as possible. Using a wide-range of print and electronic resources the MRC staff will:

- Work with you to redefine your information needs,
- Search literature, databases and the Internet,
- Identify and contact experts in the field,
- Collect relevant documents,
- Organize, analyze and summarize, and
- Follow-up or monitor as needed.

Typical requests include:

- Finding current articles about all aspects of law enforcement and corrections.
- Identifying sources to support professional development,
- Compiling of bibliographies,

Identifying emerging technologies, revealing new techniques in law enforcement/corrections and monitoring court decisions affecting the law enforcement/corrections community.

Facilities

- *Reading Room*

In addition to the array of services and resources, the MRC has a reading room available for staff and student use. It is a quiet, comfortable place to work, read or relax. Seating is available at tables and study carrels.

Maine Criminal Justice Academy Media Resource Center

Media Usage Statistics 2006

AV Circulation Statistics				Print Materials	
Patron Type	Pick up	Mail	Total	Book Circulation	639
Basic Corrections	14		14	Book Acquisitions	1
BLETP	70	1	71	Pamphlet/Periodical Circulation	577
Business/Industry	1	4	5	Pamphlet/Periodical Acquisitions	1059
Commercial Driver Education	14	124	138		
In-Service	15		15	Other Media Center Materials	
Parent/Community Groups				Fatal Vision Goggles	42
Police Departments	21	35	56	Costumes	7
Pre-Service Training	17	2	19		
Prisons/Correctional Facilities		9	9	AV Equipment Setup (Not including Auditorium)	
Schools/Universities	17	7	24	16mm Film Projector	
Sheriff's Offices	7	5	12	Audiocassette Recorder	1
Staff	3		3	LCD/Laptop	72
State Agencies	16	3	19	Slide Projector	1
Other	8	3	11	Visual Presenter	5
Totals	206	193	399	Other	59
Other AV Statistics				Other Services	
AV Inspections		299		Reference/Research	39

APPENDIX F

Training For Exempt Law Enforcement Agencies

The attached letters to this report, from the Division of Probation and Parole and the Department of Conservation represent training information reported to the Board of Trustees as required in Title 25 MRSA section 2809 (4).

It should be noted that both agencies submitted, at an earlier date, outlines of their basic law enforcement course for the Board's inspection. These orientation programs were accepted by the Board as to content of the training.



STATE OF MAINE
 DEPARTMENT OF CORRECTIONS
 111 STATE HOUSE STATION
 AUGUSTA MAINE
 04333-0111

JOHN ELIAS BALDACCI
 GOVERNOR

MARTIN A. MAGNUSSON
 COMMISSIONER

John Rogers, Director
 Maine Criminal Justice Academy
 15 Oak Grove Road
 Vassalboro, ME 04989

Dear Mr. Rogers:

This letter is to advise you as to the status of staff training in the Department of Corrections, Community Corrections. In 2006, training occurred as indicated below:

Jan/Feb	Leadership Development/Communications	3.5 hrs.
Jan/Feb/Sept	Leadership Development/Culture	3.5 hrs.
Feb	Case Management	8 hrs.
Feb	Individual Case Plan	2 hrs.
Feb	Collaborative Problem Solving	2 hrs.
Feb	Culture Issues in Maine	2 hrs.
Feb	Current Issues in Mental Health	2 hrs.
Feb	Computer Safety and Computer Crime	2 hrs.
Feb	Stress and Time Management	2 hrs.
Feb	Boundaries between Staff and Clients	2 hrs.
Feb	Juvenile Sexual Behavior Assessment & Treatment	4 hrs.
March	Bloodborne & Airborne Pathogens, Sexual Harassment	1 hrs.
April	Drug Identification/Meth Labs	2 hrs.
May	Firearms Qualification Range	4 hrs.
June	LSI Training & Update	2 hrs.
July	Domestic Violence	1 hrs.
July	Motivational Interviewing	4 hrs.
August	Leadership Development Introduction	13 hrs.
August/Feb	New Law Update	2 hrs.
Aug/Sept	Leadership Development/Communication	3.5 hrs.
September	Unarmed Self Defense, Restraint, Weapon Retention	2 hrs.
Sep/Oct/Nov	Leadership Development/Org. Change	3.5 hrs.
Oct/Nov	Leadership Development/Conflict Management	3.5 hrs.
Oct/Nov/Dec	Leadership Development/Ethics	3.5 hrs.
October/Feb	Officer Safety	4 hrs.

Additionally, there were training opportunities at the monthly staff meetings of approximately 10 hours on topics such as, new program offerings by various vendors and DOC Policies & Procedures. We are committed to ensuring that our staff is well trained. As you can see, we invest a considerable amount of time in doing so.

Sincerely,

Bartlett Stoodley
 Associate Commissioner/Juvenile Services



STATE OF MAINE
DEPARTMENT OF CONSERVATION
MAINE FOREST SERVICE
22 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0022

JOHN ELIAS BALDACCI
GOVERNOR

PATRICK K. MCGOWAN
COMMISSIONER

January 9, 2007

Leslie Wiles
State Planning and Training Coord.
Forest Protection Division
State House Station #22
Augusta, Me., 04333

John B. Rogers
Maine Criminal Justice Academy
15 Oak Grove
Vassalboro, Me. 04989

Dear Mr. Rogers,

The Forest Protection Division did not conduct law enforcement training during the year 2006.

Respectfully submitted,


Leslie Wiles

APPENDIX G

Guidelines for Regional Training Coordinators

MAINE CRIMINAL JUSTICE ACADEMY

A Bureau of the Department of Public Safety

Guidelines for Regional Training Coordinators

Training Memorandum 93-1 (Revised)

PURPOSE

The purpose of the Academy's regional in-service training program is to provide certified law enforcement, corrections officers and other criminal justice personnel an opportunity to upgrade their existing levels of job skills and develop new areas of expertise.

The statewide in-service training will carry out the following primary objectives:

- 1) Provide cost effective training;
- 2) Provide local officers with training opportunities in their own locale and on a flexible schedule;
- 3) Provide quality training on topics specific to local needs;
- 4) Promote and encourage local law enforcement and corrections officers to upgrade their skills; and
- 5) Develop and support courses which maintain and promote philosophies and standards established by the Academy's Board of Trustees.

DESCRIPTION OF IN-SERVICE TRAINING PROGRAM

The Academy is required by statute to offer in-service training for law enforcement and corrections officers. The various types of in-service training are:

SPECIALIZED TRAINING

This type of training is usually done at the Academy and involves the development of special skills, e.g., Police Photography, Arson Investigation, Instructor Development. These courses could be offered locally if coordinated with other training regions. These activities are supported by fees paid by attendee's agencies.

MANAGEMENT TRAINING

Supervisor, Mid-Management and Executive Training are developed courses with specifications and offered annually at the Academy. Regionally, Coordinators should offer, on a needs basis, work-shops, seminars and conferences for area management that deals with local issues or problems. Statewide issues and problems should be scheduled at the Academy. The Management courses could be offered regionally if coordinated through the Academy. These activities are supported by fees paid by attendee's agencies.

REFRESHER TRAINING

This type of training sharpens and expands the skills and knowledge of officers as it deals with changes in the law, new concepts, updated procedures and critical skills. Training subjects could be required by the legislature, the Board of Trustees or identified through an established Regional Training Council. Fees could be assessed and maintained by individual councils.

ORGANIZATION OF IN-SERVICE TRAINING

Training regions have been organized to recognize the geographical boundaries established by the courts. These prosecutorial districts recognize more than one county. It should be noted that the Maine Chiefs of Police Association also recognizes these boundaries setting their District representation. The Academy has used the same boundaries to establish the four training regions, which are;

- 1) Region 1,
 District (1) York
 District (2) Cumberland
- 2) Region 2,
 District (3) Franklin, Oxford, Androscoggin
 District (4) Somerset, Kennebec
- 3) Region 3,
 District (6) Waldo, Knox, Lincoln, Sagadahoc
 District (7) Washington, Hancock
- 4) Region 4,
 District (5) Penobscot, Piscataquis
 District (8) Aroostook

The establishment of a Regional Training Council within each training region is an essential part of the overall training plan. The Task Force Report from the Attorney General noted that regional training councils should reflect the concerns of municipal, county, state law enforcement officers, district attorneys and designated public members who have no affiliation with law enforcement.

The Task Force Report recognized the importance of identifying local training issues and to address these problems by improving performance. Each district should be made up of a minimal representation of:

- 1) District Attorney, or designee
- 2) Troop Commander or designee
- 3) County Sheriff (s) or designee
- 4) Representative member of Chiefs of differing sizes
- 5) Public member(s).

The primary role of the regional training coordinator is to provide technical assistance to the Council. It further becomes the responsibility of the coordinator to provide leadership within the training region in ensuring that all officers are receiving the required training and become the standard bearer for the Academy.

The Regional Training Council should meet periodically, and through this process, identify training needs. With identification, also requires the responsibility of assuring that the training is of sufficient quality in regard to both content and instructor. The regional training coordinator serves the role of technical assistance to this process and assures that it meets the overall Board of Trustee's standard of course certification.

The duties of the regional training coordinator will include but is not limited to the following:

- * Assess the training needs of their region's criminal justice community and develop programs based on those needs.
- * Develop specialized in-service programs for that area (i.e. Fingerprinting, photography, Criminal Investigation, Radar, Intoxilyzer, Etc.)
- * Develop general refresher training to serve as a continual update of latest law changes and new procedure changes.
- * Provide advanced seminars & workshops for command level personnel.
- * Provide the 100 hour Pre-serve Training Program on a needs basis in the region.
- * Work with the area criminal justice agencies and institutions of higher education in an effort to constantly provide training of the highest quality.
- * To serve as the on-site coordinator for all Academy certified programs within their geographic regions.

PLANNING

- * Understand the role of the Academy and the Council
- * Work with the Academy/Council in identifying training needs
- * Examine resources and prior evaluations in establishing courses.
- * Coordinate need for training with the Training Manager/Academy and local agencies to determine number of presentations and estimated total number of students to be trained.
- * Determine funding sources
 - 1) Fees
 - 2) Outside funding sources
- * Select training facilities, when possible, conducive to satisfactory learning.
 - 1) Comfortable environment (seating/workspace)
 - 2) Distraction/interruption
 - 3) Audio-visual readily available
- * Arrange for needed equipment for instructors
- * Develop cancellation policy, i.e. low enrollment, inclement weather, and instructor availability.
- * Develop and maintain brochures and course announcements.

EVALUATION

- * Conduct course and instructor evaluation.
 - 1) Monitoring first presentations of new instructor
 - 2) Periodically monitoring all courses.
 - 3) Administer student evaluations of courses and instructors.
- * Provide feedback to instructors on evaluations
- * Provide assistance and/or counseling to instructors as necessary on a one-to-one basis.

Dated: February 10, 1995

JOHN B. ROGERS
Director

DISTRIBUTION: MCJA Staff

APPENDIX H

Board of Trustees Actions 2006

MAINE CRIMINAL JUSTICE ACADEMY

BOARD OF TRUSTEES ACTIONS: 2006

Type of Board Action	Jan	Feb	Mar	Apr	May	Jun	Sep	Oct	Nov	Dec	Total
Basic Law Enforcement Waivers	0		3	0	1	0	3	4		0	11
Basic Corrections Waivers	0		0	0	0	0	0	0		1	1
Extension for Basic Law Enforcement Training	0		1	0	1	2	2	1		1	8
Extension for Basic Corrections Training	0		0	21	0	1	2	0		1	25
Executive Certification	0		1	1	1	1	0	0		2	6
Intermediate Law Enforcement Certification	0		1	3	1	1	2	2		2	12
Advanced Law Enforcement Certification	0		1	0	0	0	0	8		1	10
Instructor Certification	4		1	3	0	0	6	0		8	22
Firearms Instructor Certification	0		0	0	0	25	0	0		0	25
Crash Reconstruction Certification	0		0	10	5	9	0	0		0	24
Canine Handler Team Certification	1		14	0	0	8	3	2		0	27
Canine Trainer Certification	0		0	0	0	0	0	0		0	0
Drug Recognition Certification	0		0	0	0	0	0	0		0	0
Harbor Master Certification	0		0	0	0	0	0	0		0	0
Municipal Ordinance Prosecutor Certification	0		0	0	0	0	0	0		0	0
Federal Officer Limited Authority Certification	0		0	0	0	0	0	0		0	0
Course Certification	0		2	1	1	1	4	0		0	9
Revocation or Voluntary Surrender, of Corrections & Law Enforcement Certification			1		13		1				15
Waiver of Conviction to Attend Academy Program	1			1			2			1	5