

Training Council "RECAP"

By Robert Noordhoek, CEO/Executive Secretary

March 2022



Mike Grodi Appointed as Next CEO/Executive Secretary!

The Training Council is pleased to announce the appointment of Mike Grodi to the position of CEO/Executive Secretary, replacing Bob Noordhoek who will be retiring. Mr. Grodi brings with him over 25 years of both municipal and private sector experience in corrections and leadership.

Mr. Grodi's correctional career spanned over 20 years at the Monroe County Sheriff's Office. During his tenure in the corrections division, he held multiple roles including Classification Officer, Field Training Officer, and Training/Grant Coordinator. Mr. Grodi also served his community by sitting on multiple local boards including the Erie Township Board, Erie Township Planning Commission, Monroe County Library Board, and Monroe County Employee's Retirement System just to name a few.



Mr. Grodi will officially begin his position beginning April 1st, 2022.

IMPORTANT REMINDER TO SUBMIT YOUR IN-SERVICE TRAINING WAIVER REQUEST ASAP!

With 2021 now behind us, it is important to submit Waiver Requests for your Corrections Officers who have not completed their 2021 In-Service Training requirement. The requests should be submitted to our office at your earliest convenience in order to be considered at the April, 2022 Council meeting.

If you have a Corrections Officer on your LCOTS roster who has not completed their minimum 20-hours of In-Service Training, which includes at least 2 hours of Mental Health

training, and a Waiver Request Form is not submitted, your county will not receive a 2021 100% Compliance Certificate.

Reminder: In order for your Corrections Officers to be in compliance with having at least 2 hours of mental health training each year, the training must be recorded under the “Mental Health” category in the LCOTS system. If the training is not recorded under “Mental Health”, it will **not** be recognized as meeting the requirement.

For your convenience, here is the link to the Waiver formula: [MSCTC In-Service Training Waiver Requirements](https://www.msctc.org/MSCTC-In-Service-Training-Waiver-Requirements) (misctc.org)

Please let us know if you need a Waiver Request Form by contacting eyoung@msctc.org or rnoordhoek@msctc.org.

Thanks for your assistance.

TWO IMPORTANT REMINDERS REGARDING LOCAL CORRECTIONS OFFICERS

Corrections Officers and The LCOTS System

When a Corrections Officer is hired in your agency, whether a brand-new hire or a transfer from another Sheriff’s Office, it is important to make sure that person is entered into the LCOTS system.

For a brand-new Corrections Officer, you must first log-in to the LCOTS System, then follow these steps:

1. Select “Enter New Officer” and complete all requested information.
2. Select “Add Officer To Data Base”.
3. Select “Add Officer To Your (agency) Roster” and complete all requested information.
4. Select “Confirm Roster Entry”.

For a Local Corrections Officer that may have transferred from another agency, you must first log-in to the LCOTS System, then follow these steps:

1. Select “Add Officer To Your (agency) Roster” and complete all requested information.
2. Select “Confirm Roster Entry”.

It is important to follow these steps to ensure the Corrections Officer becomes part of your agency’s Roster.

Time Frame to Complete a Local Corrections Officer Academy

Once hired by a Sheriff’s Office, a Corrections Officer has one (1) year from their **original** hire date to complete the Local Corrections Officer Academy. An example: if a Local Corrections Officer is hired by another Sheriff’s Office on May 10 of 2022, and is then hired by your agency in September, 2022, the one (1) year requirement begins in May, 2022, **NOT September, 2022**, so your agency would have to send the officer to a Local Corrections Officer Academy no later than May 10, of 2023.

Remember, it’s always one (1) year from the original date of hire.

Please feel free to contact us with any questions.

MSCTC On-Line In-Service Training DACOTA Spotlight – March 2022

(Submitted by National Institute for Jail Operations)

Through a training partnership with MSCTC, the National Institute for Jail Operations provides Michigan agencies with engaging legal-based online training through DACOTA

—NIJO's Detention and Corrections Online Training Academy. All DACOTA curriculum is approved for all levels of [NIJO Professional Certification](#) (NCCO, NCCS, and NCCE).

Currently, the DACOTA Catalog contains 69 online courses providing 75 CEUs of corrections-specific training based on what the law requires for running safe and secure facilities. As of the end of February 2022, Michigan DACOTA online learners have completed 1,152 courses and 1,281 credit hours. As of the end of the February, 30 Michigan agencies have learners getting trained in the DACOTA platform. (NOTE: If your agency is not currently signed up for DACOTA, contact Haley Gardner at NIJO to get started! (hgardner@jailtraining.org or 801- 810-5245)

NIJO is happy to recognize the following agencies who had the most learners complete courses in DACOTA in the month of February. Congratulations to:

1. **Cass County Sheriff's Office**
2. **Jackson County Sheriff's Office**
3. **Houghton County Sherrif's Office**

We are also pleased to recognize the following individuals who completed the most DACOTA courses in February:

1st Place

Don Appoloni – Cass County Sheriff's Office

2nd Place

Danica Makowski – Grand Traverse County Sheriff's Office

3rd Place

Kevin Maynard – Cass County Sheriff's Office

Congratulations to these individuals and agencies for your outstanding efforts and staying engaged in continuously learning.



ENHANCE YOUR CAREER BY GETTING CERTIFIED

All courses in DACOTA are pre-approved for all levels of NIJO Professional Certification. Learn more about NCCO (National Certified Corrections Officer), NCCS (National Certified Corrections Supervisor), NCCE (National Certified Corrections Executive) by [clicking here.](#)

Director of Training Report

By: MSCTC Director of Training Barbara Gould

MSCTC TUITION FREE* MICHIGAN JAIL FIRST LINE SUPERVISORY COURSE OFFERED!

The Michigan Jail First Line Supervisory Academy (MJFLSA) is a tuition FREE* intensive 32- hour correctional academy developed specifically for the First Line Supervisor and

approved by the Michigan Sheriff's Coordinating and Training Council. The curriculum, designed and facilitated by the National Institute for Jail Operations, engages attendees to learn and apply these eight core management topics:

- Decision Making for First Line Supervisors
- Supervisor Report Writing and Litigation Preparation
- In-Custody Death and Response
- Proactive Liability Defense: Use of Administrative Segregation
- Leadership
- Personnel Management
- Communication and Relationships in the Work Setting
- Employee Wellness & Peer Support Groups

The first 16 hours of this 32-hours course is scheduled to be held on October 5 and 6, 2022, in Lansing, MI. The final 16 hours of this 32-hour course is scheduled on October 26 and 27, 2022, in Lansing, MI. **Attendance at both sessions is required to successfully complete and graduate from the Michigan Jail First Line Supervisory Academy.**

Interest supervisors that meet the following registration criteria can register for this dynamic training opportunity:

- Only 2 attendees per Agency/Sheriff's Office allowed.
- Limited to First Line Supervisors who work within a Local Corrections Office in Michigan.

For more information and registration instructions, please visit

http://misctc.org/flyers/Training_00000115.pdf.

**Tuition FREE applies to Certified Local Corrections Officers- Command Staff Only. Attendee or their Agency are responsible for all fees associated with travel (including mileage), lodging, and meals not provided.*

THE NEXT MICHIGAN JAIL COMMAND STAFF ACADEMY BEGINS APRIL 2022!

In partnership with and presented by the National Institute for Jail Operations (NIJO) and cosponsored by the Michigan Municipal Risk Management Association (MMRMA), the next and only Jail Command Staff Academy (JCSA) in 2022 will begin on April 26, 2022, in Petoskey, MI at North Central Michigan College. Program tuition* is sponsored by the MSCTC and was designed by NIJO to engage jail command staff that operate Local Correctional Facilities within Michigan. Upon completion of this 72-hour upper command course, successful graduates will receive an Academy Completion Certificate from the MSCTC and the MMRMA, along with approximately 72 credit hours that may be applied toward the NIJO National Certified Correctional Supervisor (NCCS) or National Certified Correctional Executive (NCCE) certification. This course can also be applied towards the yearly 20-hours of required annual training.

For more information and instructions on how to register, please visit

http://www.misctc.org/flyers/Training_00000114.pdf. Remaining spots are extremely limited and on a first come first serve basis. *Tuition FREE applies to Certified Local Corrections Officers- Command Staff Only. Attendee or their Agency are responsible for all fees associated with travel (including mileage), lodging, and meals not provided.

MENTAL HEALTH FIRST AID FOR FIRST RESPONDERS/CORRECTIONS TRAINING

Mental Health First Aid (MHFA) is a national, one-day, in-person training course designed to teach the basics of identifying, understanding, and responding to behavioral health crises. This 8-hour course will teach Corrections Officers the unique risk factors and warning signs of mental health problems, build understanding of the importance of early intervention, and, most importantly, teach Officers how to help arrestees in crisis or experiencing a mental health challenge. This program also provides response options to help Officers de-escalate incidents and better understand mental illnesses so they can respond to mental health related incidents appropriately without compromising safety. In addition to mental illness and de-escalation skills, substance use, anxiety, depression, and suicide will also be discussed. MHFA for Public Safety is recognized and supported by the Michigan Mental Health Diversion Council (MMHDC), Crisis Intervention Team (CIT) of Michigan, and CIT International.

For more information on this outstanding training opportunity, including registration information, please visit the MSCTC website at <http://www.misctc.org/addTraining.php>

TUITION FREE IN-SERVICE TRAINING FOR 2022

All MSCTC tuition FREE* in-service trainings are scheduled and posted on the MSCTC website for 2022. Every month the MSCTC will have highly skilled instructors teaching in-demand topics throughout Michigan. We suggest you register early as class sizes are limited and most topics are only offered once in 2022. Please do not hesitate to contact us if there is a sought-after topic needed at your Sheriff's Office or in your region. For a list of in-service training topics, please visit the MSCTC website at <http://www.misctc.org/addTraining.php>

ADDITIONAL IN-SERVICE TRAINING OPPORTUNITIES

1. The National Institute of Corrections (NIC) offers free online trainings through their NIC LearnCenter. Simply sign up for a free account and enjoy courses such as Inmate Suicide Prevention, PREA, Interpersonal Communication, and more. For more information on these free online trainings, please visit: <https://nic.learn.com>
2. American Jail Association's 41st Conference and Jail Expo will be held May 21 – 25, 2022, in Long Beach, California. The 2022 theme is: Adapt and Excel. For more information on this conference or AJA's other training opportunities, please visit: www.aja.org
3. The National Institute for Jail Operations (NIJO) has announced the following dates and locations for their legal based training known as JailCon:
 - June 6-8, 2022, in Scottsdale, AZ
 - August 16-18, 2022, in Huntsville, AL
 - October 11-13, 2022, in Indianapolis, IN

For more information on these conferences or other NIJO trainings, please visit: <https://jailtraining.org/>

If you have any questions, feel free to contact me. Thank you. Barbara L. Gould

Reminder to Submit Your 4th Q 2021 Booking Fees

Just a quick reminder that your 4th Q 2021 Booking Fees are due to the State by January 15, 2022. Also, please don't forget to include the Booking Fee Transmittal Form along with your check. Remember, each county can view their own Booking Fee transmittal activity in the LCOTS system.

Please feel free to contact us with any questions.

Council Meeting Schedule

Council Meeting

Tuesday, April 26, 2022

MSCTC-Sponsored "FREE TUITION" Training Scheduled*

- 1) [March 28, 2022 - Contraband & Searches and Games Inmates Play](#) - Conducted by Todd Gilchrist
- 2) [April 26-28, May 10-12, & June 1-3, 2022 Jail Command Staff Academy](#)
- 3) [August 30, 31 & September 1, 2022 - Fire Safety Instructor Development \(Train-The Trainer\)](#) - Conducted by Lt. Corey Burks
- 4) [September 12 - 15, 2022 - 32-Hour Instructor Development Course \(Train-The-Trainer\)](#) - Conducted by Todd Gilchrist and Barbara Gould
- 5) [November 2, 2022 - Mental Health First Aid for Public Safety/Corrections](#) -

Please click on the corresponding link for more information or to register for a training. All in-service training requirements and available courses can be found anytime at <http://www.misctc.org/training.html>

** This "FREE TUITION" training is for Certified Local Corrections Officers only. Participants are responsible for costs relating to travel, meals and lodging.

Local Corrections Officer Academies **Scheduled or Rescheduled**

As we receive notification from our educational partners that Local Corrections Officers Academies have been scheduled, for your convenience we will include the Academies and contact information in future RECAPS. Below is a current list of scheduled, Academies for the remainder of the year that have been provided to us.

For more information or to register for an Academy, please contact the Academy Director. To view a list of up-coming Academy Schedules at any time, please [visit here](#).

2022 Academies

Kalamazoo Valley Community College – 2-14-22 to 3-11-22

For more information or to register, please contact Victor Ledbetter at (269) 353-1260 or vledbetter@kvcc.edu

Marquette County Sheriff Office – 2-22-22 to 4-1-22

For more information or to register, please contact Capt. Brian Steede at (906)225-8453 or Lt. Jason Kangas at (906)225-8438

Oakland County Sheriff Office – 02-24-2022 to 03-23-2022

For more information or to register, please contact either Sgt. Brian Behrend at 248-858-4995, behrendb@oakgov.com or Dep. Jocelyn Babiak at 248-975-4475, babiakja@oakgov.com

Genesee County Sheriff Office – 5-2-2022 to 5-27-2022

For more information or to register, please contact Kiona Graham at (810) 257-3255 or kgraham@co.genesee.mi.us

Macomb College – 5-2-2022 to 5-27-2022

For more information or to register, please contact Mike Ciaramitaro at (586) 498-4051 or ciaramitarom658@macomb.edu

Delta College – 5-9-2022-6-7-2022

For more information, or to register, please contact Tom Gillman at (989)686-9108 or thomasgillman@delta.edu

Alpena Community College – 6-1-2022 to 6-28-2022

For more information, or to register, please contact Lisa Blumenthal at 989-358-7296 or blumentl@alpenacc.edu

Mecosta-Osceola ISD – 6-1-2022 to 6-28-2022

For more information, or to register, please contact Mark Danielson at 231-796-5805 or mdanielson@moisd.org

Genesee County Sheriff Office – 8-8-2022 to 9-2-2022

For more information or to register, please contact Kiona Graham at (810) 257-3255 or kgraham@co.genesee.mi.us

"RECAP" BONUS

(Submitted by National Institute for Jail Operations)

NIJO Legal-Based Jail Guideline:

B01.02.02 – Periodic Review and Revision of Policies and Procedures

by Tate McCotter, NIJO Executive Director

KEY ISSUES:

Many jail administrations know the importance of keeping policies and procedures updated and current but find it terribly difficult to accomplish. Normally it comes down to knowledge (keeping current with case law) and time to actually sit down and write the policies. The process is often pushed to the backburner by jail administrators due to staffing shortages or other firefights--there will always be something more pressing (and more fun) than looking at a policy manual! Sometimes for larger facilities, policy review committees over-complicate the process or lack follow up with distractions or differences in recommended changes. And even if that all happens, legal counsel often weighs in with additional changes or it sits on their plate trumped by litigation or other pressing needs. Finally, the sheriff must sign off on the revisions. Then the arduous task of policy distribution, implementation with staff, contracted agencies, inmates (handbook changes as applicable) and training begins!

Even if an agency can afford the high price tag to hire consultants or an outside agency to write policies, the policies usually lack procedure and they will still need to be updated regularly and reviewed. Bottom line is there is no easy button. This is one of those administrative duties that cannot be overlooked or ignored without serious future consequences. Failure to provide adequate policy and procedure directives for reference or other use by staff may create liability for administrators if such failure is found by the court to be the proximate cause of subordinates violating clearly established rights.



Read More:

<https://jailtraining.org/lbjg-b01-02-02-review-policies-and-procedures/>

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"The best preparation for tomorrow is doing your best today" - H. Jackson Brown, Jr.

