



MICHIGAN SHERIFFS' COORDINATING AND TRAINING COUNCIL,
MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY
and the
NATIONAL INSTITUTE for JAIL OPERATIONS
PRESENT:
MICHIGAN JAIL COMMAND STAFF ACADEMY

This Tuition Free* Command Staff level training is approved by the Michigan Sheriffs' Coordinating and Training Council (MSCTC) and the Michigan Municipal Risk Management Authority (MMRMA). The program is designed and presented by the National Institute of Jail Operations (NIJO), to engage jail command staff that operate Local Correctional Facilities within Michigan. Upon completion, successful graduates will receive an Academy Completion Certificate from the MSCTC and the MMRMA, along with approximately 72 credit hours that may be applied toward the NIJO National Certified Correctional Supervisor (NCCS) or National Certified Correctional Executive (NCCE) certification.

The 8- Core Management Areas of advanced training will consist of:

- Statistics and Data Driven Decision Making
- Leadership
- Report and Business Writing
- Proactive Liability Defense: Policy & Procedure, Audits & Inspections
- Budgets, Purchasing and RFP Management
- Personnel Management
- Legal Issues
- Investigations and Preparing for Litigation

Course Schedule:

Wednesday April 1, 2020 REGISTRATION DEADLINE	Please see page 2 for Registration Form. Please email forms to: bgould@msctc.org
Tuesday, Wednesday, Thursday April 14, 15, 16, 2020 8 a.m. till 5 p.m.	Attendee required 3-days of classroom instruction at the Henry Center for Executive Development.
Tuesday, Wednesday, Thursday May 5, 6, 7, 2020 8 a.m. till 5 p.m.	Attendee required 3-days of classroom instruction at the Henry Center for Executive Development.
Tuesday, Wednesday, Thursday June 2, 3, 4, 2020 8 a.m. till 5 p.m.	Attendee required 3-days of classroom instruction at the Henry Center for Executive Development. Course completion.

Attendee Registration Requirements and Information:

- Course is limited to first 25 participants. **Limited to 2 attendees per Sheriff's Office.**
- Limited to Jail Command Staff who operate a Local Correctional Facility in Michigan.
- TUITION FREE* = When above registration requirements have been met, tuition is free for attendees. Lodging, dinner, and travel expenses (including mileage) are the responsibility of the attendee or their Agency. (Continental breakfast, buffet lunch and snacks provided on training days to attendees.)



MICHIGAN SHERIFFS' COORDINATING AND TRAINING COUNCIL,
MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY
and the
NATIONAL INSTITUTE for JAIL OPERATIONS
PRESENT:
MICHIGAN JAIL COMMAND STAFF ACADEMY

REGISTRATION FORM

Attendee Registration Requirements and Information:

- Course is limited to first 25 participants. **Limited to 2 attendees per Sheriff's Office.**
- Limited to Jail Command Staff who operate a Local Correctional Facility in Michigan.
- **TUITION FREE*** = When above registration requirements have been met, tuition is free for attendees. Lodging, dinner, and travel expenses (including mileage) are the responsibility of the attendee or their Agency. (Continental breakfast, buffet lunch and snacks provided on training days to attendees.)

Please print legibly OR type in responses:

ATTENDEE #1

FULL NAME:	LAST	FIRST	M.I.
DATE OF BIRTH:		PHONE/CELL #:	
EMAIL:		LCOTS #:	
AGENCY:		RANK:	
SUPERVISOR:		FOOD ALLERGIES:	

ATTENDEE #2

FULL NAME:	LAST	FIRST	M.I.
DATE OF BIRTH:		PHONE/CELL #:	
EMAIL:		LCOTS #:	
AGENCY:		RANK:	
SUPERVISOR:		FOOD ALLERGIES:	

REGISTRATION DEADLINE IS APRIL 1, 2020.

EMAIL REGISTRATION FORM(S) TO: bgould@msctc.org

REGISTRATION IS LIMITED TO 25, FIRST COME FIRST SERVE BASIS.

LODGING INFORMATION: Lodging expenses are the responsibility of the attendee or their Agency. As a courtesy and convenience, Candlewood Suites on site at the Henry Center is holding a block of rooms under the group name "MSCTC Advanced Command Training 2020" at a discounted rate for those wanting lodging accommodations within walking distance to the Jail Command Staff Academy. Reservations must be made 30 days prior to the start of the Jail Academy to receive the discounted rate. For more information or to secure a room, please contact Candlewood Suites at (517)351-8181.