

Bergen County Department of Public Safety

Division of Public Safety Education

Law & Public Safety Institute



# **Fall 2018 Police Academy Training Catalog**

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[www.bclpsi.net](http://www.bclpsi.net)





## **ASSOCIATION**

### **PROUD SUPPORTERS OF THE BERGEN COUNTY LAW AND PUBLIC SAFETY INSTITUTE**

2018 President – Chief Joseph Madden, Park Ridge Police Department

Immediate Past President – Chief Edward Kasper, Oakland Police Department

1<sup>st</sup> Vice President – Chief Thomas Shine, Old Tappan Police Department

Mission of the Bergen County Police Chiefs Association

***To secure a closer official and personal relationship among police officials in the County of Bergen; to secure unity of action in police matters; to elevate the standards of police institutions; to strive for advancement among all lines that pertain to the prevention and to the detection of crime and the promotion of police efficiency in general.***

[www.bergencountypolicechiefs.org](http://www.bergencountypolicechiefs.org)



**All In-Service registration will be signed up  
on the online registration link:**

**[HTTP://POLICEREGISTRATION.BERGEN.ORG](http://POLICEREGISTRATION.BERGEN.ORG)**

Instructions are in the rear of this catalog.



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**Police, Fire & EMS Academies**

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If you would like the email notifications sent out by the academy regarding training, send an email to [policetraining@bcclpsi.net](mailto:policetraining@bcclpsi.net). You must send it from your work email account.



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# BASIC POLICE TRAINING CLASSES

\* \* \* \* \*

## BASIC POLICE TRAINING CLASS 122

22 Weeks      Orientation –              Friday, January 18, 2019  
First Day of Class –      Monday, January 21, 2019  
Graduation –              Thursday, June 13, 2019\*\*

We offer a training course designed for the newly appointed police officer in accordance with the Police Training Act (52:17B-66 et seq.) and approved by the Police Training Commission, Department of Law and Public Safety and The State of New Jersey. Contents include the subjects of Professional Development, Criminal Justice System, Police Community Relations, Criminal Law, Legal requirements of Arrest – Search and Seizure, Evidence and Use of Force, Communications, Vehicle Operations, Emergency Medical Care, Unarmed Defense, Patrol Concepts, Traffic Control, Criminal Investigations and Physical Conditioning.

Prerequisite: Pursuant to P.T.C. Rule N.J.A.C. 13:1-8.1, a background investigation, a medical evaluation with clearance and the requisite agency training prior to graduation for all trainees enrolled.

- Occupational Medical Center doctor's medical certification, including a Bruce Protocol Stress Test, is required of all applicants. Contact Occupational Medical Center in Hackensack at (551)996-8670 for a medical examination/stress test appointment. Last day of appointments is January 12, 2018
- **The mandatory pre-assessment physical fitness tests will be Tuesday January 9, 2018 at 10am. This is an all-day event.**
- Periodic drug screening of all recruit officers is conducted during the program. Confirmation of substance abuse will result in immediate dismissal.
- Valid New Jersey Driver's License is required.
- The following link will take you to a video posted on You Tube to fully describe the Pre-Academy Entry Physical Agility Testing  
<https://www.youtube.com/watch?v=QajrRGIBIPk>

**Any agencies interested in hiring may send an e-mail to Lt. Silverstein at [policetraining@bclpsi.net](mailto:policetraining@bclpsi.net) to receive a recruit information packet.**

**PROGRAM COST:    \$1,350.00 + \$45 for each Drug Test administered  
\$400 for Out of County Class 2 SLEO Waivers**

**Basic Police Training Class # 123 - tentative**

Orientation Day –      Friday July , 19, 2019  
Graduation –              Thursday, December 12, 2019\*\*

**\*\*Dates are tentative**



## **\*PLEASE NOTE NEW NIGHTS FOR THIS CLASS**

### **#130 CLASS 1B SPECIAL LAW ENFORCEMENT OFFICER**

31 Days      September 4 – December 6, 2018  
**Tuesday & Thursday Nights**

No Class Limit  
Class Minimum 20

Attire: Uniform / Professional

All classes will be held on Tuesdays and Thursdays in the evening from 7:00 P.M. to 11:00 P.M. at the Academy. This course is designed for Special Law Enforcement Officers (SLEO), 1B. This course will only be held with a minimum of 20 students. Enrollment can only be accepted if the following conditions have been met:

- \*Local ordinance establishing the position of Special Officer.
- \*Appointment of the individual by local resolution / Appointment Letter (Faulkner town)
- \*Residence within the state during term.
- \*Possession of High School diploma or equivalent.
- \*Good knowledge of English, both spoken and written.
- \*Completion of background investigation and filing of fingerprints with F.B.I. and N.J.S.P.
- \*Medical release and psychological evaluation, as required by N.J. SLEO Act.
- \*Complete and send the PTC a Notice of New Appointment form (NONA).

The above requirements were established by ACT concerning appointments of SLEO 40A: 14-118, and effective as of October 1, 1986. Upon completion of course, graduates are certified SLEO Class 1B and are authorized to perform traffic and spectator control or similar duties, and are authorized to issue summonses for disorderly persons offenses, local ordinances, and Title 39 violations.

#### **All students must bring to class:**

- Copy of the Local Ordinance showing appointment of the individual to the position of Special Officer. The appointment date must be prior to the start of the class. The appointment may be for a period of 4 months **or** 1 year (40A:14-146.14(a)).

**A copy of the Council Resolution / Appointment Letter must be brought to the first night of class.**

- Title 2C New Jersey Criminal Code Book (years 2013-2014-2015 are acceptable)
- Title 39 New Jersey Motor Vehicle Traffic Law Book (2013 -14 or 15 are acceptable)
- ASP Tactical Baton (will be told when to bring to class)
- Notebook for note-taking in class, and at least two #2 pencils and a black ink pen
- Agency training is scheduled for Wednesday, November 25<sup>th</sup>.

PROGRAM COST:    Bergen County \$0.00      Out-of-County \$450.00



# IN-SERVICE POLICE TRAINING COURSES

\* \* \* \* \*

## NIGHT CLASSES LISTED ON FOLLOWING PAGES

### #911 9-1-1 TRAINING

**NOTE: BOTH THE 40-HOUR BASIC TELECOMMUNICATOR COURSE AND THE EMERGENCY MEDICAL DISPATCHER COURSE ARE REQUIRED OF ALL CALL TAKERS.**

### APCO PUBLIC SAFETY TELECOMMUNICATOR (40-HOURS)

**(8:30 AM – 4:30 PM)**

5 Days

December 3 – December 7, 2018

Class Limit 20

Attire: Uniform / Professional

\* PLEASE NOTE: There is an \$85.00 text fee for every student. A check/voucher in the amount of \$85.00 is required on the first day of class for Bergen County students. Out-of-County and civilian students must also bring a check/voucher on the first day of the course for the \$175.00 fee, as well as the \$85.00 book fee. **PLEASE BRING CHECK OR MONEY ORDER – NO CASH OR CREDIT CARDS.**

PROGRAM COST: Bergen County \$0.00

Out-of-County & Civilians \$175.00 + \$85.00

(The Bergen County charge of \$0 refers to students who are registered by a Police Department in Bergen County. Students registering themselves, even if they live in Bergen County, are considered "Out-of-County".

Register online at:

<http://policeregistration.bergen.org/>



EMERGENCY MEDICAL DISPATCH/NHTSA (32 HOURS)  
PLUS ONE-DAY CPR

**(8:30 AM – 4:30 PM)**

Class Limit 20

4 or 5 Days    December 10 – December 13, 2018 (CPR December 14, 2018)

Attire: Uniform / Professional

This course is the state mandated 32-Hour Emergency Medical Dispatch Program. The course is designed to provide police officers and dispatchers with the necessary information to function as an EMD.

**One day is being added for those individuals who do not have their CPR certification, which is a pre-requisite for passing this course. Those who have a valid CPR card do not have to attend day 5 of the course. *THERE IS A \$6.00 FEE FOR THE CPR CARD WHICH MUST BE PAID THE DAY OF THE CLASS. THIS FEE IS FOR THE AMERICAN HEART ASSOCIATION BLS FOR THE HEALTHCARE PROVIDER.***

**Requirements:** Successful completion of a 40-Hour Basic Telecommunicator Course. ***All students are required to bring with them on the first day of class: a copy of their 40-hour Basic Telecommunicator Certificate and a valid CPR Card issued by the American Heart Association or American Red Cross.***

Out-of-County and civilian students must bring a check/voucher on the first day of the course for the \$140.00 fee. **PLEASE BRING CHECK OR MONEY ORDER – NO CASH OR CREDIT CARDS.**

PROGRAM COST:    Bergen County \$0.00                      Out-of-County & Civilians \$140.00

The Bergen County charge of \$0 refers to students who are employed and registered by a Police Department in Bergen County. Students registering themselves, even if they live in Bergen County, are considered "Out-of-County".

Register online at:

<http://policeregistration.bergen.org/>



## #911 9-1-1 TRAINING (NIGHT COURSES)

### APCO PUBLIC SAFETY TELECOMMUNICATOR (40-HOURS)

#### **NIGHT CLASS**

**6 EVENINGS AND 2 SATURDAYS**

Class Limit 20

September 4, 5, 6 – 6 PM – 10 PM  
September 11, 12, 13 – 6 PM – 10 PM  
September 8 and 15 – 9 AM – 5 PM

Attire: Uniform / Professional

\* PLEASE NOTE: There is an \$85.00 text fee for every student. A check/voucher in the amount of \$85.00 is required on the first day of class for Bergen County students. Out-of-County and civilian students must also bring a check/voucher on the first day of the course for the \$175.00 fee, as well as the \$85.00 book fee. **PLEASE BRING CHECK OR MONEY ORDER – NO CASH OR CREDIT CARDS.**

PROGRAM COST: Bergen County \$0.00 Out-of-County & Civilians \$175.00 + \$85.00

(The Bergen County charge of \$0 refers to students who are registered by a Police Department in Bergen County. Students registering themselves, even if they live in Bergen County, are considered "Out-of-County".

Register online at:

<http://policeregistration.bergen.org/>



EMERGENCY MEDICAL DISPATCH/NHTSA (32 HOURS)  
PLUS ONE-DAY CPR

**NIGHT CLASS**

**6 EVENINGS AND 1 SATURDAY (PLUS 1 SATURDAY FOR CPR)**

Class Limit 20

October 2, 3, 4 – 6 PM – 10 PM  
October 9, 10, 11 – 6 PM – 10 PM  
October 6 – 9 AM – 5 PM  
October 13 (CPR) 9 AM – 5 PM

Attire: Uniform / Professional

This course is the state mandated 32-Hour Emergency Medical Dispatch Program. The course is designed to provide police officers and dispatchers with the necessary information to function as an EMD.

**One day is being added for those individuals who do not have their CPR certification, which is a pre-requisite for passing this course. Those who have a valid CPR card do not have to attend day 5 of the course. *THERE IS A \$6.00 FEE FOR THE CPR CARD WHICH MUST BE PAID THE DAY OF THE CLASS. THIS FEE IS FOR THE AMERICAN HEART ASSOCIATION BLS FOR THE HEALTHCARE PROVIDER.***

**Requirements:** Successful completion of a 40-Hour Basic Telecommunicator Course. ***All students are required to bring with them on the first day of class: a copy of their 40-hour Basic Telecommunicator Certificate and a valid CPR Card issued by the American Heart Association or American Red Cross.***

Out-of-County and civilian students must bring a check/voucher on the first day of the course for the \$140.00 fee. **PLEASE BRING CHECK OR MONEY ORDER – NO CASH OR CREDIT CARDS.**

PROGRAM COST: Bergen County \$0.00

Out-of-County & Civilians \$140.00

The Bergen County charge of \$0 refers to students who are employed and registered by a Police Department in Bergen County. Students registering themselves, even if they live in Bergen County, are considered "Out-of-County".

Register online at:

<http://policeregistration.bergen.org/>



### #455 ARREST, SEARCH AND SEIZURE UPDATE

1 Day                      September 21, 2018                      Class Limit: 200  
                                 October 26, 2018                      Class Limit: 70

This class will consist of updates on the law in the areas of Arrest, Search and Seizure as well as procedures to be followed when applying for search warrants and communications data warrants.

#### UPDATES TO BE DISCUSSED

PROGRAM COST:    Bergen County \$0.00                      Out-of-County \$0.00

### #260 CRIMINAL JUSTICE INFORMATION SYSTEM (CJIS)

2 Days                      October 15 – 16, 2018                      Class Limit 22  
                                 November 14 – 15, 2018  
                                 December 12 – 13, 2018

Attire: Uniform / Professional

A comprehensive 2-day training course covering various aspects of the Criminal Justice Information System involved in Federal, State and Bergen County law enforcement. This "hands-on" course is geared to police officers, supervisors and dispatchers that require a familiarity with the function of the criminal justice information systems. Training areas include the Bergen County AMARS@ system and Bergen County E-mail system, as well as, National Crime Information Computer (NCIC) files, New Jersey DMV files, NJ Automated Traffic and Complaint Systems, (A.T.S. / A.C.S.), National Law Enforcement Teletype Systems (NLETS), NJ Law Enforcement Teletype System (NJLETS), NJ Wanted Persons System (NJWPS), NJ Criminal Case History (CCH) and the Interstate Identification Index (I.I.I.). Course includes basic applications of how and when to enter, modify, clear, cancel, and locate records applicable to each system as well as the laws and regulations for the use and dissemination of the information obtained.

**REQUIREMENT: Each student must have working individual logons/passwords for the above systems assigned by their department TAC officer prior to attendance in the class.**

PROGRAM COST:    Bergen County \$ 0.00                      Out-of-County \$70.00



#022 CRIMINAL STREET GANGS IN NEW JERSEY

2 Days      October 23 - 24, 2018

Time: 9:00 AM – 5:00 PM

Attire: Uniform / Professional

This two-day course will give a comprehensive overview of criminal street gangs in New Jersey. The topics will include Bloods, Latin Kings, Crips, MS-13's, Gangs & Social Media, New Jersey Jails/Prisons & Rikers Island update, Officer Safety for the Gangster Mindset, and Bergen County gangs.

PROGRAM COST:    Bergen County \$0.00      Out-of-County \$0.00



### #334 CURRENT TRENDS IN DOCUMENT FRAUD

1 Day

November 13, 2018

Class Limit: 60

Attire: Uniform / Professional

This course will assist law enforcement (Patrol Officers as well as Detectives) with training that will enhance their ability to recognize and identify the universe of identity-related documents issued by and relied upon by the NJ MVC. With emerging technology it has become increasingly difficult to identify fraudulent documents. Students will learn what tools are available to assist them in identifying counterfeit documents by providing **"hands on"** training and experience in the recognition of fraud as it pertains to documents such as : driver licenses, **redesigned 2017** permanent resident cards, **redesigned 2017** employment authorization cards, **"Next Generation"** passports and Social Security cards. Participants will learn the newest trends in counterfeiting of identity documents by "on-line" manufacturers, which has become increasingly common due to the ease in obtaining access to previously unpublished document security technology. The latest trend involves a significant increase in the counterfeiting of driver's licenses from Puerto Rico. This course will also identify the differences between counterfeit and genuine NJ inspection stickers, temporary registrations and certificates of title.

In addition, this class will review facial recognition technology as it is used by the Motor Vehicle Commission on all images captured, as well as the process that is used with the submission of a photo for a "manual upload". Of paramount importance is a cutting edge investigative tool available to law enforcement at the New Jersey Regional Operations Intelligence Center (**ROIC**). Known as the "Facial Recognition Initiative", this technology utilizes the Photo Imaging Mugshot System maintained by the New York/New Jersey "HIDTA" program. Along with the instruction, the students will receive a booklet with the totality of the identity document safety features, a "cheat sheet" with the 50 states driver's license ID features and an asset sheet listing all of the investigative support services available through the MVC to law enforcement for future reference.

INSTRUCTOR: Marc Cushing of the New Jersey Motor Vehicle Commission.

PROGRAM COST: Bergen County \$0.00 Out-of-County \$0.00



### **#358 DOMESTIC VIOLENCE UPDATE**

1/2 Day      October 12, 2018

Time: 9:00 AM – 1:00 PM

Attire: Uniform / Professional

This course is designed to provide a basic review of the Domestic Violence Protection Act.

**Topics Include:**

- Discussion of recent legislation
- Discussion of recent case law
- Procedural updates
- Search and Seizure issues that arise in connection with Domestic Violence
- Bail reform/speedy trial as it relates to Domestic Violence

PROGRAM COST:    Bergen County \$0.00      Out-of-County \$0.00



## #042 DRIVER SAFETY (CUMULATIVE SKILLS DRIVING COURSE)

|       |                    |                |
|-------|--------------------|----------------|
| 1 Day | September 28, 2018 | Class Limit 10 |
|       | October 5, 2018    |                |
|       | October 12, 2018   |                |

**(THESE CLASSES WILL BE HELD "RAIN OR SHINE")**

Today's officers are driving in more highly congested areas, where they experience more challenges than ever before, thus increasing the likelihood of involvement in an on-duty crash. The Cumulative Skills Driving Course, a hybrid of the Police Training Commission's mandated recruit training, has been designed to provide both the veteran and new police officer with practical, behind-the-wheel driver training.

Officers who attend this training will:

- Learn, through practical driving exercises, some personal, physical, mental and vehicular limitations regarding the operation of fleet police vehicles.
- Drive a cumulative skills course designed to gauge their understanding of the driving task.
- Understand the operational aspects of occupational restraint systems and advanced braking systems.
- Acquire new driving strategies which will help the officer survive an impending crash through conscious maneuvering of his or her vehicle.

This course is taught by a retired police officer, who is a certified Senior Vehicle Operations Instructor for the Police Training Commission, and is the lead instructor at this Academy.

ALL STUDENTS MUST BRING A DEPARTMENT POLICE VEHICLE AND NO MORE THAN TWO STUDENTS PER VEHICLE.

PROGRAM COST:    Bergen County \$0.00            Out-of-County \$35.00



## #275 EVIDENCE ROOM MANAGEMENT

1 Day November 7, 2018

Time: 8:30 AM – 4:30 PM

Attire: Uniform / Professional

This one-day course is designed to educate participants on the following: legal requirements concerning the collection, storage and destruction of evidence in Bergen County, New Jersey.

The Bergen County Sheriff's Office Bureau of Criminal Investigations (BCI) personnel will explain and demonstrate the following:

- Collection
- Packaging of multiple types of evidence for BCI and NJ State Lab
- Documentation of evidence – for BCI / BCPO / NJ State Lab
- Weapons paperwork and procedures
- Evidence / Property Room management and required security

The Bergen County Prosecutor's Office personnel will explain the following:

- Policies and Procedure – review
- Purging – when you can Destroy, Dispose or Auction
- Audits and Inventories – as required by the NJ AG Guideline
- Storage Management – the "Beast"
- Asset Forfeiture
- Forms and where to submit them

PROGRAM COST: Bergen County \$0.00 Out-of-County \$35.00

## #412 FINGERPRINT BASIC

5 Days December 3 – 7, 2018

Class Limit 20

Attire: Uniform / Professional

This course provides the officer with a complete knowledge of the entire Henry Fingerprinting Classification System. The officer develops a skill level that will enable the officer to take, identify and completely classify according to the Henry and NCIC Systems and AFIS blocking.

For a certificate, the student must pass both a written and practical examination.

PROGRAM COST: Bergen County \$0.00 Out-of-County \$175.00





### #159 FIREARM PERMITS & REVOCATIONS

1 Day                      September 13, 2018                      Class Limit 20  
                                 September 25, 2018

Attire: Uniform / Professional

This class will cover the proper protocols for issuing firearm purchaser identification cards, handgun purchase permits, and permits to carry. The class will also discuss revocation proceedings, including emergency gun seizures.

PROGRAM COST:    Bergen County \$0.00                      Out-of-County \$0.00

### #524 INTERNAL AFFAIRS POLICIES & PROCEDURES

2 Days                      October 25 - 26, 2018

Attire: Uniform / Professional

#### **THIS COURSE IS ONLY FOR BERGEN COUNTY**

This 2-day training will cover the policies and procedures mandated by the New Jersey Attorney General's Office Guidelines for Internal Affairs. Topics will include: Administrative Investigations, Criminal Investigations, Garrity Warnings, Domestic Violence Investigations, Record Keeping and other information. This free training seminar is being conducted by members of the Bergen County Prosecutor's Office and is limited to all Bergen County law enforcement.

PROGRAM COST:    Bergen County \$0.00



#757 INTERVIEW & INTERROGATION (FBI)

2 Days

November 8 – 9, 2018

Class Limit 24

Time: 9:00 AM – 5:00 PM

Attire: Uniform / Professional

This two-day course is designed for investigators and detectives. It will cover the following areas: preparing for the interview, the background interview, Miranda warnings, non-verbal behavior, verbal behavior, the behavior analysis interview, and the eight-step interrogation method.

PROGRAM COST:   Bergen County \$0.00           Out-of-County \$0.00



## **\*\* MOTORCYCLE COURSES \*\***

All courses are taught by certified Maryland State Police instructors, certified by the Maryland State Police and accredited by the Motorcycle Safety Foundation and the University of Maryland (college credits available.)

### **ALL MOTORCYCLE CLASSES BEGIN AT 8:00 A.M.**

**Classes will NOT be canceled as long as students are enrolled**

#### **#821 MARYLAND STATE POLICE BASIC POLICE MOTORCYCLE OPERATIONS**

10 Days      September 17 – 28, 2018

Class Limit 14

This program is tailored to the beginning police officer/rider. The course is structured to develop the necessary skill competency and confidence level in the student police officer/rider in order to successfully handle both every day and high-risk encounters, both tactically and in motor vehicle operations. The course is 80 hours/two weeks (Monday-Friday) in duration.

Student/officers are preceptored through progressive skill and driving maneuver scenarios with testing at each level. Both low and highway speed skills are practiced to course criteria competency. Tactical policing skills, pre-shift motorcycle inspection and escort driving are also part of this program. Students should possess a valid motorcycle license endorsement.

**REQUIRED EQUIPMENT:** Clear eye protection, ANSI or DOT approved helmet, gloves, over-ankle shoes (no sneakers), rain gear

**PROGRAM COST:** Bergen County \$0.00      Out-Of-County \$0.00



#### **#823 MARYLAND STATE POLICE BASIC POLICE MOTORCYCLE OPERATIONS/RECERTIFICATION**

2 Days

Class Limit 8

Wednesday, September 12, 2018 & Thursday, September 13, 2018

**Wednesday class: 8:00 A.M. – 4:00 P.M. \*\*\* Thursday class: 1:00 P.M. until complete**

This program is structured for officers currently holding, and intending to maintain MSP Basic MC Operations certification. Must be taken annually and requires attendance for 16 hours (two days). Any new program developed skills are passed along to the students.

**PROGRAM COST:** Bergen County \$0.00      Out-Of-County \$0.00



### #305 MATRON TRAINING

1 Day

November 9, 2018

Class Limit 20

Conducted by members of the Bergen County Sheriff's Department, this program includes training in ethics and conduct, report writing, body searches, use of force, signs of drug abuse and handling the mentally disturbed. Recommended for municipal matrons.

PROGRAM COST: Bergen County \$0.00 Out-of-County \$35.00





## #151 METHODS OF INSTRUCTION

6 Days      November 13 – November 20, 2018 (Tues. - Tues.)

Class Limit 15

Attire: Uniform / Professional

This five-day course will prepare the student for instructor certification by the New Jersey Police Training Commission. Successful completion of a Methods of Instruction Course is ONE of the requirements necessary to provide instruction in a Basic Police Class, Basic Corrections, and Special Law Enforcement Officer Class. Attendees and their agencies should be desirous of becoming a certified Academy instructor, and willing to participate in two basic classes per year. This is an ambitious course requiring research, preparation of lesson plans for a 15 minute presentation, as well as impromptu presentations. Computer skills are extremely helpful for this class. Access to a computer is a must.

This class is designed to assist officers in preparing successful presentations for many different settings, including the classroom, as well as department in-service training and public presentations. This class will assist officers with some or no knowledge in preparing a lesson plan, developing a PowerPoint presentation and deciding on teaching strategies.

Each student MUST bring the following on the first day of class:

- \* USB Flash drive, memory stick, 128MB minimum
- \* Updated Resume
- \* Three law-enforcement or criminal justice topics that the student may wish to present during the course.

Upon completion of MOI and after the class has been approved by the PTC, the student MUST fill out a "BLUE CARD". This card, along with a copy of MOI course completion certificate and agency approval, is sent to the Police Training Commission for certification. As an instructor you must maintain your certification by teaching in one of the basic classes (police, corrections, SLEO) at least once every three years. The Academy prefers you teach more often so you can keep up on your presentations and skills. Please see Lt. Devine for the blue cards.

PROGRAM COST:    Bergen County \$0.00      Out-of-County \$250.00





### #313 SCHOOL CROSSING GUARD

2 Hours      Friday, August 10, 2018      (9:30 AM – 11:30 AM)  
Wednesday, September 12, 2018

Training for adult school crossing guard will include information on methods of traffic control and the duties and responsibilities of adult guards.

PROGRAM COST:    Bergen County \$0.00      Out-of-County \$35.00





APFC is a private, non-profit organization dedicated to ending intimate partner violence.

[www.APartnershipForChange.org](http://www.APartnershipForChange.org) • [www.facebook.com/apfcnj](https://www.facebook.com/apfcnj) • Twitter @apfcnj

## PREP: Police Response Enhancement Program (North)

PREP is a workshop series designed by APFC to help law enforcement personnel effectively identify and respond to victims of domestic violence. PREP is **NOT** a technical legal training; it **IS** a program that addresses the issue from a victim's perspective and provides resources and practical information for effective intervention.

|                                  |   |
|----------------------------------|---|
| <b>COST</b>                      | <b>FREE.</b> Materials, certificate and light refreshments provided.<br><b>Note:</b> Each four-hour class fulfills the mandatory AG requirement for domestic violence training. |
| <b>REGISTRATION is REQUIRED:</b> | Email us (not the Academy) at <b>PREP@APartnershipForChange.org</b> to register. Provide your name, phone, department, and date of class you want in the email.                 |

### Training Site:

**Bergen County Law & Public Safety Institute (BCLPSI), 280 Campgaw Rd., Mahwah, NJ**

| Date                       | Time             | Topics  |
|----------------------------|------------------|---|
| Monday, September 10, 2018 | 10:00AM – 2:00PM | Understanding the Victim of Domestic Violence |
| Tuesday, October 23, 2018  | 10:00AM – 2:00PM | Effects of Domestic Violence on Children      |
| Tuesday, November 13, 2018 | 10:00AM – 2:00PM | Teen Dating Abuse                             |

### Brief Overview of Topics:

**Effects of Domestic Violence on Children:** Discussion of the impact of domestic violence on children; appropriate intervention techniques with children; supporting the non-offending parent; safety planning; and resources for referral.

**Understanding the Victim:** Focus is on the emotional and behavioral impact of abuse on victims; issues that prevent victims from leaving; risk assessments; safety planning; and a review of local resources for referral and support.

**Teen Dating Abuse:** We'll review the warning signs that a teen may be a victim or an abuser; unique barriers teen face concerning disclosure; effective intervention techniques to help teens (victims and abusers); and resources for teens.

**Insights on Batterer Behavior:** Discussion of how battering is used to maintain power and control over a victim; characteristics of the batterer; current intervention techniques used to work with batterers; and resources.

Since 2009, APFC has conducted 182 PREP classes reaching 1,800 police officers in NJ; 100% reported on confidential evaluations that they'd recommend PREP to colleagues.

#### Comments from PREP participants include:

- ✓ *This is in the Top 3 classes that I took in the past 5 years. Great instructor, very active, and very knowledgeable.*
- ✓ *For law enforcement, this class offered a different perspective. Helps to understand the victim.*
- ✓ *Highly recommend for new recruits – topic and instructor were excellent.*
- ✓ *Will definitely use some of the strategies discussed in class. The instructor was extremely knowledgeable and well-prepared.*
- ✓ *Great information; program clear and concise; materials were very useful in doing my job.*



# **New Jersey State Police**

## **Alcohol Drug Testing Unit Courses**

*To Register or obtain information regarding the Alcohol Drug Testing Unit classes, go to:*

**[www.njsp.org](http://www.njsp.org)**

**Under the SERVICES dropdown– select Alcohol/Drug Testing Unit**

**You will find information regarding class schedules, replacement cards, DRE, updates and Court Decisions pertaining to this topic.**

**Fax the application to (609) 584-9359 or email to [ADTU@GW.NJSP.ORG](mailto:ADTU@GW.NJSP.ORG)**

**Once the scheduling has been completed, the course lists, training locations, dates and the number of reservations your agency will be posted on the NJSP Alcohol/Drug Testing Unit website, viewable for all year.**

**Once the scheduling has been completed, the course lists, training locations, dates and the number of reservations your agency will be posted on the NJSP Alcohol/Drug Testing Unit website, viewable for all year.**

**Attire: Uniform / Professional**

**\*\* BRING YOUR ALCO TEST CARD TO CLASS \*\***

**Any questions or scheduling issues, please contact:**

**Trp. I Craig Roushinko at [lpp6046@gw.njsp.org](mailto:lpp6046@gw.njsp.org)**



# **HOTEL ACCOMMODATIONS**

## **AREA HOTELS WITHIN 5 MILES OF THE ACADEMY**

**(REQUEST GOVERNMENT RATES)**  
**Government Rates are Non-Refundable**

**All listed hotels provide free breakfast and free Wi-Fi.**

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### **COMFORT SUITES**

**220 Route 17 South, Mahwah, NJ  
201-512-3800**

### **COURTYARD BY MARRIOTT**

**149 Route 17 South, Mahwah, NJ  
1-800-321-2211 \* 201-529-5200**

### **DOUBLE TREE HOTEL**

**180 Route 17 South, Mahwah, NJ  
(Restaurant on premises)  
201-529-5880**

### **FAIRFIELD INN & SUITES**

**225 Ramapo Valley Rd., Mahwah, NJ  
(Restaurant on premises)  
201-529-4000**

### **HAMPTON INN & SUITES**

**290 Route 17 South & Corporate Drive  
Mahwah, NJ  
201-828-2013**

### **RESIDENCE INN SADDLE RIVER**

**7 Boroline Road  
Saddle River, NJ  
201-934-4144  
Ask for Joe or Lori**

### **HOLIDAY INN EXPRESS**

**946 Route 17 North, Ramsey, NJ  
(Next to Pizza Hut)  
877-654-0232**

### **HOMWOOD SUITES**

**375 Corporate Drive, Mahwah, NJ  
201-760-9994**

### **INN AT RAMSEY (BEST WESTERN)**

**1315 Route 17 South, Ramsey, NJ  
201-327-6700**

### **SHERATON CROSSROADS**

**Route 17 North, Mahwah, NJ  
(Restaurant on premises)  
201-529-1660**

### **SUPER 8**

**160 Route 17 South, Mahwah, NJ  
(Next to McDonalds)  
201-512-0800**



## **Driving Directions to BCPLSI**

281 Campgaw Road  
Mahwah, NJ. 07430

### **Via Route 4 West:**

Route 4 West to Route 208 North (bear right at the split). 208 North to the Ewing Ave exit (first exit in Franklin lakes). At the end of the ramp turn right onto Ewing Ave. At stoplight, turn left onto Franklin Ave. Go approximately 0.5 mile and turn right onto Pulis Ave (VFW is on the right at the intersection). Proceed on Pulis Ave for 1 mile and turn left onto Campgaw Road. Institute is about 1 mile North on the right.

Note: If you miss Ewing Avenue, the next exit is Summit Ave. Proceed East on Summit to the first light and turn left onto Franklin Ave. The next light on Franklin is at Pulis Ave. Turn Right onto Pulis Ave (VFW is on the right at the intersection). Proceed on Pulis Ave for 1 mile and turn left onto Campgaw Road. Institute is about 1 mile North on the right.

### **Via Route 17 from the South:**

Route 17 North to the MacArthur Blvd exit. Turn left at light onto MacArthur go to end. Turn right onto Darlington Ave and make first left onto Seminary Road. Seminary Road to Campgaw Road. Turn left onto Campgaw Road., the Institute is about 0.5 mile on the left.

### **Via Route 17 from the North:**

Route 17 South to Route 202/Ramapo Valley Road. Route 202 (Ramapo Valley Road) South to Darlington Ave. Darlington Ave North, Bear right at fork onto Campgaw Road. The institute is about 0.75 mile on the left . Garden State Parkway, North and South: Garden State Parkway to exit 160. Left onto Paramus Road. Travel 0.25 mile, take Rte.4W/208N exit. Follow the directions "Via Route 4 West", above

### **Alternate:**

Garden State Parkway to exit 163, Oradell Ave, West. Turn right at the end of the ramp onto Oradell Ave. Oradell Ave West to Route17 North. Follow the directions "Via

### **Route 17 from the South", above.From 287 North:**

Route 287 North to Route 208 South. Route 208 South to Summit Ave exit. At the end of the ramp turn left onto Summit Ave. Proceed East on Summit to the first light and turn left onto Franklin Ave. The next light on Franklin is at Pulis Ave. Turn Right onto Pulis Ave (VFW is on the right at the intersection). Proceed on Pulis Ave for 1 mile and turn left onto Campgaw Road. Institute is about 1 mile North on the right.

### **From 287 South and the New York State Thruway:**

Bear left onto Route 17 South. Route 17 South to Route 202/Ramapo Valley Road. Route 202 (Ramapo Valley Road) South to Darlington Ave. Darlington Ave North, Bear right at fork onto Campgaw Road. The institute is about 0.75 mile on the left .



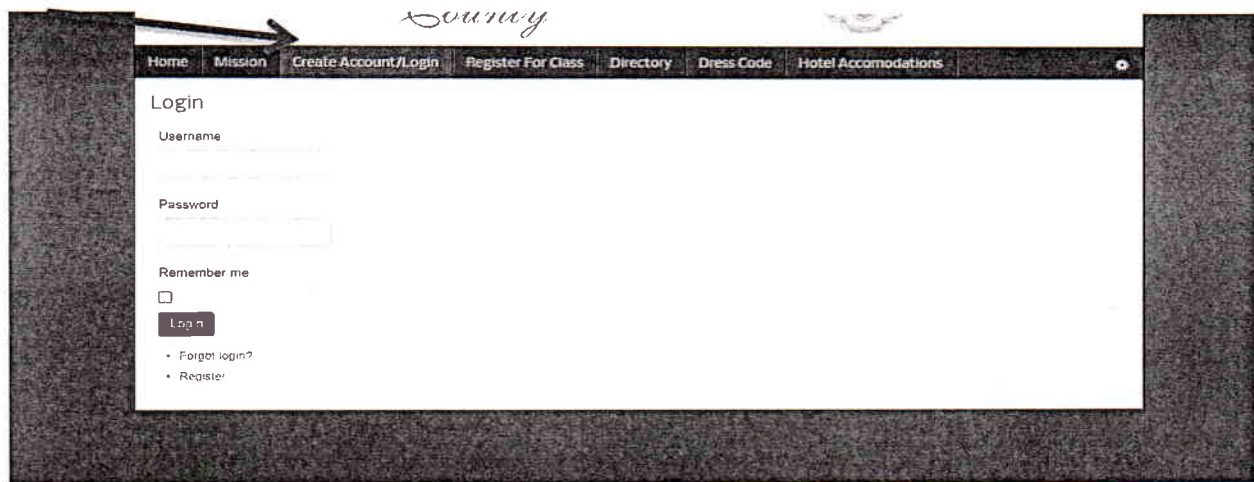
The Bergen County Law and Public Safety Institute will now be utilizing an online format to register for all classes. Paper/fax registrations will no longer be accepted. The registration website can be found at:

<http://policeregistration.bergen.org/>

Directions for registering for a class are listed below:

First time users will be required to register on the site. Training officers will also be required to register themselves prior to enrolling their personnel in a class.

1. Click on the **Create Account/ Login** Tab

A screenshot of the website's header and login section. The header has a dark background with white text for navigation tabs: Home, Mission, Create Account/Login, Register For Class, Directory, Dress Code, and Hotel Accomodations. The 'Create Account/Login' tab is highlighted with a red arrow. Below the header is a white box titled 'Login'. Inside this box are input fields for 'Username' and 'Password', a 'Remember me' checkbox, a 'Log in' button, and links for 'Forgot login?' and 'Register'.

2. Click on the **Signup** on the bottom of the window.

A screenshot of the website's header and login section, similar to the previous one but with an additional 'Sign up' link. The header navigation tabs include 'Rules & Regulations' in addition to the previous ones. The 'Create Account/Login' tab is still highlighted with a red arrow. The login form box contains the same fields as before, but now includes a 'Sign up' link at the bottom, which is also pointed to by a red arrow.

3. Fill in the registration form. All fields are required. Once all fields have been entered, click the **Register** button.



4. You will then be prompted back to the Login screen where you can login using your new Username and Password.
  - Click on the Create Account/ Login tab again.
5. Once you are logged in, click on the **Register For Class** tab to view all Academy classes



- Classes are listed on multiple pages
  - The **Details** tab lists all the specifics of the particular class
6. Select the course you wish to enroll in, by clicking the “Register” tab for that class.
    - If the “Register” tab is not present, and there is a “Closed” tab, the class is closed and no longer accepting registrations
  7. In the next window will be prompted to select the registration type (individual or as part of a group)
    - Training Officers/Supervisors that are registering their personnel should register them as part of a group (Group registration should also be used even if is the Training Officers/Supervisors is only registering one their personnel.)
    - Click on the applicable box and click the **Next Step** button

#### FOR INDIVIDUAL REGISTRATION

8. The First Name, Last Name, Email and Confirm Email of the officer attending the class should be entered. The Security Code must also be entered and the Terms and Conditions box must be checked.
  - click the **Next Step** button
  - Then GO To Step 10 of these instructions



### FOR GROUP REGISTRATION

The First Name, Last Name, Email and Confirm Email of **EACH INDIVIDUAL** officer attending the class should be entered.

- This will need to be done each time if multiple officers are attending the same class.
- Additional officers can be added by clicking the **Add Member** button
- Once all officers are registered click to **Complete Group** button

9. The officer/s that are registered for the class are listed on the next screen.

- The First Name, Last Name, Email and Confirm Email of the Training Officer/Supervisor completing the registration should be entered. The Security Code must also be entered and the Terms and Conditions box must be checked
- Click the **Next Step** button

The screenshot shows a web registration interface. At the top is a navigation bar with links: Home, Mission, Create Account/Login, Register For Class, Directory, Hotel Accomodations, Rules & Regulations, and Dress Code. The main heading is 'Registration: Honor Guard Camp (Apr 28, 2016 08:00 am - Apr 29, 2016 04:00 pm)'. Below this, it states 'THIS COURSE IS NOT OPEN TO THE PUBLIC. SWORN LAW ENFORCEMENT ONLY'. A table lists registered members:

| #        | MEMBER NAME | ACTION |
|----------|-------------|--------|
| Member 1 | John Jay    |        |
| Member 2 | Pete Jay    |        |

Below the table is an 'ADD MEMBER' button. The 'BILLING INFORMATION' section shows 'Your total Registration cost: \$ 200.00'. The registration details form includes:

- First Name: \* (text input: Jay)
- Last Name: ^ (text input: Trig)
- Email: \* (text input: [redacted]@optonline.net)
- Confirm Email: ^ (text input: [empty])
- Enter the Security Code: ^ (text input: xy8zk with a refresh icon)
- I agree to the terms and conditions: ^ (checkbox: ☐ Read Terms & Conditions)

At the bottom are 'Back' and 'Next Step' buttons.



10. The next window display the officer/s who are registered for the class
- Confirm all the information is correct and click the **Next Step** button

The screenshot shows a web browser window with a dark navigation bar at the top containing links: Home, Mission, Create Account/Login, Register For Class, Directory, Hotel Accomodations, Rules & Regulations, and Dress Code. The main content area is titled 'Registration: Honor Guard Camp (Apr 28, 2016 08:00 am - Apr 29, 2016 04:00 pm)'. Below the title, it says 'Please check the data below and confirm that everything is correct. If so, click the NEXT button. If not, click the BACK button below and make the necessary corrections.' and 'Your total Registration cost: \$ 200.00'. It also states 'Registration Fee: 2 x \$ 100.00'. There are three entries for participants: Member1 (Jay), Member2 (John), and a third unnamed member (Pete). Each entry shows First Name, Last Name, and Email. At the bottom left, there are two buttons: 'Back' and 'Next Step'.

Home Mission Create Account/Login Register For Class Directory Hotel Accomodations Rules & Regulations Dress Code

Registration: Honor Guard Camp (Apr 28, 2016 08:00 am - Apr 29, 2016 04:00 pm)

Please check the data below and confirm that everything is correct. If so, click the NEXT button. If not, click the BACK button below and make the necessary corrections.

Your total Registration cost: \$ 200.00

Registration Fee: 2 x \$ 100.00

First Name: Jay  
Last Name: [REDACTED]  
Email: [REDACTED]@optonline.net  
Member1

First Name: John  
Last Name: [REDACTED]  
Email: [REDACTED]@optonline.net  
Member2

First Name: Pete  
Last Name: [REDACTED]  
Email: [REDACTED]@optonline.net

Back Next Step

- You will next be given an option to print the confirmation
- A confirmation email will automatically be sent to your email.

Payment will be completed in the same way in has been previously been done. An invoice will be mailed to the department after the class is completed. Please contact Lynn St. Thomas with for payment questions. She can be reached at 201-785-5726 or [st\\_thomas@bclpsi.net](mailto:st_thomas@bclpsi.net)