2016

Division of Corrections Training

Program Catalog

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Mission Statement

The mission of the Division of Corrections Training is to design, develop and deliver training programs that meet the needs and mandates of the employees of the Kentucky Department of Corrections.

"Our Mission…Your Future"

The Staff of the Division of Corrections Training is committed to:

Quality Programs

Providing consistent and current information to participants in a safe and effective learning environment.

Professionalism

Setting a positive example, promoting teamwork and sharing information through effective communication.

Responsiveness

Providing diverse programs which meet the needs of participants.

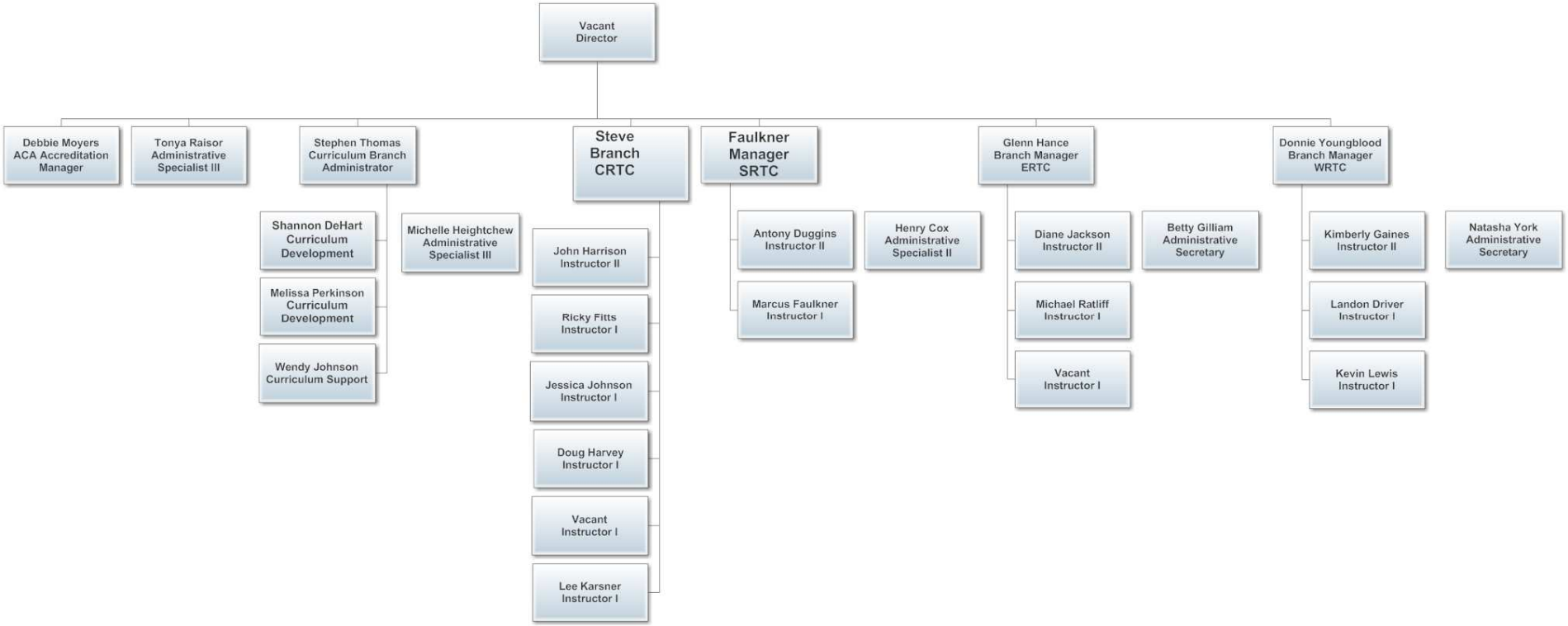
Respect

T*reating participants with fairness, equality, integrity and value.*

Standards of Practice

Practicing professionally established requirements of excellence.

Division of Corrections Training
Organizational Chart



General Information

Harold E. Black Training Center (CRTC) 502-225-9755	S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628	John D. Rees Training Facility (SRTC) 859-239-7012	Bill Cunningham Training Facility (WRTC) 270-388-0241

Class Times:

Class times vary by region please contact your Regional Training Center for more information.

Changes/Additions/Revisions:

The program catalog is updated as necessary on the DCT webpage http://www.corrections.ky.gov/deptdiv/training.

Registration and Cancellations:

Register for classes by contacting your Regional Training Center or through established methods at your work site. If you are registered for a training program, you are expected to attend. The training center should be notified as soon as possible of any cancellations. If a program is cancelled, registered students will be notified. Probation and Parole class registrations are made through Denise Probus 502-797-4534.

Inclement Weather/Holidays:

Classes will not be cancelled due to inclement weather, unless approved by the Governor's Office. Some classes are scheduled and conducted during state holidays.

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Rules and Regulations for Students:

This Division has a written Code of Conduct which defines the accepted standards for all students. Any breach of this code may result in disciplinary action including dismissal from the training program. The Rules and Regulations will be made available to each student at the start of each program.

Dress Code:

Students are expected to wear their normal work attire in accordance with CPP 3.10 (Non-uniformed staff) and CPP 3.17 (Uniformed staff) when attending training programs, unless advised otherwise by staff.

Restricted Items:

Loaded weapons, live ammunition, chemical agents or restraint devices of any kind are not permitted at the training centers or designated training site without permission of the Director of Corrections Training.

Cell Phones and Radios:

Cell phones are not permitted on institutional grounds or inside training centers; they are to be kept inside a vehicle. Radios are to be turned off or set to non-audible signal in class, consistent with departmental policies. The telephone number of the training site will be provided to participants.

Tobacco Products:

The use of tobacco products is not allowed on institutional grounds.

General Information

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Emergency Procedures:

Corrections Training has detailed Emergency Plans that are designed for the safety and protection of everyone. In the event of an emergency, follow the directions of the training instructor who will implement the plan when needed.

EEO Statement:

The Commonwealth of Kentucky does not discriminate on the basis of race, color, religion, sex, national origin, sexual orientation or gender identity, ancestry, age, disability, political affiliation, genetic information or veteran status in accordance with state and federal laws.

ADA:

Corrections Training complies with the regulations and requirements of the Americans with Disabilities Act and will provide reasonable accommodations to anyone making such needs known to us.

The Division of Corrections Training

Harold Black Training Center
(CRTC)

Steve Faulkner, Branch Manager

Michelle Heightchew, Administrative Specialist III

P.O. Box 69 (Mailing)

4000 Morgan Road (Physical)

LaGrange, Kentucky 40031

502-225-9755

S.T. Wright, Jr. Training Facility
(ERTC)

Glenn Hance, Branch Manager

Betty Gilliam, Administrative Secretary

P.O. Box 87 (Mailing)

505 Prison Connector Road (Physical)

Sandy Hook, Kentucky 41171

606-738-4628

John D. Rees Training Facility
(SRTC)

Steve Faulkner, Branch Manager

Antony Duggins, Instructor II

Henry Cox, Administrative Specialist II

710 Walter Reed Road

Danville, Kentucky 40422

859-239-7012

Bill Cunningham Training Facility (WRTC)

Donnie Youngblood, Branch Manager

Natasha York, Administrative Secretary

P.O. Box 570 (Mailing)

374 New Bethel Road (Physical)

Fredonia, Kentucky 42411

270-388-0241

Where Do I Receive Training?

Adult Institutional Staff

Harold E. Black Training Center (CRTC) 502-225-9977	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Judge Bill Cunningham Training Facility (WRTC) 270-388-0241**
Kentucky Correctional Institute for Women	Eastern Kentucky Correctional Complex	Bell County Forestry Camp	Green River Correctional Complex
Kentucky State Reformatory		Blackburn Correctional Complex	Kentucky State Penitentiary
Luther Luckett Correctional Complex	Little Sandy Correctional Complex	Northpoint Training Center	Ross Cash Correctional Center
Roederer Correctional Complex			Western Kentucky Correctional Complex

Where Do I Receive Training?

Probation & Parole Districts

Harold E. Black Training Center (CRTC) 502-225-9755		S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628	John D. Rees Training Facility (SRTC) 859-239-7012		Bill Cunningham Training Facility (WRTC) 270-388-0241
District 4	District 17	District 8*	District 3	District 14*	District 1
District 7	District 18	District 10*	District 5*	District 20	District 2
District 8*	District 19	District 11	District 6		District 3
District 12*		District 15*	District 8*		District 5*
District 14*			District 9		District 13
District 15*			District 10*		
District 16			District 12*		

* Asterisk denotes split District due to geographical location

Where Do I Receive Training?

Corrections Center, Detention Center or Jail

Harold E. Black Training Center (CRTC) 502-225-9755				
Bath	Carroll	Harrison	Montgomery	Robertson
Boone	Fleming	Henry	Nicholas	Scott
Bourbon	Franklin	Jefferson	Oldham	Shelby
Bracken	Gallatin	Kenton	Owen	Trimble
Campbell	Grant	Mason	Pendleton	

S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628				
Boyd	Greenup	Leslie	Menifee	Wolfe
Breathitt	Harlan	Letcher	Morgan	
Carter	Johnson	Lewis	Perry	
Elliott	Knott	Magoffin	Pike	
Floyd	Lawrence	Martin	Rowan	

Where Do I Receive Training?

Corrections Center, Detention Center or Jail

John D. Rees Training Facility **(SRTC)** **859-239-7012**				
Adair	Clinton	Jackson	Marion	Russell
Anderson	Cumberland	Jessamine	Mercer	Spencer
Bell	Estill	Knox	Metcalfe	Taylor
Boyle	Fayette	Larue	Nelson	Washington
Bullitt	Garrard	Laurel	Owsley	Wayne
Casey	Green	Lee	Powell	Whitley
Clark	Hardin	Lincoln	Pulaski	Woodford
Clay	McCreary	Madison	Rockcastle	

Bill Cunningham Training Facility **(WRTC)** **270-388-0241**				
Allen	Christian	Hancock	Lyon	Ohio
Ballard	Crittenden	Hart	Marshall	Simpson
Barren	Daviess	Henderson	McClean	Todd
Breckinridge	Edmonson	Hickman	McCracken	Trigg
Butler	Fulton	Hopkins	Meade	Union
Caldwell	Graves	Livingston	Monroe	Warren
Calloway	Grayson	Logan	Muhlenberg	Webster
Carlisle				

Program Reviews

The Program Review is designed to review program materials with all Institutional Training Coordinators, Deputy Jailer Trainers, and Firearms Instructors. All trainers responsible for teaching the programs listed below will need to be present at the training center in order to receive program training materials. This practice is in accordance with ACA Standard 1-CTA-1A-14.

Institutional Pre-Service Academy	**Institutional In-Service Training**	**Deputy Jailer In-Service Training**
Harold E. Black Training Center (CRTC) 502-225-9755	**Harold E. Black Training Center (CRTC) 502-225-9755**	**Harold E. Black Training Center (CRTC) 502-225-9755**
To Be Announced	To Be Announced	January 13 (2016)

Institutional Pre-Service Academy (Phase II)

This is a **three week (120 Hour)** program for newly hired staff: **Week 1 – Introduction to Corrections (40 Hours), Week 2 – Managing Problems in a Correctional Setting; Intro to Security (40 Hours), and Week 3 – Firearms Qualifications (40 Hours) .** Training will be conducted regionally following the completion of Phase I (Computer Based Training [CBT] and New Employee Orientation). Employees must successfully complete Phase I at the hiring facility prior to enrollment. Start times vary; contact your Regional Training Center for details.

	Harold E. Black Training Center (CRTC) 502-225-9755		**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**		**John D. Rees Training Facility (SRTC) 859-239-7012**		**Bill Cunningham Training Facility (WRTC) 270-388-0241**
1	January 11-15 January 18 - 22 January 25 - 29	1	January 11-15 January 18 - 22 January 25 - 29	1	January 11-15 January 18 - 22 January 25 - 29	1	January 11-15 January 18-22 January 25-29
2	February 8-12 February 15-19 February 22-26	2	February 8-12 February 15-19 February 22-26	2	February 8-12 February -19 February 22-26	2	February 8-12 February 15-19 February 22-26
3	February 29 - March 4 March 7-11 March 14-18	3	March 14-18 March 21-25 March 28-April 1	3	March 21-25 March 28-April 1 April 4-8	3	March 14-18 March 21-25 March 28-April 1
4	March 21-25 March 28-April 1 April 4-8	4	April 25-29 May 2-6 May 9-13	4	May 2-6 May 9-13 May 16-20	4	April 18-22 April 25-29 May 2-6
5	April 11-15 April 18-22 April 25-29	5	June 6-10 June 13-17 June 20-24	5	June 13-17 June 20-24 June 27-July 1	5	May 30-June 3 June 6-10 June 13-17

Institutional Pre-Service Academy (Phase II)

	Harold E. Black Training Center (CRTC) 502-225-9755		**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**		**John D. Rees Training Facility (SRTC) 859-239-7012**		**Bill Cunningham Training Facility (WRTC) 270-388-0241**
6	May 2-6 May 9-13 May 16-20	6	July 11-15 July 18-22 July 25-29	6	August 1 - 5 August 8 - 12 August 15 - 19	6	July 4-8 July 11-15 July 18-22
7	May 23-27 May 30-June 3 June 6-10	7	August 8-12 August 15-19 August 22-26	7	September 12 - 16 September 19 - 23 September 26 - 30	7	August 8-12 August 15-19 August 22-26
8	June 13-17 June 20-24 June 27-July 1	8	September 19-23 September 26-30 October 3-7	8	October 10 - 14 October 17 - 21 October 24 - 28	8	September 12-16 September 19-23 September 26-30
9	July 11 - 15 July 18 - 22 July 25-29	9	October 17-21 October 24-28 October 31—November 4	9	November 28 - December 2 December 5 - 9 December 12 - 16	9	October 17-21 October 24-28 October 31—November 4
10	August 1-5 August 8-12 August 15-19	10	November 28-December 2 December 5-9 December 12-16			10	November 28-December 2 December 5-9 December 12-16
11	August 29-September 2 September 5-9 September 12-16						
12	September 19- 23 September 26-30 October 3-7				**(44) Adult Institution Pre-Service Classes are scheduled in 2016**		**Classes are Conducted on Holidays**

Institutional Pre-Service Academy (Phase II)

	Harold E. Black Training Center (CRTC) 502-225-9755		S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628		John D. Rees Training Facility (SRTC) 859-239-7012		Bill Cunningham Training Facility (WRTC) 270-388-0241
13	October 10-14 October 17-24 October 24-28						
14	October 31 - November 4 November 7-11 November 14-18						
15	November 28 - December 2 December 5-9 December 12-16						
	(44) Adult Institution Pre-Service Classes are scheduled in 2016		**Classes are Conducted on Holidays**				

Probation and Parole Pre-Service Academy (Phase II)

This is a four week course (160) for newly hired probation and parole staff. Training is conducted at Central Region Training Center (CRTC) following the completion of Phase I (Computer Based Training [CBT] and New Employee Orientation). The employee must successfully complete Phase I at the hiring facility/district prior to enrolling in Phase II. The LS/CMI (Level of Service/Case Management Inventory) is a program related to the implementation of a validated risk/needs assessment tool. The program targets the Correctional Program Staff, Case Workers, Unit Directors and Probation and Parole Officers.

- Week 1 Skill Development (40 Hour)
- Week 2 LS/CMI (40 Hour)
- Week 3 Firearms Qualification (40 Hour)
- Week 4 Skill Enhancement (40 Hour)

Harold E. Black Training Center (CRTC) 502-225-9755					
1	Week 1	January 25-29	**3**	Week 1	July 18-22
	Week 2	February 1-5		Week 2	July 25-29
	Week 3	February 8-12		Week 3	August 1-5
	Week 4	February 15-19		Week 4	August 8-12
2	Week 1	April 18-22	**4**	Week 1	September 26-30
	Week 2	April 25-29		Week 2	October 3-7
	Week 3	May 2-6		Week 3	October 10-14
	Week 4	May 9-13		Week 4	October 17-21

Probation and Parole Officer In-Service

These are (16) hour courses for Probation and Parole Supervisor's, Assistant Supervisors, Investigators, Officers and an (8) hour courses for Office Support Assistants an Administrative Specialists. These courses focus on professional development and meet the ACA Standards for required topics. Starting times vary; contact Denise Probus 502-797-4534 or your Regional Training Center for class details.

	Harold E. Black Training Center (CRTC) 502-225-9755		**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**		**John D. Rees Training Facility (SRTC) 859-239-7012**		**Bill Cunningham Training Facility (WRTC) 270-388-0241**
1	February 23-24 (Supervisors)	1	March 28 (OSA)	1	July 19-20 July 21-22 (PP-OI)	1	March 28-29 (Investigator Trng)
2	March 1-2 (Assistant Supervisors)	2	April 5-6 (PP-OI)			2	April 8 (OSA)
3	March 3-4 (Investigator Trng)	3	April 7-8 (PP-OI-Hazard) **LKLP CAC, Inc.** **398 Roy Campbell Dr.** **Hazard, Ky 41701**			3	June 14-15 June 16-17 (PP-OI-Bowling Green) **150 Corvette Drive** **Bowling Green, Ky 42101**

Probation and Parole Officer In-Service

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4	March 22-23 March 24-25 (PP-OI– D-17) **1407 West Jefferson St** **Suite 1000** **Louisville, Ky 40203**	4	April 18-19 (PP-Investigators Trng)			4	June 23-24 (PP-OI)
5	May 11 (OSA)		August 30-31 September 1-2 (PP-OI)			5	June 27-28 (PP-OI-Owensboro) **3337 Hwy 144** **Owensboro, Ky 42303**
6	~~May 24-25~~ ~~May 26-27~~ May 17-18 May 19-20 (PP-OI-Northern Ky) Campbell Co. Fire Training Center 199 Martha Layne Collins Blvd. Cold Springs, Kentucky 41076						July 26-27 (P&P OI)

Probation and Parole Officer In-Service

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7	June 7-8 June 9-10 (PP-OI-Lexington) **600 Old Frankfort Circle** **Lexington, Ky 40510**						
8	July 6 (PP Admin. Spec. Trng)						
9	July 12-13 July 14-15 (PP-OI-Somerset) **Hal Rogers Fire Trng Center** **180 Oak Leaf Lane** **Somerset, Ky**						
10	August 16-17 August 18-19 (PP-OI-Louisville) **Okolona Fire Department** **1714 Rangeland Rd.** **Louisville, Ky**						
11	October 25-26 October 27-28						

Deputy Jailer/Jail Staff Annual In-Service Training

The 2016 Deputy Jailer In-Service Training program provides the trainee with (16) hours of face to face classroom materials covering areas of instruction pertinent to their job duties. There will also be an additional (8) hours of classroom material that can be requested. The (24) hour in-service program will also be available via computer based training (CBT). We are also offering additional electives on the Crimcast Website for your staff to utilize.

In accordance with Kentucky Jail Standards, a newly hired employee is required to receive (4) hours of mental health training during their initial year of employment, with (1) hour of mental health training every year thereafter. These two mental health programs of instruction are available by CBT. Both the classroom instruction and the CBT modules include material approved by the Cabinet for Health and Family Services as set forth in 501 KAR 3:160, Sec. 4 (b).

Harold E. Black **Training Center** **(CRTC)** **502-225-9755**	**S.T. Wright, Jr.** **Training Facility** **(ERTC)** **606-738-4628**	**John D. Rees** **Training Facility** **(SRTC)** **859-239-7012**	**Bill Cunningham** **Training Facility** **(WRTC)** **270-388-0241**
Harold E. Black **Training Center** **(CRTC)** January 19-20 January 21-22	**S.T. Wright, Jr.** **Training Facility** **(ERTC)** February 2-3 February 4-5	**Laurel County** Optimists Club Sports Center 383 Sinking Creek Road London, Kentucky 40741 February 29-March 1 March 2-3	**Warren County** Warren County Jail 920 Kentucky Street Bowling Green, Kentucky 42101 February 1-2
Campbell County Campbell Co. Fire Training Center 199 Martha Layne Collins Blvd. Cold Springs, Kentucky 41076 March 22-23 March 24-25	**S.T. Wright, Jr.** **Training Facility** **(ERTC)** February 16-17 February 18-19	**Adair County** Adair County Courthouse 424 Public Square Columbia, Kentucky 42728 March 15-16 March 17-18	**Allen County** Contact WRTC Staff for Location February 3-4
Campbell County Campbell Co. Fire Training Center 199 Martha Layne Collins Blvd. Cold Springs, Kentucky 41076 May 24-25 May 26-27	**S.T. Wright, Jr.** **Training Facility** **(ERTC)** April 12-13 April 14-15	**Laurel County** Optimists Club Sports Center 383 Sinking Creek Road London, Kentucky 40741 April 12-13 April 14-15	**Logan County** Logan County Jail 304 West 3rd Street Russellville, Kentucky 42276 April 4-5

Deputy Jailer/Jail Staff Annual In-Service Training

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Harold E. Black **Training Center** **(CRTC)** October 25-26 October 27-28	**Perry County** Area 12 State Fire Rescue Training Center 45 Gorman Hollow Road Hazard, Kentucky 41701 April 19-20 April 21-22	**SRTC** May 24-25 May 26-27	**Marshall County** National Guard Armory 453 Old Symsonia Road Benton, Kentucky 42025 April 11-12 April 13-14
Campbell County Campbell Co. Fire Training Center 199 Martha Layne Collins Blvd. Cold Springs, Kentucky 41076 November 8-9 November 10-11	**S.T. Wright, Jr.** **Training Facility** **(ERTC)** May 24-25 May 26-27	**Bell County** Bell-Whitley Community Action Agency 129 North Pine Street Pineville, KY 40977 July 26-27 July 28-29	**Logan County** Logan County Jail 304 West 3rd Street Russellville, Kentucky 42276 May 16-17

Deputy Jailer/Jail Staff Annual In-Service Training

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Harold E. Black **Training Center** **(CRTC)** **502-225-9755**	**S.T. Wright, Jr.** **Training Facility** **(ERTC)** **606-738-4628**	**John D. Rees** **Training Facility** **(SRTC)** **859-239-7012**	**Bill Cunningham** **Training Facility** **(WRTC)** **270-388-0241**
	S.T. Wright, Jr. **Training Facility** **(ERTC)** June 28-29 June 30-July 1	**Adair County** Adair County Courthouse 424 Public Square Columbia, Kentucky 42728 August 23-24 August 25-26	**Fulton County** Fulton County Detention Center 2010 South Seventh Street Hickman, Kentucky 42050 July 25-26 July 27-28
	S.T. Wright, Jr. **Training Facility** **(ERTC)** September 6-7 September 8-9		**Warren County** Warren County Jail 920 Kentucky Street Bowling Green, Kentucky 42101 ~~September 1-2~~ August 30-31
			WRTC October 10-11 October 12-13
10 Opportunities for Training	**14 Opportunities for Training**	**12 Opportunities for Training**	**11 Opportunities for Training**
47 Training Opportunities during 2016			

Departmental Instructor Programs

Train the Trainer

This program is designed for staff in a position to provide training to other staff. You must have Supervisory approval before registering for this course, preregistration is mandatory for this course. Contact the Regional Training Center to preregister. Class times may vary for each region. This is a (40) hour course and includes some of the following topics:

- Role of the On-Site Trainer
- How Adults Learn
- Needs Assessments and Learning Objectives
- Learning Strategies
- Working With Lesson Plans
- Using A/V Equipment
- Basic PowerPoint
- Presentation and Classroom Management

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
February 8-12 June 27-July 1	March 7-11 October 17-21	March 7-11 November 14-18	January 4-8 June 20-24

Departmental Instructor Programs

Corrections Defensive Tactics—Instructor

Corrections Defensive Tactics (CDT) is a (16) hour certification course. Instructor certification training is designed to deliver instruction in controlling non-compliant subjects by utilizing body positioning, movement, momentum and joint manipulation. Instructors ***must*** re-certify every two years by completing the full (16) hour course.

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
July 6-7 November 29-30	January 7-8 July 6-7	February 4-5	February 16-17

Departmental Instructor Programs

Less Lethal Instructor Course

Less-Lethal Instructor course is a 32 hour course comprised of four (8) hour instructor level courses covering OC Aerosols, Speciality Impact, Chemical Munitions and Distraction Devices. The student will acquire a general working knowledge of Defense Technology products, both technically and tactically, along with the skills necessary to conduct in-service training. The Less-Lethal Instructor Certification Course is valid for three years from the testing date which allows the student to provide in-service user training within their department upon certification.

Harold E. Black **Training Center** **(CRTC)** **502-225-9755**
July 11-15

Departmental Instructor Programs

Departmental Taser Conducted Electrical Weapon (CEW) Instructor Course

This course provides the basic operational theory and practical training to instruct users to reasonably safely and effectively operate TASER CEW's. This course covers the TASER X26, X26P and X2 CEW's and will certify those who successfully complete the course as TASER Instructors for (2) years. This is a (20) hour course which will allow students to become departmental TASER Instructors. Once certified, they will be allowed to train departmental staff as end-users. Topics covered include:

- TASER Technology
- Neuro-Muscular Incapacitation
- Medical and Safety Information
- Voluntary Exposures
- Legal Issues
- TASER CEW's
- Power Sources
- Cartridges
- TASER Cam and TASER CAM HD
- Tactical Considerations
- Targeting
- Risks Associated with CEW Use
- Probe Deployment and Drive Stun
- Probe Removal
- Policy Considerations
- Post Incident Considerations

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
March 15-17	June 8-10	September 7-9 November 9-11	February 1-3

Departmental Instructor Programs

PepperBall Instructor/Armorer Course

The PepperBall Instructor and Armorer Course will provide (16) hours of training. The PepperBall Instructor Certification Course involves intensive training in the use of the non-lethal PepperBall Systems, including operation, safety, maintenance, and deployment. This course certifies attendees as PepperBall Instructors for their individual institution, allowing the attendee to conduct a course in the safe and effective use of the PepperBall System. The PepperBall Armorer Certification Course will also develop the student's skills in the maintenance and repair of PepperBall launchers, allowing the student to safely and effectively keep the launching systems operational in the field. This course is **only** open to the Department of Corrections employees. The certification is good for two years.

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
~~January 14-15~~ ***(Will be rescheduled at a later date)***	January 5-6 March 3-4	~~June 1-2~~ ~~(Rescheduled)~~ August 30-31	April 4-5

Departmental Instructor Programs

Firearms Instructor Course

This course was updated in 2014, it is at a minimum a (16) hour or up to a maximum of (40) hour course that is designed to develop the already established shooter into a firearms instructor for your Institution, District, Corrections Center, Detention Center or Jail. ***This course is not for the new or novice shooter who may lack the skill or ability to convey firearms instruction in a proficient manner***. All students must attend the first day of instruction. Day 2—Revolver/Semi-Auto Certification, Day 3— Shotgun Certification, Day 4—40 MM Certification and Day 5—Rifle Certification.

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
March 28-April 1	May 16-20	April 25-29	May 9-13
September 26-30	September 12-16		October 3-7

Departmental Certification and Recertification Courses

Firearms Instructor Annual Re-Qualification

This is an 8-hour course and must be completed annually by all Department of Corrections Firearms Instructors.

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
~~May 10-13~~ (Rescheduled) April 19-22 June 14th	July 11-15	June 6-10 July 25 (Bell Co)	March 7-11 June 29-30

Departmental Certification and Recertification Courses

PepperBall End User Course

The PepperBall User Certification Course involves intensive training in the use of the non-lethal PepperBall Systems, including operation, safety, maintenance, and deployment. This course certifies the attendee as a PepperBall User for the KY DOC for a period of one year. This is a (6) hour course, offered on each of the dates below:

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
By Request-Contact Training Center	By Request– Contact Training Center	By Request– Contact Training Center	April 6-7

Departmental Certification and Recertification Courses

Taser End User Certification

This course is a one day, (8) hour, Basic End-User Course which will allow an individual to be certified as a TASER user for a period of one year. Annual recertification is required.

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
By Request-Contact Training Center	By Request-Contact Training Center	By Request-Contact Training Center	October 17-18

Departmental Certification and Recertification Courses

Taser End User – Recertification

This is a (4) hour TASER user recertification course. This course will allow those previously certified to maintain their TASER End User Certification for an additional year.

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
By Request-Contact Training Center	By Request-Contact Training Center	By Request-Contact Training Center	November 14-15

Departmental Certification and Recertification Courses

Nova Electronic Riot and Capture Shields/
Remotely Activated Custody Control Belt (RACC)

This course will provide the student with training and certification in the use of NOVA Riot and Capture Shields, and the NOVA Remotely Activated Custody Control (RACC) Belt. This is an (8) hour course; (4) hour block of instruction on NOVA Stun Shield and (4) hour block of instruction on NOVA RACC Belt. You have the option of attending one or both blocks of instruction. Upon completion of the course you will receive a Life-Time Departmental Certification. ***(Harold E. Black Training Center is hosting a NOVA/RACC Belt and Shield Instructor Course see below for dates and price of course)***

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
February 22-23 (Instructor Course Cost is $550 per student) March 10-11 September 8-9	August 16-17	February 2-3	August 3-4

Emergency Response Training

Basic C.E.R.T.

The Institutional CERT Basic Training schedule was expanded in 2014. The training will continue to include hands-on instruction in team tactics such as riot control formations, use of baton, use of shotgun, escape response, and simulated emergency situations. The expanded schedule will also include basic user certification with numerous less lethal weapons systems to include Oleoresin Capsicum, Pepperball, TASER X26, Distraction Devices, Chemical Munitions, Specialty Impact Munitions and the 40mm Launcher. This is a five-day, (40) hour course.

John D. Rees Training Facility (SRTC) 859-239-7012
April 18-22
October 3-7

Emergency Response Training

Jail C.E.R.T.

The Jail CERT Basic Training schedule was expanded in 2014. Training will continue to include instruction of hands-on team tactics specific to jail needs. The expanded schedule will also include basic user certification with numerous less lethal weapons systems to include Oleoresin Capsicum, PepperBall, TASER X26, Distraction Devices, Chemical Munitions, Specialty Impact Munitions and the 40mm Launcher. This is a five-day, (40) hour course. This training will be conducted at the Grayson County Detention Center. Please see the additional information sheet on the Corrections Training Webpage located at **http://corrections.ky.gov/depts/Training/Pages/default.aspx** under Deputy Jailer Information.

John D. Rees **Training Facility** **(SRTC)** **859-239-7012**
July 11-15 (Revised Date) August 29-September 2 (Re-Scheduled see above)

Emergency Response Training

Annual C.E.R.T

The Annual C.E.R.T. exercise is an opportunity for C.E.R.T. Teams from across the Commonwealth to train together in one location.

John D. Rees **Training Facility** **(SRTC)** **859-239-7012**
June 1-2
August 24-25

Supervisory and Management Training Opportunities

Basic Supervisors Workshop

The Basic Supervisors Workshop has been updated this year with new course topics. This is a (24) hour course that focuses on skill development and management enhancement for the first time supervisor. Some of the topics covered are:

- The Role of the Supervisor
- Personal Accountability
- Managing Work Relationships
- Generations at Work
- Building a Team
- Diversity
- Anti-Harassment
- Stress Management
- K.E.A.P.
- Investigative Interviewing
- Investigation Documentation
- Evidence Preservation
- Employee Performance Evaluation
- Counseling and Discipline
- Supervising Cell Entries

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
January 6-8 April 5-7 August 30-September 1 November 2-4	May 31-June 2 November 15-17	January 6-8 November 2-4	March 1-3 September 6-8

Supervisory and Management Training Opportunities

Evaluation Training

All evaluators must complete training on the employee performance evaluation system prior to completing performance planning, interim meetings and annual evaluations on eligible employees. The training is designed to ensure that evaluations are completed consistently. Participants must have Supervisory approval before registering.

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
January 8 April 7 September 1 November 4	January 4 June 1 November 17 December 14	January 8 November 4	March 3 May 20 September 8 October 19

See GSC and NIC Information for additional Supervisory/Management Training Opportunities on pages 25-26.

Additional Training Opportunities

Crimcast

We will work with your designated Administrator to ensure your Crimcast needs are addressed. Please contact one of our Crimcast Team members listed below to discuss your Crimcast Administrator's specific training needs.

Program Administrator Harold E. Black Training Center (CRTC)	**Director's Office Harold E. Black Training Center (CRTC)**	**Harold E. Black Training Center (CRTC)**	**S.T. Wright, Jr. Training Facility (ERTC)**	**John D. Rees Training Facility (SRTC)**	**Bill Cunningham Training Facility (WRTC)**
Steve Thomas **502-225-9755** **Ext. 232** StephenW.Thomas@ky.gov	Tonya Raisor **502-225-9755** **Ext. 230** Tonya.Raisor@ky.gov	Shannon DeHart **502-225-9755** **Ext. 242** shannonc.dehart@ky.gov Melissa Perkinson **502-225-9755** **Ext. 232** **melissa.perkinson@ky.gov**	Debbie Moyers **606-738-4628** **Ext. 1783** Debbie.Moyers@ky.gov	Henry Cox **859-239-7012** **Ext. 3301** henry.cox@ky.gov	Wendy Johnson **270-388-0241** **Ext. 234** wendy.johnson@ky.gov

You may also email the Crimcast Team at CrimcastTeam@ky.gov

Additional Training Opportunities

FATS Milo Simulator

The MILO Simulator is a training system that offers advanced interactive use of force scenarios for adult institutions, city and state police officers, jailers and probation and parole officers. There are also many user defined courses of fire, marksmanship drills and exercises to increase response time and accuracy.

Harold E. Black Training Center (CRTC) 502-225-9755	**S.T. Wright, Jr. Training Facility (ERTC) 606-738-4628**	**John D. Rees Training Facility (SRTC) 859-239-7012**	**Bill Cunningham Training Facility (WRTC) 270-388-0241**
To Be Determined	May 2-6 November 28-December 2	July 4-15	May 24-27

Additional Training Opportunities

Governmental Services Center (GSC)

The Governmental Services Center (GSC) provides quality online and classroom training for all Kentucky state government employees. GSC also provides services in consultation, performance management and organizational development.

To register for a GSC class, you must obtain your supervisor's approval prior to contacting your liaison. Once you have received approval, you may contact the below listed staff at the JusticeGSC.training@ky.gov mailbox with the name of the course and the date you are requesting to attend. Once registered, GSC will notify you by email with additional information you may need.

Primary GSC Training Liaison **Harold E. Black** **Training Center**
Tonya Raisor **502-225-9755** **Ext. 230** Tonya.Raisor@ky.gov JusticeGSC.training@ky.gov

Additional Training Opportunities

Governmental Services Center (GSC)

The Governmental Services Center Course Catalog, Training Calendar, eLearning course offerings and other GSC information is available on the GSC site:
https://gsc.personnel.ky.gov/Pages/Training.aspx

Location:

Governmental Services Center

400 E. Main Street on the Campus of Kentucky State University

Academic Services Building, 4th Floor

Frankfort, KY 40601

502-564-8170

Additional Training Opportunities

National Institute Of Corrections (NIC)

The National Institute of Corrections is an agency within the U.S. Department of Justice, Federal Bureau of Prisons, and is led by a Director appointed by the U.S. Attorney General. NIC provides training, technical assistance, information services, and policy/ program development assistance to federal, state, and local corrections agencies.

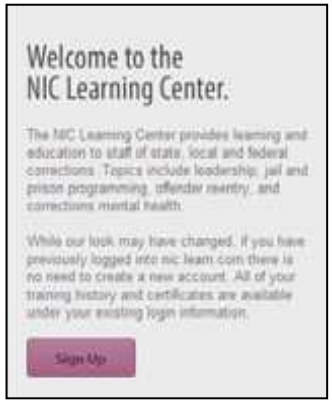
The NIC Online Training Learning Center is available **at no cost** and includes more than 250 self-paced e-courses in corrections, communication, leadership, ethics, computer skills, business writing, and team building. Below you will find instructions for accessing the NIC Training Website.

Steps for Accessing the NIC Training Website

Step 1: Always get your supervisor's permission before accessing any state or federal website for training.

Step 2: Go to the NIC Website – http://nic.learn.com

Step 3: Click on the Sign Up button (as shown in the example below)



Steps Continued on Next Page

Additional Training Opportunities

National Institute Of Corrections (NIC)

Steps for Accessing the NIC Training Website (Continued)

Step 4: Click on the Sign Up button to continue to the registration page.

Step 5: Fill in the fields that have the red * (asterisk), the required fields, and then click >Next Step on the lower right hand of the page

Step 6: Select a Password Recovery option and click save.

Step 7: Click on Catalog - > E-Courses - > Choose your category

Step 8: Start course by selecting "Click Here to Start this Course"

Step 9: Click on the "Click Here to Launch the Course"

Step 10: Click on the "Play the Standard Version of this Course"

Step 11: Choose the Begin Course button in the lower right hand corner of the window

Step 12: Read instructions on screen to start the module.