



Office of the

Goodhue County Sheriff

430 West 6th Street • Red Wing, MN 55066-2475

Scott T. McNurlin

Adult Detention Center
651-267-2804

Law Enforcement Center
Business Hours 651-267-2600
After Hours 651-385-3155

Fax Number
651-267-2679

01-26-2012

The Goodhue County Sheriff's Office will again be offering its Sheriff's Citizens Academy. The goal of this Academy is to give the citizens of Goodhue County insight of the total operation of the Sheriff's Office and why we do what we do. Citizens Academy attendees will gain a working knowledge of the Sheriff's Office; its personnel, policies, and procedures. It consists of eight classes held twice a week for three hours per class. The instruction is comprehensive, covering a different area of the Sheriff's Office each class session. Deputies, supervisors, and other personnel with particular expertise in different sections of the Sheriff's Office will conduct each instructional block.

The Citizens Academy offers candid and open discussions on the operation of the Sheriff's Office and we strongly encourage members of the class to ask questions. It is felt that the Academy creates an opportunity for citizen/law enforcement interaction and cooperation.

The academy is free of charge and will take place Tuesday and Thursday mornings from 9:00 a.m. to noon. The starting date will be February 28th and run through March 22nd. Sessions will be held in Red Wing. It is open to any resident of Goodhue County 18 years of age and older.

If you feel you would like to be a part of a cooperative effort between the Sheriff's Office and the community you may obtain more information below and the application or at the Goodhue County Sheriff's Office in Red Wing; or by contacting the Sheriff's Office Administration at 651-267-2614. Applications will need to be submitted by February 24th, 2012.

Goodhue County Sheriff's Citizens Academy

February 28th – March 22nd, 2012
(Meet every Tuesday and Thursday from 9:00 a.m. to noon)

The eight sessions will include the following topics:

Introduction: Role of the Sheriff's Office - overview of the department and departmental structure

- Student introductions are made. Time will be allotted for each student to state his or her expectations and/or reasons for attending.
- The Sheriff and Administrative Staff will introduce themselves and their respective divisions.
- Time will be allotted to ask questions of each division.
- An overview of the Citizens Academy goals and objectives will be explained.
- Any unfinished "housekeeping chores" will be completed.
- A brief overview of the Criminal Justice System will be given; explaining each entity's role and responsibilities within the system.
- The duties and responsibilities of the Office of the Sheriff as defined by state statute will be discussed.
- The budget process of the Sheriff's Office will be explained.
- The recruiting/hiring process will be explained for each division.
- Will explain the training that is necessary to qualify as a law enforcement officer, detention deputy, communications deputy, and other positions within the department.
- Ongoing training required by Minnesota Law to maintain these positions will be discussed.
- Field Training Officers will explain the training process of new hires.
- Review of the Criminal Investigation Division and the different areas of investigation within the division.
- Tactics, procedures, and equipment used by this division will be reviewed.
- The importance of evidence gathering, processing, and storage will be demonstrated and discussed.

Laws of Arrest, Search and Seizure, Internal Affairs

- Legal staff will explain:
 - actions constituting a criminal act;
 - arrest procedures;
 - "Miranda" rights;
 - "Scales Decision";
 - Probable Cause;
 - and the major differences between criminal and constitutional law.
- Internal Affairs investigations will be detailed by in-house staff.
- The policies required by the Minnesota Board of Peace Officer Standards and Training on complaints against officers will be reviewed and discussed.

Communications/E911, Records, and Crime Statistics

- Communication deputies for the E911 Center will explain how emergency and non-emergency calls are handled.
- A firsthand look at the Goodhue County E911 Center will be given.
- Explanation of the "in-house" Records/CAD computer system.
- An in-depth briefing on how records are gathered, kept, and who can access them.
- What information is kept in-house and what is sent to the state and federal information systems (CJIS, CJRS, NCIC).

Patrol Operations and Civil/Transport/Bailiff Division

- Members of the Patrol Division will review their responsibilities;
- patrol response;
- patrol deployment and tactics;
- equipment used by this division;
- and the role of the Patrol Division.
- Will talk about our contract cities and our agreements with them.
- Our goal is for you to hear directly from active patrol officers along with supervisory members.
- Review the unique role of the Civil/Transport/Bailiff Division in the Sheriff's Office as "Officers of the Court".
- Review the many types of services within the Civil Area.

Special Operations

- Special Operations covers a wide spectrum of assignments, some common in most law enforcement departments, others unique to a Sheriff's Office. The following units will be explained along with demonstrations of the equipment used by these units:
- K-9
- SWAT
- Water/Snowmobile/ATV Patrol
- Sheriff's Posse

Adult Detention Operations

- Another area of operation unique to a Sheriff's Office is the Adult Detention Center (Jail). This session will include:
- a complete overview of ADC operations;
- Department of Corrections Rule and Regulations on jail operations;
- and State and Federal Laws that pertain to Jails.
- ADC Staff will explain the ADC's philosophy and programs.
- This session will include a walk-through of the ADC.

Special Problems in Law Enforcement - Use of Force

- Departmental Trainers will explain the Goodhue County Sheriff's Office Use of Force Policy including:
- the historical evolution of the policy;
- legal and moral issues that surround the topics of deadly and non-deadly force;
- how it relates to mandates from the State.
- Trainers will discuss and demonstrate the "less than lethal" munitions now being used by the department.
- Students will be placed in simulated "Shoot-Don't-Shoot" situations, playing the role of a police officer in threatening situations of varying levels. In "real time" they will have to instantaneously make the decision many officers encounter.

Wrap Up and Graduation

- Final session: chance for further questions or comments regarding the program.
- Graduation festivities.

Electives

Shooting - Participants who wish to participate will be instructed in gun safety and proper handling of a weapon. They will then be given an opportunity to participate in a police training course using a standard service firearm and assault rifle.

Ride-Along with Patrol - Participants may ride in a marked unit with a uniformed deputy. This will be during the evening hours on a Friday or Saturday night.



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Citizens Academy Application

Applicant: _____

Address: _____

Phone: work _____ home _____

Are you a resident of Goodhue County? _____

Date of Birth: _____

Driver's License Number: _____

Why do you wish to attend the Sheriff's Citizens Academy?

How did you first hear about the Citizens Academy?

Have you ever been arrested/convicted of a crime or **major** traffic violation? If so, please explain.

- I understand that the Goodhue County Sheriff's Office will be doing a background check.
- I am 18 years of age or older.
- I commit to attend a minimum of 90% of the Goodhue County Sheriff's Citizens Academy sessions.
- You have a willingness and desire to learn about how the Goodhue County Sheriff's Office operates.

Signed: _____

Dated: _____

*** Applications must be returned to the Goodhue County Sheriff's Office in Red Wing by 02-24-2012 ***

Goodhue County Sheriff's Office
Attn: Citizens Academy
430 West 6th Street
Red Wing, MN 55066