



STATE OF SOUTH DAKOTA
LAW ENFORCEMENT STANDARDS AND TRAINING COMMISSION
 DIVISION OF CRIMINAL INVESTIGATION
 GEORGE S. MICKELSON CRIMINAL JUSTICE CENTER
 1302 E. HIGHWAY 14, STE. 5
 PIERRE, SOUTH DAKOTA 57501-8505

FAXED
 06/29/16
 T. Pierre

MARTY J. JACKLEY
 ATTORNEY GENERAL

APPLICATION TO ATTEND
 SOUTH DAKOTA LAW ENFORCEMENT OFFICERS TRAINING COURSES

Type of Course DARE INSTRUCTOR COURSE

Course Date 06/12-06/23/17

Name Gengler Michael J.
 (Last) (First) (Middle) (Please print or type)

Date of Birth 12/21/88 SSN 504-15-5686 M F Law Enforcement Service 3 yrs. 5 Mos.

Email address mgengler@brookingscountysd.gov Cell Phone # 605-254-5555

Name of Department Brookings County Sheriff's Office. Phone # 605-696-8300

Department Mailing Address 315 7th Ave. Brookings 57006
 Address City Zip

I request that you accept this nominee as the official representative of the Law Enforcement Agency headed by me. I do hereby agree that this representative will abide by all such rules and regulations pertaining to classroom and dormitory conduct and any serious breach of same may result in the dismissal of the violator. I further agree that the Law Enforcement Training Center, either individually or collectively, shall in no way be responsible for any accidents while this representative is en route to, attending any session of, or returning to their department. In addition, I agree that this representative shall attend the full course of instruction. **Application should be made no later than 45 days prior to the course.**

Due to the nature of some of the training offered, enrollment in a school may be limited. **Please do not assume that the applicant has been accepted for this school until you have received official confirmation from the Law Enforcement Training Office.**

Deputy Sheriff
 (Title of Applicant)

Marty J. Jackley
 (Name & Title of Department Head) **SHERIFF**

06/29/16
 (Date)

06/29/16
 (Date)

This application form must be completed in its entirety and forwarded to the Law Enforcement Training Office.

I hereby certify my application has been approved by my supervisor/department head.

Return this Application to: Law Enforcement Training
 Criminal Justice Center
 1302 E. Hwy 14, Ste. 5
 Pierre SD 57501-8505
 Phone: 605-773-3584
 Fax: 605-773-7203

Travel / Education Request Form

Name(s) Misty Moser

Department Weed & Pest Position(s) Supervisor

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
6/22/16			Watertown SD

Reason for Travel Collect Leafy Spurge Beetles.

Passengers David Hynes

Estimated Expenses

• Method of Travel: County Vehicle Private Auto
 _____ miles @ \$_____/per mile = \$ _____

• Meals: Breakfast @ \$ _____ = \$ _____
 Lunch @ \$ _____ = \$ _____
 Dinner @ \$ _____ = \$ _____

• Additional Expenses (taxi, parking, etc)
 Please list N/A = \$ _____

• Lodging: Estimated number of days/nights = \$ _____

• Registration Estimated cost = \$ _____

Total Cost Estimate = \$ _____

Department Head designated mileage rate: \$ 0 /per mile

Misty Moser
 Department Head Signature

6-22-16
 Date

Travel/Education Request Form

Name(s) Robert W. Hill

Department County Development Position Director

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
7/18/2016			Sioux Falls, SD

Reason for Travel:

Attend the EPA Chemical Industry Safety Workshop as a representative of the Brookings Local Emergency Planning Committee (LEPC) in Sioux Falls, SD.

Passengers: 0

Estimated Expenses:

•Method of Travel: County Vehicle Private Auto Air
100 Miles \$ /mile = \$ 0.00

•Meals: 0 Breakfast @ \$ 5.00 = \$ 0.00
0 Lunch @ \$ 9.00 = \$ 0.00
0 Dinner @ \$ 12.00 = \$ 0.00

Employees will not be reimbursed for meals that are included in the registration fee.

•Additional Expenses (taxi, parking, etc.):
 Please list None = \$

•Lodging: 0 Estimated number of days/nights = \$

•Registration: 0 Estimated Cost = \$

Total Cost Estimate = \$ 0.00

•Department Head designated mileage rate: \$ 0.00 /mile

•A travel advance form is attached to this request Yes No


 Department Head Signature

6/30/2016
 Date

SOUTH DAKOTA CHEMICAL INDUSTRY SAFETY WORKSHOPS



The South Dakota Department of Environment and Natural Resources invites you to workshops led by representatives from the U.S. Occupational Safety and Health Administration, Department of Homeland Security, and Environmental Protection Agency. These workshops offer direct lines of communication with federal partners. Participants will have ample time to ask questions.

Topics will include:

- Emergency Planning and Community Right-to-Know Act (EPCRA);
- Tier II Reporting
- Risk Management Program (RMP);
- Spill Prevention, Control, and Countermeasure Program (SPCC);
- Facility Response Plan Rule (FRP);
- Government Initiated Unannounced Exercises (GIUEs);
- Process Safety Management Program (PSM);
- Chemical Facility Anti-Terrorism Standard (CFATS);
- Spill Reporting Requirements
- Participation in Local Emergency Planning Committees; and
- Executive Order (EO) 13650 - federal response to the West, TX explosion.

Audience

Business/Industry subject to RMP, EPCRA, PSM, CFATS, SPCC, FRP, GIUEs and Local Emergency Planning Committees (LEPCs).

Times/Dates/Register

Sioux Falls July 18, 2016 9am-12pm

Register: siouxfallschemicalworkshop.eventbrite.com

Huron July 19, 2016 9am-12pm

Register: <http://huronchemicalworkshop.eventbrite.com>

Aberdeen July 20, 2016 9am-12pm

Register: aberdeenchemicalworkshop.eventbrite.com

Pierre July 21, 2016 at 9am-12pm

Register: pierrechemicalworkshop.eventbrite.com

Rapid City July 21, 2016 3pm-6pm

Register: <http://rapidcitychemicalworkshop2.eventbrite.com>

Rapid City July 22, 2016 9am-12pm

Register: rapidcitychemicalworkshop.eventbrite.com

For more information: Rebecca Broussard • 303-312-6568 • broussard.rebecca@epa.gov

Brookings County

Travel/Education Request Form

Name(s) Chris Lilla,

Department DOE Position Director

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
Sept 17 th - 22 nd , 2016			Las Vegas, NV

Reason for Travel: Proval Users Conference Las Vegas, NV

Passengers:

Estimated Expenses:

- Method of Travel: County Vehicle Private Auto
 _____ Miles @ \$ _____ per mile = \$ _____
- Meals:
 - 6 Breakfast @ \$ 10.00 = \$ 60.00
 - 6 Lunch @ \$ 14.00 = \$ 84.00
 - 3 Dinner @ \$ 21.00 = \$ 63.00

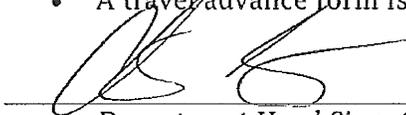
Employees will not be reimbursed for meals that are included in the registration fee.

- Additional Expenses (taxi, parking, etc):
 Airfare - \$392.70 / Taxi - \$50.00 (est) / Parking - \$50 (est) \$ 492.70
- Lodging: 5 Nights \$ 1,102.40
- Registration \$595 (early bird registration) \$ 595.00

Total Cost Estimate = \$ 2,397.10

Department Head designated mileage rate: \$ _____/per mile

- A travel advance form is attached to this request yes no



 Department Head Signature

6/28/16
 Date

Brookings County
Travel Advance
Request for Payment Form

Employee: Chris Lilly

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sept 17 - 22nd, 2016

Estimated Expenses

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
- Meals: = \$ 207⁰⁰
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ _____
Please List: _____
- Lodging: = \$ _____
- Registration: = \$ _____
- Total Travel Advance = \$ 207⁰⁰

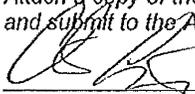
Actual Expenses

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ _____
- Meals: = \$ _____
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ _____
Please List: _____
- Lodging: = \$ _____
- Registration = \$ _____
- Total Actual Travel Expenses = \$ _____

Difference

- Amount owed to County = \$ _____
Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.
- Amount owed to Employee = \$ _____
Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.



Employee Signature

6-28-16

Date

Proval Registration \$595.00

SYNERGY 2016 Aumentum User Groups Conference

	Recording Aumentum	Appraisal/Valuation			Tax Generation & Collection Aumentum	Technical Aumentum	Ascend/Other	
	ProVal	ProVal	customGAMA	Aumentum	Aumentum	Aumentum	Ascend/Other	
SUNDAY - SEPTEMBER 18								
1:00pm-5:00pm	REGISTRATION							
5:00pm-6:30pm	WELCOME RECEPTION							
MONDAY - SEPTEMBER 19								
8:30am-9:30am	OPENING SESSION							
9:30am-9:45am	BREAK							
9:45am-10:45am	What's New / Roadmap Part 1	What's New in 7.11.4 and 9.x	Using Sales to Establish Land Rates: Part 1	How to use Query Builder and/or Exporting GAMA data to MS-Access	Real Property: What's New & Upcoming	Effective Data and the Functional Calendar	Beginning SQL	
10:45am-11:00am	BREAK							
11:00am-12:00pm	What's New / Roadmap Part 2	Excel: Beginners	Using Sales to Establish Land Rates: Part 2	Valuation Methods	Real Property: 101	Processing TAG Changes	Advanced SQL	
12:00pm-1:30pm	LUNCH (on your own)							
1:30pm-2:30pm	Admin Training: eRecording	Excel: Intermediate	Marshall and Swift Commercial Black Box	Search by SQL - Data Mining	Process Flow in Aumentum	SSRS-Understanding the Basics	Aumentum: Data Services	
2:30pm-2:45pm	BREAK							
2:45pm-3:45pm	Admin Training: Dashboards & Mgmt Tools	Case Study: Using House Type Factors	Moore Precision Cost Models: Part 1	Sales Comparables	Personal Property: What's New & Upcoming	Corrections Processing	SSRS-Beyond the Basics	
3:45pm-4:00pm	BREAK							
4:00pm-5:00pm	Admin Training: New Features	Tips and Tricks/Sketching	Moore Precision Cost Models: Part 2	TG_MVAT - Model Refinement for PP	Pros & Cons for Configuration			
6:00pm-10:00pm	SOCIAL EVENT (dinner provided)							
TUESDAY - SEPTEMBER 20								
8:30am-9:30am	2015 PubEc Sector Champions: Insights on Leading Through Change							
9:30am-9:45am	BREAK							
9:45am-10:45am	Admin Training: Cashiering & Accounting Part 1	Unique Appraisal Considerations - Walking Tour				Delinquents & Tax Sale: Lien	Aumentum Data Modeling Part 1	
10:45am-11:00am						BREAK		
11:00am-12:00pm	Admin Training: Cashiering & Accounting Part 2					Delinquents & Tax Sale: Property	Aumentum Data Modeling Part 2	
12:00pm-1:30pm	LUNCH (on your own)							
1:30pm-2:30pm	Updates from the Support Desk	SQL for Beginners: Part 1	Markets and Sub Markets	Did You Know? New Enhancements and Features	Personal Property: 101	Levy	Aumentum Data Modeling Part 3	ASCEND Assessor/Treasurer topics
2:30pm-2:45pm	BREAK							
2:45pm-3:45pm	Land Records: An International Perspective	SQL for Beginners: Part 2	Preparing Cost Tables for Reassessment	Mass Update	Real Property: Income Approach Part 1	Assessment Admin (incl. value modifier)	Security Architecture	ASCEND Assessor/Treasurer topics
3:45pm-4:00pm	BREAK							
4:00pm-5:00pm	Admin Training: Security Paper Management	Land Import/ Future Records	Preferences/Security	Document Handling	Real Property: Income Approach Part 2	Aumentum Update		ASCEND Deep Dive
Evening	FREE							
WEDNESDAY - SEPTEMBER 21								
8:30am-9:30am	The Bird's-Eye View: Thinking Differently with GIS							
9:30am-9:45am	BREAK							
9:45am-10:45am	GIS in Thomson Reuters				Distribution: Overview	System Performance Monitoring	Aumentum: Creating Viewers for Data Services	
10:45am-11:00am	BREAK							
11:00am-12:00pm	Microfilm Maintenance	Report Designer: Introduction	Security Application	GIS for Aumentum	Distribution: Balancing	System Performance Optimization	Aumentum: Advanced Search Data Services	
12:00pm-1:30pm	LUNCH (on your own)							
1:30pm-2:30pm	Hardware Changes & Maint: How it impacts your operation	Pictometry/ GeoAnalyst	Report Designer: Advanced - Part 1	Ask the Developer/Programmer	Real Property: Sales Ratio Analysis	Aumentum Jeopardy!	Correspondence	Aumentum: Excel Integration Data Services
2:30pm-2:45pm	BREAK							
2:45pm-3:45pm	Innovation Workshop: Looking forward to the future	Case Study: Ratio Study	Report Designer: Advanced - Part 2	JS_Geoanalyst for customGAMA	Real Property: Comp Sales Part 1	Part 1: Enhancement Update Part 2: Enh. Brainstorming / Refinement Part 3: TUG Meeting		
3:45pm-4:00pm	BREAK							
4:00pm-5:00pm	Admin Training: Public Access	Proval User Group		Calc Host Notes/History Snap Use and Config	Real Property: Comp Sales Part 2			
6:00pm-9:00pm	AWARDS BANQUET (dinner provided)							
THURSDAY - SEPTEMBER 22								
8:30am-9:30am	Governance Issues in the Digital Age							
9:30am-9:45am	BREAK							
9:45am-10:45am	Recorder Jeopardy!	Customer Center and Community			Case Management: An Introduction	Data Analysis Using Excel	Aumentum Web Services / API	
10:45am-11:00am	BREAK							
11:00am-12:00pm	Round Table	Round Table	Round Table	Personal Property: Advanced Concepts	Security "Know-How"	Deployment Best Practices & Tech Refresh Planning		
12:00pm	CONFERENCE CONCLUDES							

Brookings County

Travel/Education Request Form

Name(s) Jacob Brehmer, Larry Klinghile, Jere Hieb, Reid Squires

Department DOE Position Appraisers

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
Sep 18 th thru 23 rd In State			Sioux Falls, SD

Reason for Travel: Assessors School to remain certified
Passengers:

Estimated Expenses:

- Method of Travel: County Vehicle Private Auto
 _____ Miles @ \$ _____ per mile = \$ _____
- Meals:
 - 20 Breakfast @ \$ 6.00 = \$ 120.00
 - 20 Lunch @ \$ 11.00 = \$ 220.00
 - 16 Dinner @ \$ 15.00 = \$ 240.00

Employees will not be reimbursed for meals that are included in the registration fee.

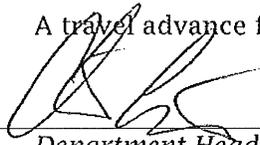
- Additional Expenses (taxi, parking, etc):
Please list _____ \$ _____

- Lodging: 5 Estimated number of days (nights) = \$ 530 *only Larry getting Room.*
- Registration Estimated cost 4 @ \$300 = \$ 1,200

Total Cost Estimate = \$ 2,310

Department Head designated mileage rate: \$ _____/per mile

- A travel advance form is attached to this request yes no _____



Department Head Signature

6/28/16
Date

Brookings County
**Travel Advance
Request for Payment Form**

Employee: Jere Hieb

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sep 18 - 23rd, 2016

Estimated Expenses

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
- Meals: = \$ 145
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ 0
Please List: _____
- Lodging: = \$ 0
- Registration: = \$ 0
- Total Travel Advance = \$ 145⁰⁰

Actual Expenses

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ _____
- Meals: = \$ _____
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ _____
Please List: _____
- Lodging: = \$ _____
- Registration = \$ _____
- Total Actual Travel Expenses = \$ _____

Difference

- Amount owed to County = \$ _____
Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.
- Amount owed to Employee = \$ _____
Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.

Jere Hieb
Employee Signature

6-28-16
Date

Brookings County
**Travel Advance
Request for Payment Form**

Employee: Larry Klingbile

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sept 18-23rd, 2016

Estimated Expenses

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
- Meals: = \$ 145⁰⁰
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ 0
Please List: _____
- Lodging: = \$ 0
- Registration: = \$ 0
- Total Travel Advance = \$ 145⁰⁰

Actual Expenses

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ _____
- Meals: = \$ _____
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ _____
Please List: _____
- Lodging: = \$ _____
- Registration = \$ _____
- Total Actual Travel Expenses = \$ _____

Difference

- Amount owed to County = \$ _____
Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.
- Amount owed to Employee = \$ _____
Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.

Larry Klingbile
Employee Signature

6-28-16
Date

Brookings County
Travel Advance
Request for Payment Form

Employee: Jacob Brekner

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sept 18 - 23, 2016

Estimated Expenses

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
 - Meals: = \$ 145.00
The maximum reimbursement for meals is the per diem rate listed in the travel policy. Employees will not be reimbursed for meals that are included in the registration fee.
 - Additional Expenses (taxi, parking, etc): = \$ 0
Please List: _____
 - Lodging: = \$ 0
 - Registration: = \$ 0
- Total Travel Advance = \$ 145.00

Actual Expenses

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ _____
 - Meals: = \$ _____
The maximum reimbursement for meals is the per diem rate listed in the travel policy. Employees will not be reimbursed for meals that are included in the registration fee.
 - Additional Expenses (taxi, parking, etc): = \$ _____
Please List: _____
 - Lodging: = \$ _____
 - Registration: = \$ _____
- Total Actual Travel Expenses = \$ _____

Difference

- Amount owed to County = \$ _____
Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.
- Amount owed to Employee = \$ _____
Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.

Jacob Brekner
 Employee Signature

6/28/16
 Date

Brookings County
**Travel Advance
 Request for Payment Form**

Employee: Reid Squires

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sep 18-23rd, 2016

Estimated Expenses

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
 - Meals: = \$ 145⁰⁰
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.
 Employees will not be reimbursed for meals that are included in the registration fee.*
 - Additional Expenses (taxi, parking, etc): = \$ 0
 Please List: _____
 - Lodging: = \$ 0
 - Registration: = \$ 0
- Total Travel Advance = \$ 145⁰⁰

Actual Expenses

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ _____
 - Meals: = \$ _____
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.
 Employees will not be reimbursed for meals that are included in the registration fee.*
 - Additional Expenses (taxi, parking, etc): = \$ _____
 Please List: _____
 - Lodging: = \$ _____
 - Registration: = \$ _____
- Total Actual Travel Expenses = \$ _____

Difference

- Amount owed to County = \$ _____
Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.
- Amount owed to Employee = \$ _____
Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.

[Signature]
 Employee Signature

6-28-16
 Date

2016 Annual Assessors' School

September 18th – 23rd

Sioux Falls, SD

Hotel Accommodations

Best Western PLUS Ramkota Hotel & Conference Center (www.siouxfalls.bwramkota.com) will be the site for the school. All school participants will need to make their own room reservations. To reserve a room(s), you may phone the hotel at:

1-605-336-0650 no later than August 18, 2016

The hotel will hold our block of rooms until August 28, 2015. Room rates will be \$95.99 plus 9.5% tax. If you pay with a county check and have the county's tax ID number, you will not have to pay the tax. If you are paying with a private credit card or check, taxes will apply. When making room reservations, let the hotel know that you are with the "**South Dakota Department of Revenue School**" to insure you get the group rate. Please ask for confirmation of rates and confirmation number at the time you make your reservations.

Meals

All school participants are responsible for their own meals. There is a restaurant and a sports bar onsite.

Breaks

There will be breaks in the morning and afternoon where coffee and/or refreshments will be provided.

Registration

Complete the form on the last page and return along with tuition payment. Do not return the registration form without the tuition. Please keep a copy of your registration form for your records. A listing of final class assignments will be sent prior to school.

Tuition for SDAAO members and SD county personnel: \$300*

**Non-county personnel will have a separate tuition rate. Please contact Wendy Semmler at the Department of Revenue.*

2016 Courses

Course 1 – Basics (Fundamentals of Appraising/Assessing)

This course is for all beginning directors or staff that have not attended a previous school or for uncertified personnel enrolled in the certification program. This course will give a beginner's look at the laws and procedures for appraising property for taxation in South Dakota. It also covers the three approaches to value; cost, market and income. It is recommended that this course be taken before the CAA exam is attempted.

Instructor: Todd Bailey, CAA

Prerequisite: none

Required Texts: IAAO Property Assessment Valuation (2nd or 3rd edition)
Marshall and Swift Residential Cost Handbook (latest update)

Good Calculator, Note paper and pencil / pen

Course 2 – IAAO 101 – Fundamentals of Real Property Appraisal

The Fundamentals of Real Property Appraisal is designed to provide the students with an understanding and working knowledge of the procedures and techniques required to estimate the market value of vacant and improved properties. This course concentrates on the skills necessary for estimating the market value of properties using two approaches to value: the cost approach and the sales comparison approach. The Fundamentals of Real Property Appraisal utilizes lectures, classroom discussion, and homework problems to emphasize the main concepts and procedures taught in the course.

Instructor: Scott Johnson, ICA, RES

Prerequisite: none

Required Texts: *Property Assessment Valuation (PAV) textbook (3rd edition)*

Good Calculator, Note paper and pencil / pen

Course 3 – IAAO 311 – Residential Modeling Concepts

Course 311 presents a detailed study of the mass appraisal process as applied to residential property. Topics covered include a comparison of single-property appraisal and mass appraisal, the major steps in the mass appraisal process, data requirements, market analysis, application of the approaches to value, use of sales ratio studies, and valuation review techniques.

Instructors: David Cornell, MAI, CAE

Prerequisite: IAAO 300 – Fundamentals of Mass Appraisal

Required Texts: none

Good Calculator, Note paper, pencil/pen

Course 4 – Ag Buildings

Dick Gilmore's appraisal experience includes farms, ranches, and all types of specialized agricultural and food processing facilities. He also has extensive experience valuing agricultural production related machinery, equipment, inventories, receivables, and intangible assets. This class will cover farm buildings and agri-business structures.

Instructor: Richard Gilmore, ARA, FASA, FRICS

Prerequisite: Basics (Fundamentals of Appraising / Assessing)

Required Text: none

Good Calculator, Note paper and pencil / pen

Course 5 – Commercial Properties

Joshua Luther has more than 13 years of experience as a commercial real estate appraiser, including: apartment complexes, assisted living centers, manufactured parks, automotive dealerships, convenience stores, car washes, mixed use subdivisions, development land, retail lots. The class will focus on the more common type of commercial structures and how to apply appraisal theory and appraisal practice to them.

Instructor: Joshua W. Luther, MAI, MBA

Prerequisite: Basics (Fundamentals of Appraising / Assessing)

Required Text: none

Good Calculator, Note paper and pencil / pen

Please Print or Type when completing this form!

This school is being held under the authority of SDCL 10-1-16. Authorization of tax entity: SDCL 7-7-24, SDCL 7-7-25. Please complete this registration form and return with tuition payment no later than August 31st, 2016.

Make all checks payable to SDAAO

Tuition is \$300 per student (There is a separate tuition for non-county personnel – contact Wendy Semmler for details.)

Online registration is available at www.sdaao.org

Mail registration and payment to:

SDAAO
C/O Wendy Semmler, CAA
South Dakota Department of Revenue
445 East Capitol
Pierre, SD 57501-3185

Student Name (print or type)	1 st	Course Choice
		1 st – 2 nd (required) 2 nd choice
1. Jacob Brehmer	IADAO 101	Commercial properties
2. Larry Kingsbite	Commercial properties	Ag Buildings
3. Jere Hieb	Ag buildings	IADAO 101
4. Reid Squires	BASICS	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____

County: Brookings E-mail: CLilly@brookingscountysd.gov

Address: 520 3rd St Ste 110
City: Brookings
Zip: 57006

Travel/Education Request Form

Name(s) Robert W. Hill

Department County Development Position Director

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
Oct 14- 20, 2015			Savannah, GA

Reason for Travel:

Attend the 2016 International Association of Emergency Managers (IAEM) Conference in Savannah, GA.

Passengers: 0

Estimated Expenses:

•Method of Travel: County Vehicle Private Auto Air
108 Miles \$ /mile = \$ 0.00

•Meals: 7 Breakfast @ \$ 10.00 = \$ 70.00
7 Lunch @ \$ 14.00 = \$ 98.00
7 Dinner @ \$ 21.00 = \$ 147.00

Employees will not be reimbursed for meals that are included in the registration fee.

•Additional Expenses (taxi, parking, etc.):
 Please list Airfare = \$ 607.00

•Lodging: 7 Estimated number of days/nights = \$ 900.00

•Registration: 720.00 Estimated Cost = \$ 720.00

Total Cost Estimate = \$ 2,542.00

•Department Head designated mileage rate: \$ 0.00 /mile

•A travel advance form is attached to this request Yes No


 Department Head Signature

6/30/2016
 Date

Robert Hill

From: IAEM <info@iaem.com>
Sent: Wednesday, May 18, 2016 11:30 AM
To: iaem-members@lists.iaem.com
Subject: Registration Now Open for IAEM 2016 Annual Conference

Attn: IAEM Members
From: IAEM Headquarters

Mark your calendar to attend the upcoming IAEM Annual Conference and EMEX, October 14-19, 2016 in Savannah, Georgia. Please go to <http://iaemconference.info/2016/> for details. A schedule-at-a-glance is currently posted with a detailed program to be posted by May 30.

The online registration page has been activated to allow registrants the ability to make payment using funds from their current budget.

We look forward to seeing you in October in Savannah. Please keep your eyes open for follow up emails providing more details related to the upcoming conference.

If there is anything IAEM headquarters can do to help assist you in your conference planning, please do not hesitate to let us know.

--- You are currently subscribed to iaem-members as: rhill@brookingscountysd.gov.

Coroner Trainings.

The following topics will be covered:

- SD Laws Relevant to Coroners
- Taking the Call / What to Do? / What Information to Gather?
- Types of Death Scenes / General Scene Protection
- Protection of Infant Death Scenes
- Toxicology
- Death Registration

Starts October 18th, 2016 at 9am in Conference Room A at Sanford Hospital, Sioux Falls.

06/27/16
Sent to Print



STATE OF SOUTH DAKOTA
LAW ENFORCEMENT STANDARDS AND TRAINING COMMISSION

DIVISION OF CRIMINAL INVESTIGATION
GEORGE S. MICKELSON CRIMINAL JUSTICE CENTER
1302 E. HIGHWAY 14, STE. 5
PIERRE, SOUTH DAKOTA 57501-8505

MARTY J. JACKLEY
ATTORNEY GENERAL

APPLICATION TO ATTEND
SOUTH DAKOTA LAW ENFORCEMENT OFFICERS TRAINING COURSES

Type of Course Coroner Training Day 2

Course Date Tuesday, 10/18/16

Name Page Zachary Eugene
(Last) (First) (Middle) (Please print or type)

Date of Birth 08/30/94 SSN 503253463 M F Law Enforcement Service 0 yrs. 5 Mos.

Email address zpage@brookingscountysd.gov Cell Phone # 605-695-6232

Name of Department Brookings County Sheriff's Office Phone # 605-696-8300

Department Mailing Address 315 7th Ave. Brookings 57006
Address City Zip

I request that you accept this nominee as the official representative of the Law Enforcement Agency headed by me. I do hereby agree that this representative will abide by all such rules and regulations pertaining to classroom and dormitory conduct and any serious breach of same may result in the dismissal of the violator. I further agree that the Law Enforcement Training Center, either individually or collectively, shall in no way be responsible for any accidents while this representative is en route to, attending any session of, or returning to their department. In addition, I agree that this representative shall attend the full course of instruction. **Application should be made no later than 45 days prior to the course.**

Due to the nature of some of the training offered, enrollment in a school may be limited. **Please do not assume that the applicant has been accepted for this school until you have received official confirmation from the Law Enforcement Training Office.**

Deputy Sheriff
(Title of Applicant)

Martin Stanwick
(Name & Title of Department Head)

06/27/16
(Date)

06/27/16
(Date)

This application form must be completed in its entirety and forwarded to the Law Enforcement Training Office.

I hereby certify my application has been approved by my supervisor/department head.

Return this Application to: Law Enforcement Training
Criminal Justice Center
1302 E. Hwy 14, Ste. 5
Pierre SD 57501-8505
Phone: 605-773-3584
Fax: 605-773-7203

TRANSMIT
06/27/16
Sent to Pierre



STATE OF SOUTH DAKOTA
LAW ENFORCEMENT STANDARDS AND TRAINING COMMISSION

DIVISION OF CRIMINAL INVESTIGATION
GEORGE S. MICKELSON CRIMINAL JUSTICE CENTER
1302 E. HIGHWAY 14, STE. 5
PIERRE, SOUTH DAKOTA 57501-8505

MARTY J. JACKLEY
ATTORNEY GENERAL

APPLICATION TO ATTEND
SOUTH DAKOTA LAW ENFORCEMENT OFFICERS TRAINING COURSES

Type of Course Coroner Training Day 2

Course Date Tuesday, 10/18/16

Name Langstraat Manuel James
(Last) (First) (Middle) (Please print or type)

Date of Birth 07/31/89 SSN 503176681 M F Law Enforcement Service 2 yrs. 1 Mos.

Email address mlangstraat@brookingscountysd.gov Cell Phone # 605-670-1690

Name of Department Brookings County Sheriff's Office Phone # 605-696-8300

Department Mailing Address 315 7th Ave. Brookings 57006
Address City Zip

I request that you accept this nominee as the official representative of the Law Enforcement Agency headed by me. I do hereby agree that this representative will abide by all such rules and regulations pertaining to classroom and dormitory conduct and any serious breach of same may result in the dismissal of the violator. I further agree that the Law Enforcement Training Center, either individually or collectively, shall in no way be responsible for any accidents while this representative is en route to, attending any session of, or returning to their department. In addition, I agree that this representative shall attend the full course of instruction. **Application should be made no later than 45 days prior to the course.**

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(Title of Applicant)

Martin Stanwick
(Name & Title of Department Head)

06/27/16
(Date)

06/27/16
(Date)

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1302 E. Hwy 14, Ste. 5
Pierre SD 57501-8505
Phone: 605-773-3584
Fax: 605-773-7203

FAXSENT
06/27/16
Sent to Pierre



STATE OF SOUTH DAKOTA
LAW ENFORCEMENT STANDARDS AND TRAINING COMMISSION

DIVISION OF CRIMINAL INVESTIGATION
GEORGE S. MICKELSON CRIMINAL JUSTICE CENTER
1302 E. HIGHWAY 14, STE. 5
PIERRE, SOUTH DAKOTA 57501-8505

MARTY J. JACKLEY
ATTORNEY GENERAL

APPLICATION TO ATTEND
SOUTH DAKOTA LAW ENFORCEMENT OFFICERS TRAINING COURSES

Type of Course Coroner Training Day 2

Course Date Tuesday, 10/18/16

Name Gengler Michael L.
(Last) (First) (Middle) (Please print or type)

Date of Birth 12/21/88 SSN 504155686 M F Law Enforcement Service 3 yrs. 5 Mos.

Email address mgengler@brookingscountysd.gov Cell Phone # 605-254-5555

Name of Department Brookings County Sheriff's Office Phone # 605-696-8300

Department Mailing Address 315 7th Ave. Brookings 57006
Address City Zip

I request that you accept this nominee as the official representative of the Law Enforcement Agency headed by me. I do hereby agree that this representative will abide by all such rules and regulations pertaining to classroom and dormitory conduct and any serious breach of same may result in the dismissal of the violator. I further agree that the Law Enforcement Training Center, either individually or collectively, shall in no way be responsible for any accidents while this representative is en route to, attending any session of, or returning to their department. In addition, I agree that this representative shall attend the full course of instruction. **Application should be made no later than 45 days prior to the course.**

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Deputy Sheriff
(Title of Applicant)

06/27/16
(Date)

Martin Stanwick
(Name & Title of Department Head)

06/27/16
(Date)

This application form must be completed in its entirety and forwarded to the Law Enforcement Training Office.

I hereby certify my application has been approved by my supervisor/department head.

Return this Application to:
Law Enforcement Training
Criminal Justice Center
1302 E. Hwy 14, Ste. 5
Pierre SD 57501-8505
Phone: 605-773-3584
Fax: 605-773-7203

Travel / Education Request Form

Name(s): Jeremy Kriese, Shiann Hauptert.

Department: Sheriff's Office.

Position(s): Deputy Sheriff, & Correctional Officer.

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
11/07/16- 11/11/16			Sioux Falls, SD

Reason for Travel: Crisis Intervention Team Training.

Estimated Expenses

- Method of Travel: County Vehicle Private Auto

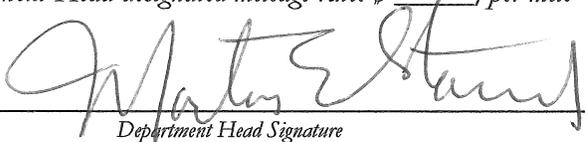
_____ miles @ \$_____/per mile = \$ 75⁰⁰
- Meals: 4 x 2 Breakfast @ \$6.00 = \$48.00

5 x 2 Lunch @ \$11.00 = \$110.00

4 x 2 Dinner @ \$15.00 = \$120.00
- Additional Expenses (taxi, parking, etc)

Please list _____ = \$0
- Lodging: 4 x 2 rooms Estimated number of days/ nights = \$440.00
- Registration 2 Estimated cost = \$240.00
- Total Cost Estimate = \$ 1,033⁰⁰

Department Head designated mileage rate: \$ _____ /per mile



Department Head Signature

6-30-16

Date

Crisis Intervention Team Training
Sioux Falls, SD
November 7-11, 2016

The Sioux Falls Police Department in conjunction with the Minnehaha County Sheriff's Office, NAMI South Dakota and Southeastern Behavioral Healthcare will be hosting a 40-hour Crisis Intervention Team training beginning Nov. 7, 2016. The course will be five, eight-hour days and will be held at the Sioux Falls Law Enforcement Center (320 W 4th St).

A Crisis Intervention Team (CIT) is designed to improve the outcomes of police interactions with people with mental illness. CIT is a collaborative effort, not just a training program. Officers are trained to prevent and de-escalate crises. CIT is effective when law enforcement, the mental health system and advocates work to make sure that the treatment system is able to provide appropriate treatment.

The training will include an explanation of mental illness as it relates to adults, adolescents and the aged. There will also be site visits, scenario based training, an overview of available resources and information on co-occurring disorders. This training is based on the Memphis model and will certify officers as CIT trained according to SDCL 27A-10-20.

The cost for this week-long training is \$120.00. To register please send an e-mail to namisd@midconetwork.com. Include your name, agency, agency address and contact telephone number. Billing will be handled through NAMI South Dakota (605-271-1871) and an invoice will be sent to you upon receipt of registration. Deadline for registering is Oct. 17, 2016, 2016. The class will be capped at 25 students and space for this session is limited. If you have questions, please feel free to contact any of the following:

NAMI South Dakota, 605-610-7226

Sgt. David Osterquist, SFPD, 605-978-6628, dosterquist@siouxfalls.org

Sgt. Tarah Walton, SFPD, 605-978-9844, twalton@siouxfalls.org

Jenny Pfeifer, Southeastern Behavioral Healthcare, 605-336-0503,
jenniferp@southeasternbh.org

Travel/Education Request Form

Name(s) Michael Holzhauser

Department Veterans Affairs Position VSO

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
July 13 2016			Sioux Falls

Reason for Travel:

To attend SD Veterans Council to advocate for a Brookings County Veteran to be named South Dakota veteran of the year.

Passengers: _____

Estimated Expenses:

•Method of Travel: County Vehicle Private Auto Air
 120 Miles \$ 0.42 /mile = \$ 50.40

•Meals:
 _____ Breakfast @ \$ _____ = \$ 0.00
 _____ Lunch @ \$ _____ = \$ 0.00
 _____ Dinner @ \$ _____ = \$ 0.00

Employees will not be reimbursed for meals that are included in the registration fee.

•Additional Expenses (taxi, parking, etc.):
 Please list _____ = \$ _____

•Lodging: _____ Estimated number of days/nights = \$ _____

•Registration: _____ Estimated Cost = \$ _____

Total Cost Estimate = \$ 50.40

•Department Head designated mileage rate: \$ _____ /mile

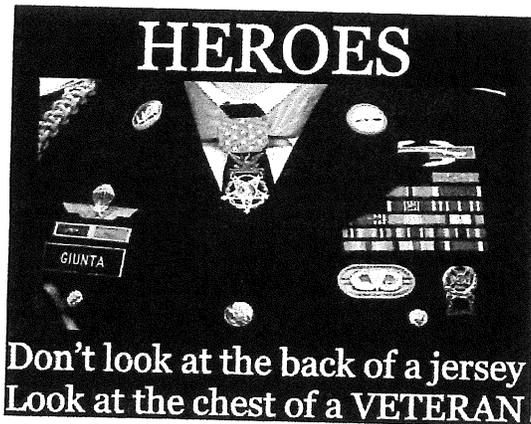
•A travel advance form is attached to this request Yes No


 Department Head Signature

7-6-16
 Date

Upcoming Events

- Jul. 1—Buffalo Chip Annual Flag Raising Ceremony—West Gate Entrance off Ft. Meade Way—6:00 pm (MT)
 - Jul. 11—BHNC Unaccompanied Veterans Memorial Service—9:00 am (MT)
 - Jul. 13—SD Veterans Council—PVA Headquarters—Sioux Falls—10:00 am (CT)
 - Jul. 23-24—Sioux Falls Air Show
 - Aug 4—VABHHCS Hero and Patriot Night—Main Street Square—Rapid City—6:00—9:00 pm (MT)
 - Aug. 7—Purple Heart Memorial Dedication - Capitol Lake—Pierre—1:00 pm (CT)
 - Aug. 7—American Legion Freedom Ride—State Veterans Home—Hot Springs 8:30 am (MT)
 - Aug. 22-25—SDDVA Annual Benefits School—Pierre Ramkota
 - Sep. 1—Veterans Day at the State Fair—Huron - Program at 10:30 at the Freedom Stage
 - Sep. 3—DAV Brookings Chapter 22 and 727 Transportation Unit Poker Run—Brookings National Guard Ar-
mory—10:00 am (CT)
 - Sep. 9—Veterans Stand Down—Wagner Armory
 - Sep. 16—National POW/MIA Recognition Day Ceremony—Sioux Falls Veterans Memorial Park—6:30 pm (CT)
 - Sep. 23—Veterans Stand Down—VFW—Sioux Falls
 - Oct. 3—BHNC Unaccompanied Veterans Memorial Service—9:00 am (MT)
 - Oct. 8—DAV Fall Conference—DAV—Sioux Falls—10:00 am (CT)
- 2017**
- Feb 10-12—SD American Legion Mid Winter Conference—Oacoma
 - Jun 15-18—SD American Legion State Conference—Watertown



Audry Ricketts, Public Information Officer
 South Dakota Department of the Military <http://military.sd.gov>
 South Dakota Department of Veterans Affairs <http://vetaffairs.sd.gov>
 Soldiers and Sailors Building - 425 E Capitol Avenue
 Pierre, SD 57501
 Phone: 605-773-8242
 E-mail address: audry.ricketts@state.sd.us

