

2017/2018



MPI COURSE LISTING

THE SOURCE FOR LAW ENFORCEMENT TRAINING

At MPI we take pride in researching, developing and delivering the VERY BEST in Law Enforcement Training. Get all your training needs in a cost effective and manageable way. For more classroom information or a FREE DEMO of our online courses, please contact us at 508.839.5725 or dawn@mpitraining.com

Training

Knowledge

useful abilities.

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MUNICIPAL POLICE INSTITUTE, INC.
353 Providence Road | South Grafton MA, 01560 | 508.839.5725
www.mpitraining.com



SEPTEMBER 2017

STREET LEVEL NARCOTICS INVESTIGATION (8 DAY PROGRAM - WEEKDAYS ONLY)

[Register Now >](#)

Officers will conduct an investigation that will include informant interviews, both electronic and manual surveillance, a controlled buy using an informant, a buy bust, a search warrant affidavit and the execution of a search warrant on an abandoned house using a raid plan.

Sept. 26 - Oct. 5: 8:30 am to 4:30 pm
Instructors: Chief William G. Brooks, III
Detective Joseph L. Connors
Patrolman C. Robert Mercer
Location: Somerville PD
Cost: \$950

BASIC DIGITAL PHOTOGRAPHY FOR LAW ENFORCEMENT (3 DAY)

[Register Now >](#)

A three-day photography course for Law Enforcement professionals covering the following topics: history of photography, basic photographic principles, film or digital, selecting a camera system, selecting photo application computer program, principals of crime scene documentation, etc. Extensive hands on training with photo applications software, documenting crime & accident scenes, flash photography, ALS and UV imaging. Students should bring cameras and/or other photographic equipment .

September 26 - 28: 8:30am to 4:30 pm
Instructor: Drew Webb
Ed Gaffey
Location: Wilmington PD
Cost: \$375

FIREARMS LEGAL UPDATE

[Register Now >](#)

The training will include all of the 2015 and 2016 changes to MA Firearms Law. In addition, firearms laws, procedures and responsibilities for licensing officials will also be discussed. The training is appropriate for firearms licensing and enforcement personnel as well as others interested in MA Firearms Law.

September 27: 9:00 am to 3:00 pm
Instructor: Chief Ronald C. Glidden (Ret.)
Location: Holiday Inn, Marlborough
Cost: \$175

THE EVIDENCE ROOM: INSPECTION INVENTORY AND AUDITS

[Register Now >](#)

This course will provide law enforcement administrators with a comprehensive understanding of the property & evidence function. Let MPI remove any concerns you may have about your Evidence Room! Property and evidence collection. Transportation. Storage. Disposal. Challenges associated with management of evidence. Physical and electronic security. Personnel issues. Policies and procedures. Required record keeping. Inspection, inventory and audits.

September 28: 9:00am to 3:00 pm
Instructors: Captain John Serson
Stephen Taranto, J.D.
Location: Hopkinton PD
Cost: \$175

POST PROMOTIONAL SUICIDE PREVENTION

[Register Now >](#)

This program has been developed by the Municipal Police Institute in accordance with Massachusetts General Law Chapter 40 Section 36C. This law mandates refresher training in Suicide Prevention, for all recently promoted police officers.

September 29: 9:00am to 1:00 pm
Instructor: David W. O'Laughlin
Location: Brookline PD
Cost: \$175



OCTOBER 2017

INTRO TO DRUG INVESTIGATIONS FOR PATROL OFFICERS

[Register Now >](#)

A highly motivated & well trained uniformed Patrol Officer is one of the most effective weapons available to combat the distribution of illicit drugs. This class is valuable to all Patrol Officers, First Line Supervisor and FTO's . This class will focus on providing officers with the motivation and tools necessary to initiate and conduct successful drug investigations. Emphasis will be placed on drug investigations developed utilizing information provided by intelligence sources and more.

October 2 & 3: 9:00am to 3:00 pm
Instructor: Detective Sergeant
Chuck Peterson (Ret)
Location: Bellingham PD
Cost: \$280

MANAGEMENT RIGHTS FOR LAW ENFORCEMENT LEADERSHIP

[Register Now >](#)

Questions answered: What is a past practice? What is a mandatory subject of bargaining? What is impact bargaining? Why are discussions needed with the Union when they are listed in my managements rights clause? What is a work rule? What type of changes can I implement without bargaining? Subjects discussed: Limiting employees hours of work. Implementing changes in policy. Time clocks, assigning new duties. Implementing discipline. Impact bargaining strategies. Documenting to win...

October 3: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: Acton PD
Cost: \$175

CRIME SCENE FOR FIRST RESPONDERS

[Register Now >](#)

This concise 1 day (6 hour) course is ideal for any and all 1st responders to the crime scene: Patrol Officers, Detectives, EMTs, and Fire Fighters. 1st responders have the unique opportunity to observe the scene in its original state. If the crime is to be solved, the scene is to be contained and preserved. They mean the same thing? First responders are the MOST IMPORTANT personnel at the crime scene and can hold the key to solving any criminal case.

October 4: 9:00 am to 3:00pm
Instructors: Shawn Dolan, CLPE
Location: Acton PD
Cost: \$175

SEARCH WARRANT PREPARATION (2 DAY)

[Register Now >](#)

The class is designed to give the average officer the knowledge and ability to prepare a quality search warrant affidavit in Massachusetts. The class will be instructed by veteran Massachusetts investigators who are Federally certified instructors. The class will specifically apply to Massachusetts laws and requirements.

October 4 & 5: 9:00 am to 3:00pm
Instructor: Detective Sergeant
Chuck Peterson (Ret)
Location: Norwood PD
Cost: \$280

PROPERTY & EVIDENCE ROOM MANAGEMENT

[Register Now >](#)

A one-day seminar for patrol officers, supervisors, upper level management or for anyone interested in management of the property and evidence component of any size agency. Topics include: Lost & Found Property; Evidence; Confiscated Items; Security and more!

October 5: 9:00 am to 3:00 pm
Instructors: Captain John Serson
Stephen Taranto, J.D.
Location: Acton PD
Cost: \$175

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Certified courses: [classroom](#) | [e-learning](#)



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POST PROMOTIONAL SUICIDE PREVENTION

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October 9 & 10: 9:00am to 3:00 pm
Instructor: Detective Sergeant
Chuck Peterson (Ret)
Location: Norwood PD
Cost: \$280

ASSESSMENT CENTER TESTING PREPARATION

[Register Now >](#)

What is an Assessment Center? How it is different from the basic 'knowledge based' test that I have taken in the past? How do I prepare myself to participate in the Assessment Center process? What will I be tested on? What skills, abilities, competencies and aptitudes are they testing for? What about my specific organization, will I be tested on my departments policies or procedures? What different types of exercises can I expect? How do the scores work? How can I prepare to take the test?

October 11 & 12: 9:00 am to 3:00 pm
Instructor: APD Management
Alfred P. Donovan
Location: Acton PD
Cost: \$420

BREAKING & ENTERING EVIDENCE RECOVERY (BEER)

[Register Now >](#)

This course will enable the investigator/first responder to utilize the components of the "BEER" kit for evidence recovery. The kit will be provided to each participant attending the course for use in conducting searches for forensic evidence at residential or commercial burglary scenes. Participants will be instructed in the use of these materials and will demonstrate their proficiency in the use of the same to the satisfaction of the instructor.

October 11 & 12: 8:30am to 4:30 pm
Instructor: Charles J. Walsh, FBI (Ret.)
Shawn Dolan, CLPE
Location: Duxbury PD
Cost: \$349

RECRUITING AND MANAGING SOURCES OF INFORMATION & CIs (2 DAY)

[Register Now >](#)

This 2-day course benefits patrol officers, investigators and first line supervisors. Course topics will serve as a refresher for the seasoned investigator.

October 11 & 12: 9:00 am to 3:00pm
Instructor: Detective Sergeant
Chuck Peterson (Ret)
Location: Bellingham PD
Cost: \$280



OCTOBER 2017

BASIC & ADVANCED FINGERPRINT CLASSIFICATION AND COMPARISON

[Register Now >](#)

This forty hour (five day) course provides the capability to recognize, classify and identify fingerprint patterns and their identifying characteristics in order to make identifications involving fugitive apprehensions, questionable identities and, ultimately, latent fingerprint comparisons. Techniques in acquiring electronic live scan finger impressions and inked impressions are demonstrated and practical exercises are conducted by class members.

October 16 - 20: 8:30am to 4:30 pm
Instructors: Charles J. Walsh, FBI (Ret.)
Shawn Dolan, CLPE
Location: Hopkinton PD
Cost: \$480

SERGEANTS LEADERSHIP CONFERENCE

[Register Now >](#)

7th Annual Sergeants Leadership Conference. Two day conference intended for police sergeants (both new and experienced) to assist them in their integral role in their police departments as first line supervisors.

October 17 & 18: 9:00 am to 3:00pm
Instructors: TBA
Location: Holiday Inn, Marlborough
Cost: \$300

BASIC DIGITAL PHOTOGRAPHY FOR LAW ENFORCEMENT (3 DAY)

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A three-day photography course for Law Enforcement professionals covering the following topics: history of photography, basic photographic principles, film or digital, selecting a camera system, selecting photo application computer program, principals of crime scene documentation, etc. Extensive hands on training with photo applications software, documenting crime & accident scenes, flash photography, ALS and UV imaging. Students should bring cameras and/or other photographic equipment .

October 17 - 19: 8:30am to 4:30 pm
Instructor: Drew Webb, Ed Gaffey
Location: Foxboro PD
Cost: \$375

MANAGING AND CONDUCTING BACKGROUND INVESTIGATIONS

[Register Now >](#)

This class is ideal for officers responsible for managing or conducting pre-employment background investigations. The class is appropriate for officers of any rank. A one-day seminar for patrol officers, supervisors and administrators responsible for managing or conducting pre-employment background investigations for any size agency. The course objective is to explain the purpose and value of quality background investigations and to provide tools and much more!

October 19: 9:00 am to 3:00 pm
Instructors: Captain John Serson
Location: Grafton PD
Cost: \$175

RISK MANAGEMENT FOR LAW ENFORCEMENT AND POLICE SUPERVISORY LIABILITY

[Register Now >](#)

This class is suited for all levels of police professionals, but in particular, supervisors, upper management, command staff, and police executives who are involved in supervision, policy development, and training. This class will cover, at a minimum, the following: Risk Management Overview and What it Means for Law Enforcement Personnel. Risk Management Themes. Risk Controls. Risk Management Energies. Systems Analysis in a Law Enforcement Agency. And much more...

October 19: 9:00am to 3:00 pm
Instructor: Richard F. Bates, Esq.
Location: Norwood PD
Cost: \$175

For more information or to register online, visit us at: www.mpitraining.com

Certified courses: [classroom](#) | [e-learning](#)



OCTOBER 2017

INTERNAL AFFAIRS CERTIFICATION PROGRAM (5 DAY)

[Register Now >](#)

The purpose of this seminar is to provide internal investigators from Massachusetts with the knowledge and skills necessary to conduct realistic internal investigations within their departments by supplying them with information necessary and the latest legal updates. Standardized training and policies will be provided. Certificates for Completion of Course will be provided. This course is specifically designed for Massachusetts Law Enforcement Officers.

October 23 - 27: 9:00 am to 3:00 pm
Instructors: ADP Management
Alfred P. Donovan
Location: Foxborough PD
Cost: \$650

FIRST AMENDMENT RIGHTS AND SOCIAL MEDIA FOR POLICE

[Register Now >](#)

This class is suited for all levels of police professionals, but in particular, supervisors, upper management, command staff, and police executives who are interested in learning the intricacies and legal ramifications of public employment and free speech. This class will cover, at a minimum, the following: Case Studies. First Amendment Jurisprudence/Analysis. Free Speech and Public Employment. Case Law . Whistle-blower Statutes. Freedom of Association, Expressive Association. And much more...

October 24: 9:00am to 3:00 pm
Instructor: Richard F. Bates, Esq.
Location: Norwood PD
Cost: \$175

DUST N' BUST (3 DAY)

[Register Now >](#)

This three-day course will provide the law enforcement professional with the fundamental techniques necessary to obtain complete and legible inked and palm impressions. The officer will acquire skills in the proper recovery of latent prints and will be introduced to the proper methods of acquiring other types of physical evidence as well as practical suggestions for crime scene preservation and management.

October 24 - 26: 8:30 am to 4:30 pm
Instructor: Charles J. Walsh, FBI (Ret.)
Shawn Dolan, CLPE
Location: Grafton PD
Cost: \$375

DOCUMENTING & REPORTING DEFICIENT EMPLOYEE PERFORMANCE & CONDUCT

[Register Now >](#)

Ensuring a supervisor documentation process that works, verbal warnings, written warnings, written reprimands, formal disciplinary conferences, personal files and formal requirements, supervisory action reports, issuance of rules and regulations and documentation, civil service requirements, setting clear performance expectations, setting clear behavior expectations, documenting deficient performance properly, documenting fair and consistent work practices and much more.

October 30: 9:00 am to 3:00pm
Instructor: Alfred P. Donovan
ADP Management
Location: Grafton PD
Cost: \$175

SUPERVISOR LIABILITY

[Register Now >](#)

The purpose of this seminar is to provide supervisors with the knowledge and information necessary on issues of liability in law enforcement that will enhance their supervisory skills and help them keep their organization out of trouble. Liability standards for failing to Supervise, Direct or Train properly. Standards of culpability for Supervisors, Shock the Conscience Standard, Knew or Should Have Known, Punitive Damages against supervisors, 1983 Law Suits, progressive discipline, rules and more..

October 31: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: Palmer PD
Cost: \$175

For more information or to register online, visit us at: www.mpitraining.com

Certified courses: [classroom](#) | [e-learning](#)



NOVEMBER 2017

EARLY INTERVENTION ACCOUNTABILITY™

[Register Now >](#)

Early Intervention Accountability™ is a training program especially designed for law enforcement supervisors interested in improving employee performance, and correcting mistakes and inappropriate behaviors before they become permanent habits. By addressing employee problems when first observed, this strategy minimizes the need for the use of the department's formal progressive discipline system.

November 1: 9:00 am to 3:00pm
Instructor: Chief Ronald C. Glidden (Ret)
Location: Grafton PD
Cost: \$175

COMMAND STAFF DEVELOPMENT TRAINING

[Register Now >](#)

Management Rights (Day 1) - Right to Assign, Right to Transfer, Right to Order Overtime Deployment, Right to Make Public Policy Decisions, Right to Make Organization Changes, Right to Introduce and Implement New Technology and Equipment, Implementing Changes in Your Organization. Strategic Bargaining and Planning (Day 2) in order to Implement Changes in your Organization - Using MGL 150E to Your Advantage, Effectively Changing Past Practices, Serving Notices of Change, much more

November 1 & 2: 9:00 am to 3:00 pm
Instructor: APD Management
Location: Duxbury PD
Cost: \$300

CRIME SCENE FOR FIRST RESPONDERS

[Register Now >](#)

This concise 1 day (6 hour) course is ideal for any and all 1st responders to the crime scene: Patrol Officers, Detectives, EMTs, and Fire Fighters. 1st responders have the unique opportunity to observe the scene in its original state. If the crime is to be solved, the scene is to be contained and preserved. They mean the same thing? First responders are the MOST IMPORTANT personnel at the crime scene and can hold the key to solving any criminal case.

November 2: 8:30 am to 4:30pm
Instructor: Shawn Dolan, CLPE
Location: Grafton PD
Cost: \$175

USE OF FORCE INVESTIGATIONS FOR SUPERVISORS

[Register Now >](#)

This Seminar is a Must for Supervisors! The purpose of this seminar is to provide supervisors with the knowledge and information necessary on issues of the Use of Force liability in law enforcement that will enhance their supervisory skills and help them keep their organization out of trouble. Inaction and false reporting will only get you and the organization in trouble. Learn how to report, document and memorialize the facts and information needed to keep you and your organization out of harms way.

November 3: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: Duxbury PD
Cost: \$175

INTENSIVE SUPERVISOR LEADERSHIP PROGRAM (5 DAY)

[Register Now >](#)

The purpose of this seminar is to provide internal investigators from Massachusetts with the knowledge and skills necessary to conduct realistic internal investigations within their departments by supplying them with information necessary and the latest legal updates. Standardized training and policies will be provided. Certificates for Completion of Course will be provided. This course is specifically designed for Massachusetts Law Enforcement Officers.

November 6 - 10: 9:00 am to 3:00pm
Instructor: APD Management
Location: Norwood PD
Cost: \$650

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Certified courses: [classroom](#) | [e-learning](#)



NOVEMBER 2017

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November 7 & 8: 8:30am to 4:30 pm
Instructor: Charles J. Walsh, FBI (Ret.)
Shawn Dolan, CLPE
Location: Palmer PD
Cost: \$349

CONDUCTING PERFORMANCE REVIEWS FOR SUPERVISORS

[Register Now >](#)

Performance Management is an everyday process, if the first time an employee hears he has a problem is at the performance review, then your supervision has FAILED. Topics covered: What is performance management? How it is different from the basic supervision I have provided in the past? How to provide year long performance management and supervision. How and when to provide positive, critical and negative feedback. Correcting typical Rating Errors. Critical rating mistakes and much more..

November 9: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: West Newbury PD
Cost: \$175

REPORT WRITING FOR LAW ENFORCEMENT

[Register Now >](#)

This one day course is designed as a practical and realistic guide on police report writing. Special emphasis will be on the report process from field notes to finished court-ready reports. Special segments within this program will touch upon Field Notes, Use of Force Incidents, and Domestic Violence Reports. Basic and simple report structuring will be explained.

November 9: 9:00 am to 3:00 pm
Instructors: Captain John Serson
Stephen Taranto, J.D.
Location: Hopkinton PD
Cost: \$175

ACCOUNTABILITY & DISCIPLINE FOR SUPERVISORS

[Register Now >](#)

How to hold a disciplinary conference, what to do during a crucial confrontation, what and how to document the facts after a disciplinary conference, what steps are necessary, what rights do union employees have, what rights does management have, starting the paper trail, what is corrective action, what is progressive discipline, how to change deficient behavior and performance and what to do if it doesn't change. Documentation, Performance Reviews, Verbal warnings, written warnings and more..

November 14: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
ADP Management
Location: Acton PD
Cost: \$175

DUST N' BUST (3 DAY)

[Register Now >](#)

This three-day course will provide the law enforcement professional with the fundamental techniques necessary to obtain complete and legible inked and palm impressions. The officer will acquire skills in the proper recovery of latent prints and will be introduced to the proper methods of acquiring other types of physical evidence as well as practical suggestions for crime scene preservation and management.

November 14 - 16: 8:30 am to 4:30 pm
Instructor: Charles J. Walsh, FBI (Ret.)
Shawn Dolan, CLPE
Location: Foxboro PD
Cost: \$375

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NOVEMBER 2017

PROPERTY & EVIDENCE ROOM MANAGEMENT

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Cost: \$175

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November 14 -16: 8:30am to 4:30 pm
Instructor: Drew Webb, Ed Gaffey
Location: Weston PD
Cost: \$375

ASSESSMENT CENTER TESTING PREPARATION

[Register Now >](#)

What is an Assessment Center? How it is different from the basic 'knowledge based' test that I have taken in the past? How do I prepare myself to participate in the Assessment Center process? What will I be tested on? What skills, abilities, competencies and aptitudes are they testing for? What about my specific organization, will I be tested on my departments policies or procedures? What different types of exercises can I expect? How do the scores work? How can I prepare to take the test?

November 16 & 17: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
ADP Management
Location: Bellingham PD
Cost: \$420

SUPERVISOR LIABILITY

[Register Now >](#)

The purpose of this seminar is to provide supervisors with the knowledge and information necessary on issues of liability in law enforcement that will enhance their supervisory skills and help them keep their organization out of trouble. Liability standards for failing to Supervise, Direct or Train properly. Standards of culpability for Supervisors, Shock the Conscience Standard, Knew or Should Have Known, Punitive Damages against supervisors, 1983 Law Suits, progressive discipline, rules and more..

November 21: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: Acton PD
Cost: \$175

3 DAY BUDGET TRAINING PROGRAM

[Register Now >](#)

MPI is pleased to announce a three-day budget training program. This session will provide in-class, hands-on training to develop budgets. Prior experience working with budgets helpful. General Laws regarding budgeting and accounting rules, National best practices regarding police budgets, municipal finance overview, budget process, line item budgeting basics. Program, performance, outcomes budgets, budget samples and lingo and more.

Nov. 21, Nov. 28, Dec. 5:
9:00 am to 3:00pm
Instructor: Mark D. Abrahams CPA
Location: Hopkinton PD
Cost: \$359

For more information or to register online, visit us at: www.mpitraining.com

Certified courses: [classroom](#) | [e-learning](#)



NOVEMBER / DECEMBER 2017

PUBLIC RECORDS LAW

[Register Now >](#)

The recent update to the Public Records Law in Massachusetts has resulted in sweeping changes to the responsibilities imposed upon all state and municipal law enforcement agencies. This course is meant to provide new and veteran personnel with the information they need in order to assist their department in complying with this new law. While the seminar will focus in on the changes to the Public Records Law, it will also re-examine the applicable exemptions available and more...

November 22: 9:00 am to 1:00pm

Instructor: Eric R. Atstupenas

Location: North Attleboro PD

Cost: \$175

FIELD TRAINING OFFICER (5 DAY)

[Register Now >](#)

The Field Training program is designed to instruct selected officers in their role as an FTO. Utilizing the San Jose Model, this five-day Field Training Officer Seminar will emphasize the FTO's role as a mentor, coach, and evaluator for the newly trained police officer. This course of instruction consists of classroom discussion, breakout sessions as well as hands-on application of training materials. Attendees will also learn how to modify the FTO program to meet their department's individual needs.

November 27 - December 1:

9:00 am to 3:00pm

Instructors: Chief Russell M. Stevens

Location: Salem PD

Cost: \$480

DOCUMENTING & REPORTING DEFICIENT EMPLOYEE PERFORMANCE & CONDUCT

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Ensuring a supervisor documentation process that works, verbal warnings, written warnings, written reprimands, formal disciplinary conferences, personal files and formal requirements, supervisory action reports, issuance of rules and regulations and documentation, civil service requirements, setting clear performance expectations, setting clear behavior expectations, documenting deficient performance properly, documenting fair and consistent work practices and much more.

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Instructor: Alfred P. Donovan

ADP Management

Location: Bellingham PD

Cost: \$175

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Shawn Dolan, CLPE

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December 5 & 6: 9:00 am to 3:00 pm

Instructor: Alfred P. Donovan

ADP Management

Location: Duxbury PD

Cost: \$330

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DECEMBER 2017

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Shawn Dolan, CLPE
Location: Grafton PD
Cost: \$349

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December 8: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: Acton PD
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December 11 - 15: 9:00 am to 3:00pm
Instructors: Chief Russell M. Stevens
Location: Umass Amherst
Cost: \$480

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APD Management
Location: West Newbury PD
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CRIME SCENE FOR FIRST RESPONDERS

[Register Now >](#)

This concise 1 day (6 hour) course is ideal for any and all 1st responders to the crime scene: Patrol Officers, Detectives, EMTs, and Fire Fighters. 1st responders have the unique opportunity to observe the scene in its original state. If the crime is to be solved, the scene is to be contained and preserved. They mean the same thing? First responders are the MOST IMPORTANT personnel at the crime scene and can hold the key to solving any criminal case.

December 15: 8:30 am to 4:30pm
Instructor: Shawn Dolan, CLPE
Location: Bellingham PD
Cost: \$175

DOCUMENTING & REPORTING DEFICIENT EMPLOYEE PERFORMANCE & CONDUCT

[Register Now >](#)

Ensuring a supervisor documentation process that works, verbal warnings, written warnings, written reprimands, formal disciplinary conferences, personal files and formal requirements, supervisory action reports, issuance of rules and regulations and documentation, civil service requirements, setting clear performance expectations, setting clear behavior expectations, documenting deficient performance properly, documenting fair and consistent work practices and much more.

December 19: 9:00 am to 3:00pm
Instructor: Alfred P. Donovan
APD Management
Location: Gardner PD
Cost: \$175

DUST N' BUST (3 DAY)

[Register Now >](#)

This three-day course will provide the law enforcement professional with the fundamental techniques necessary to obtain complete and legible inked and palm impressions. The officer will acquire skills in the proper recovery of latent prints and will be introduced to the proper methods of acquiring other types of physical evidence as well as practical suggestions for crime scene preservation and management.

December 19 - 21: 8:30 am to 4:30 pm
Instructor: Charles J. Walsh, FBI (Ret.)
Shawn Dolan, CLPE
Location: Wilmington PD
Cost: \$375

MANAGING THE FIELD TRAINING PROGRAM

[Register Now >](#)

This 2 day seminar is designed for supervisors who oversee their department's FTO Program. This class will prepare supervisors to assess, update, correct or modify their current FTO Program. Emphasis will be placed on: Creating and maintaining a successful FTO Program; Structure, length and modification of the FTO Program and more! Visit mpitraining.com for more info.

December 19 & 20: 9:00 am to 3:00pm
Instructor: Chief Russell M. Stevens
Location: Grafton PD
Cost: \$280

For more information or to register online, visit us at: www.mpittraining.com

Certified courses: [classroom](#) | [e-learning](#)



JANUARY 2018

MANAGEMENT RIGHTS FOR LAW ENFORCEMENT LEADERSHIP

[Register Now >](#)

Questions answered: What is a past practice? What is a mandatory subject of bargaining? What is impact bargaining? Why are discussions needed with the Union when they are listed in my managements rights clause? What is a work rule? What type of changes can I implement without bargaining? Subjects discussed: Limiting employees hours of work. Implementing changes in policy. Time clocks, assigning new duties. Implementing discipline. Impact bargaining strategies. Documenting to win...

January 3: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: Duxbury PD
Cost: \$175

ASSESSMENT CENTER TESTING PREPARATION

[Register Now >](#)

What is an Assessment Center? How it is different from the basic 'knowledge based' test that I have taken in the past? How do I prepare myself to participate in the Assessment Center process? What will I be tested on? What skills, abilities, competencies and aptitudes are they testing for? What about my specific organization, will I be tested on my departments policies or procedures? What different types of exercises can I expect? How do the scores work? How can I prepare to take the test?

January 9 & 10: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: PD
Cost: \$420

BASIC DIGITAL PHOTOGRAPHY FOR LAW ENFORCEMENT (3 DAY)

[Register Now >](#)

A three-day photography course for Law Enforcement professionals covering the following topics: history of photography, basic photographic principles, film or digital, selecting a camera system, selecting photo application computer program, principals of crime scene documentation, etc. Extensive hands on training with photo applications software, documenting crime & accident scenes, flash photography, ALS and UV imaging. Students should bring cameras and/or other photographic equipment .

January 9 - 11: 8:30am to 4:30 pm
Instructor: Drew Webb, Ed Gaffey
Location: Acton PD
Cost: \$375

USE OF FORCE INVESTIGATIONS FOR SUPERVISORS

[Register Now >](#)

This Seminar is a Must for Supervisors! The purpose of this seminar is to provide supervisors with the knowledge and information necessary on issues of the Use of Force liability in law enforcement that will enhance their supervisory skills and help them keep their organization out of trouble. Inaction and false reporting will only get you and the organization in trouble. Learn how to report, document and memorialize the facts and information needed to keep you and your organization out of harms way.

January 16: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: Gardner PD
Cost: \$175

INTENSIVE SUPERVISOR LEADERSHIP PROGRAM (5 DAY)

[Register Now >](#)

The purpose of this seminar is to provide internal investigators from Massachusetts with the knowledge and skills necessary to conduct realistic internal investigations within their departments by supplying them with information necessary and the latest legal updates. Standardized training and policies will be provided. Certificates for Completion of Course will be provided. This course is specifically designed for Massachusetts Law Enforcement Officers.

January 22 - 26: 9:00a m to 3:00pm
Instructor: APD Management
Location: Boston College Law School
Cost: \$650

For more information or to register online, visit us at: www.mpitraining.com

Certified courses: [classroom](#) | [e-learning](#)



JANUARY - MAY 2018

DOCUMENTING & REPORTING DEFICIENT EMPLOYEE PERFORMANCE & CONDUCT

[Register Now >](#)

Ensuring a supervisor documentation process that works, verbal warnings, written warnings, written reprimands, formal disciplinary conferences, personal files and formal requirements, supervisory action reports, issuance of rules and regulations and documentation, civil service requirements, setting clear performance expectations, setting clear behavior expectations, documenting deficient performance properly, documenting fair and consistent work practices and much more.

January 22 :9:00 am to 3:00pm
Instructor: Alfred P. Donovan
APD Management
Location: Palmer PD
Cost: \$175

SUPERVISOR LIABILITY

[Register Now >](#)

The purpose of this seminar is to provide supervisors with the knowledge and information necessary on issues of liability in law enforcement that will enhance their supervisory skills and help them keep their organization out of trouble. Liability standards for failing to Supervise, Direct or Train properly. Standards of culpability for Supervisors, Shock the Conscience Standard, Knew or Should Have Known, Punitive Damages against supervisors, 1983 Law Suits, progressive discipline, rules and more..

January 30: 9:00 am to 3:00 pm
Instructor: Alfred P. Donovan
APD Management
Location: Grafton PD
Cost: \$175

BASIC DIGITAL PHOTOGRAPHY FOR LAW ENFORCEMENT (3 DAY)

[Register Now >](#)

A three-day photography course for Law Enforcement professionals covering the following topics: history of photography, basic photographic principles, film or digital, selecting a camera system, selecting photo application computer program, principals of crime scene documentation, etc. Extensive hands on training with photo applications software, documenting crime & accident scenes, flash photography, ALS and UV imaging. Students should bring cameras and/or other photographic equipment .

February 6 - 8: 8:30am to 4:30 pm
Instructor: Drew Webb, Ed Gaffey
Location: Grafton PD
Cost: \$375

BASIC & ADVANCED DIGITAL PHOTOGRAPHY FOR LAW ENFORCEMENT (5 DAY)

[Register Now >](#)

After successful completion of this course, the student should have familiarity with the tools to solve the most common photographic problems presented in police work, and to present recovered evidence in a meaningful way in court as needed. The first three days of the class cover the fundamentals of police photography, and the last two days of this course introduce the investigator to more advanced photographic and image enhancement techniques that can allow better evidence documentation...

March 12 - 16: 8:30 am to 4:30 pm
Instructor: Drew Webb, Ed Gaffey
Location: Weston PD
Cost: \$480

ADVANCED DIGITAL PHOTOGRAPHY FOR LAW ENFORCEMENT (3 DAY)

[Register Now >](#)

After successful completion of this course, the student should have familiarity with the tools to solve the most common photographic problems presented in police work, and to present recovered evidence in a meaningful way in court as needed. The first three days of the class cover the fundamentals of police photography, and the last two days of this course introduce the investigator to more advanced photographic and image enhancement techniques that can allow better evidence documentation...

May 15 - 17: 8:30 am to 4:30 pm
Instructor: Drew Webb, Ed Gaffey
Location: Newtown CT PD
Cost: \$480

For more information or to register online, visit us at: www.mpitraining.com

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7th Annual Sergeants Leadership Conference (2-Day)

COURSE DESCRIPTION

Two day conference intended for police sergeants (both new and experienced) to assist them in their integral role in their police departments as first line supervisors

TOPICS WILL INCLUDE

- » Rallies & Protests - The Boston Experience
- » Preparing for Civil Disobedience
- » Hate Crimes – Identification and Investigation
- » Mental Health First Aid
- » Child Exploitation – A Multi-Jurisdictional Approach
- » Leadership – Beyond Management

COST: \$300

**October 17th - 18th
Holiday Inn,
Marlborough
9am - 4pm**

REGISTER TODAY ▶

Municipal Police Institute | www.mpitraining.com | 508.839.5725

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