

Internal Affairs Certificate

Course # IA-201 Professional Standards Investigation Certificate™ (PSIC™)

December 9-12, 2025 – Glendale Regional Public Safety Training Center (Metro Phoenix Area)

Hosted by Glendale PD

Presented by



Course Description: Good administrative misconduct (IA) investigations are the cornerstone for transparency, accountability, public trust, community support and reducing organization liability. Take the skills developed in the Introduction to Internal Affairs Investigations course, IA-101 and demonstrate proficiency and professionalism in the certificate course and earn your Professional Standards Investigation Certificate™ (PSIC™). The PSIC™ designation will distinguish you from your peers and enhance credibility with co-workers and management.

This is a highly interactive / hands on, course. Through facilitation, group discussion and team exercises attendees learn and demonstrate the fundamentals of internal affairs investigations, breaking down complex investigations, creating an interview matrix and writing a comprehensive report.

IA-201 Course objectives:

Participants will individually demonstrate their ability to:

- Investigate and identify the elements of complaints.
- Demonstrate an understanding and working knowledge of legal issues / cases related to misconduct.
- Identify and implement the steps of a misconduct investigation.
- Formulate a 'notice of investigation.'
- Create an interview matrix and data points and document interviews.
- Document investigative procedures and work papers
- Complete two misconduct investigation reports based on case scenario information provided, the first in a group and the second individually.
- Present report and findings to the instructor, and complete two quizzes.

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

- Those who have successfully completed the IA 101 course.
- Responsible for Internal affairs investigations.
- Interested in law enforcement internal affairs investigations.
- Interested in generally accepted 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 location: Glendale Regional Public Safety Training Center: 11550 W Glendale Ave, Glendale, AZ 85307

Hotels:

Hampton Inn and Suites Phoenix Glendale – Westgate 6630 N 95th Ave, Glendale, AZ 85305 623-271-7771

Holiday Inn Glendale – Stadium and Entertainment District 6151 N 99th Ave, Glendale, AZ 85305 602-603-5800

QUESTIONS / CONCERNS: Call: Dan Olson

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

COST: REGISTRATION: \$775.00

DISCOUNTS: Early Registration \$25.00 discount if PAID by Nov 10, 2025, and \$25 discount for IAPro users.

32 hours CPE certificate provided.

CLASS STARTS AT 0800 HOURS ON TUESDAY 12/9 AND CONCLUDES ON FRIDAY 12/12/24 AT 1700 HOURS.

SEE INSTRUCTOR BIOS ON NEXT PAGE

Instructors 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.



Dan Olson(Lt. Dan) is the President and owner of LD Consulting LLC. He retired as a Lieutenant with the Phoenix Police Department, where he worked for over 34 years. During his career Dan worked several assignments. As a sergeant and a lieutenant, he was assigned to patrol as well as to the Professional Standards Bureau (PSB) Investigation Unit, where he worked as an investigator for over five years. While assigned to PSB he investigated over 20 officer involved shooting (OIS) investigations and a number of officer use of force cases. Dan also conducted numerous misconduct investigations as a Sergeant and later conducted as well as supervised investigations as a Lieutenant. During his tenure in investigations, he conducted a misconduct investigation involving 35 police employees and conducted over 75 interviews with citizens regarding the investigation. Dan also worked with criminal investigators on a concurrent criminal investigation regarding the case. This case remains the largest IA case conducted by the Phoenix Police Department.

Dan has lectured on law enforcement inspections and auditing and administrative investigations to a number of groups including: The Association of Local Government Auditors (ALGA), the International Law Enforcement Auditors Association (ILEAA), the International Association of Police Chiefs (IACP), the Canadian Chiefs of Police Association (CACP), Police Agency Training Council, Arizona POST, and the Arizona Law Enforcement Accreditation Program (ALEAP).

Dan has a master's degree from Northern Arizona University. He is the primary author of the Law Enforcement Inspections and Auditing Manual. Dan is the founder and Director of the Law Enforcement Inspections and Auditing Group (LEIAG.org).