



LAW ENFORCEMENT TRAINING AT IT'S BEST

MPI
MUNICIPAL POLICE INSTITUTE
MPI

"Come to The Source" for all your training needs!

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Documenting & Reporting Deficient Employee Behavior

October 30, 2023
Grafton Police Department

Alfred P. Donovan
APD Management
9:00 am - 3:00 pm

SUBJECTS DISCUSSED

- » 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.

Participants: Sergeants &

Internal Affairs for Command Staff

June 16, 2023
Woburn Police Department

August 22, 2023
Grafton Police Department

September 6, 2023
Newbury Police Department

Alfred P. Donovan
APD Management
9:00 am - 3:00 pm

The purpose of this seminar is to provide Command Staff from Massachusetts with the knowledge and skills necessary to conduct realistic 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.

Internal Affairs Policy and Procedures, Internal Investigations (Administrative vs. Criminal) Internal Investigations (Questioning public employees, Union rights, Employer rights, tape recording interviews, mandating employees answer questions, ordering employees to cooperate, interviewing techniques, dealing with

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union officials, dealing with Union Attorneys, Requiring the truth, Polygraphs in Police Investigations, how to construct a case that withstand Arbitration and Civil Service review. Case law and all relevant cases provided.

Register Now!

Juvenile Law Conference

August 15th -16th, 2023
Boxboro Regency, Boxboro, MA

2023
AUGUST
15TH-16TH
BOXBORO
REGENCY
BOXBORO, MA **\$399**

1ST ANNUAL JUVENILE LAW CONFERENCE
"ON THE STREETS AND IN THE SCHOOLS"

TOPICS

- Understanding Adolescent Brain Development
- Overview of Juvenile Court
- Search & Seizure
- Interview and Interrogation
- Juvenile Arrest Procedures
- & MORE!

CONTACT US TODAY!
☎ 508-839-5725
✉ dawn@mpitraining.com
🌐 www.mpittraining.com

FOR SUPERVISORS, PATROL, SROS, AND SCHOOL ADMINISTRATORS

PRESENTERS

Chief Kevin Kennedy

Judge Carol Erskine (Ret.)

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Field Training Officer Program (4 Day)

July 10-13, 2023
Carver Police Department

August 14-17, 2023
Great Barrington Police Department

September 25, 2023
Danvers Police Department

Sergeant Sean Daley
9:00 am - 3:00 pm

The Field Training program is designed to instruct selected officers in their role as an FTO. Utilizing the San Jose Model, this four-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.

TOPICS COVERED

- Basic FTO program structure
- Ethical/integrity issues
- FTO policies and accreditation
- The program structure
- The daily observation report
- Rating scale application
- Narrative evaluations
- Leadership for the FTO

- Teaching techniques
- Liability issues
- Additional training strategies and documentation
- Termination procedures
- Dealing with difficult trainees
- FTO and student officer relationship
- The training checklist

**Register
Now!**

Assessment Center Testing Preparation (2 -Day)

July 6-7, 2023
Woburn Police Department

August 10, 2023
Newbury Police Department

August 31, 2023
Grafton Police Department

Alfred P. Donovan
8:30am - 2:30pm

TOPICS:

- What is an assessment center?
- How it is different from the basic 'knowledge based' test that I have taken in the past?
- What will I be tested on?
- How do I prepare myself to participate in the assessment center process?
- 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?
- Practice test reviewed
- In-Basket, budget
- Role player

Advanced Sexual Assault Investigations

July 25 - 26, 2023
Grafton Police Department

September 12, 2023
Barnstable Police Department

October 12, 2023
Wilmington Police Department

Detective Lieutenant Meaghan Cunningham
9:00 am - 3:00 am

ADVANCED TRAINING

TOPICS:

- MGL review related to Sexual Assault
- Statute of limitations regarding sexual assault crimes
- Sexual Assault Investigation from response to case preparation
- Evidence collection / crime scenes
- Search Warrants
- MDT (Multi-Disciplinary Team) response and what is expected
- CSEC (Commercial Sexual Exploitation of Children) response, what qualifies and reporting procedures.
- Investigation of child sexual assaults (SAIN Network)
- SANE Nurse and their role/Victim resources
- Sexual Assault Kit Track-Kit system law

- Media presentation
- Community meeting
- Employee interview
- Citizen complaint
- Group exercises and much more!

Register Now!

Public Records for Massachusetts Public Safety Personnel

PUBLIC RECORDS COURSE MENU

BASIC ON-DEMAND	BASIC IN-PERSON	CERTIFICATION LEVEL
<ul style="list-style-type: none"> • self-paced, on-demand training • covers the basics of the Massachusetts Public Records law • good for new and veteran personnel • includes access to the Guide to Public Records for Massachusetts Public Safety Personnel (2025 Edition), including sample forms • 6 hours of content • includes assessment to gauge learning comprehension 	<ul style="list-style-type: none"> • dynamic, in-person training offered at a variety of venues • covers the basics of the Massachusetts Public Records law • good for new and veteran personnel • includes access to the Guide to Public Records for Massachusetts Public Safety Personnel (2025 Edition), including sample forms • 6 hours of content 	<ul style="list-style-type: none"> • certification-level course delivered entirely online in a blended format • covers all aspects of the Massachusetts Public Records law • best for new and veteran public records professionals • includes access to the Guide to Public Records for Massachusetts Public Safety Personnel (2025 Edition), including sample forms • 45 hours of content • includes graded assessments required to receive certification
\$199	\$219	\$519

June 20, 2023
Woburn Police Department

July 10, 2023
Acton Police Department

Eric R. Atstupenas, Esquire
9:00 am - 3:00 pm

Course Description:

It's compliance...not rocket science! This one-day course is meant to provide public safety Records Access Officers and Records Supervisors with a high-level overview of the Massachusetts Public Records Law so they can hit the ground running! Attendees will be provided with an overview of the Public Records

- enforcement timelines
- Victimology
- Trauma informed response
- Suspect profiles/interviews
- Delayed reporting
- False reporting
- Case Law

There are no required course pre-requisites, however, it is strongly recommended that students attending this course have taken the MPTC (40) hour Sexual Assault Investigations Training course.

Register Now!

Basic Public Records Certification for Public Safety Personnel (6 week program)



Overview

This intensive certification program will explore some of the basic, but vital, areas of the Public Records Law in Massachusetts that public safety personnel must be familiar with.

Students will –

- ✓ Cover the basics of the Public Records Law
- ✓ Learn how to operate successfully as a records access officer
- ✓ Understand the procedural aspects of the Public Records Law
- ✓ Be able to articulate when and how the exemptions apply
- ✓ Learn how to craft responses to records requests, and petitions filed before the Supervisor of Public Records

Early Bird Rate
\$469
valid until
Apr 30, 2024

Enroll Now
for the
Spring Session
beginning on
May 22, 2023

At a glance

- ✦ **Format:** Interactive & intensive online training
- ✦ **Course Duration:** 3 modules over 6 weeks
- ✦ **Tuition:** \$519 (if you register after April 30, 2023)
- ✦ **Graduates will receive a Basic Public Records Certification for Public Safety Personnel**

In this training:

- ☐ 3 training modules & tests
- ☐ 3 live Q&A & discussion sessions
- ☐ 3 reading assignments
- ☐ 3 forum discussions



Your Instructor
Eric R. Atstupenas, Esq.
General Counsel
MA Chiefs of Police Assn.

New Dates Pending!

Eric R. Atstupenas, Esquire
9:00 am - 3:00 pm

Overview

Law, including an in-depth look at the exemptions most applicable to public safety, real-life examples of how to use the exemptions, strategies to deal with requests, and a copy of the Guide to Public Records for Massachusetts Public Safety Personnel (2023 Edition) (including several sample forms).

TOPICS:

- Public Records Core Concepts
- The Role of the Records Access Officer
- Requests & Requestors
- Responding to Requests
- Extensions of Time
- Charging Fees
- Appeals & Violations
- Records Management
- Exemptions
- Crafting Responses & Petitions
- And More...

[Register Now!](#)

Leadership Challenges in Smaller City and Town Police Agencies

September 6, 2023
Grafton Police Department

September 13, 2023
Woburn Police Department

This intensive certification program will explore some of the basic, but vital, areas of the Public Records Law in Massachusetts that public safety personnel must be familiar with. Students will:

- Cover the basics of the Public Records Law
- Learn how to operate successfully as a records access officer
- Understand the procedural aspects of the Public Records Law
- Be able to articulate when and how the exemptions apply
- Learn how to craft responses to records requests, and petitions filed before the Supervisor of Public Records

AT A GLANCE

- Format: Interactive & intensive on-line training
- Course Duration: 3 modules over 6 weeks
- Graduates will receive a Basic Public Records Certification for Public Safety Personnel

INCLUDED IN THIS

TRAINING:

3 training modules & tests
3 live Q&A & discussion sessions
3 reading assignments
3 forum discussions

[Register Now!](#)

Technology Search Warrants

July 20, 2023
Grafton Police Department

[Detective Sergeant Kevin A. Connolly](#)
9:00AM - 3:00PM

September 20, 2023
Chatham Police Department

Chief Steven Wojnar (Ret)
9:00 am - 3:00 pm

This course is designed to instill confidence in your leadership skills as you manage law enforcement in your community!

This course will examine many of the issues facing Police Executives in smaller cities and towns. Topics include; “Dealing with Personnel Matters, Community Engagement Strategies, Effective Collaboration with Public Media and the Press, Successful Political Navigation and More. We’ll examine major incidents such as the Amber Alert and how to keep everyone informed of a Homicide Investigation without damaging the case. This training program will guide the police chief and other command staff to understand your role and the unique challenges you face as a major public figure in a smaller community.

**Register
Now!**

Cellphones, Cell Towers, Social Media, Pole Cameras, and more!

This course is designed to give investigators basic skills to prepare technology search warrants for digital devices as well as data from different service providers and make sure they are using the language that each service provider requires. Students will learn how to create and maintain a Curriculum Vitae; as well as the basic structure of a Search Warrant application, return of service, and affidavit. Furthermore, students will learn about the most recent legal updates on laws that guide Massachusetts law enforcement officers when applying for technology Search Warrants. This course will cover the ever changing world of cellphone, cell tower, social media, and other geolocation based Search Warrants that can provide invaluable evidence in a wide gamut of criminal activity. Students will leave class with the knowledge of not only how to author a technology Search Warrant affidavit, but also resources as to keep themselves up to date on the case laws and verbiage to keep them on the cutting edge of criminal investigations.

TOPICS:

- Legal updates
- Creating and maintaining a Curriculum Vitae
- Cellphone seizures
- Preserving online data for social media and other service providers
- Filling out Search Warrant application and return of service
- Tips for your “Experience” paragraph
- Authoring Search Warrant Affidavits

for: Cellphones

- CSLI (Cell Towers)
- GeoLocation Data (Google)
- GeoFence Location Data (Google)
- Social Media
(Facebook/Instagram/SnapChat)
- Pole Cameras

**Register
Now!**

The "Officer in Charge"

June 28, 2023

Mansfield Police Department

Superintendent Lanita Cullinane, Boston PD
9:00 am - 3:00 pm

The First Line Supervisor is one of the most important positions in any Police Department. In the absence of a formal supervisor, many Police Departments throughout the Country utilize the Senior Officer on shift as the "Officer in Charge". The OIC is responsible for directing personnel and providing supervisory oversight for their shift. They also serve as a critical communication link between the upper command staff and patrol officer. Through lecture, demonstration and class interaction, this course will assist the OIC as they develop in their roles and responsibilities as shift supervisor.

TOPICS INCLUDE:

- » Roles and Responsibilities of the "Officer in Charge"
- » Transitioning from Patrol to "Officer in Charge"
- » Accountability
- » Liability
- » Leadership
- » Motivation
- » Communication
- » Conflict Resolution
- » Reviewing Reports
- » Peer Support

Officer Involved Shootings for Internal Affairs Investigators

October 2, 2023

Newbury Police Department

Alfred P. Donovan

APD Management

8:30 am - 2:30 pm

Course Description

Officer-involved shootings are being heavily analyzed in modern day law enforcement by the media, political activist, community leaders and even law enforcement leaders looking to make a name for themselves. The very nature of these incidents and investigations require a very thorough and professional investigative process that includes transparency and accuracy.

This training course will consist of the following information:

This training course will help investigators and supervisors understand the investigative process. The course will go over the policy and legal requirements for interviewing officers who are involved in these type of incidents with specific reference and focus on Massachusetts Law.

Learning how to determine and secure the crime scene and handle the officers and family well-being during these critical times will be fully explored and discussed.

- » **High Risk Low Frequency Policy Review**

This class is a **MUST** for officers serving in the capacity of “Officer in Charge” as well as Sergeants.

Register Now!

Performance Evaluation Essentials - Conducting a Fair and Effective Performance Management Process

October 5, 2023
Grafton Police Department

Chief Ronald C. Glidden (Ret.)
9:00 am - 3:00 pm

Who should attend? Law enforcement executives, command staff, and supervisors of all ranks who are or may be tasked with conducting performance evaluations.

COURSE DESCRIPTION

This training provides supervisors with the skills needed to monitor and document employee performance, provide continual feedback, provide early intervention when needed, and conduct fair and impartial performance evaluations to help employees meet or exceed expectations.

At the conclusion of this training, participants will be able to:

- Conduct fair, impartial, and accurate

- Major incident scene management
- Media in high profile cases
- Identifying potential witnesses
- Crime scene procedures
- Interviewing the involved officer
- Involved officer’s statement: Voluntary vs. Garrity
- Administrative and Criminal Investigation
- Massachusetts Law Transactional Immunity

Register Now!

Mastering the In-Basket Exercise

October 27, 2023
Grafton Police Department

Alfred P. Donovan
8:30 am - 2:30 pm

COURSE DESCRIPTION:

This seminar will focus on making the Right Decisions when tackling issues in the In-Basket Exercise. Understanding that Compliance with Departmental Rules, Regulations, Polices, Procedures and laws of the Commonwealth when everyday ethical and moral conflicts are present is essential. It will focus on several key factors which often prevent candidates from making the right choice in these situations and will provide insight into how to successfully work through them. Seminar participants will review priority choices through the use of realistic job scenarios which require difficult decision-making analysis. Each decision will be reviewed, evaluated and analyzed in class.

Topics to be discussed:

- Compliance with Policies, Procedures, Rules and Regulations when making decisions
- The Leadership ‘Perspective’
- How the Public Trust impacts leadership decisions
- What makes an item a High Priority?
- Factors that impact the ‘Actions Required’ required by the Candidate.
- Understanding and successfully completing the required task

- performance evaluations
- Write appropriate comments on the evaluation form
- Avoid critical rating errors in performance evaluations
- Hold effective pre-evaluation meetings
- Conduct evaluation meetings that focus on future performance
- Utilize supporting supervisor documentation for performance evaluations
- Document employee development and work performance throughout the year
- Assist employees in career growth and development
- Understand the importance of early intervention to improve performance
- Have critical conversations including counseling for poor performance
- Provide effective continuing employee feedback throughout the year
- Set clear employee expectations
- Meet the “rater training” standards for accreditation
- Provide a record to assist your organization in decisions on promotion, assignments, training, awards and disciplinary action

Added Bonus: Bring your evaluation form (optional). If you bring a blank copy of your performance evaluation form, Chief Glidden (Ret.) will work with you at the training to help you get the most out of your existing evaluation process.

Another bonus – Free Leadership Tips. Even before you attend – join the many law enforcement leaders who subscribe to Ron’s FREE weekly Bulletproof Leadership Tips by clicking on the subscription button at www.RonGlidden.com.

**Register
Now!**

New Supervisor Training (1 Day)



NEW SUPERVISOR TRAINING
The program focuses heavily on Supervisory functions and responsibilities.

1 Day
Alfred P. Donovan
July 12, 2023
Woburn PD
9:00 AM - 3:00 PM

The poster features a circular inset image of two police officers in uniform working at a computer workstation in a control room. The text is overlaid on a dark background with white and yellow accents.

July 12, 2023
Woburn Police Department

[Alfred P. Donovan](#)
APD Management
9:00 am - 3:00 pm

The Police Reform Bill passed by the Legislature and signed by the Governor creates mandates and obligations in Police Supervision and Leadership which significantly impact the duties, responsibilities and obligations of both leaders and supervisors. This seminar will focus on those mandates, obligations, duties, and responsibilities created by the law.

- §10 REVOCATION OF

Digital Evidence and Investigations

The Cell Phone - The Tower - And YOUR Success - "What you don't know could cost you your case!"

August 17, 2023
Woburn Police Department

September 21, 2023
Mansfield Police Department

[Detective Sergeant Kevin A. Connolly](#)
9:00 am - 3:00 pm

There is little doubt that a cell phone will be involved in nearly every case you're involved with. As a line officer, investigator or administrator, you simply must know and fully understand the law surrounding your investigation involving the cell phone and other media devices. Let Detective Sergeant Kevin A. Connolly, one of the most successful and knowledgeable digital evidence investigators, show you the way.

"You won't believe what you can learn in this one important training program."

COURSE DESCRIPTION

This course is designed to give all officers, the most recent legal updates on laws governing digital evidence in

CERTIFICATION. [Effective July 1, 2021]

(a) The commission shall, after a hearing, revoke an officer's certification if the commission finds by clear and convincing evidence that:

(xv) the officer failed to intervene, or attempt to intervene, to prevent another officer from engaging in prohibited conduct or behavior, including, but not limited to, excessive or prohibited force in violation of section 15;

- **§15 OBLIGATION TO INTERVENE IN CASE OF EXCESSIVE PHYSICAL FORCE. [Effective September 1, 2021]**

(a) An officer present and observing another officer using physical force, including deadly force, beyond that which is necessary or objectively reasonable based on the totality of the circumstances, shall intervene to prevent the use of unreasonable force unless intervening would result in imminent harm to the officer or another identifiable individual.

(b) An officer who observes another officer using physical force, including deadly force, beyond that which is necessary or objectively reasonable based on the totality of the circumstances shall report the incident to an appropriate supervisor as soon as reasonably possible but not later than the end of the officer's shift. The officer shall prepare a detailed written statement describing the incident consistent with uniform protocols. The officer's written statement shall be included in the supervisor's report

Click [Register Now](#) for seminar topics & info

[Register](#)

Massachusetts. Participants will learn how to identify both physical and cloud source data that can be utilized to help solve crimes. This class will cover the ever changing world of cell phone seizures and searches, to include consent searches and search warrant language. Participants will be informed of and instructed on how to utilize the tools necessary to research, preserve, and request data from the various social media companies and other service providers.

[Register Now!](#)

Report Writing

September 15, 2023
Grafton Police Department

November 3, 2023
Grafton Police Department

Stephen A. Taranto, J.D.
Captain John Serson (Ret.)
9:00 am - 3:00 pm

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.

TOPICS:

- Importance of accurate comprehensive police reports
- Field notes and check-off lists to ensure information is captured
- Basic grammar and sentence construction (for police officers)
- Report frame-works
- Crime element inclusion coupled with readability
- Specialty reports (i.e.: Use of force reports, supplemental reports)
- Simple tips for proof reading
- Court use and liability reduction associated with police reports
- Best agency practices regarding police reports

This program is designed to be interactive with attendees. This is a police officers

The Art of Surveillance

September 13, 2023
Wilmington Police Department

Sheila Smith
Sgt Detective Winston DeLeon
9:00 AM - 3:00 PM

One of the most widespread law enforcement monitoring technologies is the surveillance camera. This course will address the contemporary tools of the police investigator. We'll examine the types of surveillance necessary to be effective in the modern world of technology and criminal investigation. This training program will discuss various types of surveillance, photography and video to be used in your investigation. We'll address such topics as choosing and assigning the right investigator. We'll show you how to "Work the Case," "Document your Work," and "Prepare your Court Presentation."

This course is a must for all successful investigators and we look forward to presenting it to you."

COURSE TOPICS:

- What is Surveillance
- Assignment Types for Surveillance
- How to choose a good Investigator
- Tools for the Investigator
- Preparation of your Case
- Technology and Surveillance
- Photography
- Surveillance of Persons
- Surveillance of Vehicles
- Surveillance of Premises

**Register
Now!**

report writing class and not an English class. This program will also benefit supervisors in assisting them with report reviews.

**Register
Now!**

Nonverbal Cues and Behavior Recognition for Law Enforcement

October 18, 2023
Grafton Police Department

[Carl Maccario](#)
8:30AM - 2:30PM

This MPI workshop on non-verbal communication and body language will be led by Behavior Expert, Carl Maccario, a recognized expert in Nonverbal Communication, and human emotion as it relates to evaluating truthfulness and detecting deception. Over the last 18 years, Carl has trained law enforcement and special mission units of the military on how to recognize and interpret nonverbal behavior. He has also taught to private companies human resources and sales recruiters. Mr. Maccario helped design, develop, and implement the first "Behavior Screening" program for a major international airport following 9/11. Mr. Maccario continues to practice the skill set operationally and helped identify 2 foreign intelligence agents at a major defense contractor. Carl is a contributing author to the text book, *Nonverbal Communication: Science and Application and Protecting Airline Passengers in the Age of Terrorism*. He is also featured in former TSA Administrator, Kip Hawley's book, "Permanent Emergency".

This seminar teaches one to:

- The importance of non-verbal communication
- How you can better your law enforcement skills by 'reading people' correctly and knowing what to look for
- Detecting deception through verbal and nonverbal cues

WHY THIS WORKSHOP?

The knowledge gained from this workshop will increase your knowledge and awareness for:

- Officer safety, Domain

Grant Writing..."How to Get What You Need...When You Need It!"

September 11, 2023
Wilmington Police Department

September 12, 2023
Leominster Police Department

[Sheila Smith](#)
9:00 am - 3:00 pm

At MPI, we realize, that many of you rely on grant money to make things happen. This year, there's lots of federal money available in the form of grants for law enforcement agencies and we know how to get it. Our instructor, Sheila Smith, has written grant applications resulting in the acquisition of more than 10 million dollars in grant money for law enforcement agencies just like yours.

This course will teach you how to identify your funding needs and then show you where to go to locate the grant opportunities that will meet your needs. We'll show you how to properly develop the grant proposal, how to submit the application and manage those funds once they're received. Students will leave this class with a complete written grant on either body worn cameras or for de-escalation. In addition, this course will keep you organized and in compliance with all federal requirements. "There are many courses available introducing the ins and outs of grant writing for public safety. There is only one MPI, and we'll show you how to get it done!"

The time is NOW to update your agencies grant writing skills! This is grant season. There are grants available for small agencies to get up to 175K for community policing endeavors, there will be de-escalation grants coming out in the next few weeks, and body worn camera grants. There are also grants for methamphetamines and opioids.

This grant class will help you to write these grants, and to find the money.

Awareness: Recognizing when “something just doesn’t seem right” and articulating that. Increase your skill at detecting deception. Behavior Recognition makes for a safer and secure work environment. Help you better understand nonverbal communication; i.e. body language and emotion that may signal when someone may be less than forthcoming or being deceptive.

- **Overall better communication skills: Leading meetings, managing a team, or better understanding your co-workers. When conducting interviews, hiring or doing internal investigations, evaluating truthfulness and possible deception through verbal and nonverbal cues.**

Register Now!

2 Day Search Warrant Preparation

September 25-26, 2023
Andover Police Department

September 27-28, 2023
Grafton Police Department

Detective Sergeant Chuck Peterson (Ret)
9:00 am - 3:00 pm

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.

TOPICS

- When is a warrant needed?
- How to fill out a search warrant application
- What is probable cause & how to

This class is being held in advance of grants opening – sign up to be prepared to submit your grant application as soon as grants are out!

Course Goals:

- Describe the requirement for federal grants
- To provide materials that will assist LEO’s in developing and submitting a grant application
- Discuss a strategy for getting departmental acceptance for grants
- Discuss the different components of grant applications
- Managing the grant, communication of grant milestones / payments
- Budget modifications
- Get support from external agencies

Register Now!

Body Worn Cameras: *The Unbiased Witness*

September 14, 2023
Grafton Police Department

Sheila Smith
Sgt Detective Winston DeLeon
9:00 am - 3:00 pm

Body worn cameras can be relied upon to capture evidence-grade video in any situation, at every interaction. As technology advances, so does the need for law enforcement agencies to stay in front of the challenging environment and the technology available to help us manage it. Let our body worn camera training expert, Sheila Smith, show you how this technology can become part of police investigations, transparency, accountability and protection for those us who protect and serve.

Here’s what you can expect to learn:

- The Fundamentals / An overall view of the body worn camera
- Why a BWC program is necessary in today’s society
- How to implement your program

demonstrate it in writing

- What can be searched for
- Drug warrants
- Homicide & violent crime warrants
- Computer warrants
- Identifying location & items to be searched for
- Time constraints
- Use of named vs. unnamed informants
- Developing first time informers
- No knock vs. knock & announce
- Controlled buys
- Anticipatory warrants
- Execution / Entry issues
- Post execution reports

All students will receive a comprehensive manual and digital files containing information pertinent to the successful preparation of a search warrant!

[Register Now!](#)

New Sergeants Program 5 Day

July 24, 2023
Malden Police Department

[Alfred P. Donovan](#)
8:30 am - 2:30 pm

Day 1

- Performance Management and Accountability
- Providing the tools supervisors need to guide officers toward achievement of a greater level of ownership, effectiveness and increased productivity. Coaching, Directing,

- Legal Issues
- How the BWC can benefit your community relations
- More

Don't wait any longer! Learn everything you need to know about body worn cameras and how to implement their use in your police agency!

[Register Now!](#)

Management Rights for Law Enforcement Leadership



MANAGEMENT RIGHTS FOR LAW ENFORCEMENT LEADERSHIP

ALFRED P. DONOVAN
SOUTHBOROUGH PD
15 MARCH 2023
8:30 AM - 2:30 PM

JOIN NOW

July 19, 2023
Woburn Police Department

Delegation, Assisting, Accountability will all be discussed. 3 Hour Block

- Documenting, Recording and Correcting Employee Behavior
- Instructions on the duties, responsibilities and essential functions of a Police

Sergeant. Holding subordinates accountable and coaching them in the right direction. Setting clear and concise expectations. 2 Hour Block

Day 2

- Procedural Justice, Cooperation and Police Legitimacy
- Explore the role of police response and public cooperation toward building support for the police organization and their actions. Instilling the service orientation mentality in subordinates. A supervisor's responsibilities in enforcing the Procedural Justice and Community Policing philosophy while continuing to provide essential Law Enforcement Services. 3 hour Block
- Employee Rights vs. Supervisory Functions and Responsibilities
- A review of employees' rights in connection with common supervisory problems. Weingarten Rights and Employees Rights when suspected of criminal act reviewed and discussed. 2 Hour Block.

Day 3

- Supervision Liability
- An overview of circumstances where claims or verdicts have been upheld against supervisors in their individual capacities. Deliberate Indifference and failing to stop

August 15, 2023
Grafton Police Department

September 22, 2023
Acton Police Department

[Alfred P. Donovan](#)
8:30 am - 2:30 pm

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?
- What is mid-term bargaining?
- What are my assignment rights?

SUBJECTS DISCUSSED

- » Limiting employees hours of work
- » Implementing changes in policy
- » Time clocks, assigning new duties
- » Changing hours of work: Implementing changes in your workplace
- » Implementing discipline
- » Impact bargaining strategies
- » How to impact bargaining correctly
- » When to implement changes
- » Documenting to win!
- » Recent court cases on Chiefs right to assign
- » Truthfulness decisions, mandatory subjects of bargaining

unconstitutional acts discussed. 3
Hour Block

- The Duty to Intervene and Report under the Massachusetts Police Reform Law Fully discussed and explained. 2 Hour Block

Day 4

- Complaint Investigations as they Relate to Supervisors
- This course will provide supervisors with information and training needed in connection with Accreditation Standards and Police Reform mandates that require Police Agencies to allow supervisors to investigate and handle minor complaints. Basic IA investigative skills and guidelines will be discussed. 3 Hour Block
- Ethical Decision Making in Difficult Situations
- Ethical Decision Making for Supervisors. This block of training will deal with realistic ethical challenges in law enforcement such as detail fraud, double dipping, time theft, minor conflict of interest violations, and abuses of the badge. 2 Hour Block

Day 5

- Prevention, Intervention and Post-Vention (PIP)
- Prevention, Intervention and Post-vention (PIP) are the three areas of focus when working in the area of suicide. Suicide prevention certificate will be issued. 3 Hour Block
- Basic Use of Force Investigations for Supervisors
- An overview of the Massachusetts

**Register
Now!**

CMR regarding the Use of Force and what is required as part of a basic review of a Use of Force incident by Supervisors. 2 Hour Block

**Register
Now!**

Managing and Conducting Background Investigations

September 5, 2023
Watertown Police Department

September 29, 2023
Grafton Police Department

Stephen A. Taranto, J.D.
Captain John Serson (Ret.)
9:00 am - 3:00 pm

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, sources and techniques that will assist police managers in conducting quality background investigations.

- Who should be involved?
- What goes into a quality investigation?
- Timelines
- Areas of inquiry

De-escalation and Body Language for Law Enforcement Officers

October 13, 2023
Grafton Police Department

Carl Maccario
8:30am - 2:30pm

TOPICS

- Conditions for effective de-escalation.
- Levels of anger escalation
- What is crisis intervention?
- De-escalation techniques
- How do you de-escalate a conflict?
- Verbal De-escalation, what it is, when to use it?
- Verbal De-escalation Tactics
- Establishing an Environmental Baseline: Recognition and Observation skills as it relates to identifying deviations from expected norms in a particular environment.
- Indicators of potential hostile /criminal intent: pre op planning. Surveillance etc.
- Recognizing , decoding and deciphering body language cues for both field and static interviews
- Verbal and non-verbal indicators of potential deception
- Cognitive Questioning Techniques (field and static) – highly effective in exposing deception and defeating cover stories

About the

- Importance of an in-depth inquiry
- Making the investigation fit the need
- Importance of social networks
- Critical issues
- Suggested forms
- Interview techniques
- Suggested data sources
- Accountability
- Record keeping
- Policy Development
- Requirements for Massachusetts and C.A.L.E.A. Accreditation/Certification

Register Now!

Effective Interview Training for Patrol Officers

July 14, 2023
Andover Police Department

October 26, 2023
Grafton Police Department

Carl Maccario
8:30 am - 2:30 pm

This MPI training program on Effective Interview Training for Patrol Officers will be led by Behavioral Expert, Carl Maccario, a recognized expert in Nonverbal Communication.

This training program teaches Officers how to:

- Conduct a cohesive effective interview during a call for service.
- How to elicit information.
- How to use highly effective Cognitive Questioning techniques
- Elements of a truthful story

presenter:

Carl Maccario, Co-creator of the TSA Behavior Detection Program.

Over the last fifteen years Carl has taught extensively to local, State and Federal law enforcement agencies as well as in the Middle East. In addition for more than a decade, Carl has presented training for the United States Department of Defense and Special Operations Community helping to prepare them for traveling into hostile areas of the world. Carl is engaged in this training on a continuous basis and continues to perform this skill set in various operational environments. Carl was also featured in former TSA Administrator, Kip Hawley's book, "Permanent Emergency". Carl has been a contributing author to the text book, Nonverbal Behavior: Science and Application and Protecting Airline Passengers in the Age of Terrorism, published by (ABC-CLIO).

Register Now!

Managing Difficult Employees

October 3, 2023
Grafton Police Department

Chief Michael Goulding (Ret)
9:00 am - 3:00 pm

Who should attend? Chiefs, command staff, and supervisors of all ranks and experience levels, (as well as those hoping to become supervisors).

COURSE DESCRIPTION

This training was created as a follow-up to Chief Glidden's Bulletproof Leadership training and is based on his popular weekly Bulletproof Leadership Tips that address a variety of difficult employees and unacceptable behaviors with practical strategies for requiring accountability and improving performance. Strategies are also provided to help keep good employees from becoming your next problem

- Signs of deception.
- The Officers will question role players to help hone their skills . This will allow Officers to learn how to ask effective questions and apply techniques to ascertain veracity and determine if further action is required by the Officer.

**Register
Now!**

Post Promotional Suicide Prevention & Monitoring Persons' in Custody

July 21, 2023
Grafton Police Department

August 3, 2023
Winchester Police Department

September 25, 2023

employee.

At the conclusion of this training, participants will be able to:

- Become better at managing difficult employees—and yourself
- Create a work environment where motivation can flourish
- Effectively address workplace rumors and stop gossip
- Help indecisive employees make decisions
- Establish a “No Jerk Rule” to develop a more positive workplace
- Reduce the use of sarcasm by subordinates
- Address workplace saboteurs, chronic complainers, and other toxic behaviors
- Effectively deal with angry employee outbursts
- Reduce workplace negativity
- Develop employee engagement strategies
- Learn the importance of addressing mistakes
- Learn how to manage your own emotions and behaviors
- Effectively manage up the chain of command
- Develop creative ideas for recognizing good work
- Become more resilient and move forward after your own mistakes or failures

**Register
Now!**

Firearms Legal Update

October 10, 2023
Grafton Police Department

October 31, 2023
Somerville Police Department

November 7, 2023
Palmer Police Department

David O'Laughlin

9:00 am - 1:00 pm

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. This program provides instruction for all prisoner watch personnel to recognize the signs and symptoms of distress and how to provide safe and effective suicide watch over those held in custody. The program addresses the ways in which to make risk assessments and what levels of prisoner observation is required based on these assessments.

In addition, this program addresses the duties of the matron and all prisoner watch personnel as well as the policy and procedures necessary to safely guard the health and wellbeing of those persons held in custody by law enforcement.

**Register
Now!**

November 21, 2023

Webinar / ZOOM

[Chief Ronald C. Glidden \(Ret.\)](#)

9:00 am - 3:00 pm

This is an update of Massachusetts firearms laws instructed by Chief Ron Glidden (Ret.). The training will include the August 2022 changes to Massachusetts firearms law including, and the impact on licensing from the Supreme Court's decision in New York State Rifle & Pistol Association v. Bruen. Recent changes in firearms licensing eligibility and suitability will also be discussed as well as other important firearms laws, procedures, and responsibilities for licensing officials. The training is appropriate for firearms licensing and enforcement personnel as well as others interested in Massachusetts firearms law.

Topics Covered

- The impact of New York State Rifle & Pistol Association v. Bruen
- The NEW suitability definition
- LTC restrictions eliminated
- NEW LTC licensing guidelines from the AG, EOPS, DCJIS, and MCOPA
- Restraining Orders, Harassment Orders, and Extreme Risk Protection Orders
- State and federal firearms license disqualifications
- Assault weapon issues
- Ghost guns
- General firearms licensing procedures
- Suitability issues
- Firearms related definitions
- Firearms in the home without LTC
- Court petition for FID suitability
- Unsecured weapons law and penalties

Crisis De-escalating and Street Negotiating

October 23, 2023
Wilmington Police Department

Captain John Serson (Ret.)
Stephen A. Taranto, J.D.
9:00 AM - 3:00 PM

COURSE DESCRIPTION

This one-day course is designed as a practical and realistic guide for police officers at barricaded subject incidents. A special emphasis will be on first arriving officers or detectives. Some situations addressed in this course are individuals who are threatening suicide, domestic incidents where family members are held hostage, suicide-by-cop situations, and offenders who have been caught in the act of committing crimes.

TOPICS:

- Types of barricaded situations
- Past protocols for barricaded subjects compared with current protocols
- Immediate response versus negotiating
- Securing and preparing the scene – including evacuating and negotiator &

- Safety course requirements and exemptions
- Laws related to self-defense sprays
- Firearms dealer issues
- Firearms on school grounds
- Minors, firearms, and parental exemptions
- Exemptions from firearms licensing requirements
- Unlawful carrying of firearms
- Stun Guns
- Firearms License Review Board
- And much, much more!

The cost of the training includes the updated Law Enforcement Guide to Firearms Law

[Register Now!](#)

Digital Crime Scene and Forensic Evidence Photography

July 10 - 12, 2023
Wilmington Police Department

[Drew Webb](#)
8:30 am - 4:30 pm

This three-day course will introduce the investigating officer to the most modern methods of crime scene and forensic evidence photography. On completion of this course, the student will understand and be able to use their cameras and associated accessories and lighting in both manual and automatic modes, so that they will be able to record the scene and information accurately as they see it, and not be constrained by the camera's automatic functions. Particular emphasis is placed on fingerprint and small object evidence photography, including tool marks and shoe/tire print impression

- community safely
- “The critical first 30 minutes”
- Supervisor responsibilities
- Beginning and sustaining productive communications – building rapport and trust
- Communicating with special populations
- Developing and using the necessary skill of ‘active listening’
- Recognizing and applying ‘time’ to your advantage – the ‘slow-it-down’ principle
- ‘Do’s and don’ts’ of crisis negotiations – stress reducing and getting to the solution
- Working in teams and interaction with command personnel, tactical teams, and other agencies
- Transferring information to department negotiators and tactical personnel
- Media issues
- Post-situational reviews
- Designing and incorporating practical training for all members of the department

This program is designed to be interactive with attendees. Experienced negotiators will also find great benefit in attending this program to stay sharp with these skills.

**Register
Now!**

Accountability & Discipline for Supervisors

July 10, 2023
Grafton Police Department

September 13, 2023
Grafton Police Department

September 18, 2023
Bourne Police Department

September 19, 2023
Acton Police Department

Alfred P. Donovan
8:30 am - 2:30 pm

TOPICS INCLUDE:

How to hold a disciplinary conference, what to do during a crucial confrontation, what and how to

imaging. Students will also understand shortcuts using a camera’s automation when appropriate to make their photography easier and more efficient.

Typically, more than 50% of the class time is spent doing hands on camera work exercises, with close individual attention from the instructors. Exercises are demonstrated via projection through the instructors’ cameras so the class can see what they will be doing before they are asked to do it.

Click Register Now for course topics and information!

**Register
Now!**

The Public Information Officer

October 24, 2023
Grafton Police Department

Captain John Serson (Ret.)
Stephen A. Taranto, J.D.
9:00 am - 3:00 pm

COURSE DESCRIPTION

Now, more than ever before, police departments find themselves under the scrutiny of the press and the public. Actions of police officers, the policies in place at your agency and the public perception of your department might likely be examined in detail by the press and the community. It is important that information is provided to the press and the community in a way that is fair, professional and timely. Law enforcement’s link between the agency and the media is the Public Information Officer (PIO). Whether permanently assigned or suddenly thrust into the position by chance, the PIO

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, starting a paper trail, counseling employees, implementing discipline, dealing with 150E issues, performance improvement plans and design.

**Register
Now!**

needs to have the skills necessary to effectively and professionally provide news and information to the public. This course is designed for current PIOs as well as line officers and supervisors who, by virtue of their positions, might be called upon to interact with the new media. Officers will learn to effectively communicate news and information in ways that favorably represent his/her department.

TOPICS:

- What is a PIO and what is his/her role?
- What are preferred PIO skills and qualifications?
- How to deal with public information requests
- How to write press releases
- How to conduct a press conferences
- How to manage social media
- The PIO role in critical incidents
- What is news?
- Police/press conflict and resolution

**Register
Now!**

Questioning and Interviewing Public Employees

June 23, 2023
Grafton Police Department

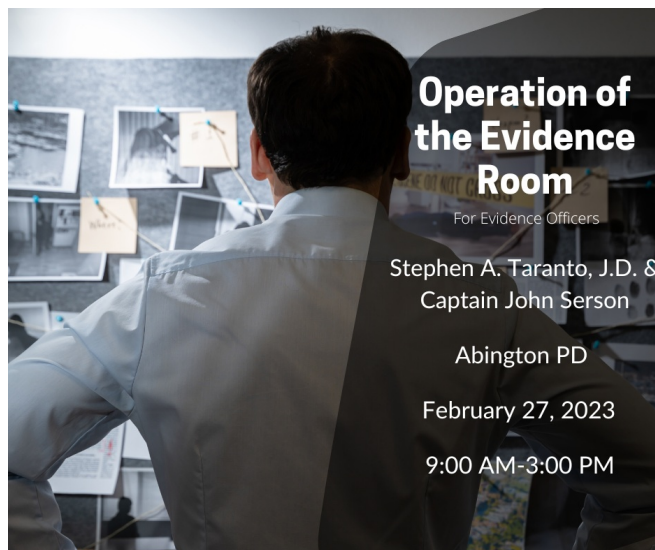
July 17, 2023
Woburn Police Department

October 6, 2023
Newbury Police Department

Alfred P. Donovan
8:30 am - 2:30 pm

This seminar is designed to educate Municipal Leaders and Supervisors on how to Question and Interview Public Employees suspected of misconduct in a Municipal work environment. The seminar will include detailed guidelines on how to meet the necessary legal requirements, while ensuring compliance with standardized procedures for both union and

Operation of the Evidence Room for Evidence Officers



October 16, 2023
Grafton Police Department

October 20, 2023
Northampton Police Department

Captain John Serson (Ret.)
Stephen A. Taranto
9:00 am - 3:00 pm

non-union employees. Participants will receive example forms and directives on how to direct employees to appear at the investigative interview along with standardized employee right form.

Subject Matters Discussed:

- Designing and Delivering the proper Notice to Appear
- Designing and Delivering the proper Notice of the Allegations
- Witnesses Not entitled to Union Representation in most cases
- What role does the Union Representative play during the interview?
- Who can act as a Union Representative?
- When are employees entitled to an Outside Attorney?
- Recording Interviews is a 'Work Rule' and does not need to be bargained over in most cases
- Setting the Ground Rules
- Advisement of Rights (Administrative & Criminal)
- Weingarten Rights
- Complying with Policy Requirements
- Planning the interview
- Questioning Employees
- Recording Employees Interviews
- Interview Techniques
- Dealing with evasive employee responses , 'I do not recall' 'No, Not that I recall, 'to the best of my memory', 'I am not sure'
- Truthfulness Issues

Parts of an Effective Employee Interview

Process:

1. Introduction and Greeting

COURSE DESCRIPTION

This class is suited for all levels of the Evidence/Property Room Component. The class presents best practices for the design, operation and management of the property room.

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. This class cover at a minimum the following areas:

- Lost Property
- Found Property
- Evidence
- Confiscated Items
- Security
- Temporary Storage
- Bulk Items
- Critical Items
- (Weapons, Drugs, Controlled Substances, Money, and Valuables)
- Purging of old items
- Auctions
- Disposal
- Accountability
- Bonded Weapons Storage Companies
- Inspections and Audits
- Policy Development
- Requirements for Massachusetts and C.A.L.E.A. Accreditation/Certification

**Register
Now!**

2. Setting the Ground Rules
3. Uninterrupted initial version of event under investigation
4. Clarification
5. Confront and/or Collaborate
6. Closing the Interview
7. MUCH MORE

This course is for Municipal Supervisors and Management Personnel and is meant to provide the tools necessary to conduct an effective and efficient employee Interview or interrogation.

**Register
Now!**

Civil Service / Promotional Exam - Juvenile Law

July 18, 2023
Boxboro Regency, Boxboro, MA

John Sofis Scheft, Esq.
8:30 am - 3:30 pm

Class Content:

- Juvenile Miranda Requirements
- Child Endangerment / Sex Offenders
- Runaways / Truants / Mental Health
- Interventions / Jurisdiction

Continental breakfast and lunch included

**Register
Now!**

11th Annual Sergeants Conference

November 14th - 15th, 2023
Boxboro Regency, Boxboro, MA

Civil Service / Promotional Exam - Motor Vehicle Law

July 11, 2023
Boxboro Regency, Boxboro, MA

John Sofis Scheft, Esq.
8:30 am - 3:30 pm

Complete Review of Attorney John
Scheft's MV Manual 2023

Class Content:

- Key coverage on OUI / Blood tests, License / Permits
- Seatbelts / Theft / Leaving the Scene / E-Bikes and More
- Full Day Lecture in Preparation for the Exam

Continental breakfast and lunch included

**Register
Now!**

FTO Refresher

October 6, 2023
Andover Police Department

December 8, 2023



[Register Now!](#)

Three Day Budget Training Class - Webinar

October 30 - November 13, 2023

Andover Police Department

[Sergeant Sean Daley](#)

[Lt. James J. Raso](#)

9:00 am - 3:00 pm

This one-day Field Training Officer (FTO) Refresher course is designed to update FTOs on current training practice and liability issues. This program focuses on the continued development of the FTO as a leader, role model and trainer. This course will also give FTOs an understanding of the civil process including Section 1983 claims and the protections available to FTOs through case law and state statutes.

TOPICS COVERED

- The importance of providing accurate and defensible numerical and written evaluations
- New methods of providing feedback
- Establishing an effective learning environment
- Developing and updating the Recruit Task Book
- The importance of Role Modeling
- The importance of Remedial Training
- Officer Safety Principles
- Current Legal Trends
- Supervisory liability and the concept of the third-part liability
- An FTO's duty to intervene
- Review current liability issues in law enforcement

This course is recommended for Field Training Officers who have completed the basic FTO course or previous FTOs who are looking to re-enter the field.

[Register Now!](#)

Mastering the Role Play Exercise (Promotional Prep Course)

October 11, 2023

Webinar/Zoom

Mark D. Abrahams

9:00 am - 3:00 pm

The Municipal Police Institute, Inc, is pleased to announce a three-day budget training program. This session will provide intensive training to develop budgets. Prior experience working with budgets is helpful.

Day 1 & 2 (October 30 & November 6)

Massachusetts Basic Budgeting

- MA General Laws regarding budgeting
- MA budgeting and accounting rules
- National best practices regarding police budgets
- MA budget process
- MA line item budgeting basics

Day 3 (November 13)

Advanced Budgeting

- Types of Budgets: program, performance, outcomes
- Budget samples and lingo
- The concept of performance
- Preparing advanced budgets

**Register
Now!**

Supervisor Liability

July 31, 2023

Southborough Police Department

October 26, 2023

Newbury Police Department

Alfred P. Donovan

9:00 am - 3:00 pm

COURSE DESCRIPTION

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 liability in law enforcement that will enhance their supervisory skills and help them keep their organization out

Wilmington Police Department

Alfred P. Donovan

8:30 AM - 2:30 PM

TOPICS:

- Defining and accomplishing what is required by the Exercise Instructions.
- Defining and accomplishing all of the tasks required in the exercise.
- Defining what stimulus are and how you can recognize them.
- Understanding and recognizing what a Distraction technique is.
- Understanding and recognizing what a Miss-direction technique is
- Using a checklist

- Assuming the designated ROLE COMPLETELY
- Understanding who your evaluators are
- Understand the three parts of a ROLE PLAY EXERCISE.

1. The Meet and Greet
 2. Interacting and Understanding
 3. Ending and Resolution.
- Effective communication during the exercise.
 - Practice Exercises

**Register
Now!**

Management and Supervision of the Evidence Function

Management and Supervision of the Evidence Function

Instructors - Stephen A. Taranto, J.D. & Captain John Serson

Date - May 16, 2023

Location - Woburn PD

Time - 9:00 am - 3:00 pm

\$179 Per Person

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, implementing new policies, rules or regulations. Supervisor Liability issues, Holding employees Accountable for Mistakes, Disappointments, Poor Performance, Not meeting deadlines, and Insubordination.

Participants: Sergeants,
Lieutenants, Captains

[Register Now!](#)

October 17, 2023
Grafton Police Department

[Stephen A. Taranto, J.D.](#)
[Captain John Serson \(Ret.\)](#)

9:00 am - 3:00 pm

This course will provide chiefs and supervisors with a comprehensive understanding of the property & evidence function. Let MPI remove any concerns you may have about your Evidence Room, audit and inspections!

TOPICS INCLUDE:

- 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

[Register Now!](#)

Bulletproof Leadership

September 13, 2023
Grafton Police Department

[Chief Ron Glidden](#)

9:00 am - 4:00 pm

Who should attend? Law enforcement executives, command staff, and supervisors of all ranks who are interested in improving employee morale, accountability and performance.

COURSE DESCRIPTION

This leadership training provides supervisors with the skills needed to handle morale-

Operating While Stoned: A Nationwide Problem

September 8, 2023
Andover Police Department

October 12, 2023
Chatham Police Department

[Lt. James J. Raso](#)

9:00 am - 3:00 pm

A lot has changed since cannabis consumption has become legal, but *“Operating While Impaired,”* has not. If

killers, performance-zappers, accountability-avoiders and more. Supervisors will learn practical strategies that can help influence their work environment, reduce stress, and turn compliance into commitment by improving employee morale, accountability, and performance.

At the conclusion of this training, participants will be able to:

- Build trust in those they supervise to help improve communications
- Effectively engage with employees to continually build trust
- Help create a positive work environment that can reduce job stress
- Provide continuing and effective employee feedback throughout the year
- Understand the importance of early intervention to improve performance
- Understand the supervisor's role in the Progressive Discipline Cycle
- Respond appropriately to negative attitudes and behaviors
- Effectively utilize 7 Step Performance Discussions with employees
- Document and deal effectively with unacceptable employee behavior
- Use assertive communication skills to reduce misunderstandings
- Show appropriate employee recognition and appreciation
- Utilize strategies to improve employee job satisfaction and commitment
- Apply practical leadership strategies that help improve work performance

Added bonus – Free Leadership Tips. Even before you attend – join the many law enforcement leaders who subscribe to Ron's FREE weekly Bulletproof Leadership Tips by clicking on the subscription button at www.RonGlidden.com.

**Register
Now!**

**Supervisor - Leadership Training
(5 Day)**

you are making motor vehicle stops, seizures and arrests you need to have this knowledge. This course is not just for drug recognition experts, but for all of you who protect and serve. Operating while stoned is becoming more and more prevalent and extremely dangerous to everyone sharing the roadway with impaired operators. Let our instructors prepare you to be successful on the stop itself and in the courtroom. This course will cover field sobriety testing and introduce the skills necessary to detect operation while impaired by substances other than alcohol. In addition, you'll know exactly what's necessary to include in your police report, in order to satisfy the requirements of drug impaired operation as well as a template outlining the requirements to get that search warrant for blood evidence and medical records. *This one day training is exactly what you need to make our roadways safer for everyone we serve.*

Click the register now button for more course info and topics!

**Register
Now!**

**2 Day Intro to Drug
Investigations for**

Alfred P. Donovan
APD Management
8:30 am - 2:30 pm

Program Topics

- Performance Management and Accountability
- Providing the tools supervisors and organizations need to guide officers toward achievement of a greater level of ownership, effectiveness and increased productivity.
- Ethics and Risk Management
- A focus on ways in which supervisors and their organizations take assessment of control and transfer risk.
- Documenting, Recording and Correcting Employee Behavior
- Improve your current written directive system by showing you how to serve notice to employees through your Rules & Regulations.
- Procedural Justice, Cooperation and Police Legitimacy
- Explore the role of police response and public cooperation toward building support for the police organization and their actions.
- Employee Rights vs. Supervisory Functions and Responsibilities
- A review of employees' rights in connection with common management problems. White text here A review of employees' rights in connection with common management problems.
- Decision Making and De-escalation in Difficult Situations
- Introduction to the various models of de-escalation and conflict resolution for the purposes of real time decision making.
- Supervisors Response to Critical Incidents/Incident Command
- A focus on how supervisors and organizations deal with a major event which threatens to harm their community.
- Prevention, Intervention and Post-Vention (PIP)
- Prevention, Intervention and Post-vention (PIP) are the three areas of focus when working in the area of suicide.
- Supervision Liability
- An overview of circumstances where claims or verdicts have been upheld against supervisors in their individual capacities.
- Internal Affairs Investigations as They

Patrol Officers

September 18-19, 2023
Grafton Police Department

September 20-21, 2023
Andover Police Department

Detective Sergeant Chuck Peterson (Ret)
9:00 am - 3:00 pm

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 . The class will cover the following subject matter:

TOPICS

- Drug identification
- Looking beyond the "stop"
- Search and seizure
- Hidden compartments
- Search techniques
- Informant development & management
- Street interdiction
- Vehicle inventories
- Surveillance techniques
- Interdiction stops
- Non-traditional drug investigations for the patrol officer

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 investigations directed towards stemming the flow of drugs into the officers jurisdiction.

Relate to Supervisors

- This course will provide supervisors with information in connection with trends and conditions that may negatively affect the integrity of the department or harm the public's trust in the department.

**Register
Now!**

**Register
Now!**

**View the Course Catalog - Click
Here!**

Municipal Police Institute, Inc. | 353 Providence Road, South Grafton, MA 01560

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