

PUBLIC SAFETY RECORDS MANAGEMENT – Records Management | Risk Management | Compliance

COURSE TITLE	LENGTH / COST
Going Paperless: Why & How	3 hr \$195/person
Conducting a Records Inventory and Purge	4 hr \$199/person
Records Retention Schedules 101	2 hr \$149/person
Records Mgmt in Your State: Legal Requirements & Best Practices for Law Enforcement (state-specific)	4 hr \$199/person
Eliminating Risk & Liability in Records	1 day \$299/person
Intro to Law Enforcement Records Management	1 day \$299/person
Intro to Sealing & Expunging Records (state-specific)	2 hr \$179/person

PUBLIC/OPEN RECORDS REQUEST COMPLIANCE

Public Records Act: California	1 day \$299/person
Florida Public Records Law for Public Safety	1 day \$299/person
Releasing Law Enforcement Records Pursuant to CORA and the CCJRA	1 day \$299/person
Public/Open Records for Law Enforcement (state-specific)	4 hr \$199/person
Public/Open Records 101 for Officers	2 hr \$159/person
Managing Records Requests After Critical Incidents	3 hr \$199/person
Drone, ALPR, and Surveillance Records: What Can Be Released (state-specific)	2 hr \$199/person

REDACTING RECORDS

Releasing and Redacting Law Enforcement Reports (state-specific)	2 hr \$159/person
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BWC/VIDEO RECORDS

BWC Video Release and Redaction (state-specific)	3 hr \$189/person
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PROPERTY & EVIDENCE

Intro to Property & Evidence	1 day \$299/person
Digital Evidence Management	3 hr \$195/person
Supervising a Property & Evidence Unit	4 hr \$199/person

CJIS

Using CJIS Databases for Criminal Investigations	1 day \$259/person
CJIS SECPOL	4 hr \$199/person
How to Do Validations Right	2.5 hr \$159/person

LEADERSHIP

First-Level Leadership in Police Records	1 day \$299/person
Middle Management Leadership in Police Records	1 day \$299/person
Executive Leadership in Police Records	1 day \$299/person
Command of the Records Unit: What You Need to Know	4 hr \$195/person

CRIME REPORTING | NIBRS

Case Management in Law Enforcement	3 hr \$199/person
Reviewing & Approving Reports: Who Should Do It and How	1 day \$299/person
Criminal Law vs. NIBRS: Accurate Coding of Offense Reports (state-specific)	1 day \$299/person

GOVERNMENT RECORDS MANAGEMENT

Government Front Line Leadership	1 day \$299/person
Government Middle Management Leadership	1 day \$299/person
Government Executive Leadership	1 day \$299/person
Intro to Government Records Management	1 day \$299/person
Government Conducting a Records Inventory and Purge	4 hr \$199/person
Public/Open Records for Government (state-specific)	2 hr \$199/person

Register online. Checks and credit cards accepted. 5-day cancellation policy.