

The Essential FTO

Instructor:

Steven Kellams retired in 2019 as the Administrative Captain for the Bloomington Police Department in Bloomington Indiana. Captain Kellams attended Indiana University from 1987 to 1991. In 1989, he graduated from the Indiana University Police Academy. In 1991, he was hired by the Bloomington Police Department and was assigned to night shift. After spending 10 years as a night shift patrol officer, Captain Kellams was promoted to Sergeant, and then Lieutenant. His final position with the department was as the Administrative Captain, responsible for a number of duties including internal affairs, public information, and CALEA Accreditation. During his time at the department, he served as a breath-test operator, bike patrol officer, field training officer, and senior field training officer. Captain Kellams has also served as a Patrol Supervisor, Detective Supervisor, Civil Disturbance Unit Commander, Motor Unit Supervisor, Field Training Manager, Field Training Coordinator, Special Investigation Unit Supervisor, and Public Information Officer.

In 2000, Captain Kellams was instrumental in redesigning the field training program for the Bloomington Police Department and has taught that program to hundreds of departments throughout the United States. He has also instructed on field training issues at the national level when he presented two courses at the 2002 National Association of Field Training Officers Conference. He also presented courses for NAFTAO in 2008, 2010, and 2011. In 2000, he was elected state director for the Indiana Chapter of the National Association of Field Training Officers. He also served on the NAFTAO National Executive Board and served as President of the board in 2009.

Captain Kellams was awarded the Monroe County Officer of the Year Award in 2005 for his work with the Bloomington Police Department Field Training Program.

In 2020 Captain Kellams started **Blue Canary**, a podcast for police officers. Tired of having other people tell our stories, Captain Kellams started Blue Canary to provide a voice for police officers everywhere to share their stories, thoughts, and ideas regarding all topics in law enforcement.

**Legal and Liability Risk
Management Institute**
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Plainfield, IN 46168

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December 7, 8 & 9, 2022 • Urbana, Illinois



Legal & Liability Risk Management Institute

ILEAS Training Center

Urbana, Illinois



James R. Alsup, *Director*

Training Seminar

The Essential FTO

Instructor:

Steven Kellams, Captain (Retired)
Bloomington Police Department
Bloomington, Indiana

December 7, 8 & 9, 2022

Urbana, Illinois

Register On-Line At: **WWW.LLRMI.COM**



The Essential FTO

Course Description:

This is a 2.5 day course.

This course is designed to provide knowledge and training to new field training officers. It will focus on teaching instructional skills and the elements of a proper evaluation to develop Field Training Officer’s abilities. Each new FTO will be presented with ideas and techniques to assist them in becoming more professional and confident in the application of their skills. This course is based on a modified “San Jose” program common in most departments across the US. Many of the topics will also apply to a variety of different FTO programs.

Course Objectives:

At the end of this course students will be able to:

- Understand differences from Lesson Plans and Check-off List
- Identify Demands on FTOs as Instructors
- List Five of the Errors in Rating
- Understand the Basics of Adult Learning Theory
- Understand Performance Evaluations
- Understand the Rating Scale and Reference Numbers
- Complete the Daily Observation Report

Seminar Agenda

The Essential FTO

December 7, 8 & 9, 2022 • Urbana, Illinois

Wednesday, December 7, 2022

8:00 a.m.—8:30 a.m.	Registration
8:30 a.m.—9:30 a.m.	Introduction
9:30 a.m.—11:00 a.m.	Duties of the FTO
11:00 a.m.—12:00 p.m.	Coach Pupil Method of Instruction
12:00 p.m.—1:00 p.m.	Lunch (On Your Own)
1:00 p.m.—3:00 p.m.	Theories of Learning
3:00 p.m.—4:00 p.m.	Adult Learning Theory

Thursday, December 8, 2022

8:00 a.m.—9:00 a.m.	FTO Overrides
9:00 a.m.—10:00 a.m.	Evaluations
10:00 a.m.—11:00 a.m.	Scale Value System
11:00 a.m.—12:00 p.m.	Standard Evaluation Guidelines
12:00 p.m.—1:00 p.m.	Lunch (On Your Own)
1:00 p.m.—2:00 p.m.	Using the DOR
2:00 p.m.—3:00 p.m.	Common Evaluation Errors
3:00 p.m.—4:00 p.m.	FTO Toolbox

Friday, December 9, 2022

8:00 a.m.—11:00 a.m.	Scenario Based Training
	Legal Issues
11:00 a.m.—12:00 p.m.	Practical
12:00 p.m.	Certificate Presentation

3 Ways to Register for a Seminar!

Ways to Register

1. **Register Online:** WWW.LLRMI.COM

2. **Fax Form:** 317-386-8228

3. **Mail Form** to:

Legal and Liability Risk Management
700 N. Carr Rd., # 595
Plainfield, Indiana 46168

Federal ID: 81-0692135

If you have any questions please call

317-386-8325

Upon receiving your registration we will send an invoice to the department or agency.

Checks, Claim Forms, Purchase Orders should be made payable to: LLRMI

Cut Along Dotted Line

Seminar Title:	The Essential FTO	Seminar ID #15950
Instructor:	Steven Kellams	
Seminar Location:	ILEAS Training Center 1701 East Main Street Urbana, Illinois 61802	
When:	December 7, 8 & 9, 2022	
Registration Time:	8:00 a.m. (December 7, 2022)	
Hotel Reservations:	Comfort Suites - Urbana 2001 North Lincoln I-74, Lincoln Avenue Exit Urbana, Illinois 61801 1-217-328-3500 \$85.00 King (plus tax)	
Registration Fee	\$325.00 Includes Hand-outs, The Essential FTO, Printed Training Manual and Certificate of Completion.	

Note:
To receive special room rates, please identify yourself with LLRMI Group Code: FTO

Names of Attendees 1. _____

2. _____

3. _____

4. _____

Agency _____

Invoice To Attn: _____

(Must Be Completed)

Address _____

City _____ State _____ Zip _____

Email _____

Phone _____ Fax _____