

Brookings County

Travel/Education Request Form

Name(s) Shiann Haupt, Tonia Thornton, Andrew Erickson, Kevin Murfield,
Maria Aguirre, Alisha Haddock, Ashlie Steppat

Department: Sheriff's Office/Jail Position: Correctional Officers

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
August 11, 2016			Brookings, SD

Reason for Travel Mental Health First Aid Training
(1 Day Training)

(No lodging needed)

Passengers _____

Estimated Expenses

- Method of Travel: County Vehicle Private Auto
 0 Miles @ \$ /per mile = \$ 0.00
 - Meals: 0 Breakfast @ \$ = \$ 0.00
 Lunch @ \$) = \$
 0 Dinner @ \$ = \$ 0.00
 - Additional Expenses (taxi, parking, etc):
Please list = \$ 0.00
 - Lodging: 0 Estimated number of days/nights = \$ 0.00
 - Registration \$20.00 Estimated cost = \$ 140.00
Per person
- Total Cost Estimate = \$ 140.00

Department Head designated mileage rate: \$ /per mile

Martin E. Haupt
Department Head Signature

7-20-16
Date

Brookings County

Travel / Education Request Form

Name (s) Mike Giegling, Sean Doremus, Zach Page
 Department Sheriff 211 Position Deputy Sheriff

Travel / Education

Dates	Beginning Odometer	Ending Odometer	Destination

Reason for Travel _____

Passengers _____

Estimated Expenses

- Method of travel: County Vehicle Private Auto
 _____ miles @ \$ _____ / mile = \$ _____
- Meals: _____ Breakfast @ \$ _____ = \$ _____
- _____ Lunch @ \$ _____ = \$ _____
- _____ Dinner @ \$ _____ = \$ _____
- Additional Expenses (taxi, parking, etc): please list = \$ _____
- Lodging: _____ Estimated number days/nights = \$ _____
- Registration 20⁰⁰ Estimated Cost = \$ 80⁰⁰

Total Cost Estimate

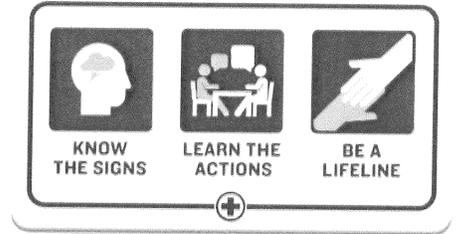
= \$ 80⁰⁰

Matthew E. [Signature]
 Department Head signature

7-25-16
 Date

MENTAL HEALTH

First Aid Training



Thursday, August 11, 2016

City / County Government Center, 520 3rd Street, Suite 310, Brookings, SD

Cost \$20 per person | 8 AM - 5 PM

Applications will be submitted for CEU's for LPC, Social Work and Addiction Counselors.

Mental Health First Aid is an 8-hour course that gives people the skills to help someone who is developing a mental health problem or experiencing a mental health crisis such as contemplating suicide. This is an evidence-based program widely used throughout the United States.

The goal of training is to help support an individual until appropriate professional help arrives. Mental Health First Aiders learn a strategy that includes: assessing risk, respectfully listening to and supporting the individual in crisis, identifying appropriate professional help and other supports.

Participants are introduced to risk factors and warning signs for mental health or substance use problems, will engage in experiential activities that build understanding of the impact of illness on individuals and families, and will learn about evidence-supported treatment and self-help strategies.

Mental Health First Aid is intended for people and organizations that make up the fabric of a community. Professionals who regularly interact with people such as police officers, nurses, human resource directors, primary care workers, school/college leadership, faith communities, and friends and family of individuals with mental illness or addiction are encouraged to attend.

REGISTRATION: Mail registration to Jeanne Pufahl-Ward NEPRC Human Service Agency PO Box 1030 - 123 19th St. NE Watertown, SD 57201 or fax to (605)-884-3522, ATTN: Jeanne. Questions? Call (605)-884-3524. Or email jeanne@humanserviceagency.org

Name _____ Phone _____

School/Agency _____ Address _____

City/State/Zip _____ Email _____

Home or Cell _____ (in case of inclement weather)

Training supported by SD DSS/Prevention Program NE Prevention Resource Center and the SE Prevention Resource Center

To obtain training certificate, full day attendance is required. CANCELLATION NOTICE: Your school/agency will be charged a \$20 fee if cancellation is not made by August 9, 2016.

Travel / Education Request Form

Name(s) Bev Chapman, Kristen Witehey Vicki Buseph
 Department ROD & Finance Position(s) Dept heads & Deputy

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
Aug 17-18			Oacoma

Reason for Travel Tyler Users Conference
Cedar Shore Oacoma

Passengers Kristen & Vicki - All day Aug 17-18 Bev late 17th and
all day 18th

Estimated Expenses

- Method of Travel: County Vehicle Private Auto
- 344 miles @ \$42 per mile = \$ 144.48
- Meals: 3 Breakfast @ \$ 6.00 = \$ 18.00
 Lunch @ \$ = \$
3 Dinner @ \$ 15.00 = \$ 45.00
- Additional Expenses (taxi, parking, etc)
 Please list _____ = \$ _____
- Lodging: 1 Estimated number of days/nights @ 100.00 = \$ 300.00
- Registration 2 Estimated cost = \$ 250.00
- Total Cost Estimate = \$ 757.48

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

Vicki Buseph
 Department Head Signature

7/21/14
 Date

Vicki Buseth

From: Pam Tromblay <bounce-ptromblay@tylercommunity.tylertech.com>
Sent: Wednesday, July 20, 2016 4:33 PM
To: SouthDakotaAuditors@tylercommunity.tylertech.com
Subject: South Dakota Tax Billing Training - August 17, 2016



Update from Tyler Community



Pam Tromblay

Based on the feedback to our recent survey, we will be hosting a Tax Billing Training course for South Dakota on Wednesday, August 17, 2016. Please register for the course by clicking the link below. We hope to see you there!

Join us for a South Dakota Tax Billing Training!

Tyler Technologies is offering a regional tax billing training. This training is designed to assist our customers in maintaining and retrieving information with efficiency. The actual software will be displayed and the instructor will take participants through step-by-step processes. It is also a great opportunity to meet other software users in your area.

Agenda:

- Rolling Tax Files from DOE to Auditor
- Levy Prep
- Special Assessments
- Utility Billing
- Tax Billing
- Turning Tax File Over to Treasurer

Where: Cedar Shore Resort

Meeting Room: Missouri Winds

1500 Shoreline Drive

Oacoma, SD

Meeting Time: 10:00 am - 4:00 pm

Cost: \$125 per person (lunch and a tax billing manual are included in the registration fee). Invoiced will be sent after the event.

Click here to fill out the registration form. Please complete one form per person. Registrations will close on August 10th. Cancellations must be received at least 48 hours prior to the event start date. Clients will be charged a no-show fee if they fail to cancel their registration.

Items you may want to bring with you:

Sweater/sweatshirt

Paper

Pen/Pencil

If you have any questions, please contact Pam Tromblay (pam.tromblay@tylertech.com). We look forward to a great day of learning!

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[Flag this post as spam/abuse.](#)



Travel/Education Request Form

Name(s) Commissioners and Department Heads

Department All Position _____

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
Sept 12-13, 2016			Sioux Falls, SD

Reason for Travel:

2016 SDACC/SDACO Fall Convention

Passengers: _____

Estimated Expenses:

•Method of Travel: County Vehicle Private Auto Air
 232 Miles \$ 0.42 /mile = \$ 97.44

•Meals: _____ Breakfast @ \$ _____ = \$ 0.00
 _____ Lunch @ \$ _____ = \$ 0.00
 1 Dinner @ \$ 15.00 = \$ 15.00

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

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

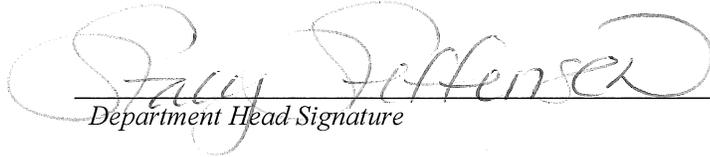
•Lodging: 1-2 Estimated number of days/nights = \$ 100.00

•Registration: \$175 Estimated Cost = \$ 175.00

Total Cost Estimate = \$ 387.44

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

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



 Department Head Signature

7-25-16

 Date

Pre-Registration for the 2016 County Convention

September 12 - 13, 2016

SIOUX FALLS SHERATON AND CONVENTION CENTER

Pre-Registration Fee is \$175.00 per person

if you are paid by September 2nd.
This fee includes all program materials,
breaks, meals, and entertainment.

Registration after September 2nd will be \$200.00.

QUESTIONS: Call 1-800-439-5672

Cancellation Policy: Full refund if canceled by September 2nd
NO REFUND after September 2nd.

Return this form with payment by **September 2nd** to:

SD Counties
211 E Prospect Ave
Pierre SD 57501

County: Brookings

<u>Name</u>	<u>Title</u>
1. Ryan Krogman	Commissioner
2. Lamy Jensen	Commissioner
3. Stephine Miller	Commissioner
4. Lee Ann Pierce	Commissioner
5. Tom Voeth	Commissioner
6. Stacy Steffensen	Commission Dept. Director
7. Vicki Bugeth	Finance Officer
8. Kristen Witchey	Deputy Finance Officer

Spouse/Guest Registration

1. _____
2. _____
3. _____
4. _____

Spouse/Guest Packages

Package #1 \$50.00
Monday Evening President's Reception
Spouse Event

Package #3 \$25.00
Monday Evening President's Reception

Area Motels BLOCK – "SD Counties" BLOCKS RELEASE AUGUST 10, 2016

Best Western Ramkota Hotel - \$109.99 (605) 336-0650
GuestHouse Inn & Suites - \$59.00 (605) 338-6242
Ramada Inn & Suites - \$109.00 (605) 336-1020

Super 8 - \$89.99 (605) 339-9330
Best Western Empire Towers - \$89.00 (605) 361-3118

Casual/theme attire is a MUST!

Pre-Registration for the 2016 County Convention

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SD Counties
211 E Prospect Ave
Pierre SD 57501

County: Brookings

	<u>Name</u>	<u>Title</u>
1.	<u>Beverly Chapman</u>	<u>Register of Deeds</u>
2.	<u>Michael Holzhauser</u>	<u>Human Services Director</u>
3.	<u>Dick Birk</u>	<u>Highway Superintendent</u>
4.	<u>Abigail Howard</u>	<u>Chief Deputy States Attorney</u>
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____

Spouse/Guest Registration

1. _____
2. _____
3. _____
4. _____

Spouse/Guest Packages

- Package #1 \$50.00**
Monday Evening President's Reception
Spouse Event
- Package #3 \$25.00**
Monday Evening President's Reception

*****Area Motels*** BLOCK – "SD Counties" BLOCKS RELEASE AUGUST 10, 2016**

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Best Western Empire Towers - \$89.00 (605) 361-3118

Casual/theme attire is a MUST!

2016 SD Counties Convention TENTATIVE Timeline
September 12-13, 2016 - Sioux Falls Sheraton and Convention Center

Sunday, September 11, 2016

4:00 pm SDACC EXECUTIVE BOARD MEETING
JQH Meeting Room – Sheraton

SDACO EXECUTIVE BOARD MEETING
Cataract Meeting Room – Sheraton

Monday, September 12, 2016

8:00 am – 5:00 pm REGISTRATION DESK OPEN
Convention Center Hallway

8:00 – 9:45 am SDACHS EXECUTIVE BOARD MEETING
Sheraton Lounge

8:30 – 9:45 am SDACWO EXECUTIVE BOARD MEETING
Meeting Rooms 8 - 10

SDACO RESOLUTION COMMITTEE
Meeting Rooms 11 - 12

SDACC NOMINATING COMMITTEE
Sheraton Restaurant

SDACO NOMINATING COMMITTEE
Sheraton Restaurant

COMMISSION ASSISTANTS/ HR ROUNDTABLE
Sheraton Lounge

10:00 am VENDOR FAIR • OPEN
Exhibit Hall 1

10:00 – 11:45 am KEYNOTE PRESENTATION:
Exhibit Hall 2
• Elliott Eisenburg

12:00 – 1:00 pm OPENING SESSION • LUNCHEON
Exhibit Hall 2
• National Anthem and Pledge of Allegiance
• Welcome by Association Presidents
SDACC President
SDACO President
SDACHS President
SDACWO President
• Recognition of Past Presidents
• Years of Service Recognition
• Memorial – moment of silence in respect

1:00 – 2:00 pm PRESENTATION - CyberSecurity
Ballroom A
Rick Wisser, Black Hills Infor Security

HIGHWAY BUDGETS
Meeting Rooms 6 – 7
Rod Fortin, SD Legislative Audit

ELECTIONS – SECRETARY OF STATE
Meeting Rooms 8 – 10
Shantel Krebs, Kea Warne

SD DEPT OF REVENUE – MOTOR VEHICLES

Meeting Rooms 11 – 12

Lisa Weyer

NAMI / MENTAL ILLNESS

Meeting Room 13 – 14

Phyllis Arends

2:15 – 3:00 pm

NEW FEDERAL OVERTIME RULE

Ballroom A

Brian Mundahl, Investigator

U.S. Department of Labor / WHD

PRESENTATION

Meeting Rooms 6 – 7

ELECTIONS – SECRETARY OF STATE

Meeting Rooms 8 – 10

Shantel Krebs, Kea Warne

SD DEPT OF REVENUE – MOTOR VEHICLES

Meeting Rooms 11 – 12

Lisa Weyer

SUICIDE PREVENTION

Meeting Room 13 – 14

Lori Montis

3:00 – 3:30 pm

VENDOR FAIR • BREAK

Exhibit Hall 1

3:45 – 4:30 pm

SDML WC / SDPAA Presentation

Ballroom A

PRESENTATION

Meeting Rooms 6 - 7

SD DEPT OF REVENUE

Meeting Rooms 8 – 10

Wendy Semmler, SD Dept of Revenue

SD DEPT OF REVENUE – MOTOR VEHICLES

Meeting Rooms 11 – 12

Lisa Weyer

PANEL DISCUSSION – MENTAL ILLNESS, VOLUNTARY ADMITS, MH HOLDS

Meeting Room 13 – 14

Jim Iosty, Mike Thompson, Sarah Petersen

4:45 – 5:30 pm

SDACO 1st GENERAL MEMBERSHIP MEETING

Ballroom A

SDACHS OPEN BUSINESS MEETING

Meeting Rooms 6 – 7

SDACWO BUSINESS MEETING

Meeting Rooms 8 - 10

**SDACC CAUCUS MEETINGS &
1st READING of SDACC RESOLUTIONS**

- James River Valley – Meeting Room
- Randall Reservoir – Meeting Room
- Southeast Central – Meeting Room
- Upper Missouri Valley – Meeting Room

- Black Hills – Meeting Room
- Lake Region – Meeting Room
- Oahe – Meeting Room
- Sioux Valley – Meeting Room
- South East – Meeting Room

5:30 pm VENDOR AND ATTENDEE - PRESIDENT'S RECEPTION
Exhibit Hall 1

Tuesday, September 13, 2016

5:30 – 8:15 am BANQUET SERVING

7:00 – 8:15 am ATTENDEE AND VENDOR BREAKFAST
Exhibit Hall 2

8:30 – 9:15 am PRESENTATION
Ballroom A

MAINLINE DYNAMIC WARNING SYSTEMS

Meeting Rooms 6 – 7
Victor Lund, Traffic Engineer
St. Louis County, MN

DLA UPDATES

Meeting Rooms 8 – 10
Rod Fortin, SD Legislative Audit

LIENS

Meeting Rooms 11 – 12
Michael Moore, Beadle County States Attorney

AGENCY TOURS

- Multi-Cultural Center
- Safe House
- BDHH/Synergy
- Center of Hope

Meeting Room 13 - 14

9:00 – 3:00 pm SPOUSE EVENT

9:15 – 9:45 am VENDOR FAIR • BREAK
Exhibit Hall 1

10:00 – 10:45 am PRESENTATION
Ballroom A

PRESENTATION

Meeting Rooms 6 - 7

DLA UPDATES

Meeting Rooms 8 – 10
Rod Fortin, SD Legislative Audit

PRESENTATION

Meeting Rooms 11 – 12

PRESENTATION

Meeting Room 13 - 14

11:00 – 11:45 am **COUNTY LAWSUITS**
Ballroom A
Jack Hieb, Richardson, Wylly, Wise, Sauck & Hieb, LLP

PROCUREMENT STANDARDS UNDER UNIFORM RULE/ FEDERAL AWARDS
Meeting Rooms 6 – 7
Rod Fortin, SD Legislative Audit

PRESENTATION
Meeting Rooms 8 - 10

PRESENTATION
Meeting Rooms 11 – 12

JAIL RE-ENTRY PROGRAMS – ALLIANCE & REBOUND
Meeting Room 13 – 14
Brett J, Amber B, Barry T.

12:00 – 1:00 pm **SAFETY AWARDS LUNCHEON**
Exhibit Hall 2

1:00 – 1:30 pm **VENDOR FAIR**
Exhibit Hall 1

- Award vendor prizes

1:30 – 2:15 pm **PRESENTATION**
Ballroom A

HIGHWAY SUPERINTENDENT ROUNDTABLE DISCUSSION
Meeting Rooms 6 - 7

AUDITORS ROUNDTABLE DISCUSSION
Meeting Rooms 8 - 10

TREASURERS ROUNDTABLE DISCUSSION
Meeting Rooms 11 - 12

REGISTER OF DEEDS ROUNDTABLE DISCUSSION
Meeting Rooms 13 – 14

ERLS
Meeting Room ??
Doug Cummings

2:30 – 3:15 pm **VETERANS OUTREACH CENTER**
Meeting Room ??
Doug McCudding, Michele Hough

2:30 – 4:00 pm **SDACC GENERAL MEMBERSHIP MEETING**
Ballroom A

SDACO 2nd GENERAL MEMBERSHIP MEETING
Ballroom B

SDACHS CLOSING MEETING
Meeting Rooms 6 - 7

3:15 – 4:00 pm **SDACWO CASE MANAGEMENT**
Meeting Rooms 8 - 10

Travel / Education Request Form

Name(s) Matt Christensen

Department Sherrill's Office Position(s) Admin. Assistant

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
9/12			Pierre
9/13			
9/14			

Reason for Travel NIBRS Training in Pierre 9/12 - 9/14

Passengers _____

Estimated Expenses

• Method of Travel: County Vehicle Private Auto
 _____ miles @ \$_____/per mile = \$ 100⁰⁰

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

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

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

• Registration _____ Estimated cost = \$ _____

Total Cost Estimate = \$ 100⁰⁰

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

Matthew Stank
 Department Head Signature

7-14-16
 Date

COPY

NIBRS Training

(National Incident-Based Reporting System)

Dates · Times

September 13-14, 2016 · 8:00 am—4:00 pm (CST)

Where

George S. Mickelson Criminal Justice Center - Classrooms A & B
1302 E. Highway 14 · Pierre, South Dakota 57501

Trainers

Bradley Zoladz
FBI NIBRS Trainer
Clarksburg, WV

Brenda Manning
Criminal Statistical Analyst
DCI - SAC Unit

Cost

FREE: Training

FREE: Dorm Room Lodging
(Limited Numbers Available, Register Early)

FREE: On-Site Meals



There must be a minimum of 30 participants enrolled by August 19, 2016; 12 Noon Central Time in order to conduct this training.

Course Description

NIBRS: National Incident-Based Reporting System

Dates: Tuesday and Wednesday, September 13 - 14 2016; 8:00 am - 4 pm, Classrooms A & B.

There must be a minimum of 30 participants enrolled by August 19, 2016; 12 Noon Central Time, in order to conduct this training.

Who Should Attend: Those who are new to the world of NIBRS, those who want a refresher course, and those who want to learn about submitting Cargo Theft Data, Human Trafficking, Hate Crime and Additional Location and Property Data Values.

Course Description:

1. Introduction / NIBRS Rules
2. Group A Offenses: Crimes Against Persons
3. Group A Offenses: Crimes Against Property
4. Group A Offenses: Crimes Against Society
5. Group B Offenses
6. Data Elements

NIBRS Coding Scenarios will be incorporated into the curriculum for this 2-day course. Ever been confused on how to score an incident? Examples provide detailed information on coding these incidents. Activities and discussion will center upon actual case files. Most of these cases have come from SD local agencies that sought guidance. Participants are encouraged to email their own examples for discussion prior to training to brenda.manning@state.sd.us.

**Questions regarding the training
may be directed to:**

**Brenda Manning,
Criminal Statistical Analyst
brenda.manning@state.sd.us
605-773-6312**

Application To Attend NIBRS Training

There must be a minimum of 30 participants enrolled by August 19, 2016; 12 Noon Central Time, in order to conduct this training.

Agency: Brookings County Sheriff's Office
Agency Address: 315 7th Ave
City: Brookings Zip: 57006
First Name: Matt Last Name: Christensen
Title: Administrative Assistant I am Male Female

Please check all the following **days** you can attend (this is a 2-day course):

- NIBRS (Day One) —Tuesday, September 13; 8:00 am - 4:00 pm (CST)
- NIBRS (Day Two) —Wednesday, September 14; 8:00 am - 4:00 pm (CST)

Please check all the nights you would like **lodging** in a dorm room (limited availability - two people per room):

- Monday, September 12 (Night before training)
- Tuesday, September 13 (First day of training)

Please check all the **meals** you would like to eat on-site:

<u>Tuesday, Sept. 13</u>	<u>Wednesday, Sept. 14</u>
<input checked="" type="checkbox"/> Breakfast	<input checked="" type="checkbox"/> Breakfast
<input checked="" type="checkbox"/> Lunch	<input checked="" type="checkbox"/> Lunch
<input checked="" type="checkbox"/> Dinner	

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

**Please return this application by
August 19, 2016; 12 Noon CST to:**

**Law Enforcement Training
George S. Mickelson Criminal Justice Training Center
ATTN: Taunya O'Conner
1302 E. Hwy 14, Ste. 5 · Pierre, SD 57501
Phone: 773-3584 · Fax: 773-7203**

Brookings County

Travel / Education Request Form

Name (s) DR. RICHARD HIEB

Department Coroner 213 Position Coroner

Travel / Education

Dates	Beginning Odometer	Ending Odometer	Destination
Oct 17-18			Southern Falls SD

Reason for Travel Coroner Training

Passengers _____

Estimated Expenses

- Method of travel: County Vehicle Private Auto
115 miles @ \$ 42 / mile = \$ 48.30
- Meals: Breakfast @ \$ _____ = \$ _____
- 2 Lunch @ \$ 11.00 = \$ 22.00
- Dinner @ \$ _____ = \$ _____
- Additional Expenses (taxi, parking, etc): please list wage to attend training = \$ 250.00
- Lodging: Estimated number days/nights = \$ _____
- Registration Estimated Cost = \$ _____

Total Cost Estimate

= \$ 320.30

Martin E. Hank
 Department Head signature

7-25-16
 Date

Martin Stanwick

From: O'Conner, Taunya <Taunya.O'Conner@state.sd.us>
Sent: Friday, June 24, 2016 8:24 AM
Subject: Coroner Training

*Under South Dakota State administrative rule 2:07:01:02, attendance of either of the two days fulfills the requirement for continuing education hours for coroners. Attendance of **both** days fulfills the requirement under South Dakota State administrative rule 2:07:01:01 for newly selected coroners.*

DAY ONE (OCT 17, 2016)

"Forensic Investigation & Evaluation of Fatal and Non-fatal Child Abuse"

The following topics will be covered:

- Investigating fatal and non-fatal child abuse
- Clinical evaluation of non-fatal child abuse
- Fatal traumatic brain injury
- Social Services investigation
- Prosecuting child abuse

To register for the 1st day of training contact Dr. Kenneth Snell's office at (605) 333-1730 -- Joyce Brown. The location for the 1st day of training is the Schroeder Auditorium at Sanford Hospital, Sioux Falls. Training starts at 8am.

DAY TWO (Oct 18, 2016)

The following topics will be covered on Day 2:

- 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

To register for the 2nd day of training send the following application to Law Enforcement Training. Fax to (605) 773-7203 or email to taunya.o'conner@state.sd.us Training on Day 2 starts at 9am in Conference Room A at Sanford Hospital, Sioux Falls.

For immediate questions concerning either, contact Greg at LET. (605) 773-2568 or greg.williams@state.sd.us

Our website: <http://atg.sd.gov/LawEnforcement/Training/default.aspx>

Travel / Education Request Form

Name(s) Darren DeJong

Department Sheriff's Office Position(s) Deputy

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
Nov 1, 2016 - Nov 4, 2016		N/A	Deerbrook SD

Reason for Travel Drug Court Conf. Deerbrook S.D.

Passengers _____

Estimated Expenses

- Method of Travel: County Vehicle Private Auto
 _____ miles @ \$____/per mile = \$ 150⁰⁰
 - Meals: 3 Breakfast @ \$ 5.00 = \$ 15.00
3 Lunch @ \$ 11.00 = \$ 33.00
3 Dinner @ \$ 15.00 = \$ 45.00
 - Additional Expenses (taxi, parking, etc)
 Please list _____ = \$ _____
 - Lodging: 3 Estimated number of days/nights = \$ 231.00
 - Registration 0 Estimated cost = \$ _____
- Total Cost Estimate = \$ 474.00

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

[Signature]

Department Head Signature

7-19-16

Date



**2016 Upper Midwest
Drug/DUI Court Conference**

Save the Date!

September 2-4, 2016

**The Lodge at Deadwood
Deadwood, SD**

Topics include:

- Best Practices Volume II
- Interpretation of Drug Testing
- National & Local Drug & Alcohol Trends
- Motivational Interviewing for Judges
- Adolescent Development
- Medication Assisted Treatment (MAT)
- Building Collaboration for DWI Services with
Traditional and Non-Traditional Resources

More topics to come!