



# Training Information



**December 17-18, 2018 8:00am—4:00pm**

**Illinois Law Enforcement Alarm System  
1701 E. Main St. Urbana, IL 61802**

## **INTERNAL AFFAIRS AND PROFESSIONAL STANDARDS FOR GOVERNMENT AGENCIES**

**Register: Internal Affairs and Professional Standards  
or at: [www.on-targetsolutionsgroup.com](http://www.on-targetsolutionsgroup.com)**

**Who should attend:** This *nationally acclaimed course* is for government executives, supervisors, internal affairs investigators, human resource personnel, union representatives and anyone who desires to understand administrative investigations and professional standards.

The professional standards model is a must for government officials to be prepared before a critical incident occurs. This course sets the stage for government professionals to create an agency wide practices of professional standards for all agency operations. In the covered material, attendees will understand "best practices" including how to avoid the problems before they occur and properly address issues that do arise.

This is a comprehensive course covering the entire internal affairs process through final discipline. Participants will learn the skills necessary to review, investigate and complete internal affairs investigations based on sound investigative techniques and within legal guidelines.

### **Topics Include:**

- Breaking the cycle of mediocrity
- The professional standards model
- 5 root causes of discipline problems
- Stakeholders and their perceptions
- Types of internal investigations
- The complaint process
- The investigation process
- Officer involved shootings and major incidents
- Applicable case law
- Employee rights
- Appropriate discipline procedures
- Workplace searches
- False Complaints
- Official hearing requirements
- How discipline is determined
- The effect of untruthfulness

### **Comments from prior Illinois attendees:**

*"This course identified the proper steps and common mistakes made conducting investigations. The information I learned will benefit me as a supervisor, as well as rights and protections for my employees."  
Division Chief Kyle Hensch, Urbana Fire Dept.*

*"This was very relevant and informative training. One of the best things was the fact that the instructor was teaching from personal knowledge and experience and not just theory and research. I gained not only practical tips which I can immediately apply but I also gained a better insight to the level and type of IA investigations conducted in Police, Fire and other public works departments in surrounding municipalities."  
Lt. Levester Denham, Commanding Officer - Internal Affairs, Chicago Police Department*

*"Excellent eye-opener for fire department personnel who don't normally interview or investigate on a regular basis."  
Fire Chief Peter Chiodo, Schiller Park Fire Dept.*

**Look for the discount to also attend On-Target Solutions to Problem Employees the next day on Dec. 19, 2018**

**Fee \$225.00  
(\$200.00 if 3 or more from same agency)**

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