



DALLAS COUNTY SHERIFF'S DEPARTMENT

Sheriff Marian Brown



DALLAS COUNTY SHERIFF'S TRAINING ACADEMY

KENNETH MITCHUM FIREARMS FACILITY-GUN RANGE/BLDG. A
1586 E. LANGDON RD. HUTCHINS, TX. 75241 214-751-4580

Training Unit - 09/01/2019 - 08/31/2021

TCOLE TRAINING REQUIREMENT CHART

****This version is effective as of 09/01/2019****

Jailer License Training Mandates 4 Year Training Cycle 2017 to 2021

Jailer/Reserve Peace Officer Licensees/Public Security Officers:

- Training Unit - No requirements
- Training Cycle - must take Cultural Diversity (3939), unless exempted by Certification level in another license (Rule 218.3(c)).

Miscellaneous

- All Temporary Jailers must be enrolled in a Basic Correction Officer Course within 90 days of appointment.
- All current Jailers must take the Mental Health course (4900) by 08/31/2021, if not taken in BCOC (Rule 218.3(e)).
- All NEW Jail Administrators must pass the TCJS/TCOLE Jail Administrator course on the TCOLE website within 180 days of assignment as administrator, beginning 03/01/2018 (Gov't Code 511.00905).
- Jailers carrying a firearm as part as their assigned duty must first complete the Jail Firearms course (3599) AND obtain the Commission Jailer Firearm Certification.

Peace Officer License

There are two 24-month periods in the current training cycle which ends on August 31, 2021. The first 24-month period, or unit, begins on 09/01/2017 and ends on 08/31/2019. The second 24-month period, or unit, begins on 09/01/2019 and ends on 08/31/2021, which is also the conclusion date of the 48-month training cycle.

Peace Officer (General):

Training Unit - each 2yr Unit (09/01/17 - 08/31/19, 09/01/19 - 08/31/21), Peace Officers must take:

- The current Legislative Update (First Unit - 3185, Second Unit - 3186)(Rule 218.3(b))
- 40hrs, including the above 3185/6 course (Rule 218.3(b)).

Training Cycle - each 4yr Cycle (current 09/01/17 - 08/31/21), Peace Officers must take:

- If the Peace Officer has Intermediate Certification or higher - no Cycle requirements.
- If the Peace Officer does not achieve Intermediate Certification before the end of the Cycle - Cultural Diversity (3939), Crisis Intervention (3843), Special Investigative Topics (3232), De-escalation (1849) (Rule 218.3(c)).

Miscellaneous Training

- Peace Officers first licensed on or after 01/01/2011, must take Human Trafficking (3270) within 2 years of initial licensing (218.3(e)), if not taken in BPOC.
- Peace Officers first licensed on or after 01/01/2016, must take Canine Encounters (4065) within 2 years of initial licensing (Rule 218.3(e)), if not taken in BPOC.
- Peace Officers first licensed on or after 03/01/2016, must take Interacting with Deaf and Hard of Hearing Drivers (7887) within 2 years of licensing, if not taken in the BPOC.
- Peace Officers first licensed on or after 04/01/2018, must take the 40hr CIT (1850) within 2 years of licensing (Rule 218.3(e)), if not taken in BPOC.
- Peace Officers licensed before 01/01/2018, must take Civilian Interaction Training Program (CITP, 30418) by 01/01/2020. All other within 2 years of initial licensing, if not taken in BPOC, (Rule 218.3(e)).

Assignment Specific Training

- Peace Officers using Body Worn Cameras must take the Body Worn Camera course (8158) before using the cameras (Rule 218.3(d)), if not taken in BPOC.
- Peace Officers appointed to court security at ANY level of court, after 09/01/2017, must take the Court Security course (10999) within 1 year of assignment to that duty. Persons already appointed to courtroom security on 09/01/2017 are required to complete the course by 09/01/2019 (Rule 218.3(d) and SB42).
- Peace Officers performing the function of eyewitness identification, as designated by their agency, must first complete the Eyewitness Identification course (3286), beginning 01/01/2018 (Rule 218.3(d)).
- Peace Officers performing the function of School District Peace Officer or School Resource Officer must complete the School Based Law Enforcement Training (4064) within 180 days of assignment (Rule 218.3(d)) and a TCOLE approved SBLE Active Shooter Training (2195). Those who were appointed, prior to 09/01/2019, at school

districts with a student population of 30,000 or less, have until 09/01/2020 to comply with both courses.

- Peace Officers appointed to their first position as a Police Supervisor must complete New Supervisor course (3737) within one year prior to or after the assignment (Rule 218.3(d)).
- Peace Officers at colleges/universities must complete a course on trauma informed investigation into sexual assault/harassment/dating violence/stalking (course numbers 3232, if completed after 04/23/19, and 4070 are acceptable). No specific date is provided by statute.
- Peace Officers assigned to carry epinephrine auto-injectors (Epi-pens) must first complete Epinephrine Auto-Injector Training (1826).

Telecommunicators:

- Training Unit - 20hrs (Rule 218.3(c))
- Training Cycle - No requirements

Crisis Intervention Training Equivalents for Training Cycle Mandate only (not applicable for Proficiency Certification)- CIT Train the Trainer (3840), CIT Update (3843), Mental Health Officer (4001), Basic Peace Officer Course, (1000643, or 1000667)).

Student Rules and Regulations

DRESS CODE: Business casual (jeans are acceptable) or uniform. NO SHORTS are allowed unless as part of a uniform.

No T-shirts or Collarless Shirts

No Sandals/ Flip Flops

No Sleeveless Shirts (i.e. tank tops, halter tops w/o cover-up)

No Torn/Shredded Jeans

No Skirts Above Knees

No Athletic Wear/Attire (i.e. sweatpants/suits, wind suits, etc.)

*****DRESS CODE IS STRICTLY ENFORCED*****

Academy Rules

1. Loud, disruptive conversation and “horseplay” is not tolerated anywhere in the academy.
2. Unreasonable or excessive profanity is deemed unprofessional and is not tolerated.
3. Student/cadet officers may only leave the academy facility (except for meal breaks) with the permission of the Training Coordinator or Academy Commander.
4. Alcoholic beverages are not permitted in the training facility, except as a part of a training course.

5. The Training Staff designate telephones for student/cadet officer’s use. Absolutely no long distance phone calls are permitted unless it is collect only.
6. There is no smoking in the building. The designated smoking area is outside the perimeter of the building.
7. Pagers and mobile telephones should be silenced or placed in vibrate mode in the classrooms.
8. Conversation in hallways must be low in tone. Other classes and academy routine business must not be disrupted by a “high spirited” break.
9. Insubordination or disrespect to instructors or staff is not tolerated.

10. Dishonesty is not tolerated, and can be a dismissible offense.
11. Sleeping in class is not tolerated.
12. If damage results from a student’s negligence, the cost of the repair or replacement is the responsibility of the student/cadet officer. All significant instances of damage to Academy property is reported to the Training Section Commander in writing in memorandum form.
13. Headgear is not to be worn in the classroom.
14. All outside agencies must pay their fees by the first day of class or instruct the in-service secretary to insure payment was made in advance.
15. Supervisors are notified if a student fails to attend a scheduled class.

If a request is submitted and approved by your chain of command they will forward it to the academy. The Academy will not be sending out a FORMAL CONFIRMATION for you to attend. The Academy will only send out notifications via email for those who do not meet the requirements, class requested already is full, cancellation of the entire class, etc. If you do not receive a cancellation/rejection email from the Academy, you should be prepared to attend class requested.

Registration Information for Dallas County Sheriff's Department Personnel

- Registration for the classes listed may be made within the Sheriff's Department by submitting a written request / memorandum through channels to the Training Division. Approved requests must be sent inter-office mail to Training Academy addressed to In-service training.
- The request MUST include: students FULL name, BADGE/ID #, PID #, job assignment, shift, email, phone number and Captain's full name, phone number and email address.
- When desiring to attend more than one class, the student should place all of the desired classes on one request.
- Registration requests, with the approval of the chain, SHOULD BE RECEIVED by the Training Division fifteen (15) working days prior to the starting date of the class. Personnel are encouraged to register for these courses as early as possible. Enrollment can be limited as indicated.
- Late registration is allowed ONLY if space permits.
- Withdrawals must be submitted in writing or via email to cmfreeman@dallascounty.org prior to the day of class.
- Class "NO-SHOWS" may result in disciplinary action.
- Tuition Fees - Tuition fees are waived for Dallas County Sheriff's Department Employees, except where noted.

Training Credits - TCOLE training points are awarded to all personnel for successful completion of courses of instruction where TCOLE credit is allowed (not all courses allow TCOLE credit for all personnel).

An Intermediate or Advanced training course may be applied toward credit for proficiency certificates as provided by TCOLE Rules and Regulations.

Training at Outside Agencies / Academies, Etc. - Other training is available at academies outside the Sheriff's Department. Materials concerning this information are located at the Academy. Outside training is available with prior approval, or on the individuals own time and at their own expense.

Registration Information for All Outside Agencies

Registration for the classes listed may be made by submitting a written request on departmental letterhead to:

Dallas County Sheriff's Dept. Training Academy
1586 E. Langdon Rd. Bldg. A
Dallas, Texas 75241
Or by email: aisha.gray@dallascounty.org

PLEASE DO NOT SEND PAYMENT AT THE TIME OF REGISTRATION.

- The request **MUST** include: students FULL name, BADGE/ID #, PID #, job assignment, shift, email, phone number and COMMANDERS FULL name, phone number and email address.
- When desiring to attend more than one class, the student should place all of the desired classes on one request.
- Registration requests **SHOULD BE RECEIVED** by the Training Division fifteen (15) working days prior to the starting date of class. Personnel are encouraged to register for these courses as early as possible.
- Enrollment can be limited to the number indicated under the course size description.
- Late registration will be allowed **ONLY** if space permits.
- All outside agencies must pay their fees by the first day of class or instruct the in-service secretary to insure payment was made in advance.
- Please plan on attending the class requested unless you are notified otherwise by the Academy.
- Withdrawals must be submitted in writing (emails preferred) to the Academy prior to the day of class.

WITHDRAWALS BY STUDENTS MAY BE SUBMITTED VIA EMAIL OR BY CALLING THE TRAINING DIVISION at (214) 751-4580.

TUITION FEES (except where noted) - Tuition fees **MUST** be paid to the Management Services Division prior to the first day of class or submitted to the Training Coordinator on the day the student reports to class. The students whose fees have not been paid in advance and do not have payment on the day of class are not admitted to the class. Payments should be made by check/money order or departmental check made payable to: [Dallas County Sheriff's Department Training Academy](#). If payments are mailed, they should be mailed to our [Management Services Division, 133 N. Riverfront Blvd., Dallas, Texas 75207](#)

*****payments will only be taken at the Academy if time permits and by Academy personnel; receipts will also be given.*****

DALLAS COUNTY SHERIFF'S TRAINING ACADEMY
4th Quarter TRAINING SCHEDULE
October, November, December 2019

TCOLE TRAINING UNIT 9/1/2019 - 8/31/2021

Please refer to <http://www.tcole.texas.gov/> for the most up to date rules and requirements.

DALLAS COUNTY SHERIFF'S TRAINING ACADEMY						
KENNETH MITCHUM FIREARMS FACILITY-GUN RANGE/BLDG. A						
1586 E. LANGDON RD. HUTCHINS, TX. 75241 Ph# 214-751-4580						
COURSE	#	DATE	TIMES	ROOM #	COST	WHO CAN ATTEND?
Below 100	19-133	Dec 13, 2019	8:00a-12:00p	BLDG A	\$30	SWORN PERSONNEL
Crisis Intervention Training (40hr)	19-134	Oct. 14-18, 2019	8:00a-4:30p	BLDG A	\$300	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-135	Oct. 3, 2019	8:00a-10:00a	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-136	Oct. 3, 2019	10:00a-12:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-137	Oct. 9, 2019	12:00p-2:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-138	Oct 24, 2019	8:00a-10:00a	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-139	Oct 24, 2019	10:00a-12:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-140	Oct 24, 2019	1:00p-3:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-141	Nov. 5, 2019	8:00a-10:00a	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-142	Nov. 5, 2019	10:00a-12:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-143	Nov. 6, 2019	12:00p-2:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-144	Nov. 15, 2019	8:00a-10:00a	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-145	Nov. 15, 2019	10:00a-12:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-146	Nov. 15, 2019	1:00p-3:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-147	Dec. 6, 2019	8:00a-10:00a	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-148	Dec. 6, 2019	10:00a-12:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-149	Dec. 6, 2019	1:00p-3:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-150	Dec 10, 2019	8:00a-10:00a	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-151	Dec 10, 2019	10:00a-12:00p	BLDG A	\$15	SWORN PERSONNEL
Civilian Interaction Training (Mandate)	19-152	Dec 10, 2019	1:00p-3:00p	BLDG A	\$15	SWORN PERSONNEL
De-escalation Techniques	19-153	Oct. 30, 2019	8:00a-4:30p	BLDG A	\$60	SWORN PERSONNEL
De-escalation Techniques	19-154	Dec. 4, 2019	8:00a-4:30p	BLDG A	\$60	SWORN PERSONNEL
Human Trafficking	19-155	Oct. 24, 2019	8:00a-4:00p	BLDG C	\$60	DETENTION & SWORN PERSONNEL
Identity Theft	19-156	Nov. 7, 2019	8:00a-4:30p	BLDG C	\$60	ALL PERSONNEL
Interacting with Deaf or Hard of Hearing	19-157	Oct. 9, 2019	8:00a-12:00p	BLDG A	\$30	SWORN PERSONNEL

Interacting with Deaf or Hard of Hearing	19-158	Nov. 6, 2019	8:00a-12:00p	BLDG A	\$30	SWORN PERSONNEL
Internal Affairs for Supervisors	19-159A	Oct. 8, 2019	8:00a-12:00p	BLDG A	\$30	DETENTION & SWORN PERSONNEL Supervisor Only
Internal Affairs for Supervisors	19-159B	Oct. 8, 2019	12:00p-5:00p	BLDG A	\$30	DETENTION & SWORN PERSONNEL Supervisor Only
Internal Affairs for Supervisors	19-160A	Nov. 13, 2019	8:00a-12:00p	BLDG A	\$30	DETENTION & SWORN PERSONNEL Supervisor Only
Internal Affairs for Supervisors	19-160B	Nov. 13, 2019	12:00p-5:00p	BLDG A	\$30	DETENTION & SWORN PERSONNEL Supervisor Only
Missing and Exploited Children	19-161	Dec. 12, 2019	8:00a-4:00p	BLDG A	\$60	DETENTION & SWORN PERSONNEL
Sexual Assault Investigations	19-162	Oct. 21-22, 2019	8:00a-4:30p	BLDG A	FREE	Class Cancelled per instructor
Sexual Assault Investigations	19-163	Nov. 20-21, 2019	8:00a-4:30p	BLDG A	FREE	Class Cancelled per instructor
Spanish for LE (Inter)	19-164	Nov 25-27, 2019	8:00a-4:30p	BLDG A	\$240	DETENTION & SWORN PERSONNEL
Special Investigative Topics	19-165	Oct. 10, 2019	8:00a-4:30p	BLDG A	\$60	SWORN PERSONNEL
Special Investigative Topics	19-166	Dec 18, 2019	8:00a-4:30p	BLDG A	\$60	SWORN PERSONNEL
Suicide Prevention for LE	19-166x	Nov. 19, 2019	8:00a-4:30p	Meadows Foundation (See below)	FREE	ALL PERSONNEL
TCIC/TLETS Less Than Full Access #4801 (LTFA)	19-167	Oct. 8-9, 2019	8:30a-5:00p	Crowley A5	FREE	ALL PERSONNEL (REQUIRING ACCESS)
TCIC/TLETS Full Access #4802 (FA)	19-168	Oct. 8-10, 2019	8:30a-5:00p	Crowley A5	FREE	ALL PERSONNEL (REQUIRING ACCESS)
Use of Force (Jail setting)	19-169	Nov. 7-8, 2019	8:00a-4:30p	BLDG A	\$120	DETENTION & SWORN PERSONNEL

*****Meadows Foundation located at 7950 Elmbrook Dr. Dallas, TX 75247.*****

NOTE: Civilian Interaction must be completed by all peace officers by Dec 31, 2019.

Course Descriptions

Below 100- This course is designed to eliminate preventable line-of-duty police deaths and serious injuries through compelling common-sense training designed to focus on areas under an officer's control.

Civilian Interaction Training Program - This course will cover the role and duties of law enforcement, proper behaviors/demeanors for civilians and peace officers during a traffic stop and in the context of the Seven Step Violator Contact, and the use of video and audio recording during a traffic stop.

The Community Safety Education Act (Texas Senate Bill 30) requires school districts and charter schools for students in 9th - 12th grade be educated on how to conduct themselves when stopped by police. In conjunction with this new education initiative for high school students, all Texas Peace Officers must receive additional training on interactions with the driving public.

C.I.T. Update - This course is a Refresher to the 16 hour Crisis Intervention Training class.

Cultural Diversity - This course will help each student identify different ethnic backgrounds. It will also help the student deal with racial sensitivity and different cultural backgrounds as well. Those officers that hold a Basic Peace Officer certificate are required to have this course during the TCOLE Training Cycle 2015-2017). Jailers and Peace Officers with Jailer licenses are required to have this course during the 2015-2017 Training Cycle.

De-escalation Techniques: Limiting the Use of Force in Public Interaction– This course is mandate training per 85th Legislative session. This course is designed to explain the purpose and focus of de-escalation training: to improve the response of officers to incidents that involve persons in crisis, who are behaving erratically, emphasizing that public and officer safety are at the heart of this training process.

Human Trafficking - The purpose of this course is to increase the law enforcement communities awareness of the issues of human trafficking through the exposure of informational materials and research to include: victim identification and investigation techniques, rescue and prosecution considerations, referral and service provider availability, practical case studies to assist in building a coordinated community response and to obtain an inter-connectivity of state, federal and global human trafficking concerns.

Interacting with Deaf and Hearing Impaired Persons - The course will help the officer know the procedures for dealing with deaf and hearing impaired persons, discuss appropriate techniques utilized

to interact with them, identify practical suggestions for more effective communication, discuss the communication impediment program, distinguish what situations require an interpreter per student role-play and describe how to identify specialty license plates issued to them.

Mental Health for Jailers - This course is mandate training per 85th Legislative session. It is designed to gain an understanding of mental impairments and their impact within the jail system.

Missing and Exploited Children - This course is intended as an introduction to issues related to responding to and investigating missing and exploited children cases.

Sexual Assault Investigation - The Dallas Area Rape Crisis Center is hosting Sexual Assault Investigation training. Primarily, the focus of this training will be to help officers develop a thorough understanding of sexual violence, trauma responses and the unique challenges faced by underserved communities.

Spanish for Criminal Justice Response Professionals – This course designed for law enforcement and correctional custody officers. This course is designed to develop speaking and listening skills and to promote a deeper understanding of the Hispanic population in the state of Texas.

The utmost concern is to provide a foundation in the Spanish language that will not only lead to a strong repertoire for communicating with Spanish-speaking people, but also to the provision of officer safety.

Special Investigative Topics - This curriculum is designed to meet the continuing education requirements of Texas Government Code 415.034 for peace officers in the State of Texas. This course includes: Child Abuse and Neglect, Family Violence, Sexual Assault and issues concerning Sex Offenders.

Within each section are learning objectives for the course, including the updates passed by the 81st Legislative Session in 2009. Some of the legislative updates passed may be repeated throughout each topic area if it is applicable. Also, additions were also made to this curriculum to fulfill updates passed by the 86th Legislative Session, HB 1735, HB 586, and SB 971 in 2019 (objectives 2.1, 2.3, 3.0, 3.4).

TCIC/TLETS Less Than Full Access (LTFA) - Designed for operators who perform all NCIC/TCIC functions at any level lower than full access. Generally, this pertains to inquiry only, including mobile data terminal (MDT) or notebook computer users. Operators must receive this training within the first six months of assignment or employment. Recertification within two years of certification or most recent recertification date.

TCIC/TLETS Full Access- Designed for operators who perform all NCIC/TCIC functions, including inquiry, entry, modification, clearing, canceling, and III functions. Operators must receive this training within the first six months of assignment or employment, regardless of whether these duties are performed

on a full-time or part-time basis. Recertification within two years of certification or most recent recertification date.

Use of Force in a Jail Setting- This course is designed to provide the county detention officer with an understanding of use of force situations encountered in a correctional environment. It was developed by the Texas Commission on Law Enforcement.