

***Individual Employee Training Logs***

***January 1 to December 31, 2016***

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TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: LUCAS GAULT

START DATE: 00/00/0000

**10/26/2016 THROUGH 10/27/2016 IPCSA FALL CONFERENCE 2016**

TRAINING DESC: IPCSA Fall Conference

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): Y # OF HOURS: 9.00 AOIC AP

LOCATION OF TRAINING: SCHAUMBURG, IL

TRAINING SPONSOR: IPCSA

TRAINING NOTES: Concurrent workshops attended: A Terrible Legacy: When Offenders Were Victims; Mindfulness Tools for Application in Juvenile Justice Systems; Violence Free Lives Matter

**08/11/2016 THROUGH 08/11/2016 HANDLE WITH CARE INSTRUCTOR RECERTIFICATION**

TRAINING DESC: Instructor re-certification for currently certified Handle With Care instructors

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 6.00 AOIC AP

LOCATION OF TRAINING: BEAUMONT THERAPUTIC SCHOOL  
CHICAGO, IL

TRAINING SPONSOR: Handle With Care

TRAINING NOTES: After successfully completing the training, instructors are certified for another year of teaching the Handle With Care Basic Training program at the facility in which they are employed at the time they complete the training.

**06/09/2016 THROUGH 06/09/2016 LIABILITY ISSUES FOR JUVENILE DETENTION OFFICERS**

TRAINING DESC: Training topics included but were not limited to: defining liability, discussing where liability is found in juvenile detention, confidentiality, negligence vs. intentional torts, how to minimize your risks, and scenarios and examples of real juvenile detention situations and the ways to lessen liability

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.00 AOIC AP  
 LOCATION OF TRAINING: 115 E. WASHINGTON  
 BLOOMINGTON, IL  
 TRAINING SPONSOR: AOIC; Sidney DeLair, JD served as presenter  
 TRAINING NOTES:

04/04/2016 THROUGH 05/24/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning  
 JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 24.50 AOIC AP  
 LOCATION OF TRAINING: ONLINE  
 ONLINE  
 TRAINING SPONSOR: Essential Learning powered by Relias Learning  
 TRAINING NOTES: Training titles and descriptions available on  
 the Essential Learning website

02/13/2016 THROUGH 02/13/2016 RESTORATIVE JUSTICE

TRAINING DESC:  
 JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 2.50 AOIC AP  
 LOCATION OF TRAINING: JDC  
 URBANA, IL  
 TRAINING SPONSOR: IBARJ  
 TRAINING NOTES: Restorative Justice circle demonstration requir  
 ing staff to participate in the circle process  
 as a learning tool.

2016 SUBTOTAL OF HOURS: 49.00 SUBTO

TOTAL # OF HOURS: 49.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: NATHAN GITTINGS

*TERMINATED 08/18/2016*

START DATE: 03/28/1991

**06/25/2016 THROUGH 06/25/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors &amp; led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Use of the Myers-Briggs Questionnaire

**06/11/2016 THROUGH 06/11/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors &amp; led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Dealing with stress in corrections

**06/09/2016 THROUGH 06/09/2016 LIABILITY ISSUES FOR JUVENILE DETENTION OFFICERS**

TRAINING DESC: Training topics included but were not limited to: defining liability, discussing where liability is found in juvenile detention, confidentiality, negligence vs. intentional torts, how to minimize your risks, and scenarios and examples of real juvenile detention situations and the ways to lessen liability

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.00 AOIC AP

LOCATION OF TRAINING: 115 E. WASHINGTON  
BLOOMINGTON, IL

TRAINING SPONSOR: AOIC; Sidney DeLair, JD served as presenter

TRAINING NOTES:

**06/02/2016 THROUGH 06/02/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: .75 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered included changes to the behavior management program and activity schedule which includes more social skills groups, restorative justice groups, and educational groups. Also discussed were 15 minute breaks from group, grading, the new Administrative Intervention form, providing expectations at the beginning of each group, the new form for the completion of the orientation process and receiving an orientation handbook.

**05/14/2016 THROUGH 05/14/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Restorative Justice

**04/05/2016 THROUGH 04/22/2016 ESSENTIAL LEARNING ONLINE TRAINING**

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 21.00 AOIC AP

LOCATION OF TRAINING: ONLINE  
ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

**02/13/2016 THROUGH 02/13/2016 RESTORATIVE JUSTICE**

TRAINING DESC:

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 2.50 AOIC AP

LOCATION OF TRAINING: JDC

URBANA, IL

TRAINING SPONSOR: IBARJ

TRAINING NOTES: Restorative Justice circle demonstration requiring staff to participate in the circle process as a learning tool.

2016 SUBTOTAL OF HOURS: 34.25 SUBTO

TOTAL # OF HOURS: 34.25 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: JOSEPH GORDON

START DATE: 08/25/1977

09/09/2016 THROUGH 09/09/2016 6TH CIRCUIT CMO MEETING SEPTEMBER 9, 2016

TRAINING DESC: TOPICS: DEPARTMENT UPDATES; LEGISLATIVE UPDATES; SPOTLIGHT-RESTORATIVE JUSTICE PROJECT AT CHAMPAIGN COUNTY DETENTION CENTER; ANNUAL PLAN REVIEW; PROBLEM SOLVING COURTS CERTIFICATION; PRE-TRIAL COURTS; EFFECTIVE CASE WORKS; TRAINING EEDS/TECHNICAL ASSISTANCE; OPEN DISCUSSION

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: ILEAS

URBANA, IL

TRAINING SPONSOR: ADMINISTRATIVE OFFICE OF THE ILLINOIS COURTS

04/21/2016 THROUGH 04/21/2016 6TH CIRCUIT CMO MEETING APRIL 21, 2016

TRAINING DESC: TOPICS: WHAT'S NEW?; SPOTLIGHT-DOUGLAS COUNTY PSW PROGRAM; LEGISLATIVE UPDATES; DETENTION UPDATES; ANNUAL PLANS (TRAINING/RESOURCES, SHORTFALL/SALARY RANGES, USE OF PROBATION FEES, 2017 PLAN); PROBLEM SOLVING COURTS (CONFERENCE CALL WITH KELLY GALLIVAN-ILARAZA, REGIONAL MEETINGS); INTRA-STATE TRANSFERS (OVERVIEW OF CHANGES); EFFECTIVE CASE WORK (STATUS OF YOUR DEPARTMENT, TRAINING/COACHING); UPCOMING TRAININGS

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: ILEAS

URBANA, IL 61801-0000

TRAINING SPONSOR: ADMINISTRATIVE OFFICE OF THE ILLINOIS COURTS

TRAINING NOTES: REGULAR MEETING OF 6TH CIRCUIT CMOS AND SUPERVISORS FACILITATED BY AOIC FIELD COORDINATOR

01/27/2016 THROUGH 01/27/2016 CHAMPAIGN COUNTY ADA TRAINING EMPLOYMENT

TRAINING DESC: 1.5 hour course on the Americans With Disabilities Act for Supervisors.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: BROOKENS ADMINISTRATIVE CENTER  
1776 E. WASHINGTON  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County

TRAINING NOTES: Required training as part of Champaign County's settlement agreement with the Department of Justice. Topics included: compliance with EEOC regulations, Champaign County's Reasonable Accommodation Policy, avoiding discrimination in hiring/employment practices, selection criteria that is job-related and consistent with business necessity, reasonable accommodations for applicants and employees, medical exams and medical records confidentiality, FMLA and ADA.

2016 SUBTOTAL OF HOURS: 9.50 SUBTO

TOTAL # OF HOURS: 9.50 TOTA



TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
 AOIC APPROVED TRAINING? (Y/N): N  
 IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: LINDSAY GRAHAM

START DATE: 11/21/1994

11/10/2016 THROUGH 11/10/2016 HEROIN: INVESTIGATION AND PREVENTION

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.00 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 URBANA, IL 61801-0000

05/25/2016 THROUGH 05/25/2016 LSI-R REFRESHER TRAINING 2016

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 URBANA, IL 61801-0000

04/01/2016 THROUGH 12/01/2016 ADULT STAFF MEETING 4/16 TO 12/16

TRAINING DESC: April 2016 discussed codes, VIP, Community Elements, PSI writing, caselaod issues, policy manual. May 2016 discussed 2nd chance probation employee time, LSI training at ILEAS, e cycling event, dress code, safety issues. June 2016 discussed VIP, Dress code, emplyee from Salvation Army came and spoke about their program, LSI, office organization. July 2016 discussed, office organization, dress code, hearing/court issues, VIP, office professionalism, August 2016 a woman from a local agency at a church spoke concerning their program for women. Septe,ber 2016 discussed Interstate Compact, a team from Rosecrance came and sopke about their substance abuse programming and mental health. October 2016 discussed training announcements, VIP, officer safety, time issues, sex offender issues, ecycling event. November 2016 discussed time issues, ICTOS issues, PAIP and congntive skills classes, Violent Offender Act, PVR's,

December 2016 a representative from Sunsqire  
came and spoke about their residential program.  
PLEASE ENTER TRAINING MASTER SPONSOR.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 9.00 AOIC AP  
LOCATION OF TRAINING: COURT HOUSE  
URBANA, IL 61801-0000

**03/09/2016 THROUGH 03/09/2016 ADULT STAFF MEETING 03/16**

TRAINING DESC: Had a speaker from Rosecrance on Substance Abuse  
and their procedure for getting our people in  
for treatment. Also they discussed mental health  
treatment.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: COURT HOUSE  
URBANA, IL 61874-0000  
TRAINING NOTES: PLEASE ENTER TRAINING MASTER SPONSOR.

**02/04/2016 THROUGH 02/04/2016 ADULT STAFF MEETING 02/16**

TRAINING DESC: Discussed the Victim Impact panel, cleaning  
around offices and keeping them organized,  
Referral procedure and policies. Dress code,  
staff meetings.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: COURTHOUSE  
URBANA, IL 61801-0000

**01/08/2016 THROUGH 01/08/2016 ADULT STAFF MEETING 01/16**

TRAINING DESC: Discussed duty days and calendars, caseload  
numbers, LSI and PSI issues, also talked about  
codes that are imperative for the Annual Plan  
and must be used in order to get our numbers  
that AOIC is requesting.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: COURT HOUSE  
URBANA 61801-0000

2016 SUBTOTAL OF HOURS: 20.50 SUBTO

TOTAL # OF HOURS: 20.50 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: ANDREW GRIFFETH

START DATE: 00/00/0000

12/11/2016 THROUGH 12/11/2016 ROOM SEARCHES

TRAINING DESC: room search procedures.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: CHAMPAIGN CO JUV DET CNTR  
400 S. ART BARTELL RD  
URBANA, IL 61802-0000

TRAINING NOTES: Staff conducted a thorough search of minors, rooms, pod areas, and shower areas, looking for contraband.

10/02/2016 THROUGH 10/02/2016 RESTORATIVE CIRCLES

TRAINING DESC: "Restorative Circles provide a way for individuals and communities to handle conflicts, including racial conflicts, compassionately rather than punitively, as well as to heal and learn from these conflicts." -quote from Mikhail Lyubansky's blog

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: JDC  
400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: Instructor: Mykhail Lyubansky, Ph.D., a clinical psychologist and lecturer at the University of Illinois

TRAINING NOTES: Sara Balgoyen, IBARJ, facilitated a circle/training with the shift.

09/18/2016 THROUGH 09/18/2016 JDC STAFF TRAINING

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Crisis Intervention training conducted by staff, to include understanding our own triggers and stressors and how they affect our ability to make decisions when dealing with minors in custody. Also talked about the stress model of crisis and the types of crisis we deal with daily.

09/03/2016 THROUGH 09/03/2016 JDC STAFF MEETING/TRAINING

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: As a shift, we went over how to more effectively communicate with eachother and things we could do to work better as a team. Staff were also told to ownership of their own job duties, but to also look out for their co-workers. Everyone was reminded to make sure they are documenting about the minors, specicially regarding TOs, chosing to stay in their room for the day, and other significant notes.

08/21/2016 THROUGH 08/21/2016 JDC TRAINING CHECK LIST

TRAINING DESC: New employee training conducted by the supervisors at JDC

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 11.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered include but are not limited to: Departmental Policies and Procedures and FOP; Training Objectives; Introduction to Staff, Departmental Flow Chart and County Board Sheet; Department and County Intake; Organizational

Accountability and Goals; Juvenile Justice System Overview; County Departments; Employee Assistance Program; Blood-borne Pathogens; Department and Divisional Operations; Juvenile Probation & JCAI Information; Intern Responsibilities; Volunteers and Outside Agencies; Mail and Phone Systems; Department Cell Phones; Records Management; Court Ordered Medical Testing; Urine Testing; Public Information and Communication; Reporting Abuse/Neglect; Radio Usage; Master Control Operations; Juvenile Court Act and the Criminal Code; Juvenile Rights; Intake to Detention; Release without Detention; Warrants; Court Proceedings and Documentation; Security Issues; Supervision of Minor's in Custody; Population Movements; Behavior Management; Program Maintenance; Education Practices; Library Resources; Religious Programs; Custodial Care; Hygiene Practices; Recreation and PE; Meals and Laundry; Chores and Building Cleanup; Computer Operations; Report Writing; Medical and Health Requirements; Mental Health Procedures; Suicide Prevention; Crisis Management and Emergency Response; Behavior Observation and Recording; Visitation; Probation Officer Power of Arrest; Departmental Vehicle Use; Emergency Procedures; Expenses, Training, Travel, and reimbursement, Employee Evaluations; Inventory Management

**08/07/2016 THROUGH 08/07/2016 RESTRAINT CHAIR REFRESHER**

TRAINING DESC: Officers were instructed on how to properly secure individuals in the restraint chair.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: JDC

JDC

TRAINING NOTES: Talked about location of restraint chairs and the difference between the two. Gave a description of each part of the chair, its use, and how each part is applied. Employees practiced securing supervisor.

## 07/19/2016 THROUGH 07/31/2016 JDC TRAINING CHECK LIST

TRAINING DESC: New employee training conducted by the supervisors at JDC

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 41.50 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered include but are not limited to: Departmental Policies and Procedures and FOP; Training Objectives; Introduction to Staff, Departmental Flow Chart and County Board Sheet; Department and County Intake; Organizational Accountability and Goals; Juvenile Justice System Overview; County Departments; Employee Assistance Program; Blood-borne Pathogens; Department and Divisional Operations; Juvenile Probation & JCAI Information; Intern Responsibilities; Volunteers and Outside Agencies; Mail and Phone Systems; Department Cell Phones; Records Management; Court Ordered Medical Testing; Urine Testing; Public Information and Communication; Reporting Abuse/Neglect; Radio Usage; Master Control Operations; Juvenile Court Act and the Criminal Code; Juvenile Rights; Intake to Detention; Release without Detention; Warrants; Court Proceedings and Documentation; Security Issues; Supervision of Minor's in Custody; Population Movements; Behavior Management; Program Maintenance; Education Practices; Library Resources; Religious Programs; Custodial Care; Hygiene Practices; Recreation and PE; Meals and Laundry; Chores and Building Cleanup; Computer Operations; Report Writing; Medical and Health Requirements; Mental Health Procedures; Suicide Prevention; Crisis Management and Emergency Response; Behavior Observation and Recording; Visitation; Probation Officer Power of Arrest; Departmental Vehicle Use; Emergency Procedures; Expenses, Training, Travel, and reimbursement, Employee Evaluations;

## Inventory Management

**06/05/2016 THROUGH 06/05/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Overlapping shift meeting with A1/B1 shifts that discusses some upcoming changes to the behavior management system, the restorative justice programming is being done, and the summer schedule.

**05/16/2016 THROUGH 05/20/2016 DETENTION OFFICER BASIC TRAINING**

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 40.00 AOIC AP

LOCATION OF TRAINING: HELD AT CHAMPAIGN COUNTY  
JDC  
URBANA, IL

TRAINING SPONSOR: AOIC

TRAINING NOTES:

**02/13/2016 THROUGH 02/13/2016 RESTORATIVE JUSTICE**

TRAINING DESC:

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 2.50 AOIC AP

LOCATION OF TRAINING: JDC  
URBANA, IL

TRAINING SPONSOR: IBARJ

TRAINING NOTES: Restorative Justice circle demonstration requiring staff to participate in the circle process as a learning tool.

**01/28/2016 THROUGH 05/24/2016 ESSENTIAL LEARNING ONLINE TRAINING**

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 39.00 AOIC AP

LOCATION OF TRAINING: ONLINE  
ONLINE

15:14:19 11/01/2017

EMPLOYEE TRAINING REPORT - BY EMPLOYEE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on  
the Essential Learning website

2016 SUBTOTAL OF HOURS: 141.25 SUBTO

TOTAL # OF HOURS: 141.25 TOTA



TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
 AOIC APPROVED TRAINING? (Y/N): N  
 IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: PATRICIA HALL

START DATE: 00/00/0000

10/26/2016 THROUGH 10/27/2016 IPCSA FALL CONFERENCE 2016

TRAINING DESC: IPCSA Fall Conference

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): Y # OF HOURS: 9.00 AOIC AP

LOCATION OF TRAINING: SCHAUMBURG, IL

TRAINING SPONSOR: IPCSA

TRAINING NOTES: Workshops attended: A Terrible Legacy: When Offenders Were Victims (3hrs); Mindfulness Tools for Application in Juvenile Justice Systems (3hrs); and Violence Free Lives "Matter" (3hrs)

10/02/2016 THROUGH 10/02/2016 RESTORATIVE CIRCLES

TRAINING DESC: "Restorative Circles provide a way for individuals and communities to handle conflicts, including racial conflicts, compassionately rather than punitively, as well as to heal and learn from these conflicts." -quote from Mikhail Lyubansky's blog

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: JDC

400 S. ART BARTELL RD.  
 URBANA, IL 61802-0000

TRAINING SPONSOR: Instructor: Mykhail Lyubanksy, Ph.D., a clinical psychologist and lecturer at the University of Illinois

TRAINING NOTES: Sara Balgoyen, IBARJ, facilitated a circle/training with the shift.

09/18/2016 THROUGH 09/18/2016 JDC STAFF TRAINING

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Crisis Intervention training conducted by staff, to include understanding our own triggers and stressors and how they affect our ability to make decisions when dealing with minors in custody. Also talked about the stress model of crisis and the types of crisis we deal with daily.

08/12/2016 THROUGH 08/12/2016 THE ART OF WELLNESS: UNDERSTANDING SOCIAL & EMOTIONAL WELLNESS

TRAINING DESC: Sponsored by Champaign-Ford County ROE #9 and the Ready Program.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: IHOTEL  
1900 S. FIRST ST.  
CHAMPAIGN, IL 61820-0000

TRAINING SPONSOR: Sponsored by Champaign-Ford County ROE #9 and the Ready Program.

TRAINING NOTES: Keynote Speaker: Kevin Hines: Cracked not Broken. As a suicide attempt survivor, Kevin shares his story of hope and celebration of life. The focus of his story is on resilience and recovery. Panel of Experts included: Dr. Chris Menard serving as the Associate Director of Psychological Services Center of Psychology at the University of Illinois. Lauren Breen: Learn to Fly As a suicide loss survivor, Lauren is one of the leaders of Suicide Prevention Australian's Lived Experience Network. Joe Williams: The Enemy Within. The Enemy Within Project shows a raw and honest side of Joe Williams, the boxer, former NRL player, father and fiance. Joe delves into the private pain, and dealings with depression that drove him to the very brink.

08/07/2016 THROUGH 08/07/2016 RESTRAINT CHAIR REFRESHER

TRAINING DESC: Officers were instructed on how to properly

secure individuals in the restraint chair.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: JDC

JDC

TRAINING NOTES: Talked about location of restraint chairs and the difference between the two. Gave a description of each part of the chair, its use, and how each part is applied. Employees practiced securing supervisor.

07/31/2016 THROUGH 07/31/2016 JDC EMERGENCY PROCEDURES

TRAINING DESC: Training covered basic procedures for various emergency situations that could occur at JDC.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING NOTES: Went through the JDC Emergency Procedure handbook. Employees were also taken into control and shown the key box, sprinkler shut off, and smoke panel.

06/05/2016 THROUGH 06/05/2016 JDC STAFF MEETING/TRAINING

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Overlapping shift meeting with A1/B1 shifts that discusses some upcoming changes to the behavior management system, the restorative justice programming is being done, and the summer schedule.

04/27/2016 THROUGH 04/29/2016 IPCSA SPRING CONFERENCE 2016

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): Y # OF HOURS: 9.00 AOIC AP

LOCATION OF TRAINING: GRIZZLY JACK'S RESORT

UTICA, IL

TRAINING NOTES: Concurrent workshops attended: How to Survive

the New (and Old) Media-3hrs; From Dope to Hope  
Part One-3 hrs; Balanced and Restorative Justice  
in Juvenile Detention-3hrs

**04/12/2016 THROUGH 05/24/2016 ESSENTIAL LEARNING ONLINE TRAINING**

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 14.25 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on  
the Essential Learning website**02/13/2016 THROUGH 02/13/2016 RESTORATIVE JUSTICE**

TRAINING DESC:

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 2.50 AOIC AP

LOCATION OF TRAINING: JDC

URBANA, IL

TRAINING SPONSOR: IBARJ

TRAINING NOTES: Restorative Justice circle demonstration requir  
ing staff to participate in the circle process  
as a learning tool.**02/11/2016 THROUGH 02/11/2016 MENTAL HEALTH FIRST AID FOR PUBLIC SAFETY**TRAINING DESC: This is an evidence-based, national program  
designed to focus on the unique experiences and  
needs of law enforcement, corrections, and  
public safety audiences. The curriculum will  
explain how disorders impact an individual in  
crisis and will help participants identify a  
plan of action. The instruction will give public  
safety professionals more options to help them  
de-escalate incidents so they can respond to  
mental health calls appropriately without  
compromising safety. Topics covered include but  
are not limited to: risk factors and warning  
signs of mental illness; the need for rapid  
recognition of the situation; the impact of  
mental health and substance use disorders;

5-step action plan to assess a situation and provide assistance; identifying local resources and how to obtain help; de-escalation techniques; how police inadvertently escalate and destabilize the person; defining officer roles and responsibilities; and providing understanding and reducing stigma.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 6.50 AOIC AP

LOCATION OF TRAINING: CPD

CHAMPAIGN, IL 61821-0000

TRAINING SPONSOR: Illinois Law Enforcement Training and Standards Board.

TRAINING NOTES:

2016 SUBTOTAL OF HOURS: 51.25 SUBTO

TOTAL # OF HOURS: 51.25 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: JUDI HANSEN

*RESIGNED 02/25/2016*

START DATE: 00/00/0000

02/02/2016 THROUGH 02/02/2016 JDC STAFF MEETING/TRAINING

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Meeting discussing recent changes to the Behavior Program including changes to rules on unmonitored communication, the new grade sheet, timeouts/tickets, being more consistent on grading

2016 SUBTOTAL OF HOURS: 1.25 SUBTO

TOTAL # OF HOURS: 1.25 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
AOIC APPROVED TRAINING? (Y/N): N  
IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: LAURA HAWK

START DATE: 00/00/0000

12/11/2016 THROUGH 12/11/2016 ROOM SEARCHES

TRAINING DESC: room search procedures.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: CHAMPAIGN CO JUV DET CNTR  
400 S. ART BARTELL RD  
URBANA, IL 61802-0000

TRAINING NOTES: Staff conducted a thorough search of minors, rooms, pod areas, and shower areas, looking for contraband.

10/31/2016 THROUGH 11/04/2016 DETENTION OFFICER BASIC TRAINING

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 40.00 AOIC AP

LOCATION OF TRAINING: KENDALL COUNTY COURTHOUSE  
807 W. JOHN ST.  
YORKVILLE, IL

TRAINING SPONSOR: AOIC

TRAINING NOTES:

10/02/2016 THROUGH 10/02/2016 RESTORATIVE CIRCLES

TRAINING DESC: "Restorative Circles provide a way for individuals and communities to handle conflicts, including racial conflicts, compassionately rather than punitively, as well as to heal and learn from these conflicts." -quote from Mikhail Lyubansky's blog

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: JDC  
400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: Instructor: Mykhail Lyubansky, Ph.D., a clinical psychologist and lecturer at the University

of Illinois

TRAINING NOTES: Sara Balgoyen, IBARJ, facilitated a circle/training with the shift.

**09/03/2016 THROUGH 09/03/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: As a shift, we went over how to more effectively communicate with each other and things we could do to work better as a team. Staff were also told to own their own job duties, but to also look out for their co-workers. Everyone was reminded to make sure they are documenting about the minors, especially regarding TOs, choosing to stay in their room for the day, and other significant notes.

**08/20/2016 THROUGH 08/20/2016 JDC TRAINING CHECK LIST**

TRAINING DESC: New employee training conducted by the supervisors at JDC

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.50 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered include but are not limited to: Departmental Policies and Procedures and FOP; Training Objectives; Introduction to Staff, Departmental Flow Chart and County Board Sheet; Department and County Intake; Organizational Accountability and Goals; Juvenile Justice System Overview; County Departments; Employee Assistance Program; Blood-borne Pathogens; Department and Divisional Operations; Juvenile Probation & JCAI Information; Intern Responsibilities; Volunteers and Outside Agencies; Mail and Phone Systems; Department Cell Phones;



Records Management; Court Ordered Medical Testing; Urine Testing; Public Information and Communication; Reporting Abuse/Neglect; Radio Usage; Master Control Operations; Juvenile Court Act and the Criminal Code; Juvenile Rights; Intake to Detention; Release without Detention; Warrants; Court Proceedings and Documentation; Security Issues; Supervision of Minor's in Custody; Population Movements; Behavior Management; Program Maintenance; Education Practices; Library Resources; Religious Programs; Custodial Care; Hygiene Practices; Recreation and PE; Meals and Laundry; Chores and Building Cleanup; Computer Operations; Report Writing; Medical and Health Requirements; Mental Health Procedures; Suicide Prevention; Crisis Management and Emergency Response; Behavior Observation and Recording; Visitation; Probation Officer Power of Arrest; Departmental Vehicle Use; Emergency Procedures; Expenses, Training, Travel, and reimbursement, Employee Evaluations; Inventory Management

08/12/2016 THROUGH 08/12/2016 THE ART OF WELLNESS:UNDERSTANDING SOCIAL&EMOTIONAL WELLNESS

TRAINING DESC: Sponsored by Champaign-Ford County ROE #9 and the Ready Program.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: IHOTEL

1900 S. FIRST ST.  
CHAMPAIGN, IL 61820-0000

TRAINING SPONSOR: Sponsored by Champaign-Ford County ROE #9 and the Ready Program.

TRAINING NOTES: Keynote Speaker: Kevin Hines: Cracked not Broken. As a suicide attempt survivor, Kevin shares his story of hope and celebration of life. The focus of his story is on resilience and recovery. Panel of Experts included: Dr. Chris Menard serving as the Associate Director of Psychological Services Center of Psychology at the University of Illinois. Lauren Breen: Learn to Fly As a suicide loss

survivor, Lauren is one of the leaders of Suicide Prevention Australian's Lived Experience Network. Joe Williams: The Enemy Within. The Enemy Within Project shows a raw and honest side of Joe Williams, the boxer, former NRL player, father and fiance. Joe delves into the private pain, and dealings with depression that drove him to the very brink.

**08/11/2016 THROUGH 08/11/2016 HANDLE WITH CARE INSTRUCTOR RECERTIFICATION**

TRAINING DESC: Instructor re-certification for currently certified Handle With Care instructors

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 6.00 AOIC AP

LOCATION OF TRAINING: BEAUMONT THERAPUTIC SCHOOL  
CHICAGO, IL

TRAINING SPONSOR: Handle With Care

TRAINING NOTES: After successfully completing the training, instructors are certified for another year of teaching the Handle With Care Basic Training program at the facility in which they are employed at the time they complete the training.

**08/07/2016 THROUGH 08/07/2016 RESTRAINT CHAIR REFRESHER**

TRAINING DESC: Officers were instructed on how to properly secure individuals in the restraint chair.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: JDC  
JDC

TRAINING NOTES: Talked about location of restraint chairs and the difference between the two. Gave a description of each part of the chair, its use, and how each part is applied. Employees practiced securing supervisor.

**07/08/2016 THROUGH 07/31/2016 JDC TRAINING CHECK LIST**

TRAINING DESC: New employee training conducted by the supervisors at JDC

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 51.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered include but are not limited to: Departmental Policies and Procedures and FOP; Training Objectives; Introduction to Staff, Departmental Flow Chart and County Board Sheet; Department and County Intake; Organizational Accountability and Goals; Juvenile Justice System Overview; County Departments; Employee Assistance Program; Blood-borne Pathogens; Department and Divisional Operations; Juvenile Probation & JCAI Information; Intern Responsibilities; Volunteers and Outside Agencies; Mail and Phone Systems; Department Cell Phones; Records Management; Court Ordered Medical Testing; Urine Testing; Public Information and Communication; Reporting Abuse/Neglect; Radio Usage; Master Control Operations; Juvenile Court Act and the Criminal Code; Juvenile Rights; Intake to Detention; Release without Detention; Warrants; Court Proceedings and Documentation; Security Issues; Supervision of Minor's in Custody; Population Movements; Behavior Management; Program Maintenance; Education Practices; Library Resources; Religious Programs; Custodial Care; Hygiene Practices; Recreation and PE; Meals and Laundry; Chores and Building Cleanup; Computer Operations; Report Writing; Medical and Health Requirements; Mental Health Procedures; Suicide Prevention; Crisis Management and Emergency Response; Behavior Observation and Recording; Visitation; Probation Officer Power of Arrest; Departmental Vehicle Use; Emergency Procedures; Expenses, Training, Travel, and reimbursement, Employee Evaluations; Inventory Management

**06/05/2016 THROUGH 06/05/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Overlapping shift meeting with A1/B1 shifts that discusses some upcoming changes to the behavior management system, the restorative justice programming is being done, and the summer schedule.

**04/16/2016 THROUGH 04/16/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Behavior Management

**02/13/2016 THROUGH 02/13/2016 RESTORATIVE JUSTICE**

TRAINING DESC:

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 2.50 AOIC AP

LOCATION OF TRAINING: JDC  
URBANA, IL

TRAINING SPONSOR: IBARJ

TRAINING NOTES: Restorative Justice circle demonstration requiring staff to participate in the circle process as a learning tool.

**02/11/2016 THROUGH 02/11/2016 MENTAL HEALTH FIRST AID FOR PUBLIC SAFETY**

TRAINING DESC: This is an evidence-based, national program designed to focus on the unique experiences and needs of law enforcement, corrections, and public safety audiences. The curriculum will explain how disorders impact an individual in crisis and will help participants identify a plan of action. The instruction will give public safety professionals more options to help them de-escalate incidents so they can respond to mental health calls appropriately without

compromising safety. Topics covered include but are not limited to: risk factors and warning signs of mental illness; the need for rapid recognition of the situation; the impact of mental health and substance use disorders; 5-step action plan to assess a situation and provide assistance; identifying local resources and how to obtain help; de-escalation techniques; how police inadvertently escalate and destabilize the person; defining officer roles and responsibilities; and providing understanding and reducing stigma.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 6.50 AOIC AP

LOCATION OF TRAINING: CPD  
CHAMPAIGN, IL 61821-0000

TRAINING SPONSOR: Illinois Law Enforcement Training and Standards Board.

TRAINING NOTES:

01/09/2016 THROUGH 04/28/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 17.50 AOIC AP

LOCATION OF TRAINING: ONLINE  
ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

2016 SUBTOTAL OF HOURS: 142.25 SUBTO

TOTAL # OF HOURS: 142.25 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: ANNA HERMANN

RESIGNED 07/20/2017

START DATE: 00/00/0000

11/24/2016 THROUGH 11/25/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.50 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

08/12/2016 THROUGH 08/12/2016 THE ART OF WELLNESS: UNDERSTANDING SOCIAL &amp; EMOTIONAL WELLNESS

TRAINING DESC: Sponsored by Champaign-Ford County ROE #9 and the Ready Program.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: IHOTEL

1900 S. FIRST ST.

CHAMPAIGN, IL 61820-0000

TRAINING SPONSOR: Sponsored by Champaign-Ford County ROE #9 and the Ready Program.

TRAINING NOTES: Keynote Speaker: Kevin Hines: Cracked not Broken. As a suicide attempt survivor, Kevin shares his story of hope and celebration of life. The focus of his story is on resilience and recovery. Panel of Experts included: Dr. Chris Menard serving as the Associate Director of Psychological Services Center of Psychology at the University of Illinois. Lauren Breen: Learn to Fly As a suicide loss survivor, Lauren is one of the leaders of Suicide Prevention Australian's Lived Experience Network. Joe Williams: The Enemy Within. The Enemy Within Project shows a raw and honest side of Joe Williams, the boxer, former NRL player,

father and fiance. Joe delves into the private pain, and dealings with depression that drove him to the very brink.

**07/21/2016 THROUGH 07/21/2016 ESSENTIAL LEARNING ONLINE TRAINING**

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

**06/05/2016 THROUGH 06/05/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Overlapping shift meeting with A1/B1 shifts that discusses some upcoming changes to the behavior management system, the restorative justice programming is being done, and the summer schedule.

**04/04/2016 THROUGH 05/21/2016 ESSENTIAL LEARNING ONLINE TRAINING**

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 20.50 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

**02/13/2016 THROUGH 02/13/2016 VERBAL JUDO**

TRAINING DESC:

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: YOU TUBE VIDEO  
DANVILLE, IL

TRAINING SPONSOR: East Central Illinois Police Training Project  
TRAINING NOTES:

02/11/2016 THROUGH 02/11/2016 MENTAL HEALTH FIRST AID FOR PUBLIC SAFETY

TRAINING DESC: This is an evidence-based, national program designed to focus on the unique experiences and needs of law enforcement, corrections, and public safety audiences. The curriculum will explain how disorders impact an individual in crisis and will help participants identify a plan of action. The instruction will give public safety professionals more options to help them de-escalate incidents so they can respond to mental health calls appropriately without compromising safety. Topics covered include but are not limited to: risk factors and warning signs of mental illness; the need for rapid recognition of the situation; the impact of mental health and substance use disorders; 5-step action plan to assess a situation and provide assistance; identifying local resources and how to obtain help; de-escalation techniques; how police inadvertently escalate and destabilize the person; defining officer roles and responsibilities; and providing understanding and reducing stigma.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 6.50 AOIC AP

LOCATION OF TRAINING: CPD  
CHAMPAIGN, IL 61821-0000

TRAINING SPONSOR: Illinois Law Enforcement Training and Standards Board.

TRAINING NOTES:

2016 SUBTOTAL OF HOURS: 42.25 SUBTO

TOTAL # OF HOURS: 42.25 TOTA



TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: HEIDI HEWKIN

START DATE: 07/31/2000

**11/12/2016 THROUGH 11/12/2016 FOUNDATIONS FOR STRATEGIC AWARENESS**

TRAINING DESC: This training was offered through the East Central Illinois Police Training Project. This course is designed to help officers identify core character traits that affect officer safety, interpersonal relationships, community interactions, and leadership potential. The program will explore high-core value applications that will enhance officer effectiveness and improve performance in all areas of personal and professional life. The course will be conducted by Sergeant Charles Huth of the Kansas City, Missouri Police Department. Sgt. Huth is a 21 year law enforcement veteran and currently serves as a team leader for the Street Crimes Unity Tactical Enforcement Squad.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 8.00 AOIC AP

LOCATION OF TRAINING: CHAMPAIGN, IL

TRAINING SPONSOR: East Central Illinois Police Training Project

TRAINING NOTES: ourse was offered through the East Central Illin

**10/26/2016 THROUGH 10/27/2016 IPCSA FALL CONFERENCE 2016**

TRAINING DESC: IPCSA Fall Conference

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): Y # OF HOURS: 10.00 AOIC AP

LOCATION OF TRAINING: SCHAUMBURG, IL

TRAINING SPONSOR: IPCSA

TRAINING NOTES: Officer Safety and Wellness Committe Meeting.

Trainings attended:

A Terrible Legacy: When Offenders Were Victims.

Out of Tragedy Can Come Positive Action.

Female Sex Offenders: Knowns and Unknowns.

Hearing Voices that are Distressing.

**08/12/2016 THROUGH 08/12/2016 THE ART OF WELLNESS: UNDERSTANDING SOCIAL & EMOTIONAL WELLNESS**

TRAINING DESC: Sponsored by Champaign-Ford County ROE #9  
and the Ready Program.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: IHOTEL

1900 S. FIRST ST.  
CHAMPAIGN, IL 61820-0000

TRAINING SPONSOR: Sponsored by Champaign-Ford County ROE #9  
and the Ready Program.

TRAINING NOTES: Keynote Speaker: Kevin Hines: Cracked not Broken. As a suicide attempt survivor, Kevin shares his story of hope and celebration of life. The focus of his story is on resilience and recovery. Panel of Experts included: Dr. Chris Menard serving as the Associate Director of Psychological Services Center of Psychology at the University of Illinois. Lauren Breen: Learn to Fly As a suicide loss survivor, Lauren is one of the leaders of Suicide Prevention Australian's Lived Experience Network. Joe Williams: The Enemy Within. The Enemy Within Project shows a raw and honest side of Joe Williams, the boxer, former NRL player, father and fiance. Joe delves into the private pain, and dealings with depression that drove him to the very brink.

**06/17/2016 THROUGH 06/17/2016 IPCSA COMMITTEE MEETINGS**

TRAINING DESC: Safety, Probation & Detention Committee Meetings

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 3.00 AOIC AP

LOCATION OF TRAINING: UTICA

UTICA, IL

TRAINING SPONSOR: IPCSA Picnic and Meetings

**05/17/2016 THROUGH 05/17/2016 DCFS MANDATED REPORTER TRAINING**

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 2.00 AOIC AP

LOCATION OF TRAINING: ON LINE TRAINING  
ON LINE TRAINING

04/13/2016 THROUGH 04/13/2016 BASIC HOME VISIT SAFETY TRAINING

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 3.00 AOIC AP

LOCATION OF TRAINING: ILEAS  
EAST MAIN ST  
URBANA, IL 61801-0000

2016 SUBTOTAL OF HOURS: 30.00 SUBTO

TOTAL # OF HOURS: 30.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
AOIC APPROVED TRAINING? (Y/N): N  
IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: JERRY HUNT

START DATE: 09/07/2000

**09/17/2016 THROUGH 09/17/2016 JDC INTAKE TRAINING**

TRAINING DESC: Training facilitated by JDC Managers

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: JDC  
JDC

TRAINING SPONSOR: JDC

TRAINING NOTES: Training on writing detention reports. We went over the detention report module and talked specifically about police contacts, court involvement, prior detainments, and formatting issues.

**06/09/2016 THROUGH 06/09/2016 LIABILITY ISSUES FOR JUVENILE DETENTION OFFICERS**

TRAINING DESC: Training topics included but were not limited to: defining liability, discussing where liability is found in juvenile detention, confidentiality, negligence vs. intentional torts, how to minimize your risks, and scenarios and examples of real juvenile detention situations and the ways to lessen liability

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.00 AOIC AP

LOCATION OF TRAINING: 115 E. WASHINGTON  
BLOOMINGTON, IL

TRAINING SPONSOR: AOIC; Sidney DeLair, JD served as presenter

TRAINING NOTES:

**06/02/2016 THROUGH 06/02/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: .75 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered included changes to the behavior management program and activity schedule which includes more social skills groups, restorative justice groups, and educational groups. Also discussed were 15 minute breaks from group, grading, the new Administrative Intervention form, providing expectations at the beginning of each group, the new form for the completion of the orientation process and receiving an orientation handbook.

**03/19/2016 THROUGH 03/19/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: A shift meeting was conducted discussing the following issues: changing how we monitor communication in group including providing expectations, giving appropriate consequences, minimizing the number of kids out of their seats at a time, communicating about issues between kids, checking the showers between use, not propping doors, paying attention in control due to recent safety concerns.

**02/02/2016 THROUGH 02/02/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Meeting discussing recent changes to the Behavior Program including changes to rules on unmonitored communication, the new grade sheet,

timeouts/tickets, being more consistent on grading

02/01/2016 THROUGH 02/01/2016 RESTRAINT CHAIR REFRESHER

TRAINING DESC: Officers were instructed on how to properly secure individuals in the restraint chair.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: .50 AOIC AP

LOCATION OF TRAINING: JDC  
JDC

01/28/2016 THROUGH 04/05/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 27.00 AOIC AP

LOCATION OF TRAINING: ONLINE  
ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

01/23/2016 THROUGH 01/23/2016 LESSONS FROM 18 YEARS OF COMMUNITY CONFERENCING/RESTORATIVE

TRAINING DESC: Webinar regarding community conferencing and restorative practices in Baltimore, MD

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: (WEBINAR)  
BALTIMORE

TRAINING SPONSOR: Zehr Institute

TRAINING NOTES: Completed webinar before Community Conferencing training

2016 SUBTOTAL OF HOURS: 40.00 SUBTO

TOTAL # OF HOURS: 40.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
AOIC APPROVED TRAINING? (Y/N): N  
IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: DARYL JACKSON

START DATE: 08/29/1994

12/17/2016 THROUGH 12/17/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.75 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

12/05/2016 THROUGH 12/05/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.75 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

10/13/2016 THROUGH 11/07/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 6.00 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

08/12/2016 THROUGH 08/12/2016 THE ART OF WELLNESS: UNDERSTANDING SOCIAL & EMOTIONAL WELLNESS

TRAINING DESC: Sponsored by Champaign-Ford County ROE #9 and the Ready Program.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: IHOTEL

1900 S. FIRST ST.  
CHAMPAIGN, IL 61820-0000

TRAINING SPONSOR: Sponsored by Champaign-Ford County ROE #9  
and the Ready Program.

TRAINING NOTES: Keynote Speaker: Kevin Hines: Cracked not  
Broken. As a suicide attempt survivor, Kevin  
shares his story of hope and celebration of  
life. The focus of his story is on resilience  
and recovery. Panel of Experts included:  
Dr. Chris Menard serving as the Associate  
Director of Psychological Services Center of  
Psychology at the University of Illinois.  
Lauren Breen: Learn to Fly As a suicide loss  
survivor, Lauren is one of the leaders of  
Suicide Prevention Australian's Lived Experience  
Network. Joe Williams: The Enemy Within. The  
Enemy Within Project shows a raw and honest side  
of Joe Williams, the boxer, former NRL player,  
father and fiance. Joe delves into the private  
pain, and dealings with depression that drove  
him to the very brink.

07/21/2016 THROUGH 07/21/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 11.75 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on  
the Essential Learning website

06/05/2016 THROUGH 06/05/2016 JDC STAFF MEETING/TRAINING

TRAINING DESC: Covering policies and procedures of the facili-  
ty.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: JDC



TRAINING NOTES: Overlapping shift meeting with A1/B1 shifts that discusses some upcoming changes to the behavior management system, the restorative justice programming is being done, and the summer schedule.

02/11/2016 THROUGH 02/11/2016 MENTAL HEALTH FIRST AID FOR PUBLIC SAFETY

TRAINING DESC: This is an evidence-based, national program designed to focus on the unique experiences and needs of law enforcement, corrections, and public safety audiences. The curriculum will explain how disorders impact an individual in crisis and will help participants identify a plan of action. The instruction will give public safety professionals more options to help them de-escalate incidents so they can respond to mental health calls appropriately without compromising safety. Topics covered include but are not limited to: risk factors and warning signs of mental illness; the need for rapid recognition of the situation; the impact of mental health and substance use disorders; 5-step action plan to assess a situation and provide assistance; identifying local resources and how to obtain help; de-escalation techniques; how police inadvertently escalate and destabilize the person; defining officer roles and responsibilities; and providing understanding and reducing stigma.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 6.50 AOIC AP

LOCATION OF TRAINING: CPD  
CHAMPAIGN, IL 61821-0000

TRAINING SPONSOR: Illinois Law Enforcement Training and Standards Board.

TRAINING NOTES:

2016 SUBTOTAL OF HOURS: 42.00 SUBTO

TOTAL # OF HOURS: 42.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: JENNIFER JARVIS

START DATE: 07/14/1997

12/18/2016 THROUGH 12/28/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 22.75 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

04/27/2016 THROUGH 04/29/2016 IPCSA SPRING CONFERENCE 2016

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): Y # OF HOURS: 9.00 AOIC AP

LOCATION OF TRAINING: GRIZZLY JACK'S RESORT

UTICA, IL

TRAINING NOTES: Concurrent workshops attended: Creating an Effective Professional Culture (3 hrs), The Nuts and Bolts of Middle Management Part 1 (3 hrs), The Nuts and Bolts of Middle Management Part 2 (3 hrs)

04/12/2016 THROUGH 04/12/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.25 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

02/18/2016 THROUGH 02/18/2016 CHAMPAIGN COUNTY ADA TRAINING EMPLOYMENT

TRAINING DESC: 1.5 hour course on the Americans With Disabili-

ties Act for Supervisors.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: BROOKENS ADMINISTRATIVE CENTER  
1776 E. WASHINGTON  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County

TRAINING NOTES: Required training as part of Champaign County's settlement agreement with the Department of Justice. Topics included: compliance with EEOC regulations, Champaign County's Reasonable Accomodation Policy, avoiding discrimination in hiring/employment practices, selection criteria that is job-related and consistent with business necessity, reasonable accommodations for applicants and employees, medical exams and medical records confidentiality, FMLA and ADA.

2016 SUBTOTAL OF HOURS: 40.50 SUBTO

TOTAL # OF HOURS: 40.50 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
AOIC APPROVED TRAINING? (Y/N): N  
IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: JEREMY JESSUP

START DATE: 10/28/1994

05/25/2016 THROUGH 05/25/2016 LSI-R REFRESHER TRAINING 2016

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP  
LOCATION OF TRAINING: ILEAS  
URBANA, IL 61801-0000

04/12/2016 THROUGH 04/13/2016 BASIC HOME VISIT SAFETY TRAINING

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 3.00 AOIC AP  
LOCATION OF TRAINING: ILEAS  
URBANA, IL 61820-0000

04/12/2016 THROUGH 04/12/2016 BREATH ANALYSIS OPERATOR TRAINING

TRAINING DESC: State Of Illinois Brath Analysis Operator  
Training Course

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 8.00 AOIC AP  
LOCATION OF TRAINING: CHAMPAIGN POLICE DEPARTMENT  
CHAMPAIGN, IL 61820-0000

TRAINING SPONSOR: Illinois State Police Department

TRAINING NOTES: Successful Brath Anaysis Training Course perfor  
mance will be based on a numerical grade of 70%  
which will be determined by the final written  
examination and on the successful completion of  
the laboratory portion of the course. Officers  
who do not successfully complete both portions  
of th ecourse will not be licensed.

04/01/2016 THROUGH 12/01/2016 ADULT STAFF MEETING 4/16 TO 12/16

TRAINING DESC: April 2016 discussed codes, VIP, Community  
Elements, PSI writing, caselaod issues, policy  
manual. May 2016 discussed 2nd chance probation  
employee time, LSI training at ILEAS, e cycling

event, dress code, safety issues. June 2016 discussed VIP, Dress code, emplyee from Salvation Army came and spoke about their program, LSI, office organization. July 2016 discussed, office organization, dress code, hearing/court issues, VIP, office professionalism, August 2016 a woman from a local agency at a church spoke concerning their program for women. Septe,ber 2016 discussed Interstate Compact, a team from Rosecrance came and sopke about their substance abuse programming and mental health. October 2016 discussed training announcements,VIP, officer safety, time issues, sex offender issues, ecycling event. November 2016 discussed time issues, ICTOS issues, PAIP and cognitive skills classes, Violent Offender Act, PVR's, December 2016 a representative from Sunsqwire came and spoke about their residential program. PLEASE ENTER TRAINING MASTER SPONSOR.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 9.00 AOIC AP  
LOCATION OF TRAINING: COURT HOUSE  
URBANA, IL 61801-0000

**03/09/2016 THROUGH 03/09/2016 ADULT STAFF MEETING 03/16**

TRAINING DESC: Had a speaker from Rosecrance on Substance Abuse and their procedure for getting our people in for treatment. Also they discussed mental health treatment.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: COURT HOUSE  
URBANA, IL 61874-0000  
TRAINING NOTES: PLEASE ENTER TRAINING MASTER SPONSOR.

**02/04/2016 THROUGH 02/04/2016 ADULT STAFF MEETING 02/16**

TRAINING DESC: Discussed the Victim Impact panel, cleaning around offices and keeping them organized, Referral procedure and policies. Dress code, staff meetings.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: COURTHOUSE

URBANA, IL 61801-0000

01/08/2016 THROUGH 01/08/2016 ADULT STAFF MEETING 01/16

TRAINING DESC: Discussed duty days and calendars, caseload numbers, LSI and PSI issues, also talked about codes that are imperative for the Annual Plan and must be used in order to get our numbers that AOIC is requesting.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: COURT HOUSE  
URBANA 61801-0000

2016 SUBTOTAL OF HOURS: 24.50 SUBTO

TOTAL # OF HOURS: 24.50 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
AOIC APPROVED TRAINING? (Y/N): N  
IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: LATONYA JANELLE JONES

*Resigned 06/30/2017*

START DATE: 00/00/0000

**12/21/2016 THROUGH 12/21/2016 LEADS TRAINING & CERTIFICATION (LTFA)**

TRAINING DESC: less than full access trng

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000

**12/17/2016 THROUGH 12/26/2016 ESSENTIAL LEARNING ONLINE TRAINING**

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 15.00 AOIC AP

LOCATION OF TRAINING: ONLINE  
ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

**06/22/2016 THROUGH 06/22/2016 LEADERSHIP DEVELOPMENT: BEHAVIORAL INTERVIEW & PRODUCTIVITY**

TRAINING DESC: Final component in the leadership development training developed by Marvis Meyers in conjunction with IPCSA

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.00 AOIC AP

LOCATION OF TRAINING: OLD JACKSONVILLE ROAD  
AOIC  
SPRINGFIELD, IL

TRAINING SPONSOR: AOIC & IPCSA

TRAINING NOTES: Behavioral interviewing is an interviewing process based on the theory that past behavior is the best predictor of future behavior. The techniques learned in this session will allow the interviewers to gather much more in-depth knowledge about candidates, make more informed hiring decisions, and select better candidates

for open positions. Personal productivity: Do you have too much to do? Do you often find yourself feeling overwhelmed by work that just seems to keep on piling up? Leaders are asked to manage multiple priorities while responding to the demands of their teams and managers. Learning how to rapidly organize and define your work, then use every minute effectively to meet your objectives is a key skill for busy managers. You will also learn how to organize your work area, deal with interruptions, and combat procrastination and perfectionism.

**03/12/2016 THROUGH 04/12/2016 ESSENTIAL LEARNING ONLINE TRAINING**

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 11.00 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

**02/14/2016 THROUGH 02/14/2016 CHAMPAIGN COUNTY ADA TRAINING EMPLOYMENT**

TRAINING DESC: 1.5 hour course on the Americans With Disabilities Act for Supervisors.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: BROOKENS ADMINISTRATIVE CENTER

1776 E. WASHINGTON  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County

TRAINING NOTES: Required training as part of Champaign County's settlement agreement with the Department of Justice. Topics included: compliance with EEOC regulations, Champaign County's Reasonable Accommodation Policy, avoiding discrimination in hiring/employment practices, selection criteria that is job-related and consistent with business necessity, reasonable accommodations for applicants and employees, medical exams and medical records confidentiality, FMLA and ADA.



02/13/2016 THROUGH 02/13/2016 RESTORATIVE JUSTICE

TRAINING DESC:

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 2.50 AOIC AP

LOCATION OF TRAINING: JDC

URBANA, IL

TRAINING SPONSOR: IBARJ

TRAINING NOTES: Restorative Justice circle demonstration requiring staff to participate in the circle process as a learning tool.

2016 SUBTOTAL OF HOURS: 41.00 SUBTO

TOTAL # OF HOURS: 41.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
 AOIC APPROVED TRAINING? (Y/N): N  
 IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: **CONSTANCE KAISER**

START DATE: 06/16/1981

**10/26/2016 THROUGH 10/26/2016 IPCSA FALL CONFERENCE 2016**

TRAINING DESC: IPCSA Fall Conference

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): Y # OF HOURS: 9.00 AOIC AP

LOCATION OF TRAINING: SCHAUMBURG, IL

TRAINING SPONSOR: IPCSA

TRAINING NOTES: ATTENDED DETENTION LEGISLATIVE & JUVENILE  
 PROBATION COMMITTEE MEETINGS; FROM DOPE TO HOPE;  
 AND HEARING VOICES THAT ARE DISTRESSING.

**09/09/2016 THROUGH 09/09/2016 6TH CIRCUIT CMO MEETING SEPTEMBER 9, 2016**

TRAINING DESC: TOPICS: DEPARTMENT UPDATES; LEGISLATIVE UP-  
 DATES; SPOTLIGHT-RESTORATIVE JUSTICE PROJECT AT  
 CHAMPAIGN COUNTY DETENTION CENTER; ANNUAL PLAN  
 REVIEW; PROBLEM SOLVING COURTS CERTIFICATION;  
 PRE-TRIAL COURTS; EFFECTIVE CASE WORKS; TRAINING  
 EEDS/TECHNICAL ASSISTANCE; OPEN DISCUSSION

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: ILEAS

URBANA, IL

TRAINING SPONSOR: ADMINISTRATIVE OFFICE OF THE ILLINOIS COURTS

**06/02/2016 THROUGH 06/02/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: .75 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered included changes to the behavior  
 management program and activity schedule which  
 includes more social skills groups, restorative

justice groups, and educational groups. Also discussed were 15 minute breaks from group, grading, the new Administrative Intervention form, providing expectations at the beginning of each group, the new form for the completion of the orientation process and receiving an orientation handbook.

**04/27/2016 THROUGH 04/29/2016 IPCSA SPRING CONFERENCE 2016**

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): Y # OF HOURS: 9.00 AOIC AP

LOCATION OF TRAINING: GRIZZLY JACK'S RESORT  
UTICA, IL

TRAINING NOTES: Committee meetings attended: Detention Committee, CMO Committee, Juvenile Probation Committee (3hrs); Concurrent Workshops attended: JDAI 101 (3 hrs), Balanced and Restorative Justice in Juvenile Detention (3 hrs)

**04/21/2016 THROUGH 04/21/2016 6TH CIRCUIT CMO MEETING APRIL 21, 2016**

TRAINING DESC: TOPICS: WHAT'S NEW?; SPOTLIGHT-DOUGLAS COUNTY PSW PROGRAM; LEGISLATIVE UPDATES; DETENTION UPDATES; ANNUAL PLANS (TRAINING/RESOURCES, SHORTFALL/SALARY RANGES, USE OF PROBATION FEES, 2017 PLAN); PROBLEM SOLVING COURTS (CONFERENCE CALL WITH KELLY GALLIVAN-ILARAZA, REGIONAL MEETINGS); INTRA-STATE TRANSFERS (OVERVIEW OF CHANGES); EFFECTIVE CASE WORK (STATUS OF YOUR DEPARTMENT, TRAINING/COACHING); UPCOMING TRAININGS

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.00 AOIC AP

LOCATION OF TRAINING: ILEAS  
URBANA, IL 61801-0000

TRAINING SPONSOR: ADMINISTRATIVE OFFICE OF THE ILLNOIS COURTS  
TRAINING NOTES: REGULAR MEETING OF 6TH CIRCUIT CMOS AND SUPERVISORS FACILITATED BY AOIC FIELD COORDINATOR

2016 SUBTOTAL OF HOURS: 26.75 SUBTO

TOTAL # OF HOURS: 26.75 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: LORI KLEPPIN

START DATE: 12/18/2000

**08/26/2016 THROUGH 08/26/2016 MANIPULATORS & CHARACTER DISORDERS**

TRAINING DESC: Manipulators &amp; Charactor Disorders: Interventions, Perspectives &amp; Strategies

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.50 AOIC AP

LOCATION OF TRAINING: BLOOMINGTON, IL

TRAINING SPONSOR: George Simon, PhD

**05/25/2016 THROUGH 05/25/2016 LSI-R REFRESHER TRAINING 2016**

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 3.00 AOIC AP

LOCATION OF TRAINING: ILEAS

URBANA, IL 61801-0000

**04/01/2016 THROUGH 12/01/2016 ADULT STAFF MEETING 4/16 TO 12/16**

TRAINING DESC: April 2016 discussed codes, VIP, Community Elements, PSI writing, caselaod issues, policy manual. May 2016 discussed 2nd chance probation employee time, LSI training at ILEAS, e cycling event, dress code, safety issues. June 2016 discussed VIP, Dress code, emplyee from Salvation Army came and spoke about their program, LSI, office organization. July 2016 discussed, office organization, dress code, hearing/court issues, VIP, office professionalism, August 2016 a woman from a local agency at a church spoke concerning their program for women. Septe,ber 2016 discussed Interstate Compact, a team from Rosecrance came and sopke about their substance abuse programming and mental health. October 2016 discussed training announcements,VIP, officer safety, time issues, sex offender issues, ecycling event. November 2016 discussed

time issues, ICTOS issues, PAIP and cognitive skills classes, Violent Offender Act, PVR's, December 2016 a representative from Sunskire came and spoke about their residential program. PLEASE ENTER TRAINING MASTER SPONSOR.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 9.00 AOIC AP  
 LOCATION OF TRAINING: COURT HOUSE  
 URBANA, IL 61801-0000

03/09/2016 THROUGH 03/09/2016 ADULT STAFF MEETING 03/16

TRAINING DESC: Had a speaker from Rosecrance on Substance Abuse and their procedure for getting our people in for treatment. Also they discussed mental health treatment.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
 LOCATION OF TRAINING: COURT HOUSE  
 URBANA, IL 61874-0000  
 TRAINING NOTES: PLEASE ENTER TRAINING MASTER SPONSOR.

03/04/2016 THROUGH 03/04/2016 THE DO'S AND DON'T OF TESTIFYING IN COURT

TRAINING DESC: Teaching the elements of testifying by understanding the perspective of the State Prosecutor. The nuances of specifics of testifying. Practice and understand the 4-step process of direct examination, cross examination, redirect examination and recross examination.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.50 AOIC AP  
 LOCATION OF TRAINING: SPRINGFIELD, IL  
 TRAINING SPONSOR: Sidney C. DeLair J.D.

02/04/2016 THROUGH 02/04/2016 ADULT STAFF MEETING 02/16

TRAINING DESC: Discussed the Victim Impact panel, cleaning around offices and keeping them organized, Referral procedure and policies. Dress code, staff meetings.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
 LOCATION OF TRAINING: COURTHOUSE  
 URBANA, IL 61801-0000

01/08/2016 THROUGH 01/08/2016 ADULT STAFF MEETING 01/16

TRAINING DESC: Discussed duty days and calendars, caseload numbers, LSI and PSI issues, also talked about codes that are imperative for the Annual Plan and must be used in order to get our numbers that AOIC is requesting.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: COURT HOUSE  
URBANA 61801-0000

2016 SUBTOTAL OF HOURS: 30.00 SUBTO

TOTAL # OF HOURS: 30.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: TIFFANY KOLAKOWSKI

START DATE: 00/00/0000

12/11/2016 THROUGH 12/11/2016 ROOM SEARCHES

TRAINING DESC: room search procedures.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: CHAMPAIGN CO JUV DET CNTR

400 S. ART BARTELL RD

URBANA, IL 61802-0000

TRAINING NOTES: Staff conducted a thorough search of minors, rooms, pod areas, and shower areas, looking for contraband.

11/27/2016 THROUGH 11/27/2016 JDC TRAINING CHECK LIST

TRAINING DESC: New employee training conducted by the supervisors at JDC

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 13.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered include but are not limited to: Departmental Policies and Procedures and FOP; Training Objectives; Introduction to Staff, Departmental Flow Chart and County Board Sheet; Department and County Intake; Organizational Accountability and Goals; Juvenile Justice System Overview; County Departments; Employee Assistance Program; Blood-borne Pathogens; Department and Divisional Operations; Juvenile Probation & JCAI Information; Intern Responsibilities; Volunteers and Outside Agencies; Mail and Phone Systems; Department Cell Phones; Records Management; Court Ordered Medical Testing; Urine Testing; Public Information and Communication; Reporting Abuse/Neglect; Radio

Usage; Master Control Operations; Juvenile Court Act and the Criminal Code; Juvenile Rights; Intake to Detention; Release without Detention; Warrants; Court Proceedings and Documentation; Security Issues; Supervision of Minor's in Custody; Population Movements; Behavior Management; Program Maintenance; Education Practices; Library Resources; Religious Programs; Custodial Care; Hygiene Practices; Recreation and PE; Meals and Laundry; Chores and Building Cleanup; Computer Operations; Report Writing; Medical and Health Requirements; Mental Health Procedures; Suicide Prevention; Crisis Management and Emergency Response; Behavior Observation and Recording; Visitation; Probation Officer Power of Arrest; Departmental Vehicle Use; Emergency Procedures; Expenses, Training, Travel, and reimbursement, Employee Evaluations; Inventory Management

**11/11/2016 THROUGH 11/11/2016 OFFICER SAFETY BASICS & OC SPRAY CERTIFICATION**

TRAINING DESC: Instruction on officer safety principles and basic techniques. Instruction and certification in the use of OC Spray

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.50 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: CCJDC

TRAINING NOTES: Topics covered included: the use of force continuum, positioning, contact and cover, use of the restraint chair, escort positions, and certification in the use of OC spray

**10/02/2016 THROUGH 10/02/2016 RESTORATIVE CIRCLES**

TRAINING DESC: "Restorative Circles provide a way for individuals and communities to handle conflicts, including racial conflicts, compassionately rather than punitively, as well as to heal and learn from these conflicts." -quote from Mikhail Lyubansky's blog



JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP  
LOCATION OF TRAINING: JDC  
400 S. ART BARTELL RD.  
URBANA, IL 61802-0000  
TRAINING SPONSOR: Instructor: Mykhail Lyubanksy, Ph.D., a clinical psychologist and lecturer at the University of Illinois  
TRAINING NOTES: Sara Balgoyen, IBARJ, facilitated a circle/training with the shift.

**09/18/2016 THROUGH 09/18/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000  
TRAINING SPONSOR: Champaign County JDC  
TRAINING NOTES: Crisis Intervention training conducted by staff, to include understanding our own triggers and stressors and how they affect our ability to make decisions when dealing with minors in custody. Also talked about the stress model of crisis and the types of crisis we deal with daily.

**09/03/2016 THROUGH 09/03/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000  
TRAINING SPONSOR: JDC  
TRAINING NOTES: As a shift, we went over how to more effectively communicate with each other and things we could do to work better as a team. Staff were also told to own ownership of their own job duties, but to also look out for their co-workers. Everyone was reminded to make sure they are documenting about the minors, specifically regarding TOs, choosing to stay in their room for the day, and

other significant notes.

**08/07/2016 THROUGH 08/07/2016 RESTRAINT CHAIR REFRESHER**

TRAINING DESC: Officers were instructed on how to properly secure individuals in the restraint chair.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: JDC  
JDC

TRAINING NOTES: Talked about location of restraint chairs and the difference between the two. Gave a description of each part of the chair, its use, and how each part is applied. Employees practiced securing supervisor.

**07/25/2016 THROUGH 08/21/2016 JDC TRAINING CHECK LIST**

TRAINING DESC: New employee training conducted by the supervisors at JDC

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 107.50 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered include but are not limited to: Departmental Policies and Procedures and FOP; Training Objectives; Introduction to Staff, Departmental Flow Chart and County Board Sheet; Department and County Intake; Organizational Accountability and Goals; Juvenile Justice System Overview; County Departments; Employee Assistance Program; Blood-borne Pathogens; Department and Divisional Operations; Juvenile Probation & JCAI Information; Intern Responsibilities; Volunteers and Outside Agencies; Mail and Phone Systems; Department Cell Phones; Records Management; Court Ordered Medical Testing; Urine Testing; Public Information and Communication; Reporting Abuse/Neglect; Radio Usage; Master Control Operations; Juvenile Court Act and the Criminal Code; Juvenile Rights; Intake to Detention; Release without Detention; Warrants; Court Proceedings and Documentation;

Security Issues; Supervision of Minor's in Custody; Population Movements; Behavior Management; Program Maintenance; Education Practices; Library Resources; Religious Programs; Custodial Care; Hygiene Practices; Recreation and PE; Meals and Laundry; Chores and Building Cleanup; Computer Operations; Report Writing; Medical and Health Requirements; Mental Health Procedures; Suicide Prevention; Crisis Management and Emergency Response; Behavior Observation and Recording; Visitation; Probation Officer Power of Arrest; Departmental Vehicle Use; Emergency Procedures; Expenses, Training, Travel, and reimbursement, Employee Evaluations; Inventory Management

2016 SUBTOTAL OF HOURS: 134.00 SUBTO

TOTAL # OF HOURS: 134.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
 AOIC APPROVED TRAINING? (Y/N): N  
 IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: DESHONNA MATTHEW

START DATE: 00/00/0000

11/10/2016 THROUGH 11/10/2016 HEROIN: INVESTIGATION AND PREVENTION

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.00 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 URBANA, IL 61801-0000

09/06/2016 THROUGH 09/06/2016 SEXTING INVESTIGATION &amp; CONSEQUENCES

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 8.00 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 URBANA, IL 61801-0000  
 TRAINING SPONSOR: ILEAS

05/25/2016 THROUGH 05/25/2016 LSI-R REFRESHER TRAINING 2016

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 3.00 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 URBANA, IL 61801-0000

04/13/2016 THROUGH 04/13/2016 BASIC HOME VISIT SAFETY TRAINING

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 3.00 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 EAST MAIN ST  
 URBANA, IL 61801-0000

03/09/2016 THROUGH 03/09/2016 ADULT STAFF MEETING 03/16

TRAINING DESC: Had a speaker from Rosecrance on Substance Abuse and their procedure for getting our people in for treatment. Also they discussed mental health treatment.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
 LOCATION OF TRAINING: COURT HOUSE

URBANA, IL 61874-0000

TRAINING NOTES: PLEASE ENTER TRAINING MASTER SPONSOR.

02/04/2016 THROUGH 02/04/2016 ADULT STAFF MEETING 02/16

TRAINING DESC: Discussed the Victim Impact panel, cleaning around offices and keeping them organized, Referral procedure and policies. Dress code, staff meetings.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: COURTHOUSE  
URBANA, IL 61801-0000

01/08/2016 THROUGH 01/08/2016 ADULT STAFF MEETING 01/16

TRAINING DESC: Discussed duty days and calendars, caseload numbers, LSI and PSI issues, also talked about codes that are imperative for the Annual Plan and must be used in order to get our numbers that AOIC is requesting.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: COURT HOUSE  
URBANA 61801-0000

2016 SUBTOTAL OF HOURS: 24.00 SUBTO

TOTAL # OF HOURS: 24.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
AOIC APPROVED TRAINING? (Y/N): N  
IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: JOHN NAESE

START DATE: 07/30/1988

12/20/2016 THROUGH 12/29/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 9.75 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

12/11/2016 THROUGH 12/11/2016 ROOM SEARCHES

TRAINING DESC: room search procedures.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: CHAMPAIGN CO JUV DET CNTR

400 S. ART BARTELL RD

URBANA, IL 61802-0000

TRAINING NOTES: Staff conducted a thorough search of minors, rooms, pod areas, and shower areas, looking for contraband.

11/26/2016 THROUGH 12/11/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 5.75 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

10/02/2016 THROUGH 10/02/2016 RESTORATIVE CIRCLES

TRAINING DESC: "Restorative Circles provide a way for individu

als and communities to handle conflicts, including racial conflicts, compassionately rather than punitively, as well as to heal and learn from these conflicts." -quote from Mikhail Lyubansky's blog

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP  
 LOCATION OF TRAINING: JDC  
 400 S. ART BARTELL RD.  
 URBANA, IL 61802-0000  
 TRAINING SPONSOR: Instructor: Mykhail Lyubansky, Ph.D., a clinical psychologist and lecturer at the University of Illinois  
 TRAINING NOTES: Sara Balgoyen, IBARJ, facilitated a circle/training with the shift.

**09/18/2016 THROUGH 09/18/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
 LOCATION OF TRAINING: 400 S. ART BARTELL RD  
 URBANA, IL 61802-0000  
 TRAINING SPONSOR: Champaign County JDC  
 TRAINING NOTES: Crisis Intervention training conducted by staff, to include understanding our own triggers and stressors and how they affect our ability to make decisions when dealing with minors in custody. Also talked about the stress model of crisis and the types of crisis we deal with daily.

**09/04/2016 THROUGH 09/17/2016 ESSENTIAL LEARNING ONLINE TRAINING**

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 4.25 AOIC AP  
 LOCATION OF TRAINING: ONLINE  
 ONLINE  
 TRAINING SPONSOR: Essential Learning powered by Relias Learning  
 TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

**09/03/2016 THROUGH 09/03/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: As a shift, we went over how to more effectively communicate with each other and things we could do to work better as a team. Staff were also told to own their own job duties, but to also look out for their co-workers. Everyone was reminded to make sure they are documenting about the minors, especially regarding TOs, choosing to stay in their room for the day, and other significant notes.

**08/21/2016 THROUGH 08/21/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD

URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Supervisor lead training on Crisis Intervention, to include response for a physical restraint, as well as a mental health crisis. Situations were discussed and examples given. Training was a broad overview for new hires, and a refresher for current staff.

**05/14/2016 THROUGH 05/14/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD

URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Restorative Justice



04/16/2016 THROUGH 04/16/2016 JDC STAFF TRAINING

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Behavior Management

03/19/2016 THROUGH 03/19/2016 JDC STAFF TRAINING

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Working with special needs kids

01/23/2016 THROUGH 04/05/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 12.75 AOIC AP

LOCATION OF TRAINING: ONLINE ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on the Essential Learning website

2016 SUBTOTAL OF HOURS: 41.75 SUBTO

TOTAL # OF HOURS: 41.75 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
 AOIC APPROVED TRAINING? (Y/N): N  
 IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: MEGHAN NAU

START DATE: 00/00/0000

**11/10/2016 THROUGH 11/10/2016 HEROIN: INVESTIGATION AND PREVENTION**

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.00 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 URBANA, IL 61801-0000

**10/14/2016 THROUGH 10/18/2016 2016 FALL ADULT BASIC TRAINING**

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 40.00 AOIC AP  
 LOCATION OF TRAINING: AOIC  
 SPRINGFIELD, IL

**05/25/2016 THROUGH 05/25/2016 LSI-R REFRESHER TRAINING 2016**

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 URBANA, IL 61801-0000

**03/09/2016 THROUGH 03/09/2016 ADULT STAFF MEETING 03/16**

TRAINING DESC: Had a speaker from Rosecrance on Substance Abuse and their procedure for getting our people in for treatment. Also they discussed mental health treatment.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
 LOCATION OF TRAINING: COURT HOUSE  
 URBANA, IL 61874-0000  
 TRAINING NOTES: PLEASE ENTER TRAINING MASTER SPONSOR.

**03/04/2016 THROUGH 03/04/2016 THE DO'S AND DON'T OF TESTIFYING IN COURT**

TRAINING DESC: Teaching the elements of testifying by understanding the perspective of the State Prosecutor. The nuances of specifics of testifying.

Practice and understand the 4-step process of direct examination, cross examination, redirect examination and recross examination.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.50 AOIC AP  
LOCATION OF TRAINING: SPRINGFIELD, IL  
TRAINING SPONSOR: Sidney C. DeLair J.D.

02/04/2016 THROUGH 02/04/2016 ADULT STAFF MEEETING 02/16

TRAINING DESC: Discussed the Victim Impact panel, cleaning around offices and keeping them organized, Referral procedure and policies. Dress code, staff meetings.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: COURTHOUSE  
URBANA, IL 61801-0000

01/08/2016 THROUGH 01/08/2016 ADULT STAFF MEETING 01/16

TRAINING DESC: Discussed duty days and calendars, caseload numbers, LSI and PSI issues, also talked about codes that are imperative for the Annual Plan and must be used in order to get our numbers that AOIC is requesting.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: COURT HOUSE  
URBANA 61801-0000

2016 SUBTOTAL OF HOURS: 59.00 SUBTO

TOTAL # OF HOURS: 59.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N

AOIC APPROVED TRAINING? (Y/N): N

IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: ANTONIO NEWBERN

START DATE: 00/00/0000

12/11/2016 THROUGH 12/11/2016 ROOM SEARCHES

TRAINING DESC: room search procedures.

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP

LOCATION OF TRAINING: CHAMPAIGN CO JUV DET CNTR

400 S. ART BARTELL RD

URBANA, IL 61802-0000

TRAINING NOTES: Staff conducted a thorough search of minors, rooms, pod areas, and shower areas, looking for contraband.

10/31/2016 THROUGH 11/04/2016 DETENTION OFFICER BASIC TRAINING

JOB MANDATED? (Y/N): Y IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 40.00 AOIC AP

LOCATION OF TRAINING: KENDALL COUNTY COURTHOUSE

807 W. JOHN ST.

YORKVILLE, IL

TRAINING SPONSOR: AOIC

TRAINING NOTES:

10/02/2016 THROUGH 10/02/2016 RESTORATIVE CIRCLES

TRAINING DESC: "Restorative Circles provide a way for individuals and communities to handle conflicts, including racial conflicts, compassionately rather than punitively, as well as to heal and learn from these conflicts." -quote from Mikhail Lyubansky's blog

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: JDC

400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: Instructor: Mykhail Lyubansky, Ph.D., a clinical psychologist and lecturer at the University

of Illinois

TRAINING NOTES: Sara Balgoyen, IBARJ, facilitated a circle/training with the shift.

**09/18/2016 THROUGH 09/18/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Crisis Intervention training conducted by staff, to include understanding our own triggers and stressors and how they affect our ability to make decisions when dealing with minors in custody. Also talked about the stress model of crisis and the types of crisis we deal with daily.

**09/03/2016 THROUGH 09/03/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: As a shift, we went over how to more effectively communicate with each other and things we could do to work better as a team. Staff were also told to own their own job duties, but to also look out for their co-workers. Everyone was reminded to make sure they are documenting about the minors, especially regarding TOs, choosing to stay in their room for the day, and other significant notes.

**08/07/2016 THROUGH 08/07/2016 RESTRAINT CHAIR REFRESHER**

TRAINING DESC: Officers were instructed on how to properly secure individuals in the restraint chair.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.25 AOIC AP

LOCATION OF TRAINING: JDC

JDC

TRAINING NOTES: Talked about location of restraint chairs and the difference between the two. Gave a description of each part of the chair, its use, and how each part is applied. Employees practiced securing supervisor.

06/28/2016 THROUGH 06/28/2016 MENTAL HEALTH FIRST AID FOR PUBLIC SAFETY

TRAINING DESC: This is an evidence-based, national program designed to focus on the unique experiences and needs of law enforcement, corrections, and public safety audiences. The curriculum will explain how disorders impact an individual in crisis and will help participants identify a plan of action. The instruction will give public safety professionals more options to help them de-escalate incidents so they can respond to mental health calls appropriately without compromising safety. Topics covered include but are not limited to: risk factors and warning signs of mental illness; the need for rapid recognition of the situation; the impact of mental health and substance use disorders; 5-step action plan to assess a situation and provide assistance; identifying local resources and how to obtain help; de-escalation techniques; how police inadvertently escalate and destabilize the person; defining officer roles and responsibilities; and providing understanding and reducing stigma.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.00 AOIC AP

LOCATION OF TRAINING: CPD

CHAMPAIGN, IL 61821-0000

TRAINING SPONSOR: Illinois Law Enforcement Training and Standards Board.

TRAINING NOTES:

06/25/2016 THROUGH 06/25/2016 JDC STAFF TRAINING

TRAINING DESC: Training coordinated by JDC supervisors & led by  
either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000  
TRAINING SPONSOR: Champaign County JDC  
TRAINING NOTES: Use of the Myers-Briggs Questionnaire

**06/11/2016 THROUGH 06/11/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by  
either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000  
TRAINING SPONSOR: Champaign County JDC  
TRAINING NOTES: Dealing with stress in corrections

**06/02/2016 THROUGH 06/02/2016 JDC STAFF MEETING/TRAINING**

TRAINING DESC: Covering policies and procedures of the facility.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: .75 AOIC AP  
LOCATION OF TRAINING: 400 S. ART BARTELL RD.  
URBANA, IL 61802-0000  
TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered included changes to the behavior management program and activity schedule which includes more social skills groups, restorative justice groups, and educational groups. Also discussed were 15 minute breaks from group, grading, the new Administrative Intervention form, providing expectations at the beginning of each group, the new form for the completion of the orientation process and receiving an orientation handbook.

**05/28/2016 THROUGH 05/28/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by  
either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000  
TRAINING SPONSOR: Champaign County JDC  
TRAINING NOTES: Handle with Care instruction

**05/14/2016 THROUGH 05/14/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by  
either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000  
TRAINING SPONSOR: Champaign County JDC  
TRAINING NOTES: Restorative Justice

**04/30/2016 THROUGH 04/30/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by  
either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
LOCATION OF TRAINING: 400 S. ART BARTELL RD  
URBANA, IL 61802-0000  
TRAINING SPONSOR: Champaign County JDC  
TRAINING NOTES: Suicide Prevention

**04/17/2016 THROUGH 04/17/2016 MANDATED REPORTER TRAINING**

TRAINING DESC:

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 2.00 AOIC AP  
LOCATION OF TRAINING: ONLINE  
ONLINE  
TRAINING SPONSOR: DCFS  
TRAINING NOTES: Online training set up by DCFS to foster a  
better understanding of the duties of a mandated  
reporter. The training is at this web address:  
<http://www.dcfstraining.org/manrep/index.jsp#>

**04/16/2016 THROUGH 04/16/2016 JDC STAFF TRAINING**

TRAINING DESC: Training coordinated by JDC supervisors & led by  
either supervisors or staff members

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP



LOCATION OF TRAINING: 400 S. ART BARTELL RD  
 URBANA, IL 61802-0000

TRAINING SPONSOR: Champaign County JDC

TRAINING NOTES: Behavior Management

04/05/2016 THROUGH 04/05/2016 ESSENTIAL LEARNING ONLINE TRAINING

TRAINING DESC: Essential Learning powered by Relias Learning

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.25 AOIC AP

LOCATION OF TRAINING: ONLINE

ONLINE

TRAINING SPONSOR: Essential Learning powered by Relias Learning

TRAINING NOTES: Training titles and descriptions available on  
 the Essential Learning website

03/28/2016 THROUGH 08/21/2016 JDC TRAINING CHECK LIST

TRAINING DESC: New employee training conducted by the supervi-  
 sors at JDC

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 135.00 AOIC AP

LOCATION OF TRAINING: 400 S. ART BARTELL RD.

URBANA, IL 61802-0000

TRAINING SPONSOR: JDC

TRAINING NOTES: Topics covered include but are not limited to:  
 Departmental Policies and Procedures and FOP;  
 Training Objectives; Introduction to Staff,  
 Departmental Flow Chart and County Board Sheet;  
 Department and County Intake; Organizational  
 Accountability and Goals; Juvenile Justice  
 System Overview; County Departments; Employee  
 Assistance Program; Blood-borne Pathogens;  
 Department and Divisional Operations; Juvenile  
 Probation & JCAI Information; Intern Responsi-  
 bilities; Volunteers and Outside Agencies; Mail  
 and Phone Systems; Department Cell Phones;  
 Records Management; Court Ordered Medical  
 Testing; Urine Testing; Public Information and  
 Communication; Reporting Abuse/Neglect; Radio  
 Usage; Master Control Operations; Juvenile Court  
 Act and the Criminal Code; Juvenile Rights;  
 Intake to Detention; Release without Detention;  
 Warrants; Court Proceedings and Documentation;

Security Issues; Supervision of Minor's in Custody; Population Movements; Behavior Management; Program Maintenance; Education Practices; Library Resources; Religious Programs; Custodial Care; Hygiene Practices; Recreation and PE; Meals and Laundry; Chores and Building Cleanup; Computer Operations; Report Writing; Medical and Health Requirements; Mental Health Procedures; Suicide Prevention; Crisis Management and Emergency Response; Behavior Observation and Recording; Visitation; Probation Officer Power of Arrest; Departmental Vehicle Use; Emergency Procedures; Expenses, Training, Travel, and reimbursement, Employee Evaluations; Inventory Management

2016 SUBTOTAL OF HOURS: 204.00 SUBTO

TOTAL # OF HOURS: 204.00 TOTA

TRAINING START DATE: 01/01/2016 TRAINING END DATE: 12/31/2016

JOB MANDATED TRAINING? (Y/N): N  
 AOIC APPROVED TRAINING? (Y/N): N  
 IPCSA CONFERENCE TRAINING? (Y/N): N

EMPLOYEE NAME: JEFF NUGENT

START DATE: 11/04/1996

11/10/2016 THROUGH 11/10/2016 HEROIN: INVESTIGATION AND PREVENTION

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 7.00 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 URBANA, IL 61801-0000

05/25/2016 THROUGH 05/25/2016 LSI-R REFRESHER TRAINING 2016

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.50 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 URBANA, IL 61801-0000

04/13/2016 THROUGH 04/13/2016 BASIC HOME VISIT SAFETY TRAINING

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 3.00 AOIC AP  
 LOCATION OF TRAINING: ILEAS  
 EAST MAIN ST  
 URBANA, IL 61801-0000

04/01/2016 THROUGH 12/01/2016 ADULT STAFF MEETING 4/16 TO 12/16

TRAINING DESC: April 2016 discussed codes, VIP, Community Elements, PSI writing, caselaod issues, policy manual. May 2016 discussed 2nd chance probation employee time, LSI training at ILEAS, e cycling event, dress code, safety issues. June 2016 discussed VIP, Dress code, emplyee from Salvation Army came and spoke about their program, LSI, office organization. July 2016 discussed, office organization, dress code, hearing/court issues, VIP, office professionalism, August 2016 a woman from a local agency at a church spoke concerning their program for women. Septe,ber 2016 discussed Interstate Compact, a team from

Rosecrance came and spoke about their substance abuse programming and mental health. October 2016 discussed training announcements, VIP, officer safety, time issues, sex offender issues, recycling event. November 2016 discussed time issues, ICTOS issues, PAIP and cognitive skills classes, Violent Offender Act, PVR's, December 2016 a representative from Sunshire came and spoke about their residential program. PLEASE ENTER TRAINING MASTER SPONSOR.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 9.00 AOIC AP  
 LOCATION OF TRAINING: COURT HOUSE  
 URBANA, IL 61801-0000

03/09/2016 THROUGH 03/09/2016 ADULT STAFF MEETING 03/16

TRAINING DESC: Had a speaker from Rosecrance on Substance Abuse and their procedure for getting our people in for treatment. Also they discussed mental health treatment.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
 LOCATION OF TRAINING: COURT HOUSE  
 URBANA, IL 61874-0000  
 TRAINING NOTES: PLEASE ENTER TRAINING MASTER SPONSOR.

02/04/2016 THROUGH 02/04/2016 ADULT STAFF MEETING 02/16

TRAINING DESC: Discussed the Victim Impact panel, cleaning around offices and keeping them organized, Referral procedure and policies. Dress code, staff meetings.

JOB MANDATED? (Y/N): N IPCSA CONFERENCE TRAINING? (Y/N): N # OF HOURS: 1.00 AOIC AP  
 LOCATION OF TRAINING: COURTHOUSE  
 URBANA, IL 61801-0000

01/08/2016 THROUGH 01/08/2016 ADULT STAFF MEETING 01/16

TRAINING DESC: Discussed duty days and calendars, caseload numbers, LSI and PSI issues, also talked about codes that are imperative for the Annual Plan and must be used in order to get our numbers that AOIC is requesting.

15:14:19 11/01/2017

EMPLOYEE TRAINING REPORT - BY EMPLOYEE

JOB MANDATED? (Y/N): N    IPCSA CONFERENCE TRAINING? (Y/N): N    # OF HOURS: 1.00    AOIC AP  
LOCATION OF TRAINING: COURT HOUSE  
URBANA 61801-0000

2016 SUBTOTAL OF HOURS: 23.50    SUBTO

TOTAL # OF HOURS: 23.50    TOTA