Training Seminar
Managing Criminal Investigations

Instructor: Brian Jarvis, Chief
Chester, New York

Brian Jarvis, is a 24-year veteran Law Enforcement Officer and
Investigator, currently serving as the Chief of Police in the Town of
Chester, New York, a suburban community located 40 miles north of
New York City. During his law enforcement career, Brian has been
involved in investigations in both New York State and the State of
Florida. While in Florida, Brian served as an investigator in the Major
Crimes Unit of the Marion County Sheriff’s Department and was later
promoted to Sergeant-In-Charge of Major Crimes Unit. The unit was
responsible for the investigation of all violent crime in the county, as
well as white-collar crime and fraud. After returning to New York and
earning the position of Chief of Police, Brian remained active in the
investigative field, and currently supervises the investigation of all
violent crime in his jurisdiction. Brian is an adjunct instructor at the
Orange County (NY) Police Academy and the Rockland County (NY)
Police and Public Safety Academy.

December 1, 2 & 3, 2008
Las Vegas, Nevada
Register On-Line At: www.patc.com
Managing Criminal Investigations

Managing Criminal Investigations is designed to assist anyone that needs to manage criminal investigations. In order for any criminal investigation to be successful, the case must be organized and presented as a successful prosecution. Supervisors often have a myriad of cases to review, categorize, assign, and monitor at any given time. Investigators must know how to put their cases together, which cases to follow up, which leads to follow, and how to present their cases to the prosecutor. Often in smaller agencies, officers or supervisors will be assigned to work the criminal investigations. They too, need to know which direction to take. Missed leads, duplicated services, and mismanaged information can all tend to weaken the credibility of a case. Managing Criminal Investigations will provide direction in all of these areas.

Course Objectives:
Managing Criminal Investigations Will Aid Personnel Assigned To Investigations And Supervisory Personnel In:

- Conducting a Criminal Case Analysis from an Incident Report
- Determining a Hierarchy in Supplemental Investigation
- Being Aware of State and Federal Guideline Concerning Criminal Investigations
- Identifying Solvability Factors From Known Information
- Preparing Case Assignments
- Building Useful Relationships with the Media
- Managing the Major Case Investigation
- Conducting Multi-Jurisdictional Case Investigations
- Preparing and Presenting a Prosecutable Case
- Preparing Policies for Proper Case Management
- Preparing Policies for Media Relations

Seminar Agenda
Managing Criminal Investigations
December 1, 2 & 3, 2008 • Las Vegas, Nevada

Monday, December 1, 2008
8:00 a.m.—8:30 a.m. Registration
8:30 a.m.—5:00 p.m. Overview – Managing Criminal Cases from A-Z
- Personnel
- The Role of the Supervisor
- Case Screening and Assignment
- Practical Exercises
- Internal Agency Cooperation

Tuesday, December 2, 2008
8:00 a.m.—5:00 p.m. Major Case Management
- Case Study (Serial Homicides) – Practical Application of Major Case Management
- Working with Outside Agencies
- Case Study (Serial Sniper) – Practical Application of Multi-Jurisdictional Case Management
- Indexing
- Organization of the Case File

Wednesday, December 3, 2008
8:00 a.m.—12:00 p.m. Police-Media Relationship
- Practical Exercises
- State Requirements
- Uniform Crime Reports
- Incident Based Reporting
- Federal Requirements
- Violent Criminal Apprehension Program (VICAP)
- Certificate Presentation

3 Ways to Register for a Seminar!
1. On-line Registration at www.patc.com — Yellow/Blue link in corner
2. Fax Form to Public Agency Training Council FAX: 1-317-821-5096
3. Mail Form to Public Agency Training Council
   5101 Decatur Blvd. Ste. L
   Indianapolis, Indiana 46241
   Federal ID# 35-1907871
   Note: 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 Criminal Investigations
Instructor: Brian Jarvis
When: December 1, 2 & 3, 2008
Registration Time: 8:00 A.M. (December 1, 2008)
Seminar Location: Palace Station
2411 West Sahara Avenue
Las Vegas, Nevada 89102
1-800-634-3101
$69.00 Plus $5.40 Sun.-Thurs. Tower Rooms
$79.00 Plus $5.40 Fri. & Sat. Tower Rooms
$89.00 Plus $5.40 Sun.-Thurs. Courtyard Rooms
$99.00 Plus $5.40 Fri. & Sat. Courtyard Rooms

Hotel Reservations:
Note: $5.40 Service Fee Per Night (Includes Transportation To and From Airport, Shuttle to Strip, 800 Numbers (Up To 30 Minutes), Notary Service and Fitness Facility.) $1.00 For Each Local Call (Up To 30 Minutes)


Names of Attendees:
1. 
2. 
3. 
4. 

Agency 

Invoice To Attn: 
(Must Be Completed)

Address 

City State Zip 

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Note: To receive special room rates, please identify yourself with the Public Agency Training Council seminar.