



# 2017 Training Calendar

*Travis County Sheriff's*

*Training Academy*

Excelentia Propter Disciplinam

"Excellence Through Training"

*Sally Hernandez, Sheriff*

*Austin, Texas*



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## FREQUENTLY ASKED TRAINING QUESTIONS

### ***I am about to qualify for my Intermediate Officer Certificate, should I call TCOLE?***

**YES**, contact TCOLE at 512-936-7700. **Effective September 1, 2011**, TCOLE is required to collect fees for all peace officer, jailer, and telecommunicator proficiency certificates. As proficiency certificate levels are met, TCLEDDDS will continue to automatically **award and display** this achievement on the personal status report (PSR) but will no longer mail the certificates to appointing agencies. **Individuals who desire a hard copy of their certificate must electronically submit an application and pay a \$35 fee per certificate.** Licensees can purchase hard copy certificates to be mailed, by credit card or bank draft, through their online training account.

### ***How do I obtain a transcript of my continuing education?***

You can obtain a transcript of your TCOLE training record by logging in to your MyTCOLE account or by contacting TCOLE at 512-936-7700.

### ***How do I determine what courses I need to take to advance my Jailer or Peace Officer License?***

You can determine the courses necessary by accessing the proficiency certificate mandates for the applicable level at <http://www.tcole.texas.gov/content/proficiency-certificates>. Comparing your training record through MyTCOLE to the mandates will determine which courses are still necessary to advance. You can also contact TCOLE at 512-936-7700 for assistance. Should there be a discrepancy regarding training received through TCSO, please contact the Registrar or Training Lieutenant at 512-854-4194.

### ***What other training resources are available?***

Approved training academies and training providers are listed on the TCOLE web site at [www.tcole.texas.gov](http://www.tcole.texas.gov) in the Training Providers link.

### ***What firearms does TCSO authorize for carry?***

A comprehensive list is available at the Training Academy range and a list of approved Weapons, Ammunition and Holsters is on the Everyone drive, in the Training folder. Newer weapon models are reviewed annually by the Weapons Committee, the Training Director/Lieutenant, and Administration.

### ***If I attended training at another agency, attended a seminar, or completed an on-line course, is it possible for me to receive TCOLE credit?***

Possibly, if the training is applicable to your current job assignment. You will need to provide a copy of the course outline, the instructors' credentials, a certificate of completion stating the number of hours completed, and a course evaluation to the Training Director/Lieutenant for review **within ten (10) days of completion**. If approved, course credit will be submitted to TCOLE.

### ***I received firearms, expandable baton, revolver, semi-auto, or OC spray training at another accredited academy. Will TCSO accept it?***

Yes, however, you must first submit proof of satisfactory completion, demonstrate proficiency if applicable and/or satisfactorily pass an oral or written exam. This process is coordinated through the Training Director/Lieutenant in conjunction with the Range Master or a Defensive Tactics Instructor.

### ***Have any classes been added to the requirements for advancing my Peace Officer license?***

January 1, 2016, TCOLE added three (3) courses, required to go from Basic to Intermediate, **and** Intermediate to Advanced *if* the Intermediate certificate was issued before 1/1/2016: Canine Encounters, Deaf & Hard of Hearing Driver training, and Child Safety Check Alert List.

### ***How long is the TCOLE Training Cycle?***

Forty-eight (48) months. The *cycle* is comprised of two 24-month training *units*. To maintain their license, Peace Officers must attend 40 hours of training and attend Legislative Updates during each 24-month training *unit*. Corrections Officers must attend Cultural Diversity during the training *cycle*. Questions concerning the licensing requirements should be directed to TCOLE. The current *unit* runs September 1, 2015 – August 31, 2017. The current *cycle* runs September 1, 2013 – August 31, 2017.

### ***What classes are included in the TCOLE training mandates for this unit and cycle?***

Training Mandates can also be found at <http://www.tcole.texas.gov/content/training-requirements>

For Peace Officers, the following are required:

- 2015 to 2017 training unit – Course 3184 State & Federal Law Update Course and 40 hours of training
- 2013 to 2017 training cycle:
  - Those holding a Basic Peace Officer certificate, or no certificate, will be required to have **Cultural Diversity, Special Investigative Topics, and Crisis Intervention** training.
  - Those holding an Intermediate certificate or higher do not have specific courses (except the State and Federal Law Update Course)
  - Special Note: Individuals first licensed after January 1, 2013 must complete the basic Human Trafficking course within the first year of licensure

For Corrections Officers holding any level certificate, the following are required:

- 2013 to 2017 training cycle – Cultural Diversity

For Telecommunicators holding any level certificate, the following are required:

- 2015 to 2017 training unit – 20 hours of training

### ***Can I get TCOLE credit for college courses I've taken?***

**YES!** Email our TCOLE liaison at [TCOLE@traviscountytexas.gov](mailto:TCOLE@traviscountytexas.gov) for specific directions on how to submit your transcripts. Each college hour is worth 20 TCOLE training hours. Once you have achieved a degree and the hours have been awarded by TCOLE, your proficiency requirements for hours & years of service are now based on education & years of service. This can make a significant difference, especially for less-tenured staff.

### ***Are there specific classes or courses for civilian employees?***

A 1-day Civilian In-Service will be held in 2017. The classes offered will be the same as what was offered in 2016.

### ***When does the next BPOC and CODES start?***

BPOC and CODES will both be held in 2017 and start in January 2017.

Note: TCSO BPOC cadets who graduated in 2008 and beyond **do not** have to attend CODES. A copy of their BPOC graduation certificate should be submitted up the cadets' Chain of Command when applying to work off duty.

### ***When do I need to complete my PRT tests?***

Sworn staff will test twice per year on the test of their choosing: Combat Fitness or Row. Staff will complete a test during the first three months of each testing cycle. Testing cycles are: January – June and July – December. Staff who do not reach the 50% threshold on their first test will be rescheduled by their supervisor; the re-test should occur within 30 days of the initial test.

Employees will receive up to three (3) attempts to meet the 50% threshold before being documented as having failed the cycle. Employees who fail two (2) consecutive cycles will be placed on a Fitness Improvement Plan (FIP), overseen by a Law Enforcement Fitness Administrator.

***What is Combat Fitness?***

Combat Fitness is a Crossfit-style workout, similar to Fight Gone Bad. Combat Fitness is 3 rounds, 5 exercises per round at 1 minute per exercise, with a 1 minute rest between each round. Total test time is 17 minutes. Combat Fitness must be completed in the following order:

Wall Ball – 20lb ball for males; 14lb ball for females. Top of the ball must crest the bottom of a 10-foot line;

Kettlebell Sumo Deadlift High Pull – 75lb kettlebell for males; 55lb kettlebell for females;

Step Ups – may jump or step up on the platform, but must step down;

Push Press – 75lb for males; 55lb for females. Arms must extend completely and head must come through the arms for a good rep; and

Row – on flywheel 10

Each rep in the first four events and each calorie in the last counts as 1 point. 100% = 300

At least one rep or calorie must be completed in each event, each round, for a valid test.

***What are the incentives for the PRT Program?***

Staff completing either of the tests with a 75% or better are eligible for a Fitness Pin. Currently, the pin is the same one that was issued to staff who passed the JST. Staff will not be issued a second pin, if they already earned one through the JST.

Staff completing the Combat Fitness test at 300 – 349 reps will receive a “300 Club” shirt; 350 – 399 reps will receive a “350 Club” shirt; and 400+ reps will receive a “400 Club” shirt.

Staff completing both tests, at 90% or better, will receive a “Fitness Star” shirt and be eligible for a Fitness Star pin.

Staff completing all three tests, at 90% or better on each test, within a scheduled 2-hour period will receive a “Gladiator” shirt.

***Is remedial training available through the Academy?***

Yes. Upon written request from a Bureau Captain or higher, the Training Academy will provide one-on-one instruction in some topics. This remedial training is a mastery tool for the less than proficient employee. Topics include, but are not limited to: Use of Force – LE and CO; Defensive Tactics; Intermediate Weapons; Report Writing; Complaints and Probable Cause Affidavits; Police Tactical Driving; Strategic Communications; Traffic Stops; Prisoner Transport; Ethics; Arrest, Search and Seizure; Con Games – Interpersonal Communication Skills; Wellness – Physical Fitness evaluation.

Formal Remedial Firearms Training dates for pistol and rifle have been scheduled for 2017. See Page 47 for available dates and times.



## REGISTRATION AND CANCELLATION INFORMATION

1. **Registration for courses will be made via the County INTRANET E-Registration system by TCSO Sergeants and above.** Travis County Employees and outside agencies will continue to submit scheduling applications to the Registrar. Appropriate applications can be found on the Sheriff's website at [www.tcsheriff.org](http://www.tcsheriff.org) Applications can be submitted to the Academy by:
  - a. Fax, 512-854-4195, attention: Registrar; or
  - b. Email, [TCSOAcademy.Registrar@traviscountytx.gov](mailto:TCSOAcademy.Registrar@traviscountytx.gov)
2. Students from agencies other than Travis County are required to pay tuition to attend classes at the Academy. The tuition fee for each course is listed below the course description.
3. Classes that are not open to other agencies are annotated as such below the course description.
4. All tuition fees must be paid on the first day of the applicable class, or within 10 (ten) days of class completion, by one of the following methods of payment, payable to Travis County Sheriff's Office (**no Purchase Orders or Credit Cards accepted**):
  - a. Certified Cashier's Check;
  - b. Money Order; or
  - c. Check issued by the students' employing agency
5. Priority for space in all classes will be given to Travis County Sheriff's Office (TCSO) staff. Therefore, confirmation of space for outside agencies may be made no more than seven (7) days prior to the start of class.
6. **Should cancellation become necessary, the student's Supervisor (if the student is below the rank of Sergeant) will notify a Training Academy Supervisor and/or Registrar of the cancellation** via email. **Telephone cancellations are not permitted.** Email cancellations should be sent to [TCSOAcademy@traviscountytx.gov](mailto:TCSOAcademy@traviscountytx.gov)
7. Substitution of personnel in lieu of cancellation by outside agencies is permitted without penalty. The substitution may be made by the first day of class.
8. **No reimbursement will be made for:**
  - a. students who fail to successfully complete the course; or
  - b. students who withdraw after the start of the course
9. **Should registration for a course fail to meet the minimum limit of students, the course may be canceled.** If an alternate date is available for the same course, the students will be offered the opportunity to re-register with Supervisor approval.
10. The Training Academy will attempt to notify registered students of a course cancellation within three (3) working days prior to the scheduled start date for the course.

## GENERAL OPERATING PROCEDURES

1. **Unless otherwise noted, all classes are scheduled on an 8:00 a.m. to 5:00 p.m. workday** with one hour for lunch.
2. Students are expected to report to class on time. Tardiness will be addressed by the Academy Supervisor in accordance with TCSO Policy 1.8.1 (Preparation for Duty).
3. Students will bring to class all appropriate materials necessary for note taking, and any duty equipment that is commensurate with the scheduled training.
4. Students are expected to attend courses in their entirety. Absences during a training class must receive **prior approval** from an Academy Supervisor and the student's immediate supervisor.
5. There are amenities provided in the break room for persons wishing to eat lunch in the building. Keurig coffeemakers are provided in the break room. K-Cups, mugs, sugar, creamer, etc are not provided. Soft drink machines are available. Eating by students in the classroom is strictly prohibited.
6. **The Training Academy is a tobacco free building.** Smoking and/or dipping are not allowed in the building. All Travis County property is tobacco-free. There are no designated smoking areas on County property.
7. Cleanliness of the Training Academy is everyone's responsibility. Waste materials will be disposed of in the appropriate receptacles. Students will remove their materials from the classrooms at the end of each training day, unless directed otherwise by the course coordinator.
8. Chairs and tables are to be used in their intended manner. Students will not sit on tables or prop their feet or legs over the arms of chairs or on tables.
9. **Computers in Academy Staff offices are not to be used by students.** Telephones in Academy Staff offices may only be used with permission.
10. All cell phones and pagers are to be placed on the silent mode while attending classes. **Usage of computers, i.e., laptops, Blackberry, iPhones, etc., is prohibited in the classroom unless approved by an Academy Instructor.**
11. Books, magazines, and newspapers, not pertaining to the course of instruction, will not be read during classes. These periodicals may be read during class breaks only.
12. Student parking is permitted in the Academy parking lot only. Do not park in the Visitation Center parking lot.

## STUDENT DRESS CODE

It is the responsibility of each employee of this Office to comply with the grooming and dress standards (TCSO Policy 1.8.2) while attending any Training Academy course. Employees who do not meet these minimum standards will be directed by the Academy Staff to immediately conform to the policy. Those unable to conform will be directed to leave the training class and report back to their immediate supervisor as soon as practical. If the employee can make the necessary adjustments to meet the policy requirements, he/she may be allowed back into the class. The Academy Supervisors exercise discretion on issues of appropriate grooming and dress for all students. Supervisors will receive electronic documentation of their employees' inability to comply with the authorized dress code.

Regardless of the dress requirement, all clothing will be neat, clean, in good condition, and will be consistent with the presentation of a professional image. It will not bear writing or pictures that are obscene or offensive. **No hats/caps will be worn in the classrooms.** If you are in doubt about your attire, simply do not wear it. Dress requirements are further identified in four distinct categories and may supplement the established standards for practical purposes: **Uniform; Casual; Field; and PRT Attire.**

**Note: Academy Staff can be readily identified by their red shirts worn on a daily basis. Should an emergency occur, please immediately notify an Academy Staff member. For this reason, we respectfully request that students refrain from wearing a red shirt to any academy class.**

1. The Dress Code category "**Uniform**" is defined as:
  - a. The student's issued Class B or Class C Uniform as worn on duty.
  - b. If the student wears a firearm and duty belt while on duty, the student may, but is not required to, wear it while in the classroom. Firearms will remain secured in the holster at all times unless directed otherwise by the instructor.
2. The Dress Code category "**Casual**" is defined as:
  - a. Long sleeve or short sleeve dress shirts, blouses, mandarin collar shirts, golf, polo or sport shirts with collars. Shirts or blouses will be worn tucked into the trousers or skirt, unless designed for outer wear.
  - b. Trousers or slacks, dresses, skirts, or other female attire consistent with business attire. **No denim attire**, unless waived by Sheriff, i.e., blue jean Fridays.
  - c. Footwear will be appropriate for duty, training, safety and/or business professional complimenting the level of dress. Sandals, flip-flop or shower shoes are prohibited.
  - d. **Absolutely no athletic attire**, i.e., no sweats, wind suits, tank-tops, muscle shirts, etc.
3. The Dress Code category "**Field**" is defined as:
  - a. Tactical Dress Uniforms, BDU's, etc. which are suitable for physical activity. Clothing should be able to accommodate a duty belt, **if applicable**.
  - b. T-shirts, sweatshirts or tactical shirts that portray a positive public image may be worn. **No tank-tops or muscle shirts.**
  - c. Footwear will be appropriate for duty and safety, which is consistent with the indicated training.
4. The Dress Code category "**PRT Attire**" is defined as:
  - a. Athletic attire such as sweatsuits, windsuits, shorts, pants, t-shirts, and sweatshirts appropriate for physical activity may be worn.
  - b. T-shirts, sweatshirts or tactical shirts that portray a positive public image may be worn.
  - c. **No tank-tops or muscle shirts. Any spandex-type material will be covered by shorts or pants that are appropriate for physical activity. Sports bras will be covered by t-shirts or sweatshirts appropriate for physical activity.**

**TEXAS COMMISSION ON LAW ENFORCEMENT**

6330 U.S. Highway 290 East, Suite 200  
 Austin, Texas 78723 Phone: (512) 936-7700  
[WWW.TCOLE.TEXAS.GOV](http://WWW.TCOLE.TEXAS.GOV)

**Peace Officer Proficiency Certification Requirements Chart**  
 Commission Rules § 221.1 and 221.3

**Beginning September 1, 2011, proficiency certificates will no longer be automatically generated and mailed to your appointing agency. The documentation fee for each proficiency certificate request is \$35.** Questions pertaining to the Proficiency requirements, or Legislative mandates (listed on the TCOLE web site), should all be directed to TCOLE.

**Basic Peace Officer Proficiency Certificate                      221.1 and 221.3**

**Requirements:**

1. An active license or appointment 221.(b)(2);
2. 1 year of service; and
3. All courses or approved equivalents listed below, **once during career:**

Courses		Approved Equivalent	
<b>1999</b>	Personnel Orientation <i>(if licensed on or after 06/01/1998)</i>		None
<b>3722</b>	Peace Officer Field Training <i>(if licensed on or after 06/01/2004)</i>		None
<b>3270</b>	Human Trafficking <i>(if licensed on or after 01/01/2011, must complete within first year of licensure)</i>	<b>3271</b>	Advanced Human Trafficking
		<b>3268</b>	SAFVIC Human Trafficking Investigator

**Intermediate Peace Officer Proficiency Certificate                      221.3(b)**

**Requirements:**

1. An active license or appointment 221.1(b)(2);
2. Basic Peace Officer Certificate;
3. Required training hours and years of service per chart; and

Hours	Education	Service (years)
400		8
800		6
1200		4
2400		2
	Associate's	4
	Bachelor's or higher Degree	2

4. All courses or approved equivalents listed below, **once during career:**

Courses		Approved Equivalent	
<b>2105</b>	Child Abuse Prevention and Investigation		None
<b>2106</b>	Crime Scene Investigation	<b>40063</b>	TFSA Forensic Technician
<b>2107</b>	Use of Force		None
<b>2108</b>	Arrest, Search, and Seizure		None
<b>2109</b>	Spanish for Law Enforcement	<b>2110</b>	Spanish for LE – Distance Education
		<b>2111</b>	Spanish for LE – Test Out
		<b>34001</b>	Spanish for LE – On Patrol
		<b>22109</b>	Spanish for Telecommunicators
<b>3277</b>	Identity Theft <i>(included in BPOC 01/01/2013 – 643 hour)</i>		None
<b>3255</b>	Asset Forfeiture <i>(included in BPOC 01/01/2013 – 643 hour)</i>	<b>3257</b>	Asset Forfeiture and Racial Profiling
<b>3256</b>	Racial Profiling <i>(included in BPOC 01/01/2013 – 643 hour)</i>	<b>3257</b>	Asset Forfeiture and Racial Profiling
<b>3270</b>	Human Trafficking	<b>3271</b>	Advanced Human Trafficking <i>(if taken after 09/01/2009)</i>
		<b>3268</b>	SAFVIC Human Trafficking Investigator
<b>3841</b>	Crisis Intervention Training	<b>3843</b>	CIT Update
		<b>3842</b>	BPOC CIT <i>(included in BPOC 01/01/2013 – 643 hour)</i>
		<b>3840</b>	CIT Train the Trainer
		<b>4001</b>	Mental Health Peace Officer Training
<b>7887</b>	Interacting with Drivers Deaf/Hard of Hearing <i>(if licensed on or after 3/1/2016, must be completed within 2 years of licensing)</i>		None
<b>3275</b>	Missing and Exploited Children <i>(added 01/01/2015)</i>	<b>782096</b>	DPS Interdiction for Protection of Children
		<b>53268</b>	Advanced Child Abuse Investigations
		<b>53267</b>	ACA Module #3 Special Topics & Resources

4068	Child Safety Check Alert List (added 1/1/2016)	53268	Advanced Child Abuse Investigations
		53269	ACA Module 1 – Laws & Dynamics
		53270	ACA Module 2 – Interviewing & Interrogation Techniques
4065	Canine Encounter (if licensed on or after 1/1/2016, must be completed within 2 years of licensing)	6048	Canine Handlers Training
		62040	Defensive Tactics – Canine Encounters
		62041	Texas Specific – Shoot Don't Shoot
		62042	Defensive Tactics – Canine Encounters (Train the Trainer)
		9988	Canine courses prior to 1/1/16 must be reviewed for credit
3939	Cultural Diversity	39393	DPS Cultural Diversity – Online
		394	Cultural Diversity TCOLE online
		3737	New Supervisor's Course (1 <sup>st</sup> time supervisors only)
3232	Special Investigative Topics	3264	Special Investigator Certification
		3265	Special Investigator Train the Trainer
		3737	New Supervisor's Course (1 <sup>st</sup> time supervisors only)
		3261	SAFVIC Module 1 (all three modules must be completed in 2-year unit)
		3262	SAFVIC Module 2
		3263	SAFVIC Module 3

**Advanced Peace Officer Proficiency Certificate 221.3(c)**

**Requirements:**

1. An active license or appointment 221.1(b)(2);
2. Basic Peace Officer Certificate;
3. Intermediate Peace Officer Certificate;
4. Required training hours and years of service per chart; and

Hours	Education	Service (years)
800		12
1200		9
2400		6
	Associate's	6
	Bachelor's or higher Degree	5

5. All courses or approved equivalent listed below, **once during career:**

Courses		Approved Equivalent	
3270	Human Trafficking	3271	Advanced Human Trafficking <i>(if taken after 09/01/2009)</i>
		3268	SAFVIC Human Trafficking Investigator
3841	Crisis Intervention Training	3843	CIT Update
		3842	BPOC CIT <i>(included in BPOC 01/01/2013 – 643 hour)</i>
		3840	CIT Train the Trainer
		4001	Mental Health Peace Officer Training
3275	Missing and Exploited Children	782096	DPS Interdiction for Protection of Children
		53268	Advanced Child Abuse Investigations
		53267	ACA Module #3 Special Topics & Resources
4068	Child Safety Check Alert List	53268	Advanced Child Abuse Investigations
		53269	ACA Module 1 – Laws & Dynamics
		53270	ACA Module 2 – Interviewing & Interrogation Techniques
4065	Canine Encounters	6048	Canine Handlers Training
		62040	Defensive Tactics – Canine Encounters
		62041	Texas Specific – Shoot Don't Shoot
		62042	Defensive Tactics – Canine Encounters (Train the Trainer)
		9988	Canine courses prior to 1/1/16 must be reviewed for credit

**Master Peace Officer Proficiency Certificate 221.3(d)**

**Requirements:**

1. An active license or appointment 221.1(b)(2);
2. Basic Peace Officer Certificate;
3. Intermediate Peace Officer Certificate;
4. Advanced Peace Officer Certificate; and
5. Required training hours and years of service per chart.

Hours	Education	Service (years)
1200		20
2400		15
3300		12
4000		10
	Associate's	12
	Bachelor's	9
	Master's	7
	Doctorate/JD	5

**TEXAS COMMISSION ON LAW ENFORCEMENT**

6330 U.S. Highway 290 East, Suite 200  
 Austin, Texas 78723 Phone: (512) 936-7700  
[WWW.TCOLE.TEXAS.GOV](http://WWW.TCOLE.TEXAS.GOV)

**Jailer Proficiency Certification Requirements Chart**

Commission Rules § 221.1 and 221.5

**Beginning September 1, 2011, proficiency certificates will no longer be automatically generated and mailed to your appointing agency. The documentation fee for each proficiency certificate request is \$35.** Questions pertaining to the Proficiency requirements, or Legislative mandates (listed on the TCLEOSE web site), should all be directed to TCOLE.

**Basic Jailer Proficiency Certificate 221.5(a)**

**Requirements:**

1. An active license or appointment 221.(b)(2);
2. 1 year of service; and
3. All courses or approved equivalents listed below, **once in career**

Courses	
1999	Personnel Orientation <i>(if licensed on or after 06/01/1998)</i>
3721	County Correction Officer Field Training <i>(if licensed on or after 06/01/2004)</i>

**Intermediate Jailer Proficiency Certificate 221.5(b)**

**Requirements:**

1. An active license or appointment 221.1(b)(2);
2. Basic Jailer Certificate;
3. Required training hours and years of service per chart; and

Hours	Education	Service (years)
400		6
800		4
1200		2
2400		1
	Associate's	2
	Bachelor's or higher Degree	1

4. All courses or approved equivalents listed below, **once in career.**

Courses		Approved Equivalent	
<b>3501</b>	Suicide Detection & Prevention in Jails		None
<b>3502</b>	Inmate Rights & Privileges		None
<b>3503</b>	Interpersonal Communications in the Correctional Setting		None
<b>3504</b>	Use of Force in a Jail Setting		None



<b>2109</b>	Spanish for Law Enforcement	<b>2110</b>	Spanish for Law Enforcement – Distance Education
		<b>2111</b>	Spanish for Law Enforcement – Test Out
		<b>34001</b>	Spanish for Law Enforcement – On Patrol
		<b>34002</b>	Spanish Corrections on Patrol

**Advanced Jailer Proficiency Certificate                      221.5(c)**

**Requirements:**

- an active license or appointment                      221.1(b)(2)
- Basic Jailer Certificate
- Intermediate Jailer Certificate

Hours	Education	Service (years)
800		8
1200		6
2400		4
	Associate’s	6
	Bachelor’s or higher Degree	4

**Master Jailer Proficiency Certificate                      221.5(c)**

**Requirements:**

- an active license or appointment                      221.1(b)(2)
- Basic Jailer Certificate
- Intermediate Jailer Certificate
- Advanced Jailer Certificate

Hours	Education	Service (years)
1200		20
2400		15
3300		12
4000		10
	Associate’s	12
	Bachelor’s	9
	Master’s	7
	Doctorate/JD	5

**TEXAS COMMISSION ON LAW ENFORCEMENT**

6330 U.S. Highway 290 East, Suite 200  
 Austin, Texas 78723 Phone: (512) 936-7700  
[WWW.TCOLE.TEXAS.GOV](http://WWW.TCOLE.TEXAS.GOV)

**Telecommunicator Proficiency Certification Requirements Chart**  
 Commission Rules § 221.1, 221.13, 215.16, 217.2, 1701.402, 1701.405

**Beginning September 1, 2011, proficiency certificates will no longer be automatically generated and mailed to your appointing agency. The documentation fee for each proficiency certificate request is \$35.** Questions pertaining to the Proficiency requirements, or Legislative mandates (listed on the TCLEOSE web site), should all be directed to TCOLE.

**Basic Telecommunicator Proficiency Certificate                      221.13(a)**

**Requirements:**

1. An active license or appointment 221.1(b)(2);
2. 1 year of service; and
3. All courses or approved equivalents listed below:

Courses		Approved Equivalent	
<b>1013</b>	Basic Telecommunicator Certificate Course		None
<b>1999</b>	Personnel Orientation <i>(if licensed after 01/01/2014)</i>		None
<b>2120</b>	Crisis Communication Telecommunicator <i>(if appointed after 12/01/2011)</i>	<b>420</b>	Crisis Communications – Distance Education
<b>3720</b>	Telecommunications Field Training <i>(if reported after 06/01/2004)</i>		None
<b>3812</b>	TDD/TTY for Telecommunicators <i>(within the last six (6) months)</i>	<b>412</b>	TDD/TTY Distance Education

**Intermediate Telecommunicator Proficiency Certificate                      221.13(b)**

**Requirements:**

1. An active license or appointment 221.(a)(2);
2. Basic Telecommunicator Certificate;
3. 2 years of service;
4. 120 hours of training;
5. **3812** TDD/TTY for Telecommunicators or **412** TDD/TTY for Telecommunicators Distance Education (within the last 6 months); and
6. One course from each group once during career:

Courses		Approved Equivalent	
<b>3939</b>	Cultural Diversity	<b>394</b>	TCOLE Learning
		<b>39393</b>	DPS Cultural Diversity - Onlyine
		<b>3737</b>	New Supervisor’s Course (first time supervisor only)

<i>Intermediate Telecommunicator Proficiency Certificate Requirements, cont...</i>			
<b>3920</b>	Ethics in Law Enforcement	<b>3925</b>	Ethics for Law Enforcement – Distance Education
<b>2120</b>	Crisis Communications Telecommunicators	<b>420</b>	Crisis Communications – Distance Education
<b>2109</b>	Spanish for Law Enforcement	<b>2110</b>	Spanish for Law Enforcement – Distance Education
		<b>2111</b>	Spanish for Law Enforcement – Test Out
		<b>22109</b>	Spanish for Telecommunicators
		<b>34003</b>	Spanish for 911/Dispatch – On Patrol
		<b>34001</b>	Spanish for Law Enforcement – On Patrol
<b>3802</b>	TCIC/NCIC For Full Access Operators	<b>3809</b>	NLETS/TLETS
		<b>3811</b>	TLETS/NLETS and TCIC/NCIC Basic Procedures

**Advanced Telecommunicator Proficiency Certificate** **221.13(b)**

**Requirements:**

1. An active license or appointment 221.(a)(2);
2. Basic Telecommunicator Certificate;
3. Intermediate Telecommunicator Certificate;
4. 4 years of service;
5. 240 hours of training;
6. **3812** TDD/TTY for Telecommunicators or **412** TDD/TTY for Telecommunicators Distance Education (within the last 6 months); and
7. One course from each group once during career

<b>Courses</b>		<b>Approved Equivalent</b>	
<b>3939</b>	Cultural Diversity	<b>394</b>	TCOLE Learning
		<b>39393</b>	DPS Network Online
		<b>3737</b>	New Supervisor’s Course (first time supervisor only)
<b>3920</b>	Ethics in Law Enforcement	<b>3925</b>	Ethics for Law Enforcement – Distance Education
<b>2120</b>	Crisis Communications Telecommunicators	<b>420</b>	Crisis Communications – Distance Education
<b>2109</b>	Spanish for Law Enforcement	<b>2110</b>	Spanish for Law Enforcement – Distance Education
		<b>2111</b>	Spanish for Law Enforcement – Test Out
		<b>22109</b>	Spanish for Telecommunicators
		<b>34003</b>	Spanish for 911/Dispatch – On Patrol
		<b>34001</b>	Spanish for Law Enforcement – On Patrol

<b>Advanced Telecommunicator Proficiency Certificate Requirements, cont...</b>			
<b>3802</b>	TCIC/NCIC For Full Access Operators	<b>3809</b>	NLETS/TLETS
		<b>3811</b>	TLETS/NLETS and TCIC/NCIC Basic Procedures

**Master Telecommunicator Proficiency Certificate** **221.13(b)**

**Requirements:**

1. An active license or appointment 221.(a)(2);
2. Basic Telecommunicator Certificate;
3. Intermediate Telecommunicator Certificate;
4. Advanced Telecommunicator Certificate;
5. 8 years of service;
6. 500 hours of training;
7. **3812** TDD/TTY for Telecommunicators or **412** TDD/TTY for Telecommunicators Distance Education (within the last 6 months); and
8. One course from each group once during career

<b>Courses</b>		<b>Approved Equivalent</b>	
<b>3939</b>	Cultural Diversity	<b>394</b>	TCOLE Learning
		<b>39393</b>	DPS Network Online
		<b>3737</b>	New Supervisor's Course (first time supervisor only)
<b>3920</b>	Ethics in Law Enforcement	<b>3925</b>	Ethics for Law Enforcement – Distance Education
<b>2120</b>	Crisis Communications Telecommunicators	<b>420</b>	Crisis Communications – Distance Education
<b>2109</b>	Spanish for Law Enforcement	<b>2110</b>	Spanish for Law Enforcement – Distance Education
		<b>2111</b>	Spanish for Law Enforcement – Test Out
		<b>22109</b>	Spanish for Telecommunicators
		<b>34003</b>	Spanish for 911/Dispatch – On Patrol
		<b>34001</b>	Spanish for Law Enforcement – On Patrol
<b>3802</b>	TCIC/NCIC For Full Access Operators	<b>3809</b>	NLETS/TLETS
		<b>3811</b>	TLETS/NLETS and TCIC/NCIC Basic Procedures

**Previous TCOLE Training *Unit*:** September 1, 2013 to August 31, 2015.

**Current TCOLE Training *Unit*:** September 1, 2015 to August 31, 2017.

Note that the current training unit ends August 31, 2017. All mandates must be met by August 31 to maintain compliance for your license.

**Next TCOLE Training *Unit*:** September 1, 2017 to August 31, 2019.

**Current TCOLE Training *Cycle*:** September 1, 2013 to August 31, 2017.

Note that the current training cycle ends August 31, 2017. All mandates must be met by August 31 to maintain compliance for your license.

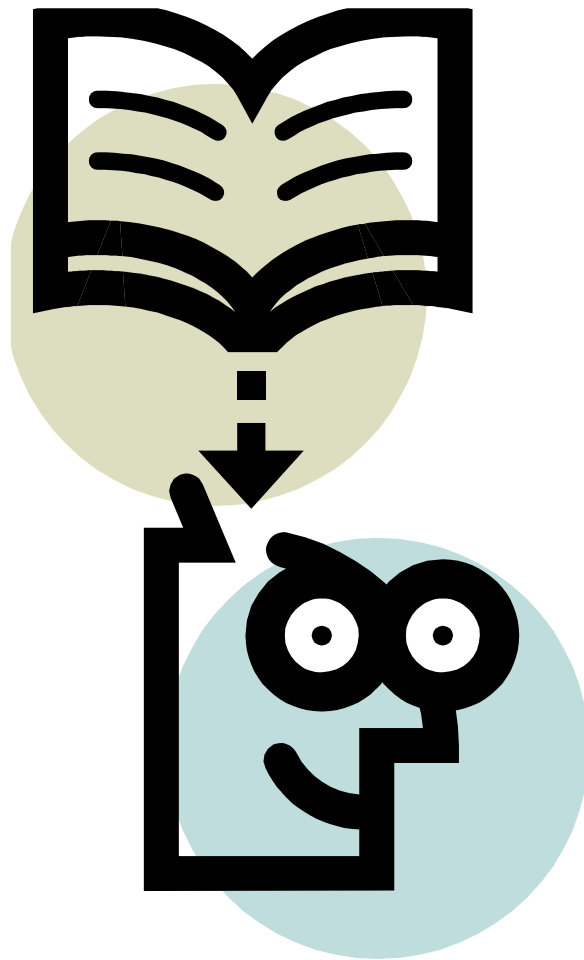
Note: a Training *Cycle* is comprised of two Training *Units*.

**It is the responsibility of the license holder to ensure that he/she receive the mandatory 40 hours continuing education each training unit in order to maintain their license. It is the responsibility of the license holder to be knowledgeable of commission rules & mandates and successfully attend continuing education courses.**

**The Law Enforcement Commission will not renew your Peace Officer and/or Jailer's license should you fail to comply with continuing education standards.** This means you cannot be employed as a Peace Officer or Corrections Officer and may likely be unemployed at Travis County. Your loss of license becomes effective upon written notice from the Commission. Appeals can be made to the Commission for a scheduled hearing.



# 2017 Course Descriptions



All classes begin at 8am unless otherwise noted.





**Corrections In-Service**

16 hours – Coordinator Chris Walsh / Parker Westbrook

2017 courses include the following topics:

**Day 1:**

0800–1700 Firearms / Communication Tactics  
Report Writing / Suicide Prevention / PT

**Dress Code:**

Field / Physical

**Day 2:**

0800–1700 Use of Force / Defensive Tactics / PT

Field / Physical

Prerequisites: TCSO CO Personnel and CO Supervisors.

Dates (28): Jan. 5 – 6; Jan. 19 – 20; Jan. 30 – 31; Feb. 2 – 3; Mar. 13 – 14; Mar. 16 – 17; Mar. 20 – 21;  
Mar. 23 – 24; Apr. 3 – 4; Apr. 13 – 14; Apr. 24 – 25; Jun. 1 – 2; Jun. 5 – 6; Jun, 12 – 13; Jul. 6 – 7;  
Jul. 13 – 14; Jul. 17 – 18; Jul. 20 – 21; Aug. 28 – 29; Aug. 31 – Sep. 1; Sep. 7 – 8; Sep. 11 – 12;  
Sep. 14 – 15; Sep. 28 – 29; Oct. 2 – 3; Oct. 5 – 6; Oct. 9 – 10; Nov. 27 - 28

***ATTENTION: MANDATORY PEACE OFFICER NIGHT FIRE, TASER Recertification, and Water Survival Kit Training***

***All L.E. Bureau Deputies, Detectives, & Supervisors***

***All CTECC Officers & Supervisors***

***All Courthouse Security Officers & Supervisors***

***All Transportation Officers & Supervisors***

***All CTAC Officers & Supervisors***

***All Hospital/Visitation Unit Officers & Supervisors***

***All Community Outreach Uniformed Officers & Deputies***

***All Crisis Intervention Officers & Supervisors***

***All Internal Affairs Detectives & Supervisors***

***Please refer to Pistol Qualifications on page #47.  
Reminder: no Revolvers allowed on the Del Valle range.***

**Law Enforcement In-Service**

20 hours – Coordinator Chris Meyer / Jeff Isham / Aaron Ramirez

2017 courses include the following topics:

**Day 1:**

0700–1700 Arrest, Search, & Seizure Update  
Intermediate Weapons Recertification

**Dress Code:**

Field

**Day 2:**

0700–1700 Firearms  
Weapons Retention

Field

Prerequisites: TCSO LE Personnel and LE Supervisors. TCSO Courthouse Security Personnel.  
TCSO Transportation CPOs. TCSO Hospital/Visitation Unit CPOs. TCSO CTAC CPOs.

Dates (20): Jan. 12 – 13; Jan. 17 – 18; Feb. 13 – 14; Feb. 21 – 22; Feb. 23 – 24; Mar. 27 – 28; Mar. 30 – 31;  
Apr. 6 – 7; Apr. 10 – 11; May 3 – 4; May 30 – 31; Jun. 15 – 16; Jun. 22 – 23; Jul. 24 – 25;  
Aug. 30 – 31; Sep. 5 – 6; Sep. 13 – 14; Sep. 26 – 27; Oct. 23 – 24; Oct. 30 – 31

**Reserve Deputy In-Service**

20 hours – Coordinator Chris Meyer / Jeff Isham / Aaron Ramirez

See Law Enforcement In Service for topics covered.

Date: August 7 – 10, hours will be 1600 – 2300.  
Or any of the scheduled Law Enforcement In Services, hours noted above.  
Note: 14 spots are available for full-time Law Enforcement staff.

***ATTENTION: MANDATORY PEACE OFFICER NIGHT FIRE, TASER Recertification, and Water Survival Kit Training***

- All L.E. Bureau Deputies, Detectives, & Supervisors***
- All CTECC Officers & Supervisors***
- All Courthouse Security Officers & Supervisors***
- All Transportation Officers & Supervisors***
- All CTAC Officers & Supervisors***
- All Hospital/Visitation Unit Officers & Supervisors***
- All Community Outreach Uniformed Officers & Deputies***
- All Crisis Intervention Officers & Supervisors***
- All Internal Affairs Detectives & Supervisors***

***Please refer to Pistol Qualifications on page #47.  
Reminder: no Revolvers allowed on the Del Valle range.***

**Civilian In-Service**

8 Hours – Coordinator Leah Stubbs / Chris Walsh

**Day 1:**

0800–1700 Wellness / Verbal Judo / CPR & AED

**Dress Code:**

Field or Uniform

Dates (4): Jan. 11; May 17; Sep. 19; Nov. 7

Prerequisites: TCSO Civilian Staff

Note: Students will be expected to kneel / sit on the floor while conducting CPR Training. Contact Course Coordinator if reasonable accommodations need to be made.

### **84<sup>th</sup> Session Legislative Updates #3184**

4 hours – Coordinator Aaron Ramirez / Chris Meyer

This 4-hour course provides Law Enforcement officers with an update of recent statute changes as provided by the 84<sup>th</sup> Legislature. Recent Supreme Court decisions that impact important issues such as: search & seizure, detention, etc. are also included in this curriculum, as these cases may impact the function, policy, and procedures of Law Enforcement officers and Law Enforcement administration.

Prerequisites: Peace Officer.

Dress Code: Casual / Uniform.

Dates: Jun. 26 (PM); Aug. 3 (AM)

Tuition Fee: \$15 for outside agencies. Please see page 9 for registration information.

Note: All Peace Officers must complete course by August 31, 2017 to maintain licensure compliance. AM class hours will be 0800 – 1200; PM class hours will be 1300 – 1700.

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### **Active Shooter Refresher – TCSO Staff Only**

20 hours – Coordinator Chris Meyer / Jeff Isham

During this 20-hour class the student will receive instruction on the history of active shooter events, current best practices when dealing with an active. The student will learn how to respond, deal with, and treat the wounded of an active shooter event, set and run the casualty collection point, and evacuate the wounded. This class will utilize force on force and SIMUNITIONS for enhanced stress. This class is heavily scenario based so the student gets to work with other students at different times to fully understand all areas of responsibility.

Prerequisites: TCSO Peace Officer

Dress Code: Field / Uniform.

Dates: Mar. 6 – 7; Apr. 20 – 21; May 22 – 23; Nov. 1 – 2

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### **Adult CPR Recertification – TCSO Staff Only**

2 hours – Coordinator Chris Walsh / Jeff Isham

The American Heart Association wants everyone that walks the streets to be able to understand C.P.R. and be able to perform it properly during an emergency. Students will learn when and how to give CPR to an adult; when and how to use the AED for an adult; how to use a mask; and how to help a choking adult.

Prerequisites: TCSO Employee

Dress Code: Field / Uniform.

Dates: Apr. 28; May 12; Aug. 15; Oct. 20

Notes: Each date will consist of two class times: 0800 – 1000 and 1300 – 1500.

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### **Advanced Tactical Pistol – TCSO Staff Only**

10 hours – Coordinator Michael Frasher / Chris Meyer

The purpose of this 10-hours class is to enhance the person's abilities with their pistol. This course will be a refresher of shooting basics and progress to being to place rounds on target at a rapid pace and operate the handgun in the event of a malfunction. The class will end with the student being placed under stress and being able to make target recognition quickly and accurately. At the end of this training the student will gain a new understanding of their abilities with their firearm. This course will be physically demanding. The student should be prepared for whatever elements the season presents and be prepared to be on their feet all day. This course is designed for students who consistently score above 85% on their annual qualifications.

Prerequisites: TCSO Employee

Dress Code: Field

Dates: Feb. 1; May 1

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### **Arrest, Search & Seizure #2108**

16 hours – Coordinator Jeff Isham / Aaron Ramirez

This 2-day course is a review of cases that have affected the procedures of arrest, search, and seizure. Students receive instruction about current laws, requirements and procedures regarding arrests, searches, and seizures.

Prerequisites: Peace Officer.

Dress Code: Casual / Uniform.

Dates: May 18 – 19

Tuition Fee: \$50 for outside agencies. Please see page 9 for registration information.

Note: This is a requisite course for those Peace Officers working toward their Intermediate Certificate.

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### **Asset Forfeiture & Racial Profiling #3257**

8 hours – Coordinator Aaron Ramirez

The Asset Forfeiture segment is designed to cover the forfeiture of seized property. Students will be able to demonstrate an understanding of this area to the level required by the Texas 77<sup>th</sup> Legislature in Senate Bill 563.

The Racial Profiling segment is designed to cover the legislative requirements placed upon peace officers and law enforcement agencies regarding racial profiling.

Prerequisites: Peace Officer.

Dress Code: Casual / Uniform.

Dates: Apr. 5

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

Note: This is a requisite course for those Peace Officers working toward their Intermediate Certificate.

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### **Basic Patrol Rifle – TCSO Staff Only**

40 hours – Coordinator Range Master Michael Frasher / Tony Hostetler

Students will acquire rifle marksmanship skills with emphasis on:

Use of Force Options	Weapon Maintenance	Zeroing
Transportation and Storage	Ammunition Characteristic	Marksmanship
Shooting and Moving	Magazine Changes	Two Man Tactics
Use of a Sling	Rifle / Pistol Transitions	Weapon Malfunction Drills
Proper Use of Patrol Rifle Data Book		Weapons Nomenclature

Prerequisites: TCSO Law Enforcement Deputies. TCSO Courthouse Officers. TCSO CTAC Officers.

Dress Code: Field.

Dates:

Note: This course is required for any personnel who carry a rifle as part of their daily duties. Class must be completed successfully before student will be authorized to carry a rifle.

**Class limit is 12 students.**

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### **Building Clearing**

24 hours – Coordinator Sgt. Bryan Whoolery

Building clearing is one of the most common, yet challenging tasks law enforcement officers conduct routinely in the performance of their duties. This 3-day training course focuses on introducing the student to tactical concepts and movement to the objective, threshold evaluation, and room entry techniques. The student will learn multi-dimensional room clearing maneuvers and techniques for overcoming all possible threats and dangers.

Students will learn two-man team or more, room entry techniques while engaging single and multiple threats. The student will participate in shoot/no-shoot decision making drills based on the push, pin and hold method of room clearing. Students will also learn Close Quarter Battle (CQB) techniques and shooting while engaging threats from contact distance up to 10 yards.

Prerequisites: TCSO Peace Officer currently assigned to the Law Enforcement Bureau; in good physical condition.

Dress Code: Field

Dates: Feb. 28 – Mar. 2; May 2 – 4; Oct. 11 – 13

Notes: Students will be emailed a complete list of required equipment prior to class.

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### **Child Abuse #2105**

24 hours – Coordinator Aaron Ramirez

This 3-day course covers topics such as physical abuse, emotional abuse, sexual assault, and neglect. Students will learn how to recognize, report, and refer child abuse cases.

Prerequisites: Peace Officer.

Dress Code: Casual / Uniform.

Dates: May 15 – 17

Tuition Fee: \$75 for outside agencies. Please see page 9 for registration information.

Note: This is a requisite course for those Peace Officers working toward their Intermediate Certificate.

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### **Child/Infant CPR – TCSO Staff Only**

2 hours – Coordinator Chris Walsh / Jeff Isham

Students will learn how to perform high-quality CPR/AED use on children and infants; how to help a choking child/infant with a severe block in the airway. Class will include handouts and practice on child and infant manikins. There will be a skills test at the end of the class and you will receive an American Heart Association course completion card at the end of class.

Prerequisites: TCSO Employee. Priority will be given to staff assigned to Patrol.

Dress Code: Casual / Uniform.

Dates: Jan. 26; Apr. 17; Apr. 26; May 9; Jul. 28; Sep. 18; Oct. 12

Notes: Each date will consist of two class times: 0800 – 1000 and 1300 – 1500.

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### **Corrections Officers Basic Recruit Academy (COBRA) #1007 – TCSO Staff Only**

360 hours – Coordinator James Traynor / Jeff Steenburg

Phase 1 (Weeks 1-4) satisfies TCOLE requirements for the Basic County Corrections course. Topics include booking, identification, inmate rights, headcounts, emergency procedures, searches, classification, health services, wellness, etc.

Phase 2 (Weeks 5-9) highlights those areas that are fundamental to normal and emergency operations of the Travis County Correctional system. Topics include defensive tactics, firearms training, CPR, smoke house safety, department policies, interpersonal communications, wellness, etc.

Prerequisites: TCSO employees only.

Dress Code: Uniform.

Dates: COBRA 82: Phase I: Jan. 9 – Feb. 3      Phase II: Feb. 6 – Mar. 10  
COBRA 83: Phase I: Mar. 27 – Apr. 21;      Phase II: Apr. 24 – May 26  
COBRA 84: Phase I: To Be Determined;      Phase II: To Be Determined  
COBRA 85: Phase I: To Be Determined;      Phase II: To Be Determined

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### **Crime Scene Investigation #2106**

32 hours – Coordinator Jeff Isham

This 4-day course provides instruction on crime scene protocol and search techniques. Students learn about crime scene security, photography, sketching, collection of latent fingerprints, chain of custody, documentation, handling and routing of evidence.

Prerequisites: Corrections or Peace Officer.

Dress Code: Casual / Uniform.

Dates: Mar. 20 – 23; Oct. 24 – 27

Tuition Fee: \$100 for outside agencies. Please see page 9 for registration information.

Note: This is a requisite course for those Peace Officers working toward their Intermediate Certificate.

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### **Crime Scene Photography – TCSO Staff Only**

16 hours – Coordinator Leah Stubbs

Crime Scene Photography is a vital piece of the investigation puzzle. A photo of a scene can be far reaching, being used by investigators, attorneys, judges, jurors and even crime scene reconstructionist. Sometimes, you, as a first responder have the first and only chance to take a photograph that could be vital to the investigation. This 16 hour course will help you understand the basic concepts of photography, the best approach in capturing a scene and what to avoid in your documentation. Please bring your duty camera with a charged battery and at least one media card.

Prerequisites: Peace Officer.

Dress Code: Field.

Dates: June 12 – 13; Oct. 9 – 10

Tuition Fee: \$50 for outside agencies. Please see page 9 for registration information.

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### **Crisis Intervention Refresher Course #3843**

8 hours – Coordinator Jeff Isham

This 8-hour Crisis Intervention Refresher training provides a review of the key concepts, safety techniques, and communication skills initially taught in the crisis intervention section (Chapter 27) of the Texas Commission on Law Enforcement (TCOLE) Basic Peace Officer Curriculum. This course will also allow time for discussion, questions, and concerns of technique utilization that participants have experienced since their initial basic training. Brainstorming with fellow attendees will assist in the discussion of “best practices” and the sharing of personal situational experiences.

This course will include a combination of lecture, scenario role-play and physical modeling. Participants are expected to be actively involved both verbally and physically.

Prerequisites: Peace Officer.

Dress Code: Casual / Uniform.

Dates: May 5; Jun. 9

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

Note: This is a requisite course for those Peace Officers working toward their Intermediate Certificate. This is a requisite course for those Peace Officers with a Basic Certificate, or no certificate, to maintain compliance with TCOLE mandates.



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### **Crisis Negotiations for First Responders**

8 hours – Coordinator Chris Meyer

This course will give first responders an overview of response to a crisis situation from the perspective of the Crisis Negotiations Team. Students will be taught what initial intel/information is sought by the teams prior to arrival of the CNT & SWAT as well as what to expect as these teams transition into their roles. Students will also be exposed to the core principles of negotiations and will receive instruction for effective communication through the model of Active Listening.

Prerequisites: Peace Officer

Dress Code: Casual.

Dates: Feb. 27; Apr. 12; Aug. 21

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

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### **Cultural Diversity #3939**

8 hours – Coordinator Chris Walsh

This course covers topics dealing with cultural diversity, racial sensitivity and civil rights refresher.

Prerequisites: None. Preference given to Corrections and Law Enforcement officers.

Dress Code: Casual.

Dates: Jan. 9; Apr. 5; Jun. 14; Jul. 19

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

Note: This is requisite course for those staff holding a Jailer's License, and for those Peace Officers with a Basic certificate, or no certificate, to maintain compliance with TCOLE mandates. This course must be completed by August 31, 2017 to maintain compliance.

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### **Defensive Tactics for Corrections: Ground Techniques**

4 hours – Coordinator Chris Walsh

Class will include the following: a high-intensity workout, instruction on weapon retention and some of the following ground techniques: ground falls, ankle sweeps, ankle picks, Kimura holds, shoulder walks, and other survival skills. Students will demonstrate skills while being placed under stressful reality-based scenarios. Students will need to be dressed in field attire, to include a vest and duty belt (vests will be provided for students without). No weapons will be allowed in class; all weapons used during training will be safe and given out during classroom instruction.

Dress Code: Field / Uniform

Dates: Feb. 27 (AM); May 8 (PM); Aug. 14 (AM); Nov. 20 (PM)

Note: Course hours for AM classes will be 0800 – 1200. Course hours for PM classes will be 1300 – 1700.

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### **DWI Detection / S.F.S.T. Practitioner Update**

8 hours – Coordinator Matt Henson

The fundamental purpose of this training course is to update the SFST Practitioner with any changes in the DWI Detection and Standardized Field Sobriety Testing information that may have occurred since their basic course. It will also confirm that the Practitioner's SFST skills are still standardized and according to instruction. This course of instruction will also include the "Drugs That Impair Driving" module. This will also assist the Practitioner in the courtroom by providing a continuing education in the validated SFST tests and skills on a more frequent basis. The National Highway Traffic Safety Administration (NHTSA) recommends every practitioner complete an update course every two (2) years.

Prerequisites: **Licensed Peace Officer having completed the 24-hour Basic SFST Practitioner course.**

Dress Code: Casual / Uniform.

Dates: Apr. 27; Jun. 27; Nov. 7

Tuition: \$25 for outside agencies. Please see page 9 for registration information.

Note: Student must be proficient in SFST testing prior to the start of class. At the beginning of class, each student will be tested on, and must pass, the SFST proficiency test. Failure to pass will result in the student's removal from class.

Students from outside agencies must show proof of completion of the 24-hour Basic SFST Practitioner course at the start of class.

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### **Felony Stops & Hot Zone Rescue**

8 hours – Coordinator Chris Meyer

The purpose of this 10-hour course is to increase the students awareness in best practices when conducting felony stops and responding to a downed officer. The student will receive instruction in setting up and securing a felony stop, responding to a downed officer both roadside and on scene of a structure, tactical Casualty Care, and egressing the downed officer to a safe location. This class will be hands on and physically demanding. SIMUNITION will be utilized to add stress during scenarios. This class will be held in the outdoors and the student should prepare themselves for the elements. At the end of this class the student will be able lead a small group and conduct a felony stop and rescue a downed Officer from either a traffic stop or from a structure.

Prerequisites: Peace Officer

Dress Code: Field

Date: Feb. 16; Mar. 22; May 25; Jun. 7

Tuition: \$25 for outside agencies. Please see page 9 for registration information.

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### **Financial Fitness – TCSO Staff Only**

8 hours – Coordinator Bryan Whoolery

During this 8-hour course, students will learn terms and definitions applicable to personal finance. Students will learn how personal finances can positively or negatively affect their personal and professional lives as well as their physical and emotional well-being. Through instruction, demonstration and practical exercises, students will learn how to practically prepare a monthly budget to account for every dollar received during the month. Students will learn the importance of planning for emergency expenditures by building an emergency fund. Students will learn the concepts of debt reduction and how to put a plan in place to reduce debt. Guest speakers from Texas County & District Retirement System (TCDRS) and Empower Retirement (formerly Great West Retirement) will explain how their services can help students meet these financial needs through their retirement years.

Prerequisites: TCSO Staff Only

Dress Code: Casual / Uniform.

Date: May 2; Jul. 12; Sep. 22

Note: Students will not be asked to share personal finance information with staff before, during, or after class.

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### **Human Trafficking #3270**

4 hours – Coordinator Aaron Ramirez

The purpose of this 4-hour course is to increase the law enforcement communities awareness of the issues of human trafficking through the exposure of informational materials and research, to include: victim identification and investigation techniques, rescue and prosecution considerations, referral and service provider availability, practical case studies to assist in building a coordinated community response and to obtain an inter-connectivity of state, federal and global human trafficking concerns.

Prerequisites: Peace Officer.

Dress Code: Casual / Uniform.

Date: Apr. 19; Jun. 26

Tuition Fee: \$15 for outside agencies. Please see page 9 for registration information.

Note: **Class time is 0800 – 1200.** Individuals first licensed after January 1, 2011 must complete the basic Human Trafficking course within the first year of licensure.

### **Identity Theft #3277**

4 hours – Coordinator Aaron Ramirez

This 4-hour course covers the identification of crimes involving the theft of a person's identity, and the specific laws related to such offenses. Investigations, offense reports, public education, and the personal protection of one's identity will also be presented.

Prerequisites: Peace Officer.

Dress Code: Casual / Uniform.

Dates: Apr. 19

Tuition Fee: \$15 for outside agencies. Please see page 9 for registration information.

Note: **Class time 1300 – 1700.** This is a requisite course for those Peace Officers working toward their Intermediate Certificate.

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### **Inmate Rights & Privileges #3502**

16 hours – Coordinator Chris Walsh

This 2-day course provides the Corrections Officer with an understanding of inmate rights and their responsibilities from a case law perspective.

Prerequisites: TCSO Corrections Officers.

Dress Code: Casual / Uniform.

Dates: Mar. 30 – 31

Tuition: \$50 for outside agencies. Please see page 9 for registration information.

Note: This is a requisite course for those Corrections Officers working toward their Intermediate Certificate.

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### **Interpersonal Communications Skills #3503**

16 hours – Coordinator Chris Walsh

This 2-day course is designed to provide the employee with an understanding of communication skills and the ability to use them. It will cover skills that can assist officers in coping with the increasing legal, physical, and emotional demands placed on staff members.

Prerequisites: TCSO Corrections Officers.

Dress Code: Casual / Uniform.

Dates: Jun. 7 – 8

Tuition: \$50 for outside agencies. Please see page 8 for registration information

Note: This is a requisite course for those Corrections Officers working toward their Intermediate Certificate.

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### **Interview and Interrogation**

8 hours – Coordinator Jeff Isham

This is 8 hour class will introduce/re-focus investigators to basic and advanced interview techniques. Topics addressed will include; do's and don'ts, interview techniques, interview preparation, legal issues of Miranda, understanding the interview subject and breaking lies. The class uses the diagnosis and critique of actual interviews to outline common mistakes and demonstrate successful use of various techniques. The class is geared to investigative sit down style interviews but can also apply to street interviews as well.

Prerequisites: LE Personnel, LE Supervisor, Investigators

Dress Code: Casual / Uniform.

Dates:

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

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### **Introduction to Supervision #3737**

40 hours – Coordinator Lt. Edward Walker / Sgt. Bryan Whoolery

This 5-day course is a basic supervisory skill workshop. It is designed for recently promoted Supervisors and those on the current Promotional lists.

Dress Code: Casual / Uniform.

Dates: Apr. 24 – 28

Tuition Fee: \$100 for outside agencies (students will attend Days 1 – 4 only). Please see page 9 for registration information.

Note: Effective September 1, 2015, HB 3211 amends Occupations Code §1701.352(d) to require a peace officer who is *appointed* or *will be appointed* to the officer's first supervisory position to receive in-service training on supervision not earlier than the 12<sup>th</sup> month before the date of that appointment or later than the first anniversary of the date of that appointment. This change permits LE agencies to train their new leaders before putting them into the supervisory position.

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### **Investigative & Evidence Procedures – TCSO Staff Only**

10 hours – Coordinator Chris Meyer

During this 10- hour block of instruction the student will receive information on current trends in crime, items targeted, information needed for the investigation that is sometimes left at the crime scene, and information that is necessary for the crime to be investigated. The student will receive instruction on techniques to gather information and begin the investigation at the street level. The student will also be updated in current policy and procedures for securing evidence and best practices when dealing with evidence. Detectives from CID, Child Abuse, Auto theft and staff from the crime lab will be presenting different portions of the class so they can speak for their subject matter in which they work.

Prerequisites: LE Personnel, LE Supervisor, Investigators

Dress Code: Casual / Uniform.

Dates:

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

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### **K9 Operations for Law Enforcement – TCSO Staff Only**

4 hours – Coordinator Chris Meyer

This course will teach the student the latest K9 tactical tracking, searching, deployment and arrest techniques. Current TCSO Law Enforcement and Corrections K9 teams will provide instruction on dog and handler capabilities, tactics, and safety while working in conjunction with non K9 personnel. You will learn police dog terminology and learn related functions and how a K9 team can be better utilized assist you and your division in a variety of situations.

Prerequisites: LE Personnel, LE Supervisor, Investigators

Dress Code: Casual / Uniform.

Dates: TBD

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### **Latent Prints**

8 hours – Coordinator Leah Stubbs

Latent Prints have been used for hundreds of years as a means of identification. Many times a print from a scene can be the pivotal evidence used in a criminal investigation. This 8 hour course will help you understand the basics concepts of latent print processing, tips for being successful when you process multiple types of surfaces, and practice with advice on how to best document fingerprint evidence. Please bring your latent print processing kit with you.

Dress Code: Field

Dates: May 8; July 18

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

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### **Low Light Tactics – TCSO Staff Only**

10 hours – Coordinator Michael Frasher / Chris Meyer

During this 10-hour class the student will receive instruction on current hand held and weapon mounted flashlight techniques in a low light setting. The first half of the day will be a range type setting where the student gets to practice the techniques taught. The second of the day the student will utilize these techniques while clearing a structure in low light. This class will utilize the SIMUNITION training system to enhance stress.

Prerequisites: TCSO Law Enforcement Bureau

Dress Code: Field

Dates: Mar. 3; Mar. 15

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**Mental Health Officer #4001**

40 hours – Coordinator Leah Stubbs

This course provides further information and education to officers in the area of mental health and issues pertaining to serving as a mental health officer, to include advanced crisis intervention training.

Dress Code: Casual / Uniform.

Dates: Apr. 17 – 21; May 22 – 26; Aug. 7 – 11

Tuition Fee: None

Note: This is a requisite course for those working to obtain their Mental Health Officer Certificate.

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**Missing & Exploited Children #3275**

8 hours – Coordinator Aaron Ramirez

This 8-hour course is intended as an introduction to issues related to responding to and investigating missing and exploited children cases. The course includes relevant information for first responders when dealing with: Missing and Abducted Children; Children Displaced by Disaster; Runaways; Children Missing from Care; Missing Children with Special Needs; Sexual Exploitation; Child Pornography; Online Luring and Solicitation; Sexual Offenders; and Child Sex Trafficking. This course satisfies the requirements of Texas Occupations Code §1701.402(k)

Prerequisites: Peace Officer.

Dress Code: Casual / Uniform.

Dates: May 31

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

Note: This is a requisite course for those Peace Officers working toward their Intermediate Certificate, or working toward their Advanced certificate if their Intermediate was issued prior to 1/1/2015.

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**Physical Readiness Testing – Row Test**

1 hour – Coordinator Lt. Edward Walker / Sgt. Bryan Whoolery

All sworn staff will be required to participate in the Physical Readiness Testing during each testing cycle, January – June and July – December. Staff will complete their initial test for each cycle within the first three (3) months of the cycle (January – March and July – September).

Non-sworn staff are encouraged to participate as well, but are not required to do so.

Dress Code: PRT Attire

Dates: Jan. 23; Jan. 25; Jan. 27; Feb. 22; Feb. 24; Feb. 27; Mar. 20; Mar. 22; Mar. 24; Jul. 10; Jul. 12; Jul. 14; Aug. 7; Aug. 9; Aug. 11; Sep. 11; Sep. 13; Sep. 15; Oct. 9; Oct. 11; Nov. 6; Nov. 8

Note: Each date will consist of 6 testing times: 0800, 0900, 1000, 1300, 1400, 1500

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### Physical Readiness Testing – Row Re-Test

1 hour – Coordinator Lt. Edward Walker / Sgt. Bryan Whoolery

Staff who fail to meet the 50% threshold on their initial test and/or re-test will be scheduled for a re-test within 30 days. Re-tests will be held in the 2<sup>nd</sup> to 5<sup>th</sup> months of each testing cycle (February – May and August – November). Staff will receive up to three attempts to meet the 50% threshold each testing cycle. The highest score achieved in each cycle will stand as the official score. Staff who fail to meet the 50% threshold in two consecutive testing cycles will be placed on a Fitness Improvement Plan (FIP), overseen by a Law Enforcement Fitness Administrator.

Dress Code: PRT Attire

Dates: Feb. 22; Feb. 24; Feb. 27; Mar. 20; Mar. 22; Mar. 24; Jul. 10; Jul. 12; Jul. 14; Aug. 7; Aug. 9; Aug. 11; Sep. 11; Sep. 13; Sep. 15; Oct. 9; Oct. 11; Nov. 6; Nov. 8

Note: Each date will consist of 6 testing times: 0830, 0930, 1030, 1330, 1430, 1530

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### Physical Readiness Testing – Combat Fitness

1 hour – Coordinator Lt. Edward Walker / Sgt. Bryan Whoolery

All sworn and non-sworn staff are eligible to participate in the Combat Fitness Test. This may take the place of the row test. Combat Fitness is a Crossfit-style workout, similar to Fight Gone Bad. Combat Fitness is 3 rounds, 5 exercises per round at 1 minute per exercise, with a 1 minute rest between each round. Total test time is 17 minutes. Combat Fitness must be completed in the following order:

**Wall Ball** – 20lb ball for males; 14lb ball for females. Top of the ball must crest the bottom of a 10-foot line.

**Kettlebell Sumo Deadlift High Pull** – 75lb kettlebell for males; 55lb kettlebell for females.

**Step Ups** – may jump or step up on the platform, but must step down

**Push Press** – 75lb for males; 55lb for females. Arms must extend completely and head must come through the arms for a good rep.

**Row** – on flywheel 10

Each rep in the first four events and each calorie in the last counts as 1 point. 100% = 300 points

Dress Code: PRT Attire

Dates: Jan. 24; Jan. 26; Feb. 21; Feb. 23; Mar. 21; Mar. 23; Apr. 18; Apr. 20; May 23; May 25; Jul. 11; Jul. 13; Aug. 8; Aug. 10; Sep. 12; Sep. 14; Oct. 10; Oct. 12; Nov. 7; Nov. 9

Note: Test times will be: 0730, 0800, 0830, 1330, 1400, 1430

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### **Police Driving – TCSO Staff Only**

8 hours – Coordinator Chris Meyer

The purpose of this 10-hour block of instruction is designed to enhance the student's ability to operate the police vehicle under a variety of situations. This course will focus on precision driving in residential areas as opposed to open highway pursuit driving. At the end of this training the student will have a better understanding of weight transfer, braking distance, and field of vision of their assigned patrol units. Due to the lack of available pool cars, the student will be required to have an assigned county issued vehicle or the ability to secure a vehicle for training.

Prerequisites: Law Enforcement Officer

Dress Code: Field / Physical

Dates: Mar. 13; Mar. 16; Apr. 18; Jun. 8; Jul. 31; Aug. 16

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### **Police Mountain Bike**

24 hours – Coordinator Bryan Whoolery

This essential training encompasses police mountain biking operations with emphasis on patrol procedures, tactics, scenarios, and basic bike maintenance. Learn to ride utilizing technical bike handling skills, crash avoidance, and bike tactics to enhance suspect interaction and apprehension. You will learn on and off road techniques while participating in live-fire dismounting drills.

Prerequisites: Law Enforcement Officer; basic bicycle-handling skills; good physical condition

Dress Code: Field / Physical

Dates: Mar. 14 – 16; Oct. 24 – 26

Tuition Fee: \$75 for outside agencies. Please see page 9 for registration information.

Note: Complete list of required equipment will be emailed to student prior to class. It is recommended that the student have a mountain bike that is in good working order and is from a reputable manufacturer.

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### **RADAR / LASER Certification – TCSO Staff Only**

16 hours – Coordinator Leah Stubbs

The purpose of this training is to ensure Peace Officers knowledge on the RADAR and LASER units as it pertains to identifying and describing instrument components, their functions, and the procedures for setting up, testing and operating the radar unit. This class will also ensure the officer has a working knowledge of the Texas Transportation Code, case law, citation notes and court testimony.

Students with a current Traffic Code book should bring it to class, otherwise an electronic copy is available online.

Prerequisites: TCSO Law Enforcement Bureau

Dress Code: Field / Physical

Dates: Feb. 8 – 9; May 10 – 11; Aug. 9 – 10

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### **Search Warrant Writing, Planning, and Execution – TCSO Staff Only**

40 hours – Coordinator Jeff Isham

This course will cover the information required for a legal search warrant or court order to be written and issued under state and federal law along with the procedures for planning and execution in the local jurisdiction. It will cover search warrants for persons, vehicles, and residences and when you are required to have a search warrant or fall under court granted exceptions to the warrant requirement, search warrants for electronic devices and consumer data, tracking orders along with complex, high risk search warrants, threat assessments, and operation planning, and planning and execution of search warrants within the local jurisdiction including prosecutorial and judicial procedures, search warrant review best practices, sealing of search warrants, and submission of search warrant returns.

Prerequisites: TCSO Law Enforcement Bureau. Preference will be given to Detectives, Vice Staff, and SWAT.

Dress Code: Casual / Uniform

Dates: TBD

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### **Spanish for Law Enforcement #2109**

24 hours – Coordinator Aaron Ramirez

This 3-day course is designed to teach law enforcement, corrections officers, and other criminal justice professionals to use key Spanish words and phrases in circumstances involving the protection of life and property.

Prerequisites: Sworn Officers. TCSO Officers will have priority.

Dress Code: Casual / Uniform.

Dates: Jan. 25 – 27; Mar. 1 – 3; Jun. 21 – 23; Aug. 23 – 25

Tuition Fee: \$75 for outside agencies. Please see page 9 for registration information.

Note: This is a course requisite for those Peace Officers and Corrections Officers working toward their Intermediate Certificate.

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### **Spanish for Law Enforcement #2111**

Coordinator Leah Stubbs

If a person is currently receiving Incentive Pay for being Bilingual and can successfully pass the test for Course #2109, they may do so in lieu of taking the classroom course. As a person who **tests out** spends no time in the classroom, the credit is submitted as zero hours. Contact the course coordinator to discuss documentation necessary to test out, and to schedule a test date.

Prerequisites: TCSO Sworn Officers only.

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### **Special Investigative Topics #3232**

8 hours – Coordinator Jeff Isham

A review of child abuse, neglect, family violence, sexual assault and characteristics of sex offenders.

Prerequisites: None. Preference given to Peace Officers with a Basic Certificate or no certificate, and Peace Officers working toward their Intermediate Certificate.

Dress Code: Casual / Uniform.

Dates: May 9; Jul. 26

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

Note: This is a requisite course for those Peace Officers working toward their Intermediate Certificate. This is a requisite course for those Peace Officers with a Basic Certificate, or no certificate, to maintain compliance with TCOLE mandates.

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### **Suicide Prevention & Detection in a Jail Setting #3501**

8 hours – Coordinator Parker Westbrook

This course provides the student with an understanding of suicidal behaviors, signs/symptoms, assessments and proper management, and communication with suicidal persons in a jail setting.

Prerequisites: TCSO Corrections Officers.

Dress Code: Casual / Uniform.

Dates: May 4

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

Note: This is a requisite course for those Corrections Officers working toward their Intermediate Certificate.

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### **Tactical Operational Planning Course**

8 hours – Coordinator Sgt. Bryan Whoolery

This course will train Patrol Officers, Investigators, and SWAT Officers in the elements of a high-risk warrant service, concepts involving warrant planning; intelligence gathering; target site scouting; uses of diversion and breaching; multiple entry points, team link ups, dynamic entry, breach and hold, limited penetration, and contain and call out will be taught in this hands-on, challenging course. Students will also be exposed to high risk operations, narcotics buy bust/ under-cover operations, rescues, and Vehicle assaults.

Prerequisites: TCSO Law Enforcement Bureau

Dress Code: Field

Dates: Mar. 29; Oct. 4

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### **Taser X26 & X26P User Course – TCSO Staff Only**

8 hours – Coordinator Chris Meyer

This course will cover the techniques for proper use and deployment of the TASER non-lethal electronic control device (ECD) and certification. This course will also include the X26P Conversion material. At the conclusion of training, students will be authorized to carry both the X26 and X26P.

Prerequisites: Law Enforcement Personnel, Law Enforcement Supervisor, Corrections Supervisor, Corrections Officer currently assigned as a Field Training Officer, or currently assigned to Transportation, Courthouse Security, CTAC, Hospital Visitation Unit (HVU), or CTECC.

Dress Code: Field.

Dates: Feb. 27; Jun. 20; Nov. 6

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### **TASER X26 & X26P Recertification – TCSO Staff Only**

2 hours – Coordinator Chris Meyer

This course will give the student a refresher on a few basics. It will cover ECD Smart Use Guidelines: Legal Update, Tactical Consideration Update, Medical and Safety Refresher and review current warnings. The student will also fire two live cartridges. Each Taser operator is required to re-cert yearly to maintain their certification.

Staff slated to receive the X26P will be issued their new unit at the conclusion of training.

Prerequisites: Licensed Peace Officer, Corrections Supervisor, Corrections Officer currently assigned as a Field Training Officer, or currently assigned to Transportation, Courthouse Security, CTAC, Hospital Visitation Unit (HVU), or CTECC having completed the TASER X26 User Course.

Dress Code: Field

Dates / Times: On the following dates, classes will be offered 0600 – 0800, 0900 – 1100, and 1200 – 1400:  
Jan. 9; Jan. 10; Jan. 19; Jan. 27; Jan. 30; Jan. 31

On the following dates, classes will be offered 0900 – 1100, 1300 – 1500, and 1600 – 1800:  
Jan. 23; Jan. 24; Feb. 2; Feb. 6; Feb. 7; Feb. 15; Mar. 8; Mar. 9

On the following dates, classes will be offered 0800 – 1000 and 1300 – 1500:  
Jun. 14; Oct. 16; Oct. 19

Note: **Equipment is limited. Students are encouraged to provide a Taser and holster for class.**  
Each class is limited to 14 students.

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### **TCIC/NCIC for Less Than Full Access**

8 hours – Coordinator Jeff Isham

This course broadens the student's understanding and usage of the National and Texas Crime Information Centers. Personnel who work with or receive information from TCIC/NCIC are required to attend this course. The student will learn definitions and regulations of TCIC/NCIC; agency responsibilities regarding stolen property; operator's responsibility regarding current criminal histories; use of vehicle, boat, article, weapon, wanted person and missing person files.

Prerequisites: None.

Dress Code: Casual / Uniform.

Dates: Apr. 6; Oct. 18

Tuition Fee: \$25 for outside agencies. Please see page 9 for registration information.

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### **Use of Force for Peace Officers #2107**

16 hours – Coordinator Matt Henson

This 2-day course will help students obtain a thorough understanding of statutory laws relating to the use of force; the terminology and concepts of force; post shooting reactions/responses; legal liabilities and other legal issues. The student will learn about current court decisions; laws concerning the use of force; when force is necessary; and the use of force continuum.

Prerequisites: Peace Officer.

Dress Code: Casual / Uniform.

Dates: Sep. 20 – 21

Tuition Fee: \$50 for outside agencies. Please see page 9 for registration information.

Note: This is a course requisite for those Peace Officers working toward their Intermediate Certificate.

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### **Use of Force in a Jail Setting #3504**

16 hours – Coordinator Parker Westbrook

This 2-day course will help students obtain a basic understanding of statutory laws relating to the use of force; to provide county corrections officers with use of force models and use of force options; to increase the county corrections officer's knowledge of the causes of disruptive behavior and disturbances; provide information which will enable the jail administrator and officer to take appropriate preventive or remedial action to protect against potential civil liability.

Prerequisites: TCSO Corrections Officers.

Dress Code: Casual / Uniform.

Dates: Jun 28 – 29; Aug. 17 – 18

Tuition Fee: \$50 for outside agencies. Please see page 9 for registration information.

Note: This is a course requisite for those Corrections Officers working toward their Intermediate Certificate.

### **Formal Remedial Firearms Training – Pistol**

2 hours – Range Master Michael Frasher / Chris Meyer

Employee must have attempted to qualify during Night Fire or Day Fire (CO or LE In Service) and not been successful. Prior to further qualification attempts, officers who have failed to qualify must attend a formal remedial firearms training. The course will cover the 7 Basic Fundamentals of Firearms and the mechanics of firearms. This course is designed to enhance the shooter's skill level.

Dress Code: Field / Uniform.

**Dates (AM Night Fire):** Jan: 10, 19, 27, 30, 31

Times: 0600 – 0800. Student will be scheduled to qualify during a subsequent Night Fire.

**Dates (PM Night Fire):** Jan: 23, 24; Feb: 2, 6, 7, 15; Mar: 8, 9

Times: 1600 – 1800. Student will attempt to qualify with scheduled Night Fire students, beginning at 1830.

**Dates (Day Fire):** Jan. 25; Feb. 10; Mar. 7; Apr. 14; May 1; Jun. 21; Jul. 11; Aug. 1; Sep. 5; Oct. 13; Nov. 20

Times: 0900 – 1100 and 1300 – 1500. Student will attempt to qualify at conclusion of formal training.

Note: Per TCSO Policy 1.3.35, a staff member who has attended a 2-hour remedial session in the previous calendar year is not eligible to attend a 2-hour remedial session in the current calendar year. Those staff will be referred to their Chain of Command for consideration to attend a 48-hour firearms course.

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### **Formal Remedial Firearms Training – Rifle**

4 hours – Range Master Michael Frasher / Chris Meyer

Prior to further qualification attempts, officers who have failed to qualify must attend a formal remedial firearms training. The course will cover the basic fundamentals and mechanics of firearms. This course is designed to enhance the shooter's skill level.

Dress Code: Field / Uniform.

Dates: TBD

Times: 0900 – 1300. Student will attempt to qualify with scheduled 1300 qualification.

Note: Any student who fails to qualify following the 2-hour remedial course will be considered by their Chain of Command for placement in a 40-hour basic patrol rifle course.

### **Mandatory Peace Officer Night Fire**

- All** L.E. Bureau Deputies, Detectives, & Supervisors
- All** CTECC Officers & Supervisors
- All** Courthouse Security Officers & Supervisors
- All** Transportation Officers & Supervisors
- All** CTAC Officers & Supervisors
- All** Hospital/Visitation Unit Officers & Supervisors
- All** Community Outreach Uniformed Officers & Deputies
- All** Crisis Intervention Officers & Supervisors
- All** Internal Affairs Detectives & Supervisors

AM Night Fire shoots will be held at 0500 and 0530.

PM Night Fire shoots will be held at 1830, 1900, 1930, and 2000. Each time slot is limited to 14 students.

**Dates (AM):** Jan: 9, 10, 19, 27, 30, 31

**Dates (PM):** Jan: 23, 24; Feb: 2, 6, 7, 15; Mar: 8, 9

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### **Mandatory Law Enforcement Precision Rifle Qualification**

Staff certified to carry a rifle must qualify each calendar year to maintain their certification. Successful completion of the qualification course will be a score of 90 or better **and** no misses.

A Precision Rifle is defined as:

Qualifications will be held at 0830 and 1300

**Dates:** TBD

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### **Mandatory Law Enforcement Patrol Rifle Qualification**

Staff certified to carry a rifle must qualify each calendar year to maintain their certification. Successful completion of the qualification course will be a score of 90 or better **and** no misses.

A Patrol Rifle is defined as:

Qualifications will be held at 0830 and 1300

**Dates:** TBD

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### **New Gun Qualification**

Staff who purchase a new Primary or Secondary handgun, or Shotgun, must qualify with that weapon prior to carrying it on- or off-duty. Staff who purchase a new weapon after attending In Service, or who purchase a new weapon with a significant amount of time before their scheduled In Service may qualify during the monthly New Gun Qualification.

Staff who purchase a new RIFLE must qualify at a scheduled Rifle Qualification, listed above.

On the following dates, qualifications will be held at 0900.

**Dates:** Jan. 20; Mar. 21; May 8; Jul. 27; Sep. 26; Nov. 3

On the following dates, qualifications will be held at 1400.

**Dates:** Feb. 15; Apr. 10; Jun. 13; Aug. 30; Oct. 17

All range dates are included in the 2017 Monthly Planner. **Registration for firearms training and qualifications will be made via the E-registration system by Supervisors.**



# MONTHLY PLANNER



# JANUARY 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 county holiday	3 Hosted Course: Simunitions Scenario & Safety Certification	4	5 CO In Service #1	6 SHIELD Orientation (A)	7
8	9 cobra 82 week 1 AM NF, T, WSK Mandate: Cultural Diversity	10 cobra 82 week 1 BPOC 19 AM NF, T, WSK	11 cobra 82 week 1 BPOC 19 Civilian In Service Reserve Meeting / PRT 5:30p	12 cobra 82 week 1 BPOC 19	13 cobra 82 week 1 BPOC 19 LE In Service #1	14
15	16 cobra 82 week 2 county holiday	17 cobra 82 week 2 BPOC 19	18 cobra 82 week 2 BPOC 19	19 cobra 82 week 2 BPOC 19 AM NF, T, WSK	20 cobra 82 week 2 BPOC 19 CO In Service #2 New Gun 0900	21
22	23 cobra 82 week 3 PRT - Row	24 cobra 82 week 3 BPOC 19 PRT - Combat	25 cobra 82 week 3 BPOC 19 PRT - Row	26 cobra 82 week 3 BPOC 19 PRT - Combat	27 cobra 82 week 3 BPOC 19 PRT - Row	28
			CODES - Week 1			
			Pistol Remedial	Child/Infant CPR		
			CO/LE Intermediate: Spanish for Law Enforcement #1			
	PM NF, T, WSK	PM NF, T, WSK	SHIELD Module 1		AM NF, T, WSK	
29	30 cobra 82 week 4 CO In Service #3 AM NF, T, WSK	31 cobra 82 week 4 BPOC 19 AM NF, T, WSK				
		<b>NOTES:</b> <b>AM Night Fire: 0500 &amp; 0530 Shoots; Remedial immediately following</b> <b>AM NF TASER Recerts: 0600-0800, 0900-1100, 1200-1400</b> <b>AM Water Survival Kit: 0800-0900</b>  <b>PM Night Fire: 1830, 1900, 1930, 2000 Shoots; Remedial 1600-1800</b> <b>PM NF TASER Recerts: 0900-1100, 1300-1500, 1600-1800</b> <b>PM Water Survival Kit: 1500 - 1600, 1800 - 1900</b>				

# FEBRUARY 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 cobra 82 week 4 BPOC 19 Elective: Advanced Tactical Pistol	2 cobra 82 week 4 BPOC 19 CO In Service #4 PM NF, T, WSK	3 cobra 82 week 4 BPOC 19	4
5	6 cobra 82 week 5	7 cobra 82 week 5 BPOC 19	8 cobra 82 week 5 BPOC 19	9 cobra 82 week 5 BPOC 19	10 cobra 82 week 5 BPOC 19	11
	<b>PM NF, T, WSK</b> <b>PM NF, T, WSK</b> <b>Elective: RADAR/LASER Certification</b> <b>Pistol Remedial</b>					
12	13 cobra 82 week 6	14 cobra 82 week 6 BPOC 19	15 cobra 82 week 6 BPOC 19	16 cobra 82 week 6 BPOC 19	17 cobra 82 fight day BPOC 19	18
	<b>LE In Service #3</b>		<b>PM NF, T, WSK</b> <b>New Gun 1400</b>	<b>Elective: Felony Stop &amp; Hot Zone Rescue</b>		
	<b>SHIELD Module 2</b>					
19	20 cobra 82 week 7 <b>County Holiday</b>	21 cobra 82 week 7 BPOC 19 PRT - Combat	22 cobra 82 week 7 BPOC 19 PRT - Row	23 cobra 82 week 7 BPOC 19 PRT - Combat	24 cobra 82 week 7 BPOC 19 PRT - Row	25
	<b>LE In Service #4</b>			<b>LE In Service #5</b>		
	<b>Hosted Course: Animal Cruelty Investigations</b>					
26	27 cobra 82 week 8 PRT - Row TASER User	28 cobra 82 week 8 BPOC 19	<b>Elective: Building Clearing (SWAT)</b>			
	<b>CO Elective: Ground Techniques</b>					
	<b>Elective: Crisis Negotiations for 1st Responders</b>					
		<b>NOTES:</b> <b>AM Night Fire: 0500 &amp; 0530 Shoots; Remedial immediately following</b> <b>AM NF TASER Recerts: 0600-0800, 0900-1100, 1200-1400</b> <b>AM Water Survival Kit: 0800-0900</b>  <b>PM Night Fire: 1830, 1900, 1930, 2000 Shoots; Remedial 1600-1800</b> <b>PM NF TASER Recerts: 0900-1100, 1300-1500, 1600-1800</b> <b>PM Water Survival Kit: 1500 - 1600, 1800 - 1900</b>				

# MARCH 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 cobra 82 week 8 BPOC 19	2 cobra 82 week 8 BPOC 19	3 cobra 82 week 8 BPOC 19	4
			CO/LE Intermediate: Spanish for Law Enforcement #2			
			Elective: Building Clearing (SWAT)		Elective: Low Light	
5	6 cobra 82 week 9	7 cobra 82 week 9 BPOC 19	8 cobra 82 week 9 BPOC 19	9 cobra 82 week 9 BPOC 19	10 cobra 82 grad BPOC 19	11
		Pistol Remedial	PM NF, T, WSK	PM NF, T, WSK		
		Hosted Course: Less Lethal Instructor Course				
	Elective: Active Shooter Refresher		Elective: Investigative & Evidence Topics	CO Inter: Suicide Detection & Prevention		
12	13	14 BPOC 19	15 BPOC 19	16 BPOC 19	17 BPOC 19	18
		CO In Service #5		CO In Service #6		
	Elective: Police Driving	Elective: Police Mountain Bike		Elective: Police Driving		
			Elective: Low Light			
19	20	21 BPOC 19	22 BPOC 19	23 BPOC 19	24 BPOC 19	25
	PRT - Row	PRT - Combat	PRT - Row	PRT - Combat	PRT - Row	
	CO In Service #7		Elective: Felony Traffic Stops	CO In Service #8		
		New Gun 0900	SHIELD Module 3			
	LE Intermediate: Crime Scene Investigation					
26	27 cobra 83 week 1	28 cobra 83 week 1 BPOC 19	29 cobra 83 week 1 BPOC 19	30 cobra 83 week 1 BPOC 19	31 cobra 83 week 1 BPOC 19	
	LE In Service #6		Elective: Tactical Raid Planning	LE In Service #7		
				CO Inter: Inmate Rights & Privileges		
		<b>NOTES:</b> <b>AM Night Fire: 0500 &amp; 0530 Shoots; Remedial immediately following</b> <b>AM NF TASER Recerts: 0600-0800, 0900-1100, 1200-1400</b> <b>AM Water Survival Kit: 0800-0900</b>  <b>PM Night Fire: 1830, 1900, 1930, 2000 Shoots; Remedial 1600-1800</b> <b>PM NF TASER Recerts: 0900-1100, 1300-1500, 1600-1800</b> <b>PM Water Survival Kit: 1500 - 1600, 1800 - 1900</b>				

# APRIL 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 cobra 83 week 2	4 cobra 83 week 2 BPOC 19	5 cobra 83 week 2 BPOC 19	6 cobra 83 week 2 BPOC 19	7 cobra 83 week 2 BPOC 19	8
	<b>CO In Service #9</b>			<b>LE In Service #8</b>		
	LE Inter: K9 Encounters, CSCAL, Deaf Drivers		LE Inter: Asset Forf & Racial Prof	Elective: TCIC / NCIC LTFA		
			Mandate: Cultural Diversity			
9	10 cobra 83 week 3	11 cobra 83 week 3 BPOC 19	12 cobra 83 week 3 BPOC 19	13 cobra 83 week 3 BPOC 19	14 cobra 83 week 3 BPOC 19	15
	<b>LE In Service #9</b>		Elective: Crisis Negotiations for 1st Responders	<b>CO In Service #10</b>		
	New Gun 1400				<b>Pistol Remedial</b>	
			<b>SHIELD Module 4</b>			
16	17 cobra 83 week 4	18 cobra 83 week 4 BPOC 19 Firearms	19 cobra 83 week 4 BPOC 19 Firearms	20 cobra 83 week 4 BPOC 19 Firearms	21 cobra 83 week 4 BPOC 19 Firearms	22
	PRT - Row	PRT - Combat	PRT - Row	PRT - Combat		
	Elective: Mental Health Officer Certification #1					
	Infant/Child CPR	Elective: Police Driving	LE Inter: Human Trafficking (AM) / ID Theft (PM)	Elective: Active Shooter Refresher		
23	24 cobra 83 week 5	25 cobra 83 week 5 BPOC 19 Firearms	26 cobra 83 week 5 BPOC 19 Firearms	27 cobra 83 week 5 BPOC 19 Firearms	28 cobra 83 week 5 BPOC 19 Firearms	29
	Mandate: Introduction to Supervision (outside agencies Day 1 -4 only)					
	<b>CO In Service #11</b>		Infant/Child CPR	Elective: SFST Pract. Update	Adult CPR	
30		<b>NOTES:</b>				

# MAY 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 cobra 83 week 6 Elective: Advanced Tactical Pistol Pistol Remedial	2 cobra 83 week 6 BPOC 19 Firearms Elective: Financial Planning	3 cobra 83 week 6 BPOC 19 Firearms LE In Service #10	4 cobra 83 week 6 BPOC 19 CO Inter: Suicide Detection & Prevention	5 cobra 83 fight day BPOC 19 Mandate: CIT Update	6
		Elective: Building Clearing				
7	8 cobra 83 week 7 New Gun 0900 Elective: Latent Prints CO Elective: Ground Techniques	9 cobra 83 week 7 BPOC 19 Driving Infant/Child CPR Mandate: Special Investigative Topics	10 cobra 83 week 7 BPOC 19 Driving Elective: RADAR/LASER Certification Elective: Street Narcotics for Patrol	11 cobra 83 week 7 BPOC 19 Driving	12 cobra 83 week 7 BPOC 19 Driving Adult CPR	13
14	15 cobra 83 week 8	16 cobra 83 week 8 BPOC 19 Driving LE Intermediate: Child Abuse	17 cobra 83 week 8 BPOC 19 Driving Civilian In Service	18 cobra 83 week 8 BPOC 19 Driving LE Intermediate: Arrest, Search & Seizure	19 cobra 83 week 8 BPOC 19 Driving	20
		Elective: Basic TCOLE Instructor Course				
21	22 cobra 83 week 9 PRT - Row Elective: Active Shooter Refresher	23 cobra 83 week 9 BPOC 19 PRT - Combat	24 cobra 83 week 9 BPOC 19 PRT - Row	25 cobra 83 week 9 BPOC 19 PRT - Combat SHIELD Module 5 Elective: Felony Traffic Stop & Hot Zone Rescue	26 cobra 83 grad BPOC 19	27
		Elective: Mental Health Officer Certification #2				
28	29 county holiday	30 BPOC 19 LE In Service #11	31 BPOC 19 LE Intermediate: Missing & Exploited Children			
		NOTES:				

# JUNE 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
				BPOC 19	BPOC 19	
				CO In Service #12		
4	5	6	7	8	9	10
		BPOC 19 DT	BPOC 19 DT DH	BPOC 19 DT DH	BPOC 19 DT DH	
	CO In Service #13		CO Intermediate: IPC		Mandate: CIT Update	
			Elective: Felony Traffic Stop & Hot Zone Rescue	Elective: Police Driving		
11	12	13	14	15	16	17
		BPOC 19 DT DH	BPOC 19 DT DH	BPOC 19 DT DH	BPOC 19 DT	
	CO In Service #14		Mandate: Cultural Diversity	LE In Service #12		
		New Gun 1400				
	Elective: Crime Scene Photography		TASER Recert			
18	19	20	21	22	23	24
		BPOC 19 DT DH	BPOC 19 DT DH	BPOC 19 DT DH	BPOC 19 DT	
		TASER User	CO/LE Intermediate: Spanish for Law Enforcement #3			
			Pistol Remedial	LE In Service #13		
	LEADS Week 1 (Off Site)					
25	26	27	28	29	30	
	cobra 84 week 1	cobra 84 week 1 BPOC 19 DT DH	cobra 84 week 1 BPOC 19 DT DH	cobra 84 week 1 BPOC 19 DT DH	cobra 84 week 1 BPOC 19 Fight Day	
	LE Intermediate: Human Trafficking (AM)	Elective: SFST Pract. Update	CO Intermediate: Use of Force in a Jail Setting			
	Mandate: 84th Lege Update (PM)		SHIELD Module 6			

# JULY 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 cobra 84 week 2	4 cobra 84 week 2 BPOC Holiday <b>County Holiday</b>	5 cobra 84 week 2 BPOC Holiday	6 cobra 84 week 2 BPOC Holiday	7 cobra 84 week 2 BPOC Holiday	8
				<b>CO In Service #15</b>		
9	10 cobra 84 week 3	11 cobra 84 week 3 BPOC 19	12 cobra 84 week 3 BPOC 19	13 cobra 84 week 3 BPOC 19	14 cobra 84 week 3 BPOC 19	15
	<b>PRT - Row</b>	<b>PRT - Combat</b>	<b>PRT - Row</b>	<b>PRT - Combat</b>	<b>PRT - Row</b>	
	<b>Elective: SRO Tactical School (SRO Unit only)</b>					
		<b>Pistol Remedial</b>	<b>Elective: Financial Planning</b>	<b>CO In Service #16</b>		
16	17 cobra 84 week 4	18 cobra 84 week 4 BPOC 19	19 cobra 84 week 4 BPOC 19	20 cobra 84 week 4 BPOC 19	21 cobra 84 week 4 BPOC 19	22
	<b>CO In Service #17</b>		<b>Mandate: Cultural Diversity</b>	<b>CO In Service #18</b>		
		<b>Elective: Latent Prints</b>				
	<b>LEADS Week 2 (off site)</b>					
23	24 cobra 84 week 5	25 cobra 84 week 5 BPOC 19 - D	26 cobra 84 week 5 BPOC 19 - D	27 cobra 84 week 5 BPOC 19 - D	28 cobra 84 week 5 BPOC 19 - D	29
	<b>LE In Service #14</b>		<b>Mandate: Special Investigative Topics</b>	<b>New Gun 0900</b>	<b>Infant/Child CPR</b>	
30	31 cobra 84 week 6 <b>Elective: Police Driving</b>	<b>NOTES:</b>				

# AUGUST 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	cobra 84 week 6	1 cobra 84 week 6 BPOC 19 <b>Pistol Remedial</b>	2 cobra 84 week 6 BPOC 19	3 cobra 84 week 6 BPOC 19 <b>Mandate: 84th Lege Updates (AM)</b>	4 cobra 84 fight day BPOC 19	5
6	7 cobra 84 week 7 <b>PRT - Row</b>	8 cobra 84 week 7 BPOC 19 <b>PRT - Combat</b>	9 cobra 84 week 7 BPOC 19 <b>PRT - Row</b>	10 cobra 84 week 7 BPOC 19 <b>PRT - Combat</b>	11 cobra 84 week 7 BPOC 19 <b>PRT - Row</b>	12
	<b>Reserve In Service (1800 - 2300)</b>					
	<b>Elective: Mental Health Officer Certification #3</b>					
			<b>Elective: RADAR/LASER Certification</b>			
13	14 cobra 84 week 8 <b>LE Intermediate: K9 Encounters, CSCAL, Deaf Drivers</b>  <b>CO Elective: Ground Techniques</b>	15 cobra 84 week 8 BPOC 19 <b>Adult CPR</b>	16 cobra 84 week 8 BPOC 19 <b>Elective: Police Driving</b>	17 cobra 84 week 8 BPOC 19 <b>CO Intermediate: Use of Force in a Jail Setting</b>	18 cobra 84 week 8 BPOC 19	19
	<b>LEADS Week 3</b>					
20	21 cobra 84 week 9  <b>Elective: Crisis Negotiations for 1st Responders</b>	22 cobra 84 week 9 BPOC 19	23 cobra 84 week 9 BPOC 19	24 cobra 84 week 9 BPOC 19	25 cobra 84 grad BPOC 19	26
			<b>CO/LE Intermediate: Spanish for Law Enforcement #4</b>			
27	28	29 BPOC 19	30 BPOC 19	31 BPOC 19		
	<b>CO In Service #19</b>		<b>New Gun 1400</b>	<b>CO In Service #20</b>		
			<b>LE In Service #15</b>			



# SEPTEMBER 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 BPOC 19	2
				CO In Service #20		
3	County Holiday	5 BPOC 19	6 BPOC 19	7 BPOC 19	8 BPOC 19	9
		LE In Service #16		CO In Service #21		
		Pistol Remedial				
10	11	12 BPOC 19	13 BPOC 19	14 BPOC 19	15 BPOC 19	16
	PRT - Row	PRT - Combat	PRT - Row	PRT - Combat	PRT - Row	
	CO In Service #22			CO In Service #23		
		LE In Service #17				
17	18 cobra 85 week 1	19 cobra 85 week 1 BPOC 19	20 cobra 85 week 1 BPOC 19	21 cobra 85 week 1 BPOC 19	22 cobra 85 week 1 BPOC 19	23
	Infant/Child CPR	Civilian In Service	LE Intermediate: Use of Force for PO		Elective: Financial Planning	
24	25 cobra 85 week 2	26 cobra 85 week 2 BPOC 19	27 cobra 85 week 2 BPOC 19	28 cobra 85 week 2 BPOC 19	29 cobra 85 week 2 BPOC 19	30
		LE In Service #18		CO In Service #24		
		New Gun 0900				

# OCTOBER 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
1	2 cobra 85 week 3	3 cobra 85 week 3 BPOC 19	4 cobra 85 week 3 BPOC 19	5 cobra 85 week 3 BPOC 19	6 cobra 85 week 3 BPOC 19	7	
	CO In Service #25		Elective: Tactical Raid Planning	CO In Service #26			
8	9 cobra 85 week 4	10 cobra 85 week 4 BPOC 19	11 cobra 85 week 4 BPOC 19	12 cobra 85 week 4 BPOC 19	13 cobra 85 week 4 BPOC 19	14	
	PRT - Row	PRT - Combat	PRT - Row	PRT - Combat	Pistol Remedial		
	CO In Service #27		Elective: Building Clearing				
	Elective: Crime Scene Photography			Infant/Child CPR			
15	16 cobra 85 week 5	17 cobra 85 week 5 BPOC 19	18 cobra 85 week 5 BPOC 19	19 cobra 85 week 5 BPOC 19	20 cobra 85 week 5 BPOC 19	21	
	Elective: Basic SWAT School						
	TASER Recert	New Gun 1400	Elective: TCIC / NCIC LTFA	TASER Recert	Adult CPR		
22	23 cobra 85 week 6	24 cobra 85 week 6 BPOC 19	25 cobra 85 week 6 BPOC 19	26 cobra 85 week 6 BPOC 19	27 cobra 85 fight day BPOC 19	28	
	LE Intermediate: Crime Scene Investigation						
	LE In Service #19						
	Elective: Police Mountain Bike						
29	30 cobra 85 week 7	31 cobra 85 week 7 BPOC 19					
	LE In Service #20						

# NOVEMBER 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 cobra 85 week 7 BPOC 19	2 cobra 85 week 7 BPOC 19	3 cobra 85 week 7 BPOC 19	4
			Elective: Active Shooter Refresher		New Gun 0900	
5	6 cobra 85 week 8	7 cobra 85 week 8 BPOC 19	8 cobra 85 week 8 BPOC 19	9 cobra 85 week 8 BPOC 19	10 cobra 85 week 8 BPOC 19	11
	PRT - Row	PRT - Combat	PRT - Row	PRT - Combat	County Holiday	
	TASER User	Civilian In Service	Elective: RADAR/LASER Certification			
		Elective: SFST Pract. Update				
12	13 cobra 85 week 9	14 cobra 85 week 9 BPOC 19	15 cobra 85 week 9 BPOC 19	16 cobra 85 week 9 BPOC 19	17 cobra 85 grad BPOC 19	18
	Retirement Seminar (AM) (B)					
	Water Survival Kit	Water Survival Kit				
19	20	21 BPOC 19	22 BPOC 19	23	24	25
	Pistol Remedial			County Holiday		
	CO Elective: Ground Techniques					
26	27	28 BPOC 19	29 BPOC 19	30 BPOC 19		
	CO In Service #28					

# DECEMBER 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
	<b>County Holiday</b>					
31		<b>NOTES:</b>				