



GUADALUPE COUNTY SHERIFF'S OFFICE TRAINING FACILITY



*To register for courses please contact Kirstie Saur
at 830-379-1224 ext. 255 or email at
kirstie.saur@co.guadalupe.tx.us.*

The following classes are being offered at the Guadalupe County Sheriff's Office. The courses are open to all local, state and federal active and honorably retired sworn law enforcement officers, corrections officers and telecommunication officers. Unless otherwise indicated, all the courses are FREE and will be held at the Guadalupe County Sheriff's Office, 2617 N. Guadalupe St., Seguin, Texas 78155.

JULY 2018

Civil Process

July 16-18, 2018

Class is from 8:00-5:00

Instructor: Richard Marryott

20 TCOLE Hours

This course covers the civil jurisdiction of courts, officer's responsibilities, the rules and codes that govern the service and return of civil citations, writs, subpoenas and other documents. Civil procedure is the body of law that sets out the rules and standards courts follow when adjudicating civil lawsuits (as opposed to procedures in criminal law matters). These rules govern how a lawsuit or case may be commenced, what kind of service of process (if any) is required, the types of pleadings or statements of case, motions or applications, and orders allowed in civil cases, the timing and manner of depositions and discovery or disclosure, the conduct of trials, the process for judgment, various available remedies, and how the courts and clerks must function. On average, Courts are prepared to deal with all preliminary issues, and process a matter through conclusion --- by trial or settlement --- within two years of initiation of suit, so prompt disposition of civil suits requires an organized effort by the court to move each case through the process efficiently and reduce the volume of complex issues to manageable proportions. Civil Process according to Blacks' Law Dictionary, 9th Edition, is defined as 1. The proceedings in any action or prosecution 2. A summons or writ, esp. to appear or respond in court . Simply, process is an order of the court directing that an action be done. Constitutionally, the sheriff and constable of each county are responsible for carrying out the service of civil process within each county of jurisdiction. While deputies maybe assigned to serve civil process other deputies within the department may also serve process and all who serve are subject to liability for improper service. The service of documents advises citizens of complaints filed against them or of court actions they may be involved in as a witness. This is their fundamental right, guaranteed in the constitution. The person serving the documents has a tremendous responsibility to follow the rules and codes that govern the service and execution of the documents. Failure to do so correctly may delay the court proceeding, or even create liability to the server. In many states, civil process constables and their deputies can serve legal papers regarding a civil (not a criminal) lawsuit, however in some states, sheriffs perform these duties as well. Texas constables have numerous responsibilities which



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include serving arrest warrants, making arrests and enforcing state laws along with other responsibilities. It is somewhat surprising they have continued to serve legal papers concerning civil suits as the state and their responsibilities have grown. Civil Process can also be served by private companies in Texas. Sometimes utilizing private process serving companies is the best choice as long as the individual serving the papers is not party to the suit and is certified by the Texas Supreme court to serve papers

Register via E-Mail: Kirstie.saur@co.guadalupe.tx.us

Tuition: FREE

Technology, Threats and Trends in Criminal Investigations

July 23-24, 2018

Class is from 8:00-5:00

Instructor: PLET Training
16 TCOLE Hours

Technology saturates our everyday lives. Yet, so many technologies are being developed with the specific purpose of targeting police officers or hiding criminal activity.

This is a unique and eye-opening class for prosecutors, law enforcement personnel and anyone working in the judicial system who wants to learn more on how everyday technologies are being used (or misused) to commit crimes, avoid or detect investigations, and to conduct counter surveillance. However, not only will this class examine and demonstrate how individuals are misusing these technologies, it will also reveal simple, inexpensive ways to mitigate their success as well as provide some investigative tips.

Although dealing with technology issues, this course is instructed in a manner that both the novice and the expert will understand and appreciate. The course utilizes a combination of lecture, multimedia examples, case studies, and live demonstrations involving the attendees. Evaluations of this course have been excellent and many have stated that it should be mandatory training for every officer.

Register online: www.pletraining.com

Tuition: \$239.00 Per Officer or \$219.00 Group Rate (5+)

Body Camera

July 25, 2018

Class is from 8:00-5:00

Instructor: Lt. Garza
2 TCOLE Hours

This course is designed to ensure that the students have a thorough comprehension of all learning objectives. Training providers are responsible for assessing and documenting student mastery of all objectives in this course.

Register via E-Mail: Kirstie.saur@co.guadalupe.tx.us

Tuition: FREE

AUGUST 2018

Field Training Officer

August 8-10, 2018

Instructor: Sgt. Luna



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Class is from 8:00-5:00

24 TCOLE Hours

This course teaches instructors how to provide supervised field training for new recruits in any law enforcement discipline. The goal is to transition the recruit from a classroom setting to an actual hands-on assignment. The course includes training in instructional techniques, coaching and evaluation, remedial training and record keeping. The course is designed to provide training guidance and training aspects to future Field Training Officers in the area of law enforcement, including peace officers, jailers, telecommunication operators, correction officers, public service officers, etc. This course also introduces and teaches the student the History and Purpose of Field Training, Training Methodologies and Techniques, Counseling, the Evaluation Process, and the importance of Documentation. Each student must demonstrate (evaluated at the end of the course) the basic knowledge required to effectively apply all applications of the training.

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Tuition: FREE

Asset Forfeiture/Racial Profiling

August 31, 2018

Class is from 8:00-5:00

Instructor: Cpl. Mann

8 TCOLE Hours

This course will cover the forfeiture of seized property. The student will be able to demonstrate understanding of this area to the level required by the Texas 77th in Senate Bill 563.

This course will cover the legal aspects of racial profiling, the identity of logical and social arguments against racial profiling and the identity of the elements of both inappropriate and appropriate traffic stops.

Register via E-Mail: Kirstie.saur@co.guadalupe.tx.us

Tuition: FREE

SEPTEMBER 2018

CIT Updates

September 5, 2018

Class is from 8:00-5:00

Instructor:

8 TCOLE Hours

This 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 Officer Standards and Education (TCLEOSE) 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. This Instructor Outline is designed to assist the instructor in developing appropriate



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lesson plans to utilize in facilitation of the required learning objectives for successful student course completion.

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Tuition: FREE

Special Investigative Topics

September 14, 2018

Class is from 8:00-5:00

Instructor:

8 TCOLE Hours

This course was designated to provide the officer with an understanding of the following :

1. Child abuse and neglect and those key changes within the different Texas Codes that may impact on their performance in the critical areas of child abuse.
2. Family violence and those key changes within the different Texas Codes that impact on their performance in the critical areas of family violence
3. Sexual assault and those key changes within the different Texas Codes that may impact on their performance in the critical areas of sexual assault.
4. Sex offender characteristics and those key changes within the different Texas Codes that may impact on their performance in the critical areas of sex offenders.

Register via E-Mail: Kirstie.saur@co.guadalupe.tx.us

Tuition: FREE

Canine Encounters

September 19, 2018

Class is from 8:00-5:00

Instructor: Cpl. Easterling

8 TCOLE Hours

This course is designed to give law enforcement officers an understanding on the following: Texas State Animal Laws; Recognizing and understanding canine behavior; non-lethal tools/methods/resources to avoid and defend against canine attacks; conflict avoidance, de-escalation, and use of force continuum principles; other techniques and surviving an attack & other animals in the State of Texas.

Register via E-Mail: Kirstie.saur@co.guadalupe.tx.us

Tuition: FREE

OCTOBER 2018

Cultural Diversity

October 3, 2018

Class is from 8:00-5:00

Instructor:

8 TCOLE Hours

The demographic makeup of our United States society has changed dramatically over the last 25 years, and is continuing to do so. Living and working in our society will require each of us to become increasingly aware of the challenges involved in this cultural change.



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The changes our society is experiencing go beyond the diversities of race and gender. Within each culture lies a multitude of diverse backgrounds and perspectives. These diversities, or dimensions, are multifaceted and are a direct result of an individual's experiences associated with many factors to include: generational eras, social contacts, families and friendships, and the work environment.

To some, diversity is a buzzword for political correctness. To others, it means individual groups or individuals are more important than the whole. For if each part or individual does not operate in relation to a greater mission, or to the whole, the system breaks apart and doesn't work. Thus each is important, but functions as part of a larger, integrated whole to achieve a creative, respectful functionality.

Diversity training is a basic component of this quality whole. The purpose of this training is not just to inform, but to increase awareness and understanding; leading to the development of skills that will refine positive communication and enhance productivity in the workforce.

Diversity is then defined as the collective strength of experiences, skills, talents, perspectives and cultures that each person brings to the whole. This integrated whole will be the subject of this diversity training.

Register via E-Mail: Kirstie.saur@co.guadalupe.tx.us

Tuition: FREE

Child Safety Check Alert List

October 26, 2018

Class is from 11:00-12:00

Instructor: Lt. Garza

1 TCOLE Hours

The CSCAL has existed since 2005. All peace officers should be familiar with the CSCAL and the purpose of the list. The students will learn how to deal with an encounter with persons listed on the CSCAL. When an officer encounters a child or person listed on the CSCAL, they must complete proper reporting.

Register via E-Mail: Kirstie.saur@co.guadalupe.tx.us

Tuition: FREE

Identity Theft

October 26, 2018

Class is from 1:00-5:00

Instructor: Sgt. Locker

4 TCOLE Hours

The student will be able to recognize the following:

1. The types of identity crime
2. How identity crimes occur
3. The legal aspects of identity crimes
4. To request information needed for an ID crime offense report
5. Techniques for educating victims and the public on identity crimes

Register via E-Mail: Kirstie.saur@co.guadalupe.tx.us

Tuition: FREE



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PLEASE MAKE SURE TO REGISTER FOR EVERY COURSE YOU WANT TO TAKE SO THAT YOU GET THE FINAL APPROVAL TO ATTEND. THANKS!