

# EL PASO COUNTY SHERIFF'S OFFICE

## REGION VIII TRAINING ACADEMY

### 1ST QUARTER TRAINING CALENDAR



2017-2018 COURSE DESCRIPTION	DEC	JAN	FEB
<p><b>FEDERAL/STATE/DEPARTMENTAL TRAINING: (16 hrs) TCOLE 3800</b> This training will cover all Federal, State, and Agency mandated training for Peace Officers.</p> <p><b>Day 1 (0500-0900) (4 hrs.)</b> Use of Force/Low Light Firearms Quals (0900-1300) (4 hrs.) <b>TCOLE 3291</b> Sex Offender Registration- <b>Det. E. Gutierrez</b></p> <p><b>Day 2 (0400-1200) (8 hrs.)</b> Two Man Tactics- <b>SHERIFF OFFICE SWAT</b></p> <p><b>Location: 13901 Montana 79938- Affordable Mobile Homes</b></p> <p><b>Coordinator: Dep. C. Harrison</b> <b>Instructor(s): Various</b>  <b>Limited to 30 students</b> <b>**Maximum Level**</b></p>	7-8	4-5	1-2 22-23
<p><b>CRISIS INTERVENTION TRAINING: (16 hrs) TCOLE 3841</b> This Crisis Intervention Training provides the key concepts, safety techniques, and communication skills, section (Chapter 27) of the TCOLE Basic Peace Officer curriculum. This course will include a combination of lecture, scenario role-play and physical modeling. Participants are expected to be actively involved both verbally and physically. This course is required only <u>ONE TIME</u> during the four year cycle to maintain a Basic Peace Officer License. Those holding an Intermediate or higher are exempt from this provision. For those who did not attend a Peace Officer Course, <b>this course is a prerequisite to take the 40 hour Mental Health Officer Course.</b></p> <p><b>Coordinator/Instructor: Ofc. P. Telles</b> <b>Time: 0800-1700</b>  <b>Limited to 33 students</b> <b>Open to Detention Personnel.</b></p>	13-14	17-18	N/A
<p><b>DETENTION OFFICER DAY FIREARMS/BI-ANNUAL QUALIFICATIONS: (NO TCOLE CREDIT)</b> <i>Mandatory for Detention Officers of the El Paso County Sheriff's Office who carry a handgun in their duty assignment.</i> Armed Officers assigned to shotguns and/or rifles will qualify with all weapons when attending. <b>Requirement: Must wear long sleeve and Must bring weapon qualifying with. (I.E. Shotgun etc.) NO OVERTIME.</b> <b>Coordinator/Instructor: Ed Bunton</b> <b>Qualification times are as follows: 0800, 1000, and 1300 hrs</b> <b>**Maximum Level**</b></p>	11	8	12
<p><b>HEARTSAVER AED/CPR RE-CERTIFICATION: (4 hrs) TCOLE 3845</b> <i>for El Paso County Sheriff's Uniformed and Civilian Personnel.</i> This is a <b>Re-certification</b> course that will review the use of AED with CPR based on recent updates.</p> <p><b>Coordinator/Instructor(s): Academy Staff</b> <b>Limited to 12 students</b>  <b>(2 Sessions) Time: AM (0800-1200) &amp; PM (1300-1700)</b>  <b>**When registering for course, please indicate session**</b></p>	4, 11	9, 30	14, 21
<p><b>DEFENSIVE DRIVING COURSE (DDC): (6 hrs) TCOLE 2046</b> This course is designed by the National Traffic Safety Institute. This course is open to all civilian employees who have not attended a defensive driving course in the past two years. It covers techniques for defensive driving to enhance the driver's awareness while on the road. <u>This course is not for ticket dismissal.</u> <b>Coordinator/Instructor: Ed Bunton</b>  <b>Limited to 25 students</b> <b>Time: 0800-1500</b></p>	4	N/A	5
<p><b>INTERMEDIATE INTERPERSONAL COMMUNICATIONS: (24 hrs) TCOLE 3503</b> This course is a TCOLE Requirement for <b>Intermediate</b> Jailer Certification. This course is designed to provide the county corrections officer with an understanding of basic communication skills and the ability to use them.</p> <p><b>Coordinator/Instructor: Ofc. P. Telles</b>  <b>Limited to 25 students</b> <b>Time: 0800-1700</b></p>	N/A	31-Feb.2	N/A

<b>2017 COURSE DESCRIPTION</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>
<p><b>CHILD SAFETY CHECK ALERT LIST (4 hrs) TCOLE 4068 / INTERACTING WITH DRIVERS WHO ARE DEAF OR HARD OF HEARING (4 hrs) TCOLE 7887 (4 hour blocks – total of 8 hrs)</b> The Child Safety Check Alert List (CSCAL) is a method for Child Protective Services to report the names of children and their legal guardians who they are attempting to locate for the purpose of investigating allegations or providing services. <b>Interacting With Drivers Who Are Deaf or Hard of Hearing</b>, this course is to ensure that all peace officers will be familiar with the procedure for interacting with drivers who are deaf or hard of hearing.</p> <p><b>Coordinator/Instructor: Dep. C. Harrison</b>  <b>Limited to 33 students</b> <b>Time: AM 0800-1200 / PM 1300-1700</b></p>	N/A	31	15
<p><b>PPCT EXPANDABLE BATON RE-CERTIFICATION: (4 hrs) TCOLE 6014</b> The student will be taught in the use of the Expandable Baton under the PPCT system. The student will identify the two motor points in the Arm, three motor points in the Legs used for Blocking and Striking. Students must demonstrate the three blocking techniques, and three striking techniques.</p> <p><b>Coordinator/Instructor: Ofc. L. Trevino</b> <b>Limited to 20 students</b>  <b>2 sessions: AM 0800-1200 &amp; PM 1300-1700</b> <b><u>**Maximum Level**</u></b></p>	N/A	N/A	20, 27
<p><b>CULTURAL DIVERSITY: (8 hrs) TCOLE 3939</b> Upon completion of this course the student will be able to identify the various dimensions of diversity. TCOLE mandated course for Peace Officers and Jailers. This course is required only <u>ONE TIME</u> during the four year cycle to maintain a Basic Peace Officer &amp; Detention Officer License. Those holding a Peace Officer Intermediate or higher are exempt from this provision.</p> <p><b>Coordinator/Instructor: Ofc. P. Telles</b>  <b>Limited to 33 students</b> <b>Time: 0800-1700</b></p>	6	N/A	7, 14
<p><b>MENTAL HEALTH OFFICER: (40 hrs) TCOLE 4001</b> This course is to further inform and educate the officer of mental health and issues pertaining to serving as a mental health officer, to include advanced crisis intervention training. <b>Pre-requisite:</b> Completion of Basic Crisis Intervention training, Course #3841 or 3842 and current AED/CPR Re-Cert.</p> <p><b>Coordinator: Ofc. P. Telles</b> <b>Instructor(s): Various/E.H.N.</b>  <b>Limited to 80 students</b> <b>Time: 0800-1700</b></p>	N/A	N/A	19-23
<p><b>INTERMEDIATE SUICIDE DETECTION AND PREVENTION IN A JAIL SETTING: (8 hrs) TCOLE 3501</b> This course will help the officer to take a proactive approach to identifying and preventing suicidal attempts in a jail setting. This course is designed to train the officer on early warning signs and symptoms an inmate may possess. This training will make the officer aware of potential liabilities that may occur when suicides are successful in a facility. The officer will additionally become aware of the state and national statistics on suicides in lockups.</p> <p><b>Coordinator: Ofc. P. Telles</b> <b>Limited to 33 students</b> <b>Time 0800-1700</b></p>	N/A	10	28
<p><b>OLEORESIN CAPSICUM (O.C.) SPRAY RE-CERTIFICATION: (2 hrs) TCOLE 3343</b> Students will be exposed to a level two or level three contamination after classroom instruction to include use of force policy.</p> <p><b>Coordinator/Instructor: Ofc. L. Trevino</b> <b>Time: AM 0800-1000 &amp; PM 1300-1500</b>  <b>Limited to 24 students.</b> <b><u>**When registering for course, please indicate session**</u></b>  <b><u>**Maximum Level**</u></b></p>	N/A	N/A	9, 19
<p><b>INTERMEDIATE USE OF FORCE IN A JAIL SETTING: (16 hrs) TCOLE 3504</b> Upon completion of this course, the student will have a thorough understanding of the use of force guidelines when using force on an inmate and to follow established protocol with the policy and procedures. The officer will understand the defenses to prosecution as depicted in Chapter 9 of the Penal Code along with the causes of disruptive behavior and disturbances and will be able to take preventative actions to protect against potential civil liability. <b><u>This course is a TCOLE requirement for Intermediate JAILER Certification.</u></b></p> <p><b>Coordinator/Instructor: Ofc. L. Trevino</b>  <b>Limited to 33 students</b> <b>Time: 0800-1700</b></p>	N/A	N/A	5-6

<b>2017 COURSE DESCRIPTION</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>
<p><b>POWER POINT COURSE: TCOLE 3854</b> This course will start with basic power point skills needed to successfully create a basic PowerPoint Presentation from start to finish. This course will include how to create a slideshow, install basic videos, handouts, transparencies, and much more. <b>Recommended prior to Basic Instructor Course</b>  <b>Instructor: Rene Luna</b>  <b>Time: 0800-1700</b>  <b>Limited to 22 students</b></p>	N/A	N/A	9
<p><b>MICROSOFT WORD FOR BEGINNERS 101 (8 hrs) TCOLE 3854</b> Word 2007 beginner introduces the student to the functionality and basic use of Word topics include the differences between 2003 and 2007 explaining the Ribbon, creating and formatting documents, inserting images, pictures, tables, etc., and creating Standardized Forms. This class helps anyone who has limited or no experience working with Word 2007 and serves as great refresher for students already working with the application.  <b>Instructor: C. Martin</b>  <b>Time: 0800-1700</b>  <b>Limited to 22 students</b></p>	1	N/A	<b>Note:</b> Will not conduct any Microsoft class with less than 5 students
<p><b>MICROSOFT EXCEL FOR BEGINNERS 101 (8 hrs) TCOLE 3854</b> Excel 2007 Beginner introduces the student to the functionality and basic use of Excel , topics include the differences between 2003 and 2007, explaining the Ribbon, creating Excel spreadsheets for job related use; as well as creating and formatting cells, workbooks, worksheets, formulas, inserting images, pictures, etc.. This class helps anyone who has limited or no experience working with Excel 2007, and serves as a great refresher for students.  <b>Instructor: C. Martin</b>  <b>Time: 0800-1700</b>  <b>Limited to 22 students</b></p>	8	N/A	N/A
<p><b>INTERMEDIATE MICROSOFT WORD: (8 hrs) TCOLE 3854</b> Word 2007 Intermediate expands on the knowledge that students were presented in the Microsoft Word for Beginners course. This course will also take an in-depth look at the abilities of Microsoft Word. This course helps anyone who has taken the beginners course and wishes to expand on the foundation of Microsoft for Beginners.  <b>Instructor: R. Luna</b>  <b>Time: 0800-1700</b>  <b>Limited to 22 students</b></p>	N/A	19	N/A
<p><b>INTERMEDIATE MICROSOFT EXCEL (8 hrs) TCOLE 3854</b> This is the Intermediate level Microsoft Office Excel 2010 course, in this course, you will use Excel 2010 to streamline and enhance your spreadsheets with templates, charts, graphics and formulas. You will apply visual elements and advanced formulas to a worksheet to display data in various formats. Before starting this course, students are recommended to take the following course or possess equivalent knowledge: <b>Microsoft Office Excel 2010 level 1</b>  <b>Instructor: R. Luna</b>  <b>Time: 0800-1700</b>  <b>Limited to 22 students</b></p>	N/A	26	N/A
<p><b>MICROSOFT WORD ADVANCED COURSE (8 hrs) TCOLE 3854</b> The advanced course will enhance the intermediate aspects of word. It will include teaching the student how to create and revise forms and comments. Students will learn how to protect their data and develop macros within the document. Additionally, the students will learn how to create charts, develop a table of contents, and link documents. This class helps anyone who has the intermediate skills to advance their knowledge with the additional applications. <b>PRE-REQUISITE: Must have taken Intermediate Microsoft Word</b>  <b>Instructor: R. Luna</b>  <b>Time: 0800-1700</b>  <b>Limited to 22 students</b></p>	N/A	N/A	N/A
<p><b>MICROSOFT EXCEL ADVANCED COURSE (8 hrs) TCOLE 3854</b> The advanced course will enhance the intermediate concepts of Excel. Then students will begin creating Excel spreadsheets for job related use; worksheets, advanced formulas, etc. This course will show students how to create pivot tables, and analyzing the data. This class helps the user to incorporate advanced formulas, and to share this data in other Excel services. <b>PRE-REQUISITE: Must have taken Intermediate Microsoft Excel</b>  <b>Instructor: R. Luna</b>  <b>Time: 0800-1700</b>  <b>Limited to 22 students</b></p>	N/A	N/A	23

2017 COURSE DESCRIPTION	DEC	JAN	FEB
<p><b>INTERMEDIATE SPANISH (CHALLENGE EXAM): TCOLE 2111</b> This course is a TCOLE requirement for Intermediate Peace Officer and Jailer Certification. Please_note that this is a challenge exam; officers will receive NO TCOLE CREDIT, but_successful completion of this course will satisfy the TCOLE requirement for Intermediate Certification.</p> <p><b>Coordinator/Instructor: Dep. C. Harrison</b>  <b>Limited to 33 students</b> <b>Time: 0800-1000 AM 1300-1500 PM</b>  <b>**When registering for course, please indicate session**</b> <b>2 sessions</b></p>	20	16	6
<p><b>STATE &amp; FEDERAL LAW UPDATES: (4 hrs) TCOLE 3185</b> This course offers the Legislatively mandated legislative updates from the 85<sup>th</sup> Legislature which have significant applications of state laws. Additionally, selected recent Supreme Court decisions are covered to aid officers in the field. Practices and legal definitions.</p> <p><b>Coordinator: Dep. C. Harrison</b> <b>Instructor: Juan Ibarra</b>  <b>Limited to 25 students</b> <b>Time: 0800-1200</b></p>	N/A	10, 17	N/A
<p><b>ARMED DETENTION OFFICER SIMULATOR TRAINING- NO TCOLE CREDIT</b>  The simulation training gives Detention Officers a virtual setting similar to real life situations which gives them the opportunity to experience different scenarios in a jail setting and allows them to test their abilities and reactions.</p> <p><b>Pre-requisite: Must be an Armed Detention Officer.</b>  <b>Coordinator/Instructor: Ed Bunton</b> <b>Time: 0800-1100 AM</b>  <b>Limited to 6 students</b></p>	5	30	6
<p><b>BASIC GANG INTEL (STGIU) (8 hrs) TCOLE 3283</b> This course familiarizes the students with STGIU policy, post orders, procedures for identifying STG members during the booking process, identify gang tattoos and how files on gang members are generated and kept. This course is offered to Detention officers, all supervisors and Peace officers.</p> <p><b>Coordinator: Lt. R. Kaminski</b> <b>Instructor: Various</b>  <b>Limited to 30 students</b> <b>Time: 0800-1700</b></p>	N/A	16	N/A
<p><b>INTERMEDIATE GANG INTEL COURSE (STGIU) (16 hrs) TCOLE 3283</b> This course is designed to provide the students with the knowledge and history of the Past and Current trends of prison gangs. This course is open to Detention officers, all supervisors and Peace officers.</p> <p><b>Pre-requisite: Must have taken the Basic Gang Intel Course.</b>  <b>Coordinator: Lt. R. Kaminski</b> <b>Instructor: Various</b>  <b>Limited to 30 students</b> <b>Time: 0800-1700</b></p>	N/A	N/A	6-7
<p><b>BASIC INSTRUCTOR COURSE: (40 hrs) TCOLE 1014</b> This Course is a requirement for a certification as Texas Law Enforcement Commission Instructor; in addition students must have a License in the State of Texas as a Peace Officer, Telecommunicator or Jailer. Must have Commanders endorsement. To qualify for TCOLE, Instructor Proficiency must have substantial experience as a peace officer, Telecommunicator or jailer; or possess a bachelor's degree with two years of teaching experience; or a graduate degree; successful completion of this course, and submit a completed application (I-1) and required fees.</p> <p><b>Coord/Instructor: Ofc. L. Trevino</b> <b>Pre-requisites: PowerPoint &amp; Beginner Word</b>  <b>Limited to 24 students</b> <b>Time: 0800-1700</b></p>	11-15	N/A	N/A
<p><b>PRISON RAPE ELIMINATION ACT (PREA) (4 hrs) TCOLE 3620</b> Describes the understanding of the sexual abuse among inmates and staff and inmates. Discuss ways to communicate effectively with inmates and how sexual behaviors affect the corrections system and security. Discuss ways to detect and prevent Sexual Abuse and Harassment and ways to avoid inappropriate relationships with inmates. Understand the rights of inmates and employees to be free from retaliation for reporting sexual abuse and sexual harassment.</p> <p><b>Coordinator/Instructor: Ofc. P. Telles</b> <b>Time: 0800-1200 &amp; 1300-1700</b>  <b>Limited to 75 students</b></p>	5, 12	N/A	N/A





<p><b>NCIC/TCIC FOR FULL ACCESS OPERATORS: (16 hours) TCOLE 3802</b> The first 8 hours also considered the <b>NCIC/TCIC Less Than Full Access Operators 3807</b> training which is designed for operators who perform NCIC/TCIC functions at any level lower than full access. <b>The Less than Full access is a pre-requisite for Full Access.</b> Generally, this pertains to inquiry only, including Mobil Digital Terminal (MDT) users. The second 8 hours is for <b>Full Access Operators</b> that must perform record entries, deletions, or modifications in the Omnixx system. Operators must receive this training within the first six months of assignment or employment. In order to comply with federal requirements, operators must retest within two years of certification or most recent re-certification date. <b>This course is designed for new or de-activated users, not for re-certification.</b></p> <p><b>Coordinator: Dep. C. Harrison</b> <b>Limited to 33 students.</b></p> <p><b>Instructor: Annette Duran</b> <b>Time: 0800-1700</b></p>	5-6	N/A	N/A
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## POWER DMS SYSTEM

**Must follow regular protocol for registration.**

**ALL REGISTRATIONS MUST INCLUDE FULL NAME AND TCOLE PID NUMBER.**

	DEC	JAN	FEB
<p><b>CHILD SAFETY CHECK ALERT LIST (4 hrs) TCOLE 4068 / INTERACTING WITH DRIVERS WHO ARE DEAF OR HARD OF HEARING (4 hrs) TCOLE 7887 (4 hour blocks – total of 8 hrs) The Child Safety Check Alert List (CSCAL) is a method for Child Protective Services to report the names of children and their legal guardians who they are attempting to locate for the purpose of investigating allegations or providing services. <b>Interacting With Drivers Who Are Deaf or Hard of Hearing</b>, this course is to ensure that all peace officers will be familiar with the procedure for interacting with drivers who are deaf or hard of hearing.</b></p> <p><b>Coordinator/Instructor: Dep. C. Harrison</b>                      <b>ONLINE COURSE.</b></p>	<p>Open the Entire month</p> <p><b>Must register by Nov. 30</b></p>	<p>Open the Entire month</p> <p><b>Must register by Dec. 31</b></p>	<p>Open the Entire month</p> <p><b>Must register by Jan. 31</b></p>
<p><b>CULTURAL DIVERSITY: (8 hrs) TCOLE 3939</b> Upon completion of this course the student will be able to identify the various dimensions of diversity. TCOLE mandated course for Peace Officers and Jailers. This course is required only <u>ONE TIME</u> during the four year cycle to maintain a Basic Peace Officer &amp; Detention Officer License. Those holding a Peace Officer Intermediate or higher are exempt from this provision.</p> <p><b>Coordinator/Instructor: Ofc. P. Telles</b>                      <b>ONLINE COURSE.</b></p>	<p>Open the Entire month</p> <p><b>Must register by Nov. 30</b></p>	<p>Open the Entire month</p> <p><b>Must register by Dec. 31</b></p>	<p>Open the Entire month</p> <p><b>Must register by Jan. 31</b></p>
<p><b>MISSING &amp; EXPLOITED CHILDREN COURSE (8 hrs) TCOLE #3275</b> The Missing &amp; Exploited Children’s Course #3275 is mandatory for peace officers working toward their intermediate license. Peace Officers holding an intermediate license will have to take this course to qualify for their advanced license. This training is not intended to replace detailed training of any individual sub-topic. This 8 hour course provided a basic overview of trends and background information relevant for a first responder or investigator responding to a missing or exploited child report.</p> <p><b>Coordinator/Instructor: Dep. C. Harrison</b>                      <b>ONLINE COURSE.</b></p>	<p>Open the Entire month</p> <p><b>Must register by Nov. 30</b></p>	<p>Open the Entire month</p> <p><b>Must register by Dec. 31</b></p>	<p>Open the Entire month</p> <p><b>Must register by Jan. 31</b></p>
<p><b>LEO FLYING ARMED</b> Identify the regulations and procedures pertaining to law enforcement officers flying armed. Demonstrate the proper procedures for armed law enforcement officer in the airport and onboard the aircraft. Understand the duties and responsibilities of the Pilot in Command (PIC), Federal Air Marshals (FAMs), Flight Deck Officers (FFDOs), and crewmembers. Demonstrate the proper procedures for armed law enforcement officer while escorting prisoners in the airport and onboard the aircraft.</p> <p><b>Coordinator/Instructor: Dep. C. Harrison</b>                      <b>ONLINE COURSE.</b></p>	<p>Open the Entire month</p> <p><b>Must register by Nov. 30</b></p>	<p>Open the Entire month</p> <p><b>Must register by Dec. 31</b></p>	<p>Open the Entire month</p> <p><b>Must register by Jan. 31</b></p>



### **Physical Fitness Requirement**

**\*\*** Some courses offered by the El Paso County Sheriff's Office Region VIII Training Academy will require a degree of physical fitness.

**Minimum Level-** This level will consist of walking, stepping, and very light cardiovascular exercise.

**Medium Level-** This level will consist of jogging, minimal levels of calisthenics i.e. push-ups, sit-ups, side straddle hop, beginning levels of hands on classes i.e. PPCT and O.C.

**Maximum Level-** This level will consist of running, sprinting, advanced calisthenics, advanced levels of hands on classes i.e. mobile field force, physical fitness exams.

**Medium and maximum-** levels will require a blood pressure screening and students who do not pass will not be allowed to participate without a doctor's release on file.



West Texas HIDTA  
5801 Acacia Circle  
El Paso, TX 79912-4859

**Registrations for these courses will be handled through  
West Texas HIDTA**

**Contact Antoinette Flores (AntFlores@epcounty.com)  
at (915) 532-2560 or fax (915) 532-9931**

**Contact Antoinette Flores for HIDTA Registration Forms**

**The following courses will be offered by HIDTA at the Training Academy:**



<b>Course:</b>	<b>Date:</b>	<b>Hours:</b>
<b>NCTC DRUG COURSE</b>	<b>January 24-25</b>	<b>0800-500pm</b>