



2024

IN-SERVICE CATALOG

Director George Rosenthal

“Hire Character. Train Skill.”

- Peter Schutz

Registration required for all courses.



County of Passaic

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The Passaic County Police Academy is proud to present our Training Catalog for 2024. We remain committed to providing quality and current education to our law enforcement professionals. Our goal is to enhance the educational level and skills, which will assist an officer to perform in the most professional manner possible. With this in mind, our catalogue will continue to grow and be updated throughout the year.

Our curriculum includes numerous courses, which address the technical and practical needs for law enforcement personnel. We are proud to present several courses designed to enhance the Passaic County Police Academy's commitment to meeting the needs of our county agencies. With this in mind, we will once again begin to import a wide variety of in-service courses to our county, thereby eliminating the time and expense of sending our personnel out of the county. We will continue to expand upon the courses we make available and work to reduce, if not eliminate, the cost to our law enforcement professionals.

We hope that you and your officers will take advantage of the various opportunities here at the Passaic County Police Academy. We look forward to your continued support as well as any recommendations for future courses and training programs.

Administration

Chief George Rosenthal, Ret..... Director
Wilfred Pollock, Ret. Assistant Director
D.C. Christopher Storzillo, Ret. Training Officer, Law Enforcement
Sgt. Neil Hoogmoed, Ret..... In-Service Training Coordinator
Melinda Prior..... Administrative Support Staff
Pamela Reece-Green..... Administrative Support Staff
Marqweesha Guthrie..... Administrative Support Staff

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- Chief Angelo Daniele Haledon P.D.
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- Director George Rosenthal P.C. Police Academy
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- Chief Christopher Drelich P.C. Prosecutor's Office
- Sheriff Richard H. Berdnik P.C. Sheriff's Department
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- Captain Walter Richmond Prospect Park P.D.
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- Chief Carmen Veneziano Totowa P.D.
- Chief Keith Spillane Wanaque P.D.
- Chief Jack McNiff Wayne P.D.
- Chief Shannon Sommerville West Milford P.D.
- Director Charles Lowe William Paterson University P.D.
- Chief John Uzzalino Woodland Park P.D.

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In-Service Training: Rules and Regulations

- **REGISTRATION:** Registration applications can be found <https://www.passaiccountynj.org/home/showpublisheddocument/5641/637995384127730000> (Mandatory for all classes)
- **DRESS CODE:** Proper dress consists of: Business suit, tie; business casual department uniform of the day. **Absolutely NO** jeans, shorts, sweat clothes, hats, sneakers or sandals are allowed, unless otherwise specified.
- **SMOKING:** Smoking is not permitted in the building or in the front of the building. Smoking is only permitted outside in designated areas. Please use an ashtray, DO NOT throw cigarette butts on the ground.
- **CANCELLATION:** Written notification must be made to the Academy at least five (5) business days prior to the class start.
Email: (policeacademy@passaiccountynj.org)
- **CELL PHONES:** Department or personal radios and cell phones should be set to VIBRATE or turned off. Use of cell phones is prohibited in the classrooms.
- **EATING/DRINKING:** Food and beverages are permitted in designated areas. Students are required to clean up after themselves. All garbage shall be disposed of in the proper receptacles provided. A cafeteria is available for your comfort.
- **ACCIDENTS:** All accidents, injuries, and illnesses on Academy grounds or satellite locations, must be reported to the attending instructor and the administration office. An incident form must be completed and will be retained by the Academy.
- **CONDUCT:** In-Service students are not permitted to congregate in the hallways and are prohibited from loitering in the hallway or front office. In- service students are also prohibited from speaking to any recruit/trainee and from observing any trainee class.
- **Photography:** Photography is not permitted on academy grounds or other associated training areas without permission from the academy director or his representative. Taking photos without permission is grounds for dismissal from the class.
- Unauthorized photographs are prohibited from being posted on any social media sites and will be reported to your department as a violation of Academy Policy & Procedures.

Basic Course for Police Officers

Approved by the New Jersey Police Training Commission, this course includes the prescribed course of study that a police officer must complete as a condition for permanent appointment. The required units of study include Professional Development, Criminal Justice System, Police Community Relations, Criminal Law, Legal Requirements of Arrest, Search, Seizure, Evidence & Use of Force, Communications, Vehicle Operations, Emergency Medical Care, Weaponry and Unarmed Defense, Patrol Concepts, Traffic, Criminal Investigation, Physical Training and Agency Training.

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 for all trainees enrolled.

All recruits will be charged a processing fee of \$100.00, which is to be paid by the trainee and not the appointing authority.

Starting Date: Contact Academy

Cost: Passaic County Law Enforcement Agencies – No Cost
Out of county agencies - \$1,100.00

INDIVIDUALS CANNOT REGISTER FOR THIS CLASS – YOU MUST BE REGISTERED BY A LAW ENFORCEMENT AGENCY.

Availability of Out of County enrollment will be conditional to the needs of Passaic County Law Enforcement Agencies.

Per Police Training Commission rules, all applications MUST be completed and submitted 21 days prior to the first day of class.

Alternate Route Program

The Alternate Route program (N.J.S.A. 52:17B-69.1) was designed to give individuals interested in becoming police officers the opportunity to attend a certified police training academy at their own expense, prior to being hired by a municipal, county sheriff's or campus police department.

Although successful completion of the program does not guarantee a candidate a position in law enforcement, graduates will have received training from a certified police academy and are able to pursue employment as a certified police officer.

Eligibility Requirements

- Citizen of the United States
- Sound in body and of good health sufficient to satisfy the board of trustees of the Police and Fireman's retirement system of New Jersey as to his/her eligibility for membership in the retirement system
- Able to read, write, and speak the English language well and intelligently
- Good moral character and has not been convicted of any criminal offense involving moral turpitude
- Resident of the State of New Jersey at time of entry into the academy
- Maintains a valid driver's license issued by the State of New Jersey
- Must be 20 years of age and not over 35 at the completion of the academy program
- Minimum of 60 college credits or 2 years of active military service

Selection Criteria

- Written examination
- Physical fitness test
- Comprehensive application
- Oral interview
- Comprehensive background investigation
- Medical examination including stress test and drug test
- Psychological examination

Basic Course for Class I Special Law Enforcement Officers

The Class I Special Law Enforcement Officers course is a five (5) week training program mandated by the Police Training Commission. Applicants must be duly sworn prior to orientation day.

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 for all trainees enrolled.

All recruits will be charged a processing fee of \$100.00, which is to be paid by the trainee.

Date: Beginning on March 26, 2024

Cost: \$750.00

INDIVIDUALS CANNOT REGISTER FOR THIS CLASS – YOU MUST BE REGISTERED BY A LAW ENFORCEMENT AGENCY.

Availability of Out of County enrollment will be conditional to the needs of Passaic County Law Enforcement agencies.

Per Police Training Commission rules, all applications MUST be completed and submitted 21 days prior to the first day of class.

Basic Course for Class II Special Law Enforcement Officers / Deputy Sheriff

The Class II Special officer course consists of over 450 hours of training mandated by the Police Training Commission. This course includes the prescribed course of study that must be completed. The required units of study include Professional Development, Criminal Justice System, Police Community Relations, Criminal Law, Legal Requirements of Arrest, Search, Seizure, Evidence & Use of Force, Communications, Vehicle Operations, Emergency Medical Care, Weaponry and Unarmed Defense, Patrol Concepts, Traffic, Criminal Investigation, Physical Training and Agency Training.

Classes are conducted in the evenings and on weekends.

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 for all trainees enrolled and proof of appointment.

All recruits will be charged a processing fee of \$100.00, which is to be paid by the trainee.

Start Date: Currently in progress

Cost: \$2,000.00

INDIVIDUALS CANNOT REGISTER FOR THIS CLASS – YOU MUST BE REGISTERED BY A LAW ENFORCEMENT AGENCY.

Availability for out of county enrollment will be conditional to the needs of Passaic County law enforcement agencies.

Per Police Training Commission rules, all applications MUST be completed and submitted 21 days prior to the first day of class.

School Resource Officer (SRO/SLEO III) Course

The School Resource Officer Course is a forty-hour (40) block of instruction designed for law enforcement officers and school safety professionals working in an educational environment and with school administrators. Officers will learn the basics of functioning as a school-based law enforcement officer, informal counselor, educator, and emergency manager. Officers attending will be exposed to numerous sections on a variety of school-based topics, including Legal Trends, Security for Schools, School Crisis Planning, Education Programs, Crimes & Enforcement, Legal Liabilities, Day to Day Operations and much more.

Topics Include:

- Ethics and the SRO
- Legal liability in the schools
- The SRO as an Informal Counselor/Mentor
- Understanding school violence and victimization
- Threat response
- Preventing violence in school settings
- School safety and emergency operations plans
- Crime prevention through environmental design
- The triad approach of teacher, counselor, and law enforcement officer
- Balancing the responsibilities of enforcement, prevention, and education
- Developing a memorandum of understanding between the schools and law enforcement
- Student de-escalation skills
- Education programs
- Understanding special needs students
- Social media and the school
- Search and seizure in the school

Date(s): **July 8-12, 2024**

Time: 8:30 a.m. – 3:30 p.m.

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$250.00

Advanced Interview & Interrogation

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, the behavior analysis interview, and the eight-step interrogation method.

Date: **March 4 - 5, 2024**

Time: **8:00 a.m. – 4:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

Axon Taser Instructor Course

This course provides the basic operational theory and practical training to instruct users to reasonably, safely, and effectively operate TASER CEWs. This course covers the TASER X2, X26, X26P, and Taser 7 CEWs, and will certify those who successfully complete the course as TASER instructors for a period of 2 years. This course is open to sworn law enforcement officers.

Axon's online portion of this course is required to be completed before the in-person training date. If you are unable to complete the online portion as required, you will not be permitted to attend the class, and either must transfer or cancel your enrollment. If you do not receive on-line access within two-weeks of your training dates, email training@taser.com.

The course includes several drills and exercises requiring physical exertion. Students should be in good physical condition and ***must*** advise the Master Instructor of any preexisting injuries or physical limitations.

What To Bring:

Students should wear range attire. Bring your department issued duty belt and TASER holster (if applicable). Holsters will be available for those who need them. NO firearms, ammunition, or weapons of any kind are permitted in the training environment.

Certification period: 2 years

Dates: **February 12, 2024**

Time: **8:00 a.m. - 4:00 p.m.**

REGISTRATION:

Registration must be done via Axon Academy. The Passaic County Police Academy does not handle enrollment or any payment(s) for this course. It must be done through Axon directly.

Basic Evidence & Property Room Management

The efficient investigation of criminal cases and subsequent convictions depend heavily on the property and evidence room. Operational or administrative mistakes can cause evidence to be deemed inadmissible.

A fundamental overview of the legal and ethical criteria for a competent evidence/property management system is provided by this course. This training is geared to the small to mid-size Law Enforcement organizations. Participants will be able to enhance the property management system at their agency and become familiar with the procedures and duties involved in operating a property room.

Tasks and responsibilities covered in this class:

- Discuss management theories, events, and trends related to property room management.
- Describe ideal room layouts and management approaches. Identify common property room problems and solutions.
- Develop policies and procedures.
- Ensure proper packaging and security of evidence and property.
- Properly document evidence and property.
- Remove unnecessary items from systems and dispose of them.
- Conduct audits and inventories of property rooms.

Date(s): **June 17, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County & Municipal Agencies – No Cost**
Other Law Enforcement Agencies - \$75.00

Below 100 Intensive Course

Below 100 training covers the real facts of how line-of-duty deaths are occurring across the country and what can be done to address the problem. Below 100 is a 501© (2) non-profit organization comprised of volunteer trainers. Below 100 provides training that concentrates on use of safety equipment and enhanced situational awareness. The initiative serves as an instrument to improve operational practices.

Date: **January 29, 2024**

Time: **8:30 a.m. – 12:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies – No Cost

Bias Crimes

This course is designed to help attendees develop their knowledge and understanding regarding Bias Crimes and/or Bias Incidents as it pertains to the State of New Jersey. Attendees will have a broader knowledge and understanding regarding Bias Crimes and/or Bias Incidents and a comprehension of the specific difference between the two, as well as the proper reporting required by the New Jersey Attorney General's Guidelines. Overview of: Bias, Prejudice, and Stereotypes, New Jersey Bias Crime Statute, New Jersey Attorney Generals Bias Crime Investigation, Standards & Bias Incident Reporting.

Date(s): **October 17, 2024**

Time: **9:00 a.m. – 1:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$40.00

Child Abuse Investigation

This course will focus on three main areas: Cognitive Aspects, Emotional Reactions and Skill Building. Preliminary considerations, specifically, the need for sensitivity with the child, as well as the overall effect that the sexual abuse interview has on the investigator. The program will include discussions on child abuse indicators, the extent of sexual abuse in our community, family dynamics and other associated patterns.

Participants will also have the opportunity to review how a sexual interview should be conducted.

This course is designed for the municipal police officer and detective and county detectives involved in the investigation of child sexual abuse.

Date (s): **May 22, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

COLT M4/M16 Armorer Certification

The Colt M4/M16 Armorer's course includes the M16 family of weapons, and all its variants including the M4, the AR15 and 9mm SMG. Course length is 24 class hours over 3 days with no shooting included. Day one (1) includes history, nomenclature, theory of operation, complete field disassembly, and parts identification. Day two (2) includes removal and installation of barrel and front sight assembly, design changes and parts interchangeability, headspace and firing pin protrusion testing, and fire control theory. Day three (3) includes maintenance, troubleshooting, written test, practical exam, and graduation.

Graduation Requirements: Students must demonstrate proficiency in the following areas: disassembly, reassembly, identification of mechanical deficiencies and corrective actions. The student must also attain a score of 70% or better on the Armorer Written Test.

Certification: 3 Year Colt Law Enforcement Rifle/Carbine/SMG Armorer

Resources: Colt will provide all necessary tools and firearms to conduct training

Eligibility: Active Law Enforcement, Corrections, Military, Nuclear Security Only

Dates: **September 3-5, 2024**

Time: **8:00 a.m. - 5:00 p.m.**

Cost: **All Agencies - \$550.00 per registrant**

REGISTRATION:

Registration must be done directly with Colt via <https://www.colt.com/page/le-training> and this course will be published on their website approximately six (6) months before the class is scheduled.

Commercial Truck Enforcement

This seminar will review State Statutes for Commercial Truck Enforcement and videos showing trucks and how to inspect for Improper Loads, Overweight Vehicles, Emission Stickers, I.R.P. Violations and Proper Inspection. Upon completion, the officer will be able to conduct a routine commercial truck inspection with a better understanding and greater confidence in identifying safety concerns and violations.

Date(s): **April 19, 2024**
October 11, 2024

Time: **9:00 a.m. – 3:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$70.00

Crash Investigation I (NJSP)

This course is the basic training that will teach officers the proper techniques for recognizing and properly recording damage that occurs when motor vehicles collide. It also covers gathering critical evidence that may be used to reconstruct a crash at a later date. Related topics include information from people, roads, and vehicles. This course is designed for new officers or officers assigned to a traffic bureau. There are some basic math formulas taught and officers enrolled should have basic algebra skills and will need a scientific calculator.

Required Equipment: Students will need a scientific calculator (cell phone use as a calculator is prohibited), a metal drawing compass, and a 360 degree protractor

Date: **June 17 – 28 2024**

Time: **8:00 a.m. – 4:00 p.m.**

**Cost: Passaic County Law Enforcement Agencies – No Cost
Out of county Law Enforcement Agencies – No Cost**

Crash Investigation II (NJSP)

Prerequisite required: Crash Investigation One.

This intense class builds on Crash Investigation I and covers interpreting tire marks, road scars, advanced measuring methods, vehicle damage analysis and vehicle behavior during collisions. This course is also known as advanced or technical training. If applicants had a problem with the math involved in Crash Investigation I, they should hone their algebra skills prior to signing up for this course since there is a noticeable emphasis on math formulas as they relate to collisions.

The Vehicle Dynamics curriculum, offered as a stand-alone course in the past, is now part of the Crash Investigation II course.

Required Equipment: Students must bring the materials that they were issued during the Basic Crash Investigation course. In addition, students should bring multi-colored pencils for vector diagrams.

Date: **July 29 – August 9, 2024**

Time: **8:00 a.m. – 4:00 p.m.**

**Cost: Passaic County Law Enforcement Agencies – No Cost
Out of county Law Enforcement Agencies – No Cost**

Crime Scene Processing

The success of an investigation involves a definable crime scene, the initial observations, and actions of the first officer at the scene, the trained evidence technician, and the investigator. This course addresses the issue of a well-trained evidence technician. The evidence technician's most important task at the scene is to prevent the destruction or diminish the value of evidence that may lead to the apprehension of the criminal and solution of the crime.

This unit of instruction addresses the important task of proper procedures in the processing of a crime scene. The basic crime scene-processing course is set up to give intensive three-day training on the basic fundamentals of crime scene processing. The course is designed so the student will receive training by lecture, power point presentations, and hands on experience.

Upon completion the student will have the knowledge to thoroughly process crime scenes such as stolen cars, criminal damage to property, thefts, residential and business burglaries, and armed robberies. The student will also receive an introduction to crimes against people such as sexual assaults, battery, and death investigation.

Date: **May 1 - 3, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$175.00

Criminal Justice Code: 2C Update

This course will review the recent changes and additions to the New Jersey criminal code for Law Enforcement. It allows those attending to enhance their knowledge of how changes to Criminal Statutes affect their daily duties. The Passaic County Prosecutor's Office will review current updates and changes to the penal code chapter by chapter and additions to our Criminal Laws. In addition, the material will emphasize the use of force and deadly force.

Date: **March 26, 2024**

Time: **8:30 a.m. – 12:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$25.00

Crisis Intervention Team Training 40hr. Certification Course

The Crisis Intervention Team (CIT) program is an innovative national model of police-based crisis intervention with community healthcare and advocacy partnerships. Police officers, mental health professionals and advocates receive intensive training to respond to citizens experiencing a behavioral crisis. The emphasis is on mental health knowledge, crisis resolution skills, and access to community-based services. Outcome data on this program has shown an increase in healthcare referrals and a decrease in arrests. More importantly for police managers, further research has shown a marked decrease in liability, overtime and officer involved injury.

The mission of the Crisis Intervention Team is to utilize skills gained through specific training, including tactical and de-escalation, to identify and provide the most effective and reasonable response possible to police encounters involving individuals experiencing a mental health crisis. Police departments across the country have implemented Crisis Intervention Teams, modeled after the initial team established in Memphis, Tennessee.

Date(s): **March 18 - 22, 2024**
October 21 - 25, 2024

Time: **8:00 a.m. – 4:00 p.m.**

Registration & Information:

Contact: **Passaic County CIT Law Enforcement Coordinator**

Lt. Robert Anderson
randerson@cliftonpolice.org
973-470-5929

Current Trends in Auto Theft

This course will discuss the current trends in New Jersey auto theft, including:

- How vehicles are being stolen
- Where the stolen vehicles are going
- Re-Vining
- Investigative resources
- How to track a stolen vehicle using LoJack
- Vehicle Insurance Fraud

Date: **May 14, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

Current Trends in Document Fraud

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. 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 MVC 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 Mug-shot 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 the investigative support services available through the MVC to law enforcement for future reference.

Date: **May 1, 2024**

Time: **9:00 a.m. – 4:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

Defensive Tactics In-Service Refresher

This refresher training will refresh and enhance your skills in self-defense. The one-day course will cover control holds, pressure points, takedowns and ground fighting. Participants will also sharpen skills for defending themselves on the ground against aggressive and deadly force assailants. All training will be logged and maintained to meet any P.T.C. annual training requirements.

Dates: January 8, 2024
February 6, 2024
March 5, 2024
April 2, 2024
May 7, 2024
June 4, 2024
July 9, 2024
August 6, 2024
September 10, 2024
October 8, 2024
November 12, 2024
December 3, 2024

January 25, 2024
February 29, 2024
March 28, 2024
April 25, 2024
May 30, 2024
June 27, 2024
June 25, 2024
August 29, 2024
September 26, 2024
October 31, 2024
November 21, 2024
December 19, 2024

Cost: Passaic County Law Enforcement Agencies – No Cost
Out of county Law Enforcement Agencies – \$75.00

Class Limit: 30.

Domestic Violence (Yearly Mandatory Training)/ Vehicular Pursuit & Deadly Force/A.G. Guidelines

Domestic Violence

Time: 8:30 a.m. – 12:00 p.m.

**Dates: September 20, 27, 2024
October 4, 18, 2024
November 1, 2024**

Vehicular Pursuit & Deadly Force/A.G. Guidelines

Time: 1:00 p.m. – 3:00 p.m.

**September 20, 27, 2024
October 4, 18, 2024
November 1, 2024**

****Police chief session for both blocks will be held at Passaic County Prosecutors Office in Totowa on November 8, 2024****

**Cost: Passaic County Law Enforcement Agencies – No Cost
Out of county Law Enforcement Agencies – \$75.00 Both Sessions
\$40.00 – Domestic Violence
\$35.00 – Vehicular Pursuit & Deadly Force**

Drug Identification

This course will address Drug overview, Drug identification, Drug packaging/paraphernalia, Means of consumption, Field testing, Investigative/Arrest practices, strategies, and Investigative aids.

Date: November 12, 2024

Time: 8:30 a.m. – 3:30 p.m.

**Cost: Passaic County Law Enforcement Agencies – No Cost
Out of county Law Enforcement Agencies - \$75.00**

Effective Fitness Combative (EFC) Instructor Certification Course

This 40-hour course is designed to equip police officers with the knowledge and skills necessary to train and lead their peers in an effort to raise the standard of training as it pertains to combatives, defensive tactics and use of force situations. EFC will also provide 24 x 7 access to their platform where you can explore resources, continue your professional development, share thoughts and ideas, increase your connection, get assistance from EFC Subject Matter Experts to include case law and expert documentation. This course is instructed by instructors who have 250+ years of combined experience in law enforcement, Jiu-Jitsu, wrestling, and MMA.

Dates: **May 13 - 17, 2024**

Time: **9:00 a.m. to 5:00 p.m.**

REGISTRATION: <https://www.efcombatives.com/course/waynenj-02132023>

Cost: **All Agencies - \$1120.**

Certification: 2 Year Effective Fitness Combative Instructor Certification

Emergency Vehicle Operation Instructor Course (EVOC)

This five-day instructor course will certify students to instruct and certify end users on Emergency Vehicle Operations at both the departmental/in-service training level and at the academy level.

Course Requirements: ALL PARTICIPANTS MUST:

- have at least three years of law enforcement experience
- provide police vehicle with completed police training commission inspection form
- attend all of the scheduled instructional days
- show proficiency in teaching a functional area of classroom presentations for EVOC
- show proficiency in performing/teaching the driving techniques on all components of EVOC
- negotiate the Cumulative Skills Course two (2) consecutive times in thirty (30) seconds or less within eight (8) attempts without lights and siren
- negotiate the Cumulative Skills Course one (1) time in thirty (30) seconds or less within eight (8) attempts with lights and siren activated on the vehicle

All vehicles will be inspected and approved for use by Course Instructors. Vehicles must be registered, insured, and inspected, with police-rated tires and must have emergency lights and sirens. Failure to comply with or pass minimum course requirements will prevent the participant from receiving the certificate of completion.

Date(s): **June 24-28, 2024**

Time: **8:00 a.m. – 4:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$250.00

Class Limit: **15 *(Maximum of 2 per agency per class)**

EVOC Refresher

This one-day course is intended for those in Law Enforcement who operate emergency vehicles. It is a refresher of driving techniques, skills, and evasive maneuvers which were originally presented during Basic Course for Police Officers academy training.

- Law enforcement vehicles equipped with working emergency lights and sirens are required.
- Vehicles must be registered, insured and have a valid New Jersey inspection sticker. Attendees with vehicles which do not pass instructors' inspections will be sent back to their agency.
- Attendees are required to provide police training commission inspection form.

Date: **May 14, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

Evidence-Based Approaches to Law Enforcement Background Investigations

This two-day course will provide you with the knowledge and skills to conduct objective, thorough, and legally sustainable applicant background investigations reflecting the professional standards of your agency.

The training will guide you through the relevant Federal and State Statutes, up-to-date case law and Supreme Court decisions; and administrative regulations surrounding the selection and employment of personnel. We will also detail Federal and State fair employment laws; public records requirements; EEOC employment guidelines; and ADA legislation and the impact of these regulations on the applicant background investigation and applicant selection.

Attendees will learn which private and governmental internet search engines can provide the most useful background information and data; the type of information to expect from a psychological evaluation; proper procedures for drug screening; and techniques for conducting interviews of applicants, references, previous employers, friends, and neighbors. We will also address how to properly document the investigative findings in a comprehensive report.

Course Topics and Areas of Study:

Analysis Techniques	Federal Requirements
Military Records	Fraudulent Documents
Legal Issues	Social Networking Laws
Background Report	Building a Life History
Verification Techniques	Documentation Criteria
References Minimum	Standards

AUDIENCE: Public safety, law enforcement, corrections, human resources, and communications personnel who are involved in the application for employment process, to include: applicant testing or assessment, the interview of applicants, the applicant background investigation, and/or the selection of applicants for employment

Date(s): **July 15, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$125.00

Excel

This course will teach basic Excel functions required to create and maintain a workbook file. The student will learn how to set up spreadsheets, format cells, and ranges, enter data, formulas, and prepare charts and graphs. The student will be able to use Excel to keep track of shift-work related time sheets, training information and any other statistical data necessary to fulfill their duties.

Required Equipment: Memory Stick

Date: **February 15, 2024**
April 11, 2024

Time: **9:00 a.m. – 4:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

Class Limit: **20**

Excel II

(Pre-requisite: Excel I)

This one-day course will expand the student's knowledge of the basic Excel functions required to create and maintain workbook files. The student will learn how to utilize a formula to perform calculations using information stored in other cells. The officer will set up worksheets that will enable the compilation and calculation of statistical data such as time sheets, traffic, and training data.

Required Equipment: Memory Stick

Date: **February 21, 2024**
April 17, 2024

Time: **9:00 a.m. – 4:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

Class Limit: **20**

Field Training Officer School

Field Training Officers train and evaluate career candidates in preparation for solo duty in law enforcement, corrections, and communications. Our Basic 3 Day School will provide the new FTO with the tools necessary to train and evaluate career candidates during the field training process.

NAFTO's Basic FTO School is a nationally recognized model for preparing experienced patrol officers for a career in field training. The San Jose Model, Reno Model, and Modified San Jose Model are discussed. The course focuses on the FTO themselves, and how they can improve their interpersonal and instruction skills to increase trainee retention. The classes incorporate a variety of learning activities, including group work, case law discussion, and video scenarios.

This 24-hour class covers such topics as Intro to FTO, Adult Learning, Generational Leadership, Standardized Evaluations Guidelines, Ethics, Equal Opportunity Employment, Civil Liability, and Officer Safety. Each block of study is directed at the Field Training Officer, and ways to improve their teaching, work product, and approach to today's Officer in Training. Information includes motivating different generations of trainees, career survival for the FTO, and liability pertaining to evaluations. Unlike most schools, NAFTO does not focus on a single model of field training. NAFTO offers techniques and skills that can be applied within any training model.

Seating limited to the 1st 30 applicants, no exceptions, and we expect this class to sell out quickly. Refunds are not granted; however, a substitution of students is permitted.

Date(s): **January 8 - 10, 2024**
August 5- 7, 2024

Time: **8:00 a.m. – 4:00 p.m.**

Cost: - \$325 per student, which includes training materials and 1 year membership to NAFTO. NAFTO is a 501(c)3 non-profit educational and professional association concerned with apprenticeship training.

Registration Link: <https://www.nafto.org/training-classes/>

For invoicing, please contact NAFTO's Training Coordinator at the information below.

Graham Tinius - Training@nafto.org - 602-687-5977

Remit payment to: NAFTO, 20987 N. John Wayne Pkwy, Suite #B104-189, Maricopa, AZ 85139

Field Training Officer Management Workshop (Managing the FTO Unit)

The National Association of Field Training Officers, in conjunction with the Passaic County Police Academy, is proud to offer our Managing the FTO Unit Workshop, in Wayne, NJ. This training is designed for personnel supervising or facilitating Field Training Units in Patrol, Detention, Communications, and Support Services.

Field Training Officers train and evaluate career candidates in preparation for solo duty in law enforcement, corrections, and communications. The success of FTO and the officer in training is critically linked to the proper management of the FTO program.

Our FTO management workshop is designed to assist agencies in developing and managing a successful FTO program. This class is not model specific and can be utilized at agencies using the San Jose, Reno, PTO, or any other model of Field Training. We will discuss program structure, duties of a field training manager, dealing with performance issues related to FTO's, legal issues and evaluating written observation reports. We will also look into the future of field training with a discussion about the recommendations made by the Task Force for 21st Century Policing.

This 16-hour class covers such topics as Generational Leadership, Standardized Evaluations Guidelines, Ethics, Civil Liability, and field training models. Each block of study is directed at the Field Training Supervisor, and ways to improve teaching, work product, and approach to today's Officer in Training. This collaborative workshop introduces principles which are immediately put into context through workshop exercises.

Date(s): **August 29-30, 2024**

Time: **8:00 a.m. – 5:00 p.m.**

Cost: \$275.00 per student, which includes training materials and 1 year membership to NAFTO. Refunds are offered more than 30 days from class minus a \$20.00 processing fee. Refunds are not offered within 30 days of class, but student substitution is permitted at any time prior to class. NAFTO is a 501(c)3 non-profit educational and professional association concerned with apprenticeship training.

To Register go to: <http://www.nafto.org/training-classes/>

For payment questions please contact: Member Services: memberservices@nafto.org

Class limit: 45

Fingerprint Classification (Basic)

This three-day course will cover basic fingerprint pattern identification, NCIC classifications, Henry system of classification and AFIS blocking.

Who should attend: Booking Officers, Classification Officers, Identification Officers, or any other officer or detective who has the need to be able to read and classify fingerprints.

Date(s): **September 9 - 11, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$175.00

Firearms Instructor

Police Training Commission requires attendees to qualify with a score no less than an average of 95% on three consecutive firings or better on first day to be enrolled in the course.

All participants must have at least three years of law enforcement experience.

The purpose of this five-day course is to provide an officer who already possesses a high degree of mechanical skill and proficiency in using a firearm with the skills for instructing others in handgun and shotgun use. Subjects include instruction methodology, firearms policy, testing and operation of a firing range.

Equipment/Ammunition Requirements: Duty Weapon, at least 3 Magazines, 1000 Rounds of factory loaded ammunition, Agency Issued Shotgun with 20 Rounds 00 Buck, Whistle, Stopwatch, Hat, Ear & Eye Protection, and Foul Weather Gear.

1st Day of Class: Report to the Passaic County Sheriff's Range at Garrett Mountain, Paterson, NJ for Entry Qualification @ 7:30 a.m.

Date(s): **May 20 - 24, 2024**

Time: **8:00 a.m. – 4:00 p.m.**

September 16 - 20, 2024

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$250.00

Class Limit: **12 *(Maximum of 3 per agency)**

First Aid for Firearms Instructors

This course focuses on providing firearms instructors with the skills and knowledge to develop emergency medical action plans and how to render immediate medical aid to students injured in training.

Date: **April 19, 2024**
October 11, 2024

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies - \$10.00/person for card**
Out of county Law Enforcement Agencies - \$10.00 for card and \$75.00 tuition cost

Gang Awareness

This one-day course will offer an overview of the threat groups currently operating within prisons, correctional facilities, and the streets of New Jersey and surrounding states. The course will cover the make-up and levels of sophistication of these threat groups. Techniques for identifying and managing Threat Group members will also be explained.

Further, the current “communication” trends employed by the individuals belonging to these threat groups will be discussed.

Date: **September 26, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

Glock Armorer Course (GLOCK Professional)

To be eligible to take the Armorers Course: you must be active/retired law enforcement or military, private security, GLOCK Stocking Dealer/Range Program Employee or current GSSF member.

Course Objectives:

- Understand and be able to explain the design features of the GLOCK Safe Action System.
- Demonstrate the knowledge and ability to maintain, troubleshoot and service all GLOCK pistols by passing the Practical Examination and by scoring a minimum of 80% on the written examination.

Course Outline: Introduction, Safety Check, Safety Function, Field Stripping, Slide Disassembly and Reassembly, Frame Disassembly and Reassembly, Slide Options, Frame

Options, Magazines, Field Inspection Test, Rifling, Preventive Maintenance, Lubrication, GLOCK Sights, Service Procedures, Practical Examination, Written Examination.

Date: **November 4, 2024**

Time: **8:00 a.m. – 5:00 p.m.**

REGISTRATION: <https://www.glocktraining.com/Schedule.aspx>

Cost: All Agencies - **\$250**

Glock MOS Instructor Workshop

GLOCK MODULAR OPTIC SYSTEM (MOS) INSTRUCTOR WORKSHOP (2.5 DAYS 20 HRS)

This course is designed to assist Law Enforcement and Military Firearms Instructors with instructing shooters on the use of the GLOCK pistol with Red Dot Optics.

This course is a dynamic shooting course that requires the ability to stand for long periods of time, shoot on the move, move into and recover quickly from the kneeling and prone positions.

This course is continuing education for current LE and Military Firearms Instructors.

Students will bring:

- GLOCK MOS Pistol with Optic Mounted
- 1,000 rounds of ammunition (NO RELOADS)
- 10 dummy rounds
- Eye and ear protection
- A quality strong side holster that covers the trigger and trigger guard
- Minimum of 3 magazine and 2 magazine pouches
- A belt to support the pistol and magazine pouches

You are eligible to attend the GLOCK MOS Instructors Workshop if you are a Current Law Enforcement/Military Instructor.

The class will take place from 8:00 am to 5 pm Lambert Castle- County Grounds 3 Valley Rd., Paterson, NJ (all the way in rear of property)

Dates: **November 6-8, 2024**

Time: **8:00 a.m. to 5:00 p.m.**

8:00 a.m. to 12:00 p.m.

Cost: **\$500.00 per registrant (must enroll and submit payment through Glock Training)**

Honor Guard Training

The Honor Guard, demanding excellence and precise pageantry has always been the standard for perfection. Law Enforcement and Fire Service agencies have adopted traditions handed down from military drill and ceremony expertise to represent their departments and honor their fallen. This two-day course will cover the proper protocol for each event attended by Honor Guards. It will cover parade and funeral cover commands, marching and formations. Proper rifle commands and techniques will be discussed and practiced along with the care and maintenance of Honor Guard uniforms that will be exhibited.

Who should attend: The commander / trainer of a new and/or established Honor Guard.

Dress Requirements: BDU's, Business Casual

Date(s): **November 7 - 8, 2023**

Time: **8:00 a.m. – 3:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00 (Per Department)

Interview and Interrogation

This is a three-day course, which focuses on the application of interview and interrogation techniques and principles. Officers are instructed in identifying body language, which can be used during field interviews and motor vehicle stops.

Date(s): **November 25 – 27, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$175.00

Major Crimes Investigation

This three (3) day course will cover death investigations including information on how to investigate a comprehensive homicide investigation and child fatality investigation according to the protocol set forth by the "Child Fatality and Near Fatality Review Board". Also, the instruction will include a breakdown on proper techniques utilized in sexual abuse investigation, arson, investigating gangs involved in major crimes investigations, and a general breakdown of vehicular homicide investigations.

Date(s): **November 13 -15, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$175.00

Methods of Instruction

(Pre-requisite: Candidate must possess an Associate's Degree or expertise in a specialized area of law enforcement and a minimum of three (3) years in law enforcement.

Educational waivers are granted on an individual basis.)

- This class is a PTC approved course designed for officers who plan to teach at police schools and/or in their respective departments.
- Topics include selecting appropriate teaching methods, establishing goals and performance objectives, and constructing lesson plans. An overview of the principles of learning, classroom management, and the selection and use of
- training aids will also be discussed. In addition, students will learn to formulate questions and to evaluate progress.
- Each student is required to plan and present to the class two lessons on police related topics: one is a 15-minute presentation; the other is 30 minutes and requires the use of training aids. The student, the instructor, and class members will evaluate presentations.
- ***Completion of this course does not certify an individual to teach a Police Training Commission approved class. Individuals interested in becoming a P.T.C. Certified Instructor must apply to the Academy which they are interested in teaching for.**

Dress Requirement: Business attire or department uniform of the day is strictly enforced in this class. *Working knowledge of PowerPoint necessary. A computer thumb drive is required for the class.

Dates: **February 27 – March 5, 2024**
September 3 - 10, 2024

Time: **9:00 a.m. – 4:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$250.00

Class Limit: **20 *(Maximum of 2 per agency per class)**

Modern Samurai Project Red Dot Pistol: Fundamentals Instructor

This is a Law Enforcement Officer Only course, and the class fee already includes the Law Enforcement discount; no other discounts permitted. The course aims to teach students the instructor methodology for learning and teaching the fundamentals of using a RDS-equipped pistol.

Our comprehensive curriculum focuses on instructing students in the methodology of becoming skilled coaches themselves, proficient in teaching the fundamental principles of utilizing a red dot sight (RDS) on a pistol.

Throughout this rigorous training program, we will delve into a wide array of crucial subjects. These include techniques for zeroing your red dot sight, mastering draw techniques, leveraging vital information for achieving pinpoint accuracy, and optimizing red dot usage across varying distances. You will acquire the art of swift and efficient draw and presentation, explore innovative dot tracking methods, and uncover diverse modes of practice to enhance your own skills and mentor others effectively. Additionally, you will learn to diagnose and rectify accuracy issues experienced by yourself and others..

The course also encompasses advanced topics such as target transitions and shooting on the move. As an integral part of the class, you will have the opportunity to put your newfound skills to the test and potentially earn the Black Belt Patch.

To participate in this course, it is imperative that you possess the necessary equipment. This includes a slide mounted red dot pistol, the capacity to carry three magazines, a high-quality holster (excluding Serpas and old leather holsters), 700 rounds of reliable ammunition, eye and ear protection, a Sharpie marker, and, most importantly, an open mind ready to absorb the wealth of knowledge provided.

The class will take place from 8:30 am to 5 pm Lambert Castle- County Grounds 3 Valley Rd., Paterson, NJ (all the way in rear of property)

Refunds are only available if the class is canceled by MSP. If students cannot attend, they can receive credit for a future class by notifying info@modernsamuraiproject.com 30 days prior to the class start date. Class credit is valid for one transfer only and expires after one year.

Date(s): **May 16-17, 2024**

Time: **8:30 a.m. - 5:00 p.m.**

REGISTRATION:

Cost: **All Agencies - \$630.00 per registrant**

<https://modern-samurai-project.myshopify.com/products/red-dot-pistol-fundamentals-instructor-2-day-course-paterson-nj-may-16-17-2024-leo-only-passaic-co-sheriffs-office>

Motor Vehicle Stops: Warrant-less Searches-Seizures

This half-day course will provide the officers with a comprehensive reference guide to laws governing motor vehicle stops and the seven (7) exceptions to the Fourth Amendment warrant requirement under which warrant-less searches of motor vehicles may be justified.

Date(s): **March 26, 2024**

Time: **1:30 p.m. – 3:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$40.00

Nighttime High Risk Motor Vehicle Stops

The student will learn the proper techniques and strategies that a patrol officer can utilize when conducting a high-risk, nighttime motor vehicle stop. As part of this training, each student will learn and demonstrate the proper positioning of the patrol vehicle, proper use of radio, officer assignments, verbal commands, and proper techniques for clearing a suspect vehicle.

Required Equipment: Each Agency must provide a marked unit with emergency lights & siren.

Dress Code: BDU, or uniform of the day, Duty Belt w/ Holster, Body Armor, **Duty weapon will be checked and made safe before practical exercise of the class.**

Date: **October 1, 2024**

Time: **3:00 p.m. – 10:30 p.m.**

Cost: **Passaic County Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

9-1-1 Tele-communicator's Training (Basic 40-Hour Course)

The basic 40-Hour Telecommunicator Training Course, as approved by the Office of Emergency Telecommunication Service (OETS), is designed for dispatchers having less than 320 hours of public safety dispatch experience. The course addresses both functional jobs of complaint taker and dispatcher, rather than dealing with them separately. Likewise, it deals with the basics of telecommunications for all public safety services. All participants who successfully complete this course will be certified by NECI as a P.S.D.P. (Public Safety Dispatch Point)

Date(s): **June 3 – 7, 2024**

Time: **8:00 a.m. – 4:00 p.m.**

Course Materials required to be purchased prior to course: www.neci911.com

Cost: **Passaic County Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$200.00

9-1-1 Tele-communicator Refresher (Basic 8-Hours)

The emphasis of this one-day tactical communications course is on better equipping dispatchers for their critical role in assisting the officer in critical incidents. This course of instruction meets the New Jersey Office of Emergency Telecommunications Services annual re-certification requirement pursuant to N.J.S.A. 17:24-22.

Pre-requisite: Public Safety Telecommunication certificate

Date: **June 21, 2024**

Time: **8:00 a.m. – 4:00 p.m.**

Cost: **Passaic County Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

9-1-1 Emergency Medical Dispatch

A required course for 9-1-1 Tele-communicators. This state approved certification course will enable the student to properly answer, prioritize and dispatch calls for medical aid, and to provide instructions for preliminary emergency medical care prior to arrival of emergency medical personnel. This class will include practical exercises and demonstrations.

Pre-requisite: 9-1-1 Telecommunicator's Training & C.P.R. Certification. Copies of certificates must accompany registration.

Date(s): **June 10 – 13, 2024**

Time: **8:00 a.m. – 4:00 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of county Law Enforcement Agencies - \$200.00

9-1-1 Train the Trainer

NOTE: This is a train-the-trainer course, not a basic certification course.

The purpose of this course is to provide the 9-1-1 Instructor candidate with the knowledge and skills necessary to certify others with a NECI Basic 9-1-1 certification curriculum. Once the Instructor Candidate completes this course, they are able to train and certify other students as 9-1-1 Dispatchers.

Date(s): **March 5 - 7, 2024**

Time: **8:00 a.m. – 4:00 p.m.**

If you register for all three classes, they are discounted as follows:

9-1-1 Instructor Certification - \$495.00

EMD Instructor Certification - \$295.00

Fire Communication Instructor Certification - \$195.00

To register: <https://neci911.com/product/9-1-1-communications-instructor-certification/>

Northern New Jersey Criminal Gang Culture Seminar

All levels of law enforcement personnel should attend this two-day seminar which will focus on Northern New Jersey's growing criminal gang culture. It will provide the most current and reliable information available regarding street gangs that have infiltrated our Garden State. The seminar will also cover the impact that gangs impose on our communities as well as prevention and intervention resources.

Date(s): **October 17 – 18, 2024**

Time: **8:00 a.m. – 4:00 p.m.**

Cost: **Passaic County Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

OPRA & You—Imperfect Together – Law Enforcement

This one-day course is designed for law enforcement personnel as a practical, knowledge-centered curriculum for police officials, police chiefs, records clerks, and other government officials designated as a police record custodian.

WHAT MAKES THIS DIFFERENT FROM THE OTHERS?

We train because we deal with OPRA everyday - Not just read about it!

With our current experience in the law enforcement and government our instructors provide you with practical advice on a wide range of Open Public Records Act (OPRA).

Topics include Title 47, Common Law Doctrine vs. Statutory Doctrine, Executive Orders 9, 11, 69, 123, 21 and 26, Recent Court & GRC rulings Records redaction, Bureau of Records Management Retention Schedule, OPRA's 24 exemptions, Administrative Liability OPRA requests -- citizens and the media, Special topics including 9-1-1 tapes Emails, Internal Affairs Investigations, Autopsy Reports Cameras in cars "Glomar" response.

Date(s): **April 01, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

Physical Conditioning Instructor

Officer must be able to meet all PTC physical assessment requirements to participate.

All participants must have at least three years of law enforcement experience. Candidates intending to teach at the academy level must complete the six-day Methods of Instruction Course.

The Physical Conditioning Instructor Course is a 40-hour course conducted over five days. The course is designed to prepare law enforcement officers to implement and teach a physical fitness program within their police agency or in a certified police academy.

Physical Requirements: This course requires **ACTIVE PARTICIPATION**, in both a classroom and physical training environment. It will be strenuous and physically demanding. All students **MUST** be able to perform various strength conditioning and cardiovascular exercise and complete **all 40 hours of instruction**.

Dress Requirements: Report to academy in athletic gear and bring proper classroom attire.

Required Equipment: Memory Stick

Date(s): **March 18– 22, 2024**

Time: **8:00 a.m. – 3:00 p.m.**

Cost: **Passaic County Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$250.00

Radar Operator

This is an eight (8) hour course which provides four (4) hours of classroom instruction on the Division of Criminal Justice Radar manual and four (4) hours of supervised hands-on practical training in Radar operation.

This course along with the completion of eighty (80) hours of hands-on non-enforcement operation of the Radar equipment will qualify the officer to make an application to the Division of Criminal Justice for certification.

Date: **April 16, 2024**
September 12, 2024

Time: **8:00 a.m. – 4:00 p.m.**

Cost: **Passaic County & Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$75.00

Radar Instructor, Modified

Students must have a minimum of two years continuous service as certified radar operator to attend this course.

- All participants must have at least three years of law enforcement experience.
- **Effective July 1, 2023, the Police Training Commission will be returning to the Methods of Instruction requirement as a prerequisite to the Radar Instructor Course.**

This six-day course consists of classroom instruction to enable Radar Operators to instruct others in Radar Operation. Instruction includes specialized in-depth training in speed offenses and speed enforcement. Basic principles of radar, speed measurement, legal and operational consideration, instrument components and their function, record keeping, and case preparation are emphasized. If officers have previously attended M.O.I., then they can register for the one-day Radar Instructor.

It is requested that officers attending this course supply a vehicle from their department outfitted with radar equipment.

Date(s): **April 2- 8, 2024 – Radar M.O.I**
April 9, 2024 - Radar Instructor

Time: **8:00 a.m. – 4:00 p.m.**

Cost: Passaic County Law Enforcement Agencies – No Cost
Out of county Law Enforcement Agencies – \$350.00 Both Sessions

\$350.00 – M.O.I. & Radar Instructor

\$100.00 – Radar Instructor (Previous M.O.I. Graduate)

Radar Instructor Refresher

This refresher course is required for radar instructors once every three years. A radar instructor/operator certificate is issued for three years. In the third year, prior to expiration, each instructor must attend the refresher course. The course is conducted from 9 am to 1 pm.

Who Should Attend: Law enforcement officers who teach radar operations.

Date: **April 30, 2024**
November 14, 2024

Time: **8:30 a.m. – 3:30 p.m.**

Cost: Passaic County Municipal Agencies – No Cost
Out of county Law Enforcement Agencies – No Cost

Report Writing

This tactical two-day report writing course geared to Field Training Officers as well as department Training Officers is designed to aggressively enhance report writing skills and will help to prevent and reduce department liability.

Topics covered include Use of Force Documentation, Motor Vehicle Pursuit Documentation, D.W.I. Arrest Documentation, Controlled Dangerous Substance Arrest Documentation, Domestic Violence Documentation, Assistance Call Documentation, Motor Vehicle Collision Documentation, Investigative Documentation, and Search Warrant Preparation. In addition, the course will cover Case Law, Courtroom Testimony, and Civil Liability.

Date(s): **September 5 - 6, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County & Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$100.00

Seizing Digital Media and Cyber Investigations (L.E.O. Only)

This class will cover such items as PC's, Phones, Laptops, Tablets, Thumb Drives, and various other forms of electronic media, and how the officer should handle these items.

Date: **October 2, 2024**

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Law Enforcement Agencies – No Cost**
Out of County Law Enforcement Agencies – \$75.00

Sage Dynamics RDS Handgun Instructor (L.E.O Only)

The RDS Handgun Instructor course is a culmination of years of MRDS handgun skill and technique development, made available to shortcut instructor trial/error on their own. This course will provide the trainer with a comprehensive understanding of common MRDS operations and science, as well as concepts and principles for teaching students to best use their MRDS duty or carry handgun. Students will be expected to meet minimum marksmanship requirements in order to complete this course.

Instruction includes:

- Optic Science
- Optic selection and concerns
- Administrative and SOP development for MRDS use (LE)
- Duty carry/CCW Carry
- Curriculum development for MRDS introduction training
- Understanding proprioception, hand/eye coordination and engram development
- Firearm fundamentals applied to the MRDS
- Stress inoculation
- Threat anatomy
- Drawing from IWB/OWB
- Tactical and emergency reloads
- Austere shooting positions
- Maximizing and recognizing adequate cover/concealment/deflection
- Primary-hand-only weapon manipulation
- Basic movement
- Optic malfunctions/handgun malfunctions

Equipment:

- MRDS equipped Handgun with 3 magazines (single stack, 5-7 magazines)
- Holster (cross-draw holsters prohibited) Duty gear (for LE students)
- Magazine pouch(es)
- Minimum 1000 rounds range ammunition, 50 rounds duty/self-defense ammunition
- Ear and eye protection
- Long sleeves recommended (pants mandatory)

Class Limit: **15**

Dates: **July 8-10, 2024**

Time: **8:00 a.m. - 5:00 p.m.**

Cost: **All Agencies - \$600.00 per registrant (must enroll and submit payment through the link below)**

https://www.sagedynamics.org/untitled-sitepage_28

SIG SAUER P320 – 2024 Armorer Certification

This course focuses on the mechanical functioning, disassembly/reassembly, maintenance, troubleshooting, and field repair of the SIG SAUER P320 pistol. This is a hands-on program that teaches and guides each participant through all armorer operations step by step with the instructor. Active participation coupled with question-and-answer periods provide a supportive learning environment for maximum retention of the material. The course is also well suited for law enforcement armorers to design their agency's own maintenance and inspection program. Maintaining current practices and procedures for factory authorized service is essential for all pistols. A three (3) year factory certification is issued upon successful course completion.

Prerequisite:

This training course is specifically designed for current or prospective agency firearms armorers (law enforcement only).

Course Outline:

- Safety when handling the SIG SAUER P320 Pistol
- An examination of the P320 weapon system
- Disassembly and assembly procedures: slides, frames, grip module, magazines
- Inspection procedures
- Trouble shooting
- Operational function checks
- Cycle of operation
- Sights installation and adjustment

In order to receive a certificate of completion, students will attend 8 hours of training and pass a written test. Students will demonstrate proper disassembly, assembly, understanding of the operating systems, and proper parts replacement.

Dates: **June 4, 2024**

Time: **8:30 a.m. - 5:00 p.m.**

Cost: **All Agencies - \$345.00 per registrant**

Sig Sauer MCX Armorer – 2024 Armorer Certification

OVERVIEW: This is a hands-on program that teaches and guides each participant through all armorer operations, step by step with the instructor. Active participation in disassembly and assembly procedures coupled with question-and-answer periods provide the type of learning environment favorable for the retention of the material. Written and practical exams are administered to test the working knowledge of each participant. The curriculum enables armorers to develop a maintenance program on the inspection and servicing of the SIG SAUER MCX platform for their agency. Following successful program completion, certification/re-certification to perform these procedures is valid for a period of three (3) years.

EXPERIENCE REQUIREMENTS

This training course is specifically designed for current or prospective agency firearms armorers and firearms retailer staff. Responsible citizens may also attend provided they have completed training in safe handling and use of firearms, such as SIG SAUER Academy Rifle 103 or equivalent experience.

COURSE OUTLINE

- Identification of SIG SAUER MCX features
- Examination of the MCX safety systems
- Comprehension of cycle of operation
- Disassembly and assembly procedures of upper and lower receivers and magazines
- Implementation of inspection procedures
- Troubleshooting methods
- Performance of function checks
- Application of acceptable maintenance methods

In order to receive a certificate of completion, students will attend 8 hours of training and pass a written test in addition to demonstrating competency in the hands-on portion of training.

Dates: **June 5, 2024**

Time: **8:30 a.m. - 5:00 p.m.**

Cost: **All Agencies - \$345.00 per registrant**

Supervision of Police Personnel

This course will run one day a week for six weeks. It is designed to enhance the skills of veteran supervisors and those who have had little or no supervisory training. This course will address the following:

- Motivating Subordinates – Functional responsibilities within the Organization
- Sensitivity issues – Communication and interpersonal relations reviewing reports submitted by subordinates.
- Defining the use of discipline – Identifying methods and techniques used in directing and delegating responsibility and controlling subordinates.
- Supervisor as an effective leader

***** ATTENDANCE FOR ALL 6 DAYS REQUIRED*****

Date(s): **January 12, 2024 – Day #1**
January 19, 2024 – Day #2
January 26, 2024 – Day #3
February 2, 2024 – Day #4
February 9, 2024 – Day #5
February 16, 2024 – Day #6

Time: **8:30 a.m. – 3:30 p.m.**

Cost: **Passaic County Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$185.00

Technology Crimes and Forensics

This course is designed to help attendees develop his/her knowledge and understanding regarding crimes that involve technology and how to best identify the mitigate threats, identify forensics resources, and understand the options for prosecution. Attendees will have a broader knowledge and understanding regarding crimes involving technology and a comprehension of the difference in various systems, online resources, forensic techniques, and the changing laws regarding Cyber Bulling as per the New Jersey Attorney General's Guidelines.

Overview: Cyber Crime and Current Trends, Computer Forensics Techniques, Open Source and Law Enforcement and Laws Impact Technology and Cyber Bullying.

Date: **October 15, 2024**

Time: **9:00a.m. – 1:00p.m.**

Cost: **Passaic County & Municipal Agencies – No Cost**
Out of county Law Enforcement Agencies - \$50.00

Verbal Judo

The Verbal Judo Institute has been teaching organizations all over the world how to de-escalate tense encounters verbally for over 32 years. Students are shown how to gain voluntary compliance safely and efficiently with poise and professionalism. Verbal Judo techniques help law enforcement personnel implement verbal strategies which empower and maintain respect for all parties involved. By and large, most violence in the workplace is preceded by verbal encounters gone wrong. One of the many benefits of Verbal Judo is it increases safety by decreasing the likelihood of violence. Our program can teach how to defuse verbal conflict thereby decreasing the likelihood of violent encounters. It is

essentially redirecting hostile people and de-escalating dangerous situations through the use of professional language.

Date: **March 14, 2024**
September 25, 2024

Time: **8:30 a.m. – 4:00 p.m.**

Registration Links

March Course – [March 14th, 2024 In-Person One-Day Verbal Judo class at the Passaic County Police Academy \(This class is designed for Enforcement Professionals\) - Verbal Judo](#)

September Course - [September 25th, 2024 In-Person One-Day Verbal Judo class at the Passaic County Police Academy \(This class is designed for Enforcement Professionals\) - Verbal Judo](#)

Cost: **\$195.00**

Directions to the Passaic County Police Academy
214 Oldham Road, Wayne, New Jersey 07470
973-595-6411

Traveling Route 80 East Bound

Route 80 East to Exit 54 (Right Exit Minisink Road, Totowa Exit) end of Exit make a Left. Go to end and make a Right onto Totowa Rd. Go to the end and make a Left onto Union Avenue. Go to the intersection of Preakness Avenue and Union Avenue and make a Left onto Preakness Avenue. Go to the top of the hill and you will see an athletic field, make a Right onto Oldham Road, go approximately ½ mile down Oldham Road, Academy Driveway will be on the right, (White picket fence right before academy entrance).

Traveling Route 80 West Bound

Route 80 West to Exit 55B (Union Avenue, Totowa Paterson Exit) Make a Right onto Union Avenue and continue down until you come to the intersection of Union Avenue and Preakness Avenue. Make a Left onto Preakness Avenue. Go to the top of the hill and you will see an athletic field, make a Right onto Oldham Road, go approximately ½ mile down Oldham Road, Academy Driveway will be on the right, (White picket fence right before academy entrance).

Traveling Route 46 West Bound

Rt. 46 West to Union Boulevard, Totowa Exit (Right Exit). Make a Right onto Union Boulevard and continue down until you come to the intersection of Union Boulevard and Preakness Avenue. Make a Left onto Preakness Avenue. Go to the top of the hill and you will see an athletic field, make a Right onto Oldham Road, go approximately ½ mile down Oldham Road, Academy Driveway will be on the right, (White picket fence right before academy entrance).

Traveling Route 46 East Bound

Rt. 46 East to Union Boulevard, Totowa Exit (Right Exit). Make a Right onto Union Avenue and continue down until you come to the intersection of Union Avenue and Preakness Avenue. Make a Left onto Preakness Avenue. Go to the top of the hill and you will see an athletic field, make a right onto Oldham Road, go approximately ½ mile down Oldham Road, Academy Driveway will be on the right, (White picket fence right before academy entrance).

Traveling Route 23 South Bound

Route 23 South to Route 46 East. Take 46 East to Union Boulevard Exit (Right Exit). Make a Right onto Union Avenue and continue down until you come to the intersection of Union Avenue and Preakness Avenue. Make a Left onto Preakness Avenue. Go to the top of the hill and you will see an athletic field, make a right onto Oldham Road, go approximately ½ mile down Oldham Road, Academy Driveway will be on the right, (White picket fence right before academy entrance).

Directions to the Passaic County Police Academy continued:

Traveling Garden State Parkway North Bound

Garden State Parkway North to Exit 153 (Route 3/46 West Exit, Left Exit). Route 3 will run into Route 46. Take Route 46 to the Union Boulevard Exit. (Right Exit). Union Boulevard will turn into Union Avenue. Go to the intersection of Preakness Avenue and Union Avenue and make a Left onto Preakness Avenue. Go to the top of the hill and you will see an athletic field, make a right onto Oldham Road, go approximately ½ mile down Oldham Road, Academy Driveway will be on the right, (White picket fence right before academy entrance).

Traveling Garden State Parkway South Bound

Garden State Parkway South to Exit 154 (46 West Exit) Take Route 46 to Union Boulevard Totowa Exit. Make a Right onto Union Avenue and continue down until you come to the intersection of Union Avenue and Preakness Avenue. Make a Left onto Preakness Avenue. Go to the top of the hill and you will see an athletic field, make a right onto Oldham Road, go approximately ½ mile down Oldham Road, Academy Driveway will be on the right, (White picket fence right before academy entrance).

Traveling Route 208 North Bound

Route 208 North to Goffle Road Hawthorne Exit (Right Exit). Right onto Goffle Road. Make a Right onto North Eight Street (Past Goffle Brook Park). North Eight Street to the end. Make a Right onto Haledon Avenue. Haledon Avenue to the end. Big Jim's Pizza and Dunkin Donuts will be at the corner. Go through light to your next light. (Past William Paterson University). Make a Left onto Hamburg Turnpike. Make your First Right onto Oldham Road. Approximately ½ mile down Oldham Road academy driveway will be on the Left.



County of Passaic
 Passaic County Police Academy
 214 Oldham Road, Wayne, New Jersey 07470-2205

George Rosenthal - Director

Tel: 973-595-6411

Fax: 973-595-6874

In-Service Course Application

Please PRINT or TYPE all information CLEARLY for contact and certification purposes.

Email completed form to policeacademy@passaiccountynj.org.

Last Name	First Name	Course Title	Course Date(s)	Contact Information Phone & Email

CELL PHONE USE IS PROHIBITED IN CLASS

No unauthorized photos or videos are permitted to be taken during class or of other classes. Anyone found to have done so will be removed from their course of instruction. No unauthorized photos, videos, or other depictions shall be placed on **ANY SOCIAL MEDIA PLATFORM**. Violations of the academy policy will be reported to your department as a violation of Academy Policy & Procedures.

Dress Code: Authorized department uniform, Business attire or Business casual (Per class description)

NO JEANS SHORTS OR SANDALS ARE ALLOWED.

Cancellation: A written notice must be provided at least 3 businesses days prior to the start of the class. Failing to notify the academy staff may result in denial of registration in future courses and payments in advance will not be refunded.

Certification: I hereby certify that all personnel who are enrolled in the above course(s) are covered by Workman's Compensation and Liability Insurance or otherwise adequately insured.

It is understood that all responsibility for personal injury to any member of the applying agency shall rest upon the sending agency for which the member(s) are employed.

Agency: _____

Chief or Department Head Signature

Address: _____

Agency Contact: _____

Telephone: _____

Agency Email: _____



The Passaic County Police Academy is committed to providing the very best training available and is certified through the New Jersey Police Training Commission to run the following classes:

- Alternate Route Program
- Basic Course for Police Officers
- Basic Course for County Correction Officers
- Class I Specials Officers
- Class II Specials Officers
- Deputy Sheriff's Officers
- School Resource Officers
- Basic Firearms
- Method of Instruction
- Radar Instructor
- Firearms Instructor
- Physical Conditioning Instructor
- Radar Operator
- Crime Prevention for Police Executive
- Crime Prevention for Patrol Officer (In-Service)
- Various In-Service Training Courses

11/29/23-PRELIMINARY