

# ***Introduction to Internal Affairs Investigations***

## **Course # IA-101**

***February 26-28, 2020 – Portland Oregon***

Sponsored by:

PORT OF PORTLAND  
POLICE DEPARTMENT

Training Division



Presented by:



**LD CONSULTING LLC**

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**Course Description:** Good administrative misconduct (IA) investigations are the cornerstone for transparency, accountability, public trust, community support and reducing organization liability. This course provides fundamental investigative 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 class is the first in a series of two internal affairs investigation courses.

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
- 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 (this is an introductory course)**
- 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. Although not required it is best if the laptop has Internet WiFi capability.

**Classroom site:** Portland International Airport, 7000 NE Airport Way Suite 3109, Portland, OR. 97218. Classroom: PDX Conference Center – St Helens B Classroom

**Hotel:** There are numerous hotels in the area. The newest is the Holiday Inn Express on NE Cascades Parkway. Here's the link for special rates (should be the same as government rate) [Port of Portland Rate](#)  
*Holiday Inn Express: Courtesy shuttle to and from Airport and Cascade Station from 4am to 12 midnight.*

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

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

**Airport site location questions:** Call Sgt. T.J. Eriksen, Port of Portland PD Adm Operations and Training 503-460-4216

**COST: \$599.00**

**REGISTRATION:** On Line at <http://www.ldconsultingllc.com/schedule>

**DISCOUNTS:** Early Registration \$25.00 discount if PAID by 1/27/2020, **ADDITIONAL** \$25.00 off for **IAPRO** agencies OR LEIAG members.

**CLASS STARTS AT 0800 HOURS ON WEDNESDAY 2/26/20 AND CONCLUDES ON FRIDAY 2/28/20 AT 1700 HOURS.**

**See instructor bio on back of flyer.**

## Instructor for this course:



**Matt Siekmann** has over 23 years of experience with the Phoenix Police Department. He has served as a Police Lieutenant for the past 4 years and in the Professional Standards Bureau (PSB) Investigations Unit. He is currently the Acting Bureau Commander for the Professional Standards Bureau.

Matt served as an Investigations Sergeant in the Professional Standards Bureau (PSB) for several years. During this time, He conducted as well as managed the investigation of numerous police misconduct investigations, use of force, and officer involved shooting investigations.

Matt was also assigned to the Special Investigations Unit where he supervised the investigation of numerous felony criminal investigations involving City of Phoenix employees to include members of the Phoenix Police Department and Phoenix Fire Department.

Matt has additionally served in the following assignments:

- Patrol Precincts (Mountain View and South Mountain Precincts)
- Document Crimes Detail (DCD)
- Violent Crimes Bureau (Assaults and Night Detectives Units)
- Crimes Against Children Unit (CACU)
- Domestic Violence and Missing Persons Unit (DVMP)

Matt is currently an adjunct faculty at Arizona State University's School of Criminology and Criminal Justice teaching a course on Victims in the Criminal Justice System, as well as Introduction to Criminology.

Matt earned his Bachelor of Science (BS) and Master of Science (MS) degrees from Southern Illinois University where he completed his graduate thesis with Chicago Police Department's Bomb and Arson Unit. Matt's graduate thesis was on the spatial distribution of arsonists in the City of Chicago. Matt also worked at Harvard University as a Quality Control Specialist building databases for sociology, psychology, and anthropology researchers on the Project on Human Development in Chicago Neighborhoods (PHDCN).