

# Internal Affairs Investigations

## Course # IA-101

September 18-20, 2019 – Norfolk, VA.

Sponsored by the Norfolk Police Department, training provided by



**Course Description:** Good administrative misconduct (IA) investigations are the cornerstone for transparency, accountability, public trust, community support and reducing organization liability. This course provides investigation techniques that have been successfully used to complete basic and complex internal investigations. Best practices will be shared along with hands on practical application and tools that can be put to use immediately.

This is a highly interactive / hands on, course. Through facilitation, group discussion and team exercises attendees learn the fundamentals of internal affairs investigations, breaking down complex investigations, creating an interview matrix and writing a comprehensive report. Templates will be shared for a variety of investigations such as Equal Employment Opportunity (EEO), Use of Force, criminal complaints and others.

### IA-101 Course objectives:

Participants will have the opportunity to develop a basic understanding of;

- The role and history of misconduct investigations in law enforcement
- Responsibility to investigate and identification of complaints
- Using templates / best practices for various types of investigations
- How to prepare for and conduct effective interviews
- Why and how to develop an interview matrix
- Conducting investigations into criminal matters
- Handling administrative evidence
- Effectiveness of preparing electronic / digital investigations
- Handling stress and risks for Internal Affairs Investigators



**This class is for Law Enforcement Professionals** (sworn and non-sworn)

- With limited or no internal affairs experience and or training
- Responsible for Internal affairs investigations
- Interested in law enforcement internal affairs investigations
- Interested in best practices for internal affairs investigations
- Interested in practical (hands-on) experience in conducting and writing internal affairs investigations

Course includes a flash drive containing class material to include templates and reports. All participants must bring a laptop with ac power cord and PowerPoint, Word and Excel programs.

**Classroom location:** Norfolk Police Academy 2500 N. Military Highway, Norfolk, VA 23502

**Hotels:** [DoubleTree - Hilton Norfolk Airport](#), 1500 North Military Highway, Norfolk, Virginia, 23502, 1-757-466-8000  
[Holiday Inn Express & Suites Norfolk Airport](#), 1157 North Military Highway, Norfolk, Virginia 23502 1 877 410 666  
For both hotels call and ask for The City of Norfolk / Police or govt rate. Both hotels within walking distance of academy.

**QUESTIONS / CONCERNS:** *Call:* Dan Olson

Phone: (602) 510-8481 **Email:** [dan@ldconsultingllc.com](mailto:dan@ldconsultingllc.com) **Web Site:** [LDConsultingllc.com](http://LDConsultingllc.com)

**COST: REGISTRATION:** \$599.00

**DISCOUNTS:** *Early Registration* \$25.00 discount if **PAID** by August 19, 2019, **ADDITIONAL** \$25.00 off for IAPRO users OR LEIAG Members.

**24 HR. CONTINUING PROFESSIONAL EDUCATION TRAINING (CPE) CERTIFICATE PROVIDED**

**CLASS STARTS AT 0800 HOURS ON WEDNESDAY 9/18/19 AND CONCLUDES ON FRIDAY 9/20/19 AT 1700 HOURS.**

## Instructor for this course:



**Kim Humphrey** recently retired after 31 years with the Phoenix Police Department where he served as a Police Commander for over 15 years. Kim served as the commander over the Professional Standards Bureau (PSB) and oversaw numerous police misconduct investigations and use of force and officer involved shooting investigations. While with the Phoenix Police Department Kim also served in numerous aspects of the Phoenix Police Department. Command assignments included:

- Patrol Precinct
- Public Affairs
- Employment Services
- Communications
- Records Management Replacement Project Director

While serving as the Executive Director of the Arizona Regional Community Policing Institute he worked with hundreds of agencies conducting overall agency assessments. Kim is currently Adjunct faculty at Northern Arizona University teaching courses on Public Administration for the past 11 years and an Instructor for the Arizona State University Executive Leadership Program for over a decade. Kim Transitioned to private consulting in 2014.

### **Additional projects:**

- City of Phoenix, Project lead on replacing legacy RMS and dozens of subsystems with contemporary technology, capable of supporting intelligence-led and predictive policing. Including complete upgrade of Network, Infrastructure with full split site redundancy and complete replacement of all end-user devices.
- City of Phoenix, Project Director for complete remodel, upgrade and creation of full redundant 911/ Dispatch facility.
- City of Phoenix Communications Commander oversight of replacement of CAD system with contemporary technology.
- City of Phoenix Project Director for acquisition, development and implementation of Online Police Reporting System.
- City of Phoenix – Project lead on implementing Paperless Internal Investigations.
- Recognized national expert on law enforcement abuse of performance enhancing drugs, testing, policy, procedure, assisted the Drug Enforcement Agency in creating a national video for distribution nationwide on prevention. Spoke at International Association of Police Chiefs on this topic.
- Recognized expert on the topic of Domestic Violence, served on dozens of committees including the Arizona Governor's Commission on Family Violence, developed several national and state level conferences on the subject and served on the first Domestic Violence Fatality Review Team in Phoenix – authoring the first report.

### **PUBLICATIONS**

- Author, "Steroids and Police Use / Abuse," June 2008 edition Police Chief Magazine
- Lead Author, "Domestic Violence / Fatal Legacy" 2007, Domestic Violence Fatality Review Report for Phoenix, submitted to Arizona Attorney General's Office
- Author, "Institutionalizing Community Based Policing", *Community Policing Exchange* magazine 1994
- Author, "Community Policing Training and Technical Assistance, Law Enforcement Magazine, Arizona 2001
- Author, The GREAT Program Gang Resistance Education and Training, FBI Bulletin, 1994