

Training Conference

May 29-30, 2019

Wisconsin Dells, Wisconsin

Course Name	Seminar ID #	Start	End	Fee
School Violence, Safety and Security Conference	15998	May 29	May 30	\$325
Managing the Property and Evidence Room	15999	May 29	May 30	\$325
Dark Web Investigations	16000	May 29	May 30	\$325
First Line Supervision: Leadership and Management Skills	16001	May 29	May 30	\$325
21st Century Criminal Investigation for New Detectives and Patrol Officers	16002	May 29	May 30	\$325
Solving Homicides: Investigative Steps to Success	16003	May 29	May 30	\$325
Search Warrant Major Case Investigation	16004	May 29	May 30	\$325
Forensic Pathology for Investigators	16005	May 29	May 30	\$350

~ **2 WAYS TO REGISTER** ~

Online: www.patc.com

Phone: 1-800-365-0119 - Our representatives will gladly assist you

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Public Agency Training Council

5235 Decatur Blvd
Indianapolis, Indiana 46241

Phone: 1-800-365-0119
Fax: 317-821-5096
Email: questions@patc.com

Visit us on the Web at:
www.patc.com

May 29 & 30, 2019 • Wisconsin Dells, Wisconsin

Public Agency Training Council

Mark Waterfill, President



National Criminal Justice
Public Safety Continuing Education

Training Seminar

Managing the Property & Evidence Room

“For Small to Mid-Size Agencies”
“Complies with CALEA Standards”

Instructor:
Joseph Willis

Joseph Willis (retired) is a 25 year veteran of the Keene (NH) Police Department. He earned a Bachelor of Arts Degree magna cum laude from Franklin Pierce University. He is both a national instructor and an auditor in the property and evidence management field. He is a certified instructor through NHPS&T. While assigned as the department property and evidence officer, he was an integral member of the team to achieve CALEA recognition and certification for accreditation. Until his retirement he was the team leader for both the Collision Analysis and Hostage Negotiation units. Among many of his assignments, he served as a Juvenile Detective/Prosecutor, Major Crimes Detective, Platoon Case Manager, Undercover Narcotics Detective for the NH Attorney Generals Drug Task Force and finally as the Property and Evidence Manager. He is a member of the International Association for Property and Evidence, New England Association for Crisis Negotiators and President of NH Property and Evidence Room Management Professionals.

May 29 & 30, 2019
Wisconsin Dells, Wisconsin

Register online at: www.patc.com

Managing the Property & Evidence Room

“For Small to Mid-Size Agencies”
“Complies with CALEA Standards”

Course Objectives:

To provide participants with a basic understanding for the legal and ethical requirements in order to properly operate a professional evidence / property management system. Familiarize fellow law enforcement professionals with the techniques and responsibilities involved in the function of a property room environment. Encourage one another to exchange ideas to improve the understanding and functionality of the property management system within their own agency.

- **Property Room Problems and Solutions**
- **Policies and Procedures**
- **Packaging**
- **Security**
- **Management Theories**
- **Events and Trends**
- **Property Room Layout**
- **Storage Management**
- **Documentation**
- **Purging**
- **Dispositions**
- **Audits and Inventories**
- **Miscellaneous Handouts and Sample Forms**

Seminar Agenda

Managing the Property & Evidence Room

“For Small to Mid-Size Agencies”
“Complies with CALEA Standards”

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Wednesday, May 29, 2019

- 8:00 a.m. — 8:30 a.m. **Registration**
- 8:30 a.m. — 12:00 p.m. Welcome Introduction
Property Room Issues
Policies / Procedures
Packaging
- 12:00 p.m. — 1:00 p.m. **Lunch (on your own)**
- 1:00 p.m. — 5:00 p.m. Security
Management Theories
Events / Trends
Layout / Storage

Thursday, May 30, 2019

- 8:00 a.m. — 12:00 p.m. Documentation
Found / Safekeeping
General Numbering Systems /
Bar Coding
Firearms / Narcotics / Currency
- 12:00 p.m. — 1:00 p.m. **Lunch (on your own)**
- 1:00 p.m. — 4:00 p.m. Purging / Diversion
Destruction Methods
Audits / Inventories
- 4:00 p.m. **Certificate Presentation**

Cut Along Dotted Line

3 Ways to Register for a Seminar!

1. **Register Online** at www.patc.com — Yellow link upper left corner
2. **Fax Form** to Public Agency Training Council **FAX: 1-317-821-5096**
3. **Mail Form** to

Public Agency Training Council
5235 Decatur Blvd
Indianapolis, Indiana 46241

***NEW**

Federal ID# 47-4078912

***NEW**

*** Pre-payment is not required to register ***

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

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

Public Agency Training Council

If you have any questions please call
317-821-5085 (Indianapolis)

800-365-0119 (Outside Indianapolis)



Seminar Title: Managing the Property & Evidence Room

Instructor: Joseph Willis

Seminar Location: Wilderness Hotel and Golf Resort
45 Hillman Road
Wisconsin Dells, Wisconsin 53965

When: May 29 & 30, 2019

Registration Time: 8:00 A.M. (May 29, 2019)

Hotel Reservations: Glacier Canyon Lodge at Wilderness Resort
45 Hillman Road
Wisconsin Dells, Wisconsin 53965
1-800-867-9453
\$99.00 Double Queen (plus tax)
Plus \$24.95 Nightly Resort Fee

Registration Fee: \$325.00 Includes Managing the Property & Evidence Room Course Material, Coffee Breaks, and Certificate of Completion.

Seminar ID #15999

NOTE: To receive special room rates, please identify yourself with
Public Agency Training Council at Glacier Canyon Lodge Leader #703963

Names of Attendees 1. _____

2. _____

3. _____

4. _____

Agency _____

Invoice To Attn: _____
(Must Be Completed)

Address _____

City _____ **State** _____ **Zip** _____

Email _____

Phone _____

Fax _____